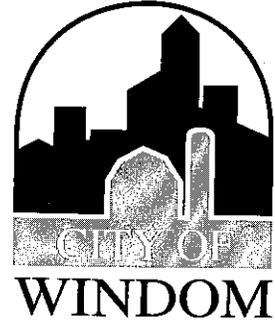


Council Meeting
Tuesday, September 1, 2015
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–August 18, 2015
2. Consent Agenda
 - Minutes
 - Emergency Services Building Committee – August 17, 2015
 - Windom Community Center – August 24, 2015
 - Telecom Commission – August 24, 2015
3. Department Heads
4. Rates and Fees
 - Ambulance - Resolution Establishing Rate Change for Basic and Advance Life Support Services
 - Community Center – Resolution Establishing Rate Change for Room Rental
5. 2014-2015 Windom Area Hospital Annual Audit Presentation
6. 2015 Budget Amendments
 - Telecom Security Access System
 - Citywide Security Camera System
7. Personnel Items
 - Affirm Interim Telecom General Manager Appointment
 - Advertise for Telecom General Manager
 - Soccer Coordinator
 - Part-time Liquor Store Clerk
8. Establishment 2016 Budget Hearing Dates
 - 7:00 p.m. – December 1, 2015
 - December 15, 2015 – Adoption of 2016 Budget and Final Tax Levy
9. New Business
 - Appointment of Liaison to Southwest Minnesota Broadband Services Board (SMBS)
 - Appoint Replacement for Airport Commission Member
10. Old Business
11. Regular Bills
12. Council Concerns
13. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
August 18, 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, Bryan Joyce and JoAnn Ray |
| Council Absent: | None |
| City Staff Present: | Steve Nasby, Administrator; Scott Peterson, Police Chief; Aaron Backman, EDA Executive Director and Al Baloun, Recreation Director |

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Ray second by Jones to approve the City Council minutes from August 4, 2015. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Economic Development Authority – August 10, 2015
- Planning & Zoning Commission – August 11, 2015
- Library Board – August 11, 2015
- Utility Commission – August 12, 2015
- Parks & Recreation Commission – August 12, 2015

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

Maricle noted that there is also an application for an Exempt Gaming Permit from St. Francis Xavier Church for a raffle.

Motion by Jones second by Joyce to approve the Exempt Gaming Permit for St. Francis Xavier Church. Motion carried 5 – 0.

6. Department Heads:

None.

7. Establishment of Tax Increment Financing District No. 1-19 (NWIP – 2):

Aaron Backman, EDA Executive Director, said that the new TIF district is being established within the North Windom Industrial Park (NWIP) on the east side of Commerce Boulevard. The TIF will be used to assist with some of the costs for the extension of infrastructure, reimbursement of development costs and administration. The new warehouse for Toro will be the primary development on the lots included in this TIF. The EDA has recommended creation of the TIF district and it has been reviewed and recommended for approval by the Planning and Zoning Commission as being consistent with the Comprehensive Plan. There are two resolutions for this item which include adoption of the TIF plan and financing as well as an inter-fund loan agreement. The inter-fund loan is for \$220,000 to cover the local share of the infrastructure costs and \$20,000 in administrative and legal expenses. The TIF plan shows that there could be \$2.755 million of TIF generated by the proposed district and used to fund eligible district project expenses.

Maricle opened the public hearing regarding the proposed establishment of TIF District No. 1-19 at 7:45 pm. No comments were received. Maricle closed the public hearing 7:46 pm.

Council member Johnson introduced the Resolution No. 2015-27 entitled “RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP – 2) THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Cooley, Johnson, Jones and Joyce. Nay: None. Absent: None. Abstain: Ray. Resolution passed 4 – 0 - 1.

Council member Joyce introduced the Resolution No. 2015-28 entitled “RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP – 2)” and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Aye: Johnson, Jones, Joyce and Cooley. Nay: None. Absent: None. Abstain: Ray. Resolution passed 4 – 0 - 1.

8. Economic Development Commission:

Prairie Meadow Subdivision

Backman said that he is seeking Council support for the Prairie Meadow Subdivision, which is a partnership between the EDA and Windom Area School District to develop 23 single family lots. Phase I would contain 10 lots and then Phase II with 13 lots would be developed after seven lots in Phase I is completed. The EDA would sell the lots and develop Phase II. The school district would continue to own the land until the lots are sold.

The proceeds from the lot sales will be split between the EDA and School with the proceeds used for the Phase II development costs. The EDA proceeds from Phase I sales would be held in a restricted account for Phase II costs. The EDA Commission is supportive and recommending approval.

Joyce asked if these are for single-family units. Backman said all lots are for single-family housing and are zoned R-1 with the requirement for one home per lot.

Jones noted that City Council action is not required as the school and EDA are independent bodies, but this resolution is in support of that partnership and project. The input he has gotten from citizens is primarily from nearby residents that value the views of the open spaces on the school grounds and that they want to see systematic development not a few homes scattered throughout the development. Backman said that seven of the 10 Phase I lots must be sold prior to development of Phase II so the building would be staged.

Jones asked about the school's campus needs and inquired if the Superintendent could share any information. Wayne Wormstadt said that the school board had a 100-year plan completed by a consultant showing two new 160,000 square foot buildings and related items such as parking and ball fields. The 160,000 square foot size was used as it is twice the size of the existing elementary and high school buildings. The 100-year plan showed that there would still be room to accommodate substantial growth even allowing the Prairie Meadow subdivision as proposed.

Council member Jones introduced the Resolution No. 2015-29 entitled "RESOLUTION IN SUPPORT OF EDA'S PARTICIPATION IN PRAIRIE MEADOW SUBDIVISION PROJECT" and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Jones, Joyce, Ray, Cooley and Johnson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Approve Plans and Specifications for Commerce Boulevard Extension and River Bend Site
Backman said that two infrastructure projects are being planned for combined bidding and review. These are the Commerce Boulevard Extension and River Bend Property improvements.

Todd Thurmer, Wenck Associates, and Backman said that the Commerce Boulevard project will consist of 900 feet of street extension and 850 feet of water and wastewater mains. State funds will be used for the project so prevailing wages will apply. The cost estimate is \$399,000 with half funding from local match and half in a State grant. The targeted completion date is fall 2015 to correspond to the construction of the warehouse in the NWIP. The EDA Commission recommended approval of the plans and specs on August 10 and the Utility Commission also recommended approval on August 12.

The River Bend project will include replacement of a 12 inch water main along Highways 60/71 from 6th Street to the Fisherman's entrance and a six inch sewer service line within the River Bend property. MN DOT will need to approve the work in the right-of-way. No State funds are used for this project so no prevailing wages will apply. The estimated cost

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is \$140,000 with funding coming from the Water fund and EDA. Both the EDA Commission and Utility Commission have recommended approval of the plans and specs.

Jones asked if compaction issues have been addressed as there was an issue with this in the last street project. Thurmer said the same contractor will be responsible for the compaction as well as the other work. Compaction testing will be conducted and verified.

Cooley asked if Commerce Boulevard is going to dead-end or be finished in a cul-de-sac. Backman said Commerce Boulevard will end 33 feet from the north property line and allow for future connections. Thurmer added that there will be a gravel area at the end of the street for snow to be pushed onto.

Council member Johnson introduced the Resolution No. 2015-30 entitled “RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE RIVER BEND UTILITY IMPROVEMENTS AND NWIP COMMERCE BOULEVARD EXTENSION” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Joyce, Cooley, Johnson and Jones. Nay: None. Absent: None. Abstain: Ray. Resolution passed 4 – 0 - 1.

Backman noted there will be advertisements in the local newspaper and in trade publications for the bidding. Bids are anticipated to be opened on September 10 with EDA and Utility Commission review on September 14 and finally City Council action on September 15.

Joyce asked about the development project timelines. Backman said the Toro warehouse is scheduled to be opened on January 1, 2016 and the River Bend hotel project starting in mid-late 2016.

9. Electric Department:

Nasby said the first item is a resolution appointing representation to the CMMPA board. He is currently the representative and Brent Brown is the alternate. This was set up following the retirement of Marv Grunig, Utility Manager. Now that Brown has been with the City for over a year and is the primary staff working with CMMPA he is recommending that the resolution appointing Brown as the CMMPA representative and Nasby as the alternate be approved.

Council member Ray introduced the Resolution No. 2015-31 entitled “RESOLUTION APPROVING APPOINTMENT OF REPRESENTATIVES TO THE CENTRAL MINNESOTA MUNICIPAL POWER AGENCY (CMMMPA) AND UTILITIES PLUS (UP) BOARD OF DIRECTORS” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Ray, Cooley, Johnson, Jones and Joyce. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

The second item was to consider approval of a request to switch some capital purchases in the Electric Department between 2015 and 2016. The 2015 Capital Improvement Plan (CIP) budget included purchase of a derrick digger truck; however, due to a long lead time on getting that item it would show as an expense in 2016. In order to smooth out the capital purchases the Department is requesting to purchase a flatbed truck in 2015 that was scheduled in 2016 CIP. The Department has the funds to make both the purchases, but is asking permission to alter the planned CIP.

Motion by Jones second by Johnson to approve the Electric Department's request to move the derrick digger purchase into 2016 and move up the flatbed truck purchase from 2016 to 2015. Motion carried 5 – 0.

10. Parks and Recreation Commission Recommendation – Rink Board Replacement:

Al Baloun, Recreation Director and Jason Espenson, Windom Youth Hockey Association President, said that they had been researching replacement of the ice rink boards and the item is included in the 2016 CIP budget. To facilitate this project and get the boards in place for the 2016-5-2016 season it is imperative to act now. A set of used boards has been located that would uniquely fit our arena regarding the radius, penalty box arrangement and Zamboni gate plus new glass on the rink. The cost is just under \$50,000. The Windom Youth Hockey Association is offering to pay \$12,500 and the Windom Arena Booster Club would contribute \$12,500 leaving the City's share at \$25,000. Baloun said the Parks & Recreation Commission is recommending the purchase of the used boards in 2015. Espenson said the hockey association will help with volunteer labor to install the boards and glass.

Joyce asked about the penalty box glass. Baloun said they will install real glass in this area replacing the plexiglass using the left over pieces from the existing rink.

Jones said that he is questioning the bidding law and obtaining quotes and thus a need to get a second one for a project of this size. Espenson said that Becker Arena products has a set of boards that specifically fit our Arena so it is unique and other vendors would not have the same product available so there would be added cost in trying to fit or retro-fit boards. This would then be a sole source provider due to the circumstances.

Nasby said that a letter documenting the sole source, a second quote or an approval pending City Attorney review could be done.

Joyce asked why the hockey board are different than the purchases just approved for the Electric Department. Nasby replied that the Electric Department is buying the items from the State contract and that is an exemption to the bidding law.

Baloun noted that Becker Arena Products is a vendor for the National Joint Purchasing Alliance and would that be the same as the State contract. Nasby said that it would be the same; however, that covers new products not the used boards being considered here.

Motion by Jones second by Ray to approve the purchase of rink boards as proposed upon approval by the City Attorney for sole source or the receipt of a second quote. Motion carried 5 – 0.

Motion by Joyce second by Johnson to approve forward funding \$25,000 to the Arena from the 2016 CIP to purchase rink boards. Motion carried 5 – 0.

Joyce noted that the issue of purchasing new boards versus used boards was discussed at the Commission meeting and all were supportive of the used boards.

11. Poet Bio-refining Donation – Windom Fire Department:

Maricle thanked POET for the generous donation of \$5,000 to the Windom Fire Department.

Council member Johnson introduced the Resolution No. 2015-32 entitled “AUTHORIZATION TO ACCEPT A DONATION FROM POET BIOREFINING FOR THE WINDOM FIRE DEPARTMENT” and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Cooley, Johnson, Jones, Joyce and Ray. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

12. City Council Youth Representative Discussion:

Nasby noted that one of the long range goals from 2011 and the 2015 SMART goals included a youth representative on City boards, commissions and City Council. The purpose of this discussion is to coordinate with the City Council on the method of recruiting a youth representative and timing. He noted that the City of Cottage Grove recently passed a resolution establishing a youth representative on its City Council and that information is in the packet. Another City in Wisconsin also had an application process they used to identify possible youth liaisons.

Jones asked if there is a youth council at the school. Joyce replied there is a student senate and he is the staff person working with that group. The student senate would be a logical place to get the youth representative for the City Council.

Johnson asked who would pick the student from the student senate. Joyce said that could be up to the student senate to discuss.

Jones said he would like to expand the youth representatives to other boards and commissions such as the Parks & Recreation Commission and Library Board with the student being a full voting member.

Johnson said the term of service would need to be adjusted as a four year term would be too long and even a two year commitment is quite a lot.

Joyce said that a one year term is most feasible and to focus on juniors.

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Ray indicated the student senate meets weekly so this can be discussed and moved along in a timely manner.

Nasby noted that the position on the City Council would be as a non-voting liaison.

Joyce thought that a student could submit a letter of interest and a recommendation to the student senate and they could then propose someone to the City Council.

Consensus of the City Council to move ahead with this process.

13. Personnel Items:

Motion by Ray second by Johnson to accept the resignation of Dan Olsen, Telecom Manager. Motion carried 5 – 0.

Nasby noted that Jeff Dahna, NOC Tech, is the acting Telecom Manager. The Telecom Commission will be meeting August 24 to start discussions on what to do with the vacated position. A memorandum is in the packet with a recommendation to adjust Mr. Dahna's compensation as he is acting Telecom Manager. Nasby said that he has discussed the proposal with Mr. Dahna and he is in agreement with the proposed temporary compensation adjustment. Nasby highlighted that the rate shown in the memo will be the hourly pay and Mr. Dahna is not being converted to salary as it is yet unknown as to the time that will be needed to cover the vacated position.

Motion by Ray second by Jones to temporarily adjust the compensation for Mr. Dahna as acting Telecom Manager at Supervisory Grade 21, Step 5 as proposed. Motion carried 5 – 0.

Joyce thanked Jeff Dahna for stepping up to keep the system operating.

Nasby said the Liquor Store Manager had requested a pay grade adjustment for Wanda Byam at the liquor store as she is taking on additional duties above the liquor clerk position. The recommendation from the Personnel Committee is to adjust Wanda Byam from IBEW Grade 1, Step 12 to Grade 3, Step 10 effective upon City Council approval.

Cooley said that he would abstain as he is related to Ms. Byam.

Motion by Joyce second by Johnson to adjust the pay scale for Wanda Byam from IBEW Grade 1, Step 12 to Grade 3, Step 10 effective upon City Council approval. Motion carried 4 – 0 – 1 (Cooley abstain).

14. New Business:

Jones said that he noted in the minutes from the Planning and Zoning Commission there was a discussion on the nuisance ordinance and he is not in favor of reverting back to a

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criminal citation process. We need to follow the ordinance as it was revised and find the vendors that are needed to complete the clean-up if it is not done by the property owner.

Joyce said the proposal by the Building Official to revert back to a criminal citation nor have the Street Department do the property clean-up were accepted by the Commission. The Commission directed the Building Official to research vendors performing that service. Joyce noted that he had also provided some vendor information to the Building Official. Removal of the nuisance is the essence of the ordinance and we need to push ahead with it and bill the costs back to the property if the owner is unwilling to abate the nuisance. The expectation is that the Department Head take the Council direction and enforce the nuisance ordinance.

Cooley noted his disappointment as well in the Building Official's proposal as the change in the nuisance ordinance was done with the intent to get properties cleaned up.

Johnson said that the citizens want to see properties cleaned up.

Joyce said the City needs to continue to take actions to show it is serious about the nuisance ordinance and enforcement.

Cooley said he feels it is a disrespect of the efforts that were made to have a better ordinance and not to revert backwards.

15. Old Business:

Joyce asked about the security cameras. Nasby replied that the contracts were being finalized and some site visits by the vendor were completed and a bit of equipment dropped off.

Johnson noted that Wi-Fi is in at Island Park, the Windom Rec Area and Arena.

Baloun said that the Arena Wi-Fi is operating and there will be signs noting its availability during the fair.

Joyce noted the Wi-Fi will recycle every 30 minutes to keep a refreshment of users so no one dominates the use.

Ray said there is a splash page where users of the Wi-Fi would sign in just like at other places like hotels.

16. Regular Bills:

Motion by Jones seconded by Johnson to approve the regular bills. Motion carried 5 – 0.

17. Council Concerns:

Jones asked when the Telecom Commission would be held to start discussing the management at Windomnet. Nasby replied that the regular meeting is scheduled for August 24. Jones noted that a full range of options should be discussed.

Cooley said that his Coffee with Council last week was full at the location and he had not gotten the sign so the event was not held.

18. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 8:55 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Emergency Services Building Committee Minutes August 17, 2015

The Windom Emergency Services Building Committee met on August 17, 2015, at 5:30 p.m. in the Windom City Council Chambers. Members present were Dan Ortmann, Mark Stevens, Tim Hacker, Jim Axford and Brian Cooley. City Staff - Denise Nichols. Absent: Mayor Corey Maricle, Gary Olson, and Kevin Heggeseth. Also present were Corey Brunton and Malini Foobalan from Brunton Architects; public present were Dirk Abraham - KDOM Radio, Ben Derickson and Jordan Bussa.

1. **Call to Order** – Chair Ortmann called the meeting to order.
2. **Approval of Minutes – M/S/P: Motion made by Cooley, seconded by Hacker, to approve the Minutes of the July 27, 2015, meeting as written. Ayes – 4, Nays – 0.**

Jim Axford joined the meeting in progress.

3. **Review Site Plan** – Corey Brunton from Brunton Architects reviewed two site design concepts with the Committee. He asked the Committee to analyze pros and cons for each design and requested that the Committee make a selection of one of the designs or combine elements from the two designs to develop a third site design. Once the final site design is selected, the predesign process will be complete and the design process can begin.

Brunton requested comments regarding the use of a memorial wall, bench and plants to help conceal the large electric transformer box that would be placed on the corner of the site at 10th Street and 5th Avenue. The Committee supported the design concept.

The Committee discussed entrance and exit access, number and location of parking spaces, street parking, snow removal, storm water runoff and storm sewer, and green space. The Committee provided direction to develop a Site Design C. The new design would include elements to retain entrance and exits of Site Design A, remove the optional parking, and create an eighty foot turning radius using the 5th Avenue entrance.

4. **M/S/P: Motion made by Hacker, seconded by Cooley, to create Site Design C with the above listed elements and an expanded parking lot. Ayes – 5, Nays – 0.**

Next week Brunton will distribute the new site plan for the Committee to review. The final site plan and block designs will be used to develop CAD drawings and concept elevation drawings for review at the next meeting.

5. **Review Revised Project Timeline** – The Committee discussed the revised timeline and a possible date for the Public Open House. Ortmann preferred holding the Open House in conjunction with the Fire Department's Fire Prevention week. This would allow the department to showcase the final plans during the event.
6. **Other Business** – Brunton requested the Committee's preference for exterior features. Cooley suggested using brick to conform with the existing downtown buildings and the BARC Building.
7. **Next Meeting Date** – The next meeting date is August 31, 2015, at 5:30 p.m. in the City Council Chambers.
8. **Adjourn – M/S/P: Motion by Stevens, seconded by Cooley, to adjourn the meeting. Ayes – 5, Nays – 0.**

Community Center Commission Minutes
Monday August 24, 2015

1. Call to Order: The meeting was called to order by Secretary Linda Stuckenbroker at 5:35 p.m.

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

3. Approval of Minutes:

Motion by Kelly Woizeschke, seconded by Lenny Thiner to approve the July 27, 2015 Community Center Commission Minutes. Motion passed 4-0.

4. Additions to the agenda:

Surveys were great

5. President's Report:

Nothing to Report

6. Director's Report:

- a. Rate Review-WCC Director Bussa informed the Commission that at the August 13, 2015 prebudget workshop, it was asked if there were income lines that could be increased. After reviewing surrounding Community Centers rates, what WCC is charging is very much in the areas price range. WCC Commission reviewed room rates and miscellaneous rentals and decided there were a couple of rates that could be increased. **Motion by Linda Stuckenbroker to increase the following rates:**

Room 120 Senior Dining Full Room Rates

\$40/hr (1-4 hrs)

\$175/5hrs

\$35/hr for each hr after 5 hrs

Room 120 Senior Dining Half Room Rates

\$25/hr (1-4 hrs)

\$100/5hrs

\$20/hr for each hour after 5 hrs

Bar Tables (set of 5) \$45.00

8 Foot Pillars (set of 4) \$45.00

4 Foot Pillars (set of 4) \$25.00

Potted Sticks \$15.00

Ceiling Swag

Full Room \$325.00

Half Room \$175.00

Rates to take effect immediately upon Council approval, seconded by Lenny Thiner. Motion passed 4-0. The WCC Commission agreed that the rental rates for all existing bookings would be at the previous rates.

7. Resource Management:

Schedule of Events: Reviewed Schedule of Events

Income & Expense: Reviewed Income and Expense

8. Miscellaneous:

WCC Commission asked about the lawn mower that had been discussed at last meeting. WCC Director Bussa informed them he was working on that for upcoming Budget Capitol Review Workshops

9. Open Forum:

Nothing to Report

10. Next Meeting:

Monday September 28, 2015 @ 5:30 pm

Adjourn:

Motion by Kelly Woizeschke, seconded by Lenny Thiner, to adjourn the meeting at 6:20pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

TELECOMMUNICATION COMMISSION MINUTES

SWWC, Inc

August 24, 2015

6:00 P.M.

I. Call Meeting to Order

II. Roll Call

Members Present: Jeremy Lund, Forrest Fosheim, Travis Eichstadt, Bryan Joyce and Dominic Jones

Members Absent: None

Staff Present: Jeff Dahna, Windomnet Interim Manager, Steven Nasby, City Administrator, Chelsie Carlson, City Finance Director/Controller

Others Present: Don Schoenrock, SMBS Board Member Liaison, Rahn Larson, Dirk Abraham, Brent Brown, Steve Leek and Ben Humphrey from Finley Engineering

III. Project Update

Finley Engineering: Steve from Finley Engineering shared the options to the board for digitizing the feeds of channels currently at the headend building. Channels would be purchased and transported in digital format. Finley provided a number of options including Baldwin Telecom, the Wisconsin Independent Network (WIN). Channel lineup was provided on included packet and would require a cross connect at the 511 building at around \$250 per month plus installation fees, there may be other costs associated with transport fees.

Finley shared a few different options such as CSI located in Oregon which would allow the Lismore to Windom transport for off airs. Finley can provide a ballpark price for transport and video feeds with the option of getting other feeds from Baldwin or Monticello.

Finley provided a final option of Yondoo which would purchase all cable TV subscribers, both Windomnet and SMBS, and provide cable TV service.

Jones clarified the differences between Yondoo and WIN networks. With WIN, Windomnet owns the subscribers and channels, with the transport provided by WIN.

Dahna states that some equipment would still be needed at the headend but the amount of equipment would be greatly reduced which would lessen the equipment needing to be replaced in the future.

Jones inquired about the responsibility of negotiation of cable TV prices and questioned if a larger group would have better negotiating power. Finley shared that Yondoo may provide better negotiations because they are a larger group.

Dahna asks if all set top boxes would need to be changed and Finley shared that due to the video being an IP video feed all cable subscribers would need a set top box. Nasby asks Dahna if the access channels can be kept such as Channel 3 and the school access channel. Finley clarifies nothing would change as far as access channels and Windomnet would be able to keep control over them.

Nasby inquires about financial agreement with Finley. Carlson verifies that \$4764 is available from July 31 to further look into Windomnet cable options.

Schoenrock from SMBS asks to be kept up with information about the transition to IP video. SMBS is down over 100 customers for cable TV with the price hike being a reason along with

poor video quality and set top box issues. SMBS is looking forward to this transition and asks any information be shared with Travis Theis for the SMBS board to look at further.

Joyce states he would like more information for a potential budget item and would like a cost per subscriber and the specifics of a channel lineup.

Finley shares that Windomnet has a 10gig capacity connection and is using up to 2.7gig for current transport and the TV transport would add 1.5gig, for 4.2 gig overall.

Discussion was also held about set top boxes and the potential need for rewiring. Finley shared that a straight IP video feed would require a network connection at each box. There is potential for an RF overlay to use existing coax wiring. There would still be a need for a set top box to provide the signal.

The board agreed to have Finley continue to look into the options given the budget amount provided.

Windom School Scoreboard Sponsor: Joyce provided an update from the board's informational meeting in July. Dane Neilson from Windom Schools is working on a project to purchase a new scoreboard for the Windom Schools gymnasium. The total project needs 20 sponsors at \$10,000 each which is good for a 5 year sponsorship. The sponsorship financial responsibility could be split for \$5000 each. Discussion was held about having Windomnet and the Community Center split a sponsorship. Carlson states there is not room in the budget for a \$5000 sponsorship. Jones mentions it could be a budget item of \$1000 per year starting in 2016.

Motion by Joyce, seconded by Jones, for the allocation over the next 5 years of \$5000 in advertising budget for support of the scoreboard at the Windom school. Motion carried 5-0.

IV. Appointment/Volunteer for SMBS Liaison.

The board discussed having a board liaison for SMBS meetings to help improve the communication between Windomnet and SMBS. Schoenrock from SMBS states the board meetings are the 3rd Thursday of every month at 6:15pm. Schoenrock is the SMBS liaison to Windomnet. Jones and Joyce express interest in sharing the duty of liaison. Jones requests appointment by the City Mayor to be liaison of Windomnet to SMBS.

V. CenturyLink Fiber Cross-Connect Issue

Dahna shares the topology of the Windomnet link to Minneapolis and how there is a built in failover route should one route fail with both being provided by Enventis. The cross connect is handled by CenturyLink. CenturyLink has stated that Windomnet does not meet the requirements for a CLEC (Competitive Local Exchange Carrier) to CLEC fiber connection. Jones inquires about the odds of failure. Dahna states it would be something as easy as someone digging a hole and accidentally hitting the fiber causing it to be cut.

Dahna had discussions with Olsen Thielen and was advised a letter should be written to CenturyLink stating the cross connect should be established but it would require approval from the board for use of funds for Olsen Thielen to file a complaint. Olsen Thielen was unable to state the total amount of funds necessary to get the cross connect enabled. Fosheim explains the extent of damage a cut fiber would be, stating many business and all Windomnet customers could potentially be without internet access.

Motion by Joyce, seconded by Jones to fund Olsen Thielen to file a complaint regarding the interconnect agreement for the fiber cross connect. Motion carried 5-0.

VI. SMBS

Schoenrock from SMBS provides an update on the SMBS meeting last week. A special meeting will be held this Thursday to talk about the direction of hiring a general manager. SMBS will decide the appointment of a GM this Thursday. SMBS hired a new business manager last month and is being trained in. Travis Theis is currently the tech manager and discussion will be held on possibly appointing him general manager on Thursday.

VII. Windomnet Management Discussion

The board discussed the different options available with the opening of the general manager position. Jones listed the options, which included hiring a new general manager, taking RFPs for a management group, requesting RFPs for the sale of Windomnet, and restructuring Windomnet as a city owned entity to a for profit business. Joyce states another option would be to promote from within and hire to fill the promoted employee's position. Jones states he wishes to have the system run as good or better than it has in the future.

Jones inquires about Windomnet's debt, Nasby and Carlson state Windomnet is \$11 million in debt but is using revenue to cover debt payments for the amount of \$785,000 per year, on track to pay off the debt in 20 years. Nasby shared that refinancing the debt saved over \$1 million. Joyce expresses that this discussion would not be happening if the previous general manager had not resigned. Joyce touches on Windomnet's history and the reasons Windomnet was created. Joyce mentions that with the industrial park growing there's a lot of opportunity for WindomNet to succeed. Jones asks Dahna his input on how Windomnet could be run. Dahna states he is still learning the management side but would like to see small revenue streams increased and would like to build the revenue as much as possible. Joyce offers that he would like to see the board work with the general manager to review revenue sources.

Jones states another option for filling the position is have Dahna as interim manager for 6 months. Nasby shares that the board would have to see if Jeff could work without support for his previous position. An option may be to have Finley help with the workload. Nasby offers if cable tv programming is outsourced it may lessen the workload and Dahna's previous position may not need to be filled.

Joyce asks if 6 months would be enough time to see if the position would be a good fit. Jones states he may not be interested in hiring a general manager outside of Windomnet. Jones offers that it is valuable to have knowledge of the inner workings of Windomnet and the board would need time to look at the big picture and possibly explore the options.

Fosheim states it would have been beneficial for all involved if the previous GM was given the proper time to resign and for the City to inform the telecom board of these events as they happened. Jones and Nasby share there was no contract stating the amount of time required for resignation. Fosheim expresses concern that there was no input from the telecom board on who would fill the interim manager position. Nasby states his position as City Administrator is to keep day to day operations running and he made a decision to keep Windomnet operating by appointing Jeff as interim manager. Fosheim shares he's not questioning the decision as much as he is the process. Fosheim expresses he would like Nasby to share what the City council did when Dahna was appointed interim manager. Nasby shares that Dahna's compensation was

adjusted to fit the job duties he's now been assigned and there was no timeframe given for Dahna's role as interim manager.

Fosheim states he would like to see a 3 month timeframe for interim manager. Lund shares he would like to see the position posted to see who applies and does not want to limit the options at this time while having Dahna as interim manager.

Jones clarifies the dates of hiring a general manager and after discussion January 1st was mentioned as possible start date for the position.

Jones addressed the option of selling the system. Joyce shares that by the City having their own telecom provider it gives them the ability to offer services second to none. Joyce expresses concern of losing control of the telecom system may prohibit growth in the future.

Jones shares that after much discussion selling Windomnet is an option the board would not like to see but cannot be taken off the table completely. Jones and Joyce share their appreciation for Dahna's work in filling the position given the circumstances.

Motion by Joyce, seconded by Lund, to continue with Jeff Dahna as interim manager until the general manager position is filled with a goal of hiring a general manager by January 1st. A recommendation to post and hire a GM will be sent to the City council. Motion passes 5-0.

VIII. Security System Upgrade

Dahna shares the security system upgrade was ordered but not budgeted enough to cover total costs. Cabling work will be done by Windomnet staff to help save funds. Total cost for security system is \$12,240 with \$5900 budgeted for. Remaining balance will come from maintenance and office relocation budget.

Motion by Jones, seconded by Joyce, to accept the bid and quote from heartland security as presented. Motion passes 5-0.

IX. Interim Manager Report

Dahna shares a number of different projects Windomnet staff are working on. Dahna recently met with Aaron Backman regarding the hotel project. Getting fiber across the road remains a struggle and will take some time.

Toro northwest industrial park will have a 48 count fiber to the lot for current and future use.

Jones expresses concern about getting Toro fiber if they are wanting to move at the beginning of the year. Dahna shares the availability of fiber and will look into lead times soon.

Dahna was recently at the Minnesota Public Broadband Alliance meeting where he met several individuals, some of which expressed interest of having connections in the Windomnet building. Consolidated (formerly Enventis) had a planned fiber maintenance action recently on the Windom/Monticello 10 gig fiber optic ring which caused the one fiber ring side to break and the failover fiber ring route worked as needed without service interruptions.

A resident at Fish Lake inquired about getting fiber to residents at Fish Lake. Dahna directed them to SMBS.

A number of areas are connected and ready for the city video network cameras.

Great River Energy would like fiber in 2016/2017 from SMBS to Windomnet.

Dahna is working with the Citizen to get several hosted sites to Dreamhost since Windows Server 2003 is no longer being supported.

Shoretel phone system is another Windows Server 2003 that is no longer support. Will need to use Windows Server 2012 and will look to integrate an exchange server.

Hwy 62 project has 3-4 customers connecting in Fall 2015. Jones expressed concern with having customers outside the City limits. Dahna states it will be a similar situation to getting fiber to Fortune Transportation.

Aerohive wireless access points are up and working, were available during the fair.

Great River Energy is adding another rack unit.

Dahna had questions on surplus items. Nasby directed Dahna to make a list of equipment and present to the board for a decision.

Windomnet speed tests for broadband on website. Speedtest tool is by Ookla networks. The license was previously \$495/year and is now \$1995 with \$1000 setup fee. Discussion was held on alternatives. Eichstadt suggested using an open source tool. Fosheim states he will look into the options with Dahna. Otherwise it is necessary tool so would be paid for as a budget item.

LED lights installed outside the building between Windomnet and the church. A light recently blew out so decision was made to replace with LED.

X. New Business

Nasby shared a resident recently moved to a different house and the house does not have fiber to it. When the fiber was initially installed the resident at the time chose not to have fiber installed. The new resident would like to have Windomnet service. Jones inquired about cost for running the fiber, however, Dahna did not have those figures on hand. Consensus was that property owners can assess costs with a written request from the property owner.

Motion to adjourn by Jones at 9:50pm

RESOLUTION #2015-

INTRODUCED:
SECONDED:
VOTED: **Aye:**
 Nay:
 Absent:

CITY OF WINDOM

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR
WINDOM AMBULANCE SERVICE
A SPECIAL REVENUE FUND**

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

WHEREAS, the City Council periodically establishes rates and fees for municipal special revenue funds; and

WHEREAS, the current Ambulance Basic Life Support (BLS) and Advanced Life Support (ALS) per call rates are \$450.00 BLS and \$650.00 ALS; and

WHEREAS, the Windom Ambulance Director recommends to the Windom City Council an increase in the BLS and ALS transport per call rates to \$650.00 BLS and \$850.00 ALS; and

WHEREAS, the Director also recommends that a rate of \$450.00 for Non Transport which includes patient assessment is adopted; and

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

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

The transport call rates for Basic Life Support (BLS) and Advanced Life Support (ALS) shall be increased to \$650.00 BLS and \$850.00 ALS.

A new rate for Non Transport with patient assessment of \$450.00 will be implemented.

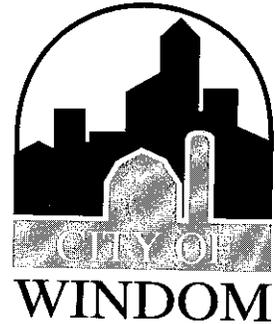
Rates will become effective on September 2, 2015.

Adopted this 1st day of September, 2015.

Corey J. Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

Memo



To: Mayor and Council Members
From: Denise Nichols
CC: Steve Nasby
Date: 8/27/2015
Re: Ambulance Rate Change Recommendations

Ambulance Director Tim Hacker has received information from the ambulance billing agent, ExpertT, suggesting that Windom may want to consider increasing rates for Basic and Advanced Life Support services. Rate information was compiled from local ambulance services and a rate comparison was completed. The comparison indicates that Windom's current ambulance rates are very low compared to other ambulance services in the area.

Following a review of the information, the Ambulance Director is recommending that the Council consider increasing the rates as follows:

The transport call rates for Basic Life Support (BLS) and Advanced Life Support (ALS) should be increased to \$650.00 BLS and \$850.00 ALS.

Implement a new rate for Non Transport with patient assessment of \$450.00.

If you have any questions regarding the recommended rate change or comparison information, please contact Ambulance Director Tim Hacker.

Requested action: Approve the increase in the rates for Basic Life Support and Advanced Life Support and implement a new rate for Non Transport with patient assessment.



Ambulance Local Rate Comparison

2015 Transport Rates	BLS	ALS	Mileage
Sleepy Eye	\$555.00	\$655.00	\$12.85
Lake Crystal	\$650.00		\$10.85
Truman	\$650.00		\$11.00
Winthrop	\$600.00		\$10.50
Jackson	\$500.00	\$600.00	\$11.02
Sherburn	\$710.00	\$710.00	\$11.02
Heron Lake	\$450.00		\$11.02
Lakefield	\$550.00		\$11.00
Mt. Lake	\$450.00	\$550.00	\$11.02
Fulda	\$764.00		\$14.00
Murray County	\$900.00	\$1,249.00	\$18.00
Westbrook	\$530.66	\$ 972.84	\$11.54BLS/\$18.59ALS
Hospital X	\$937.00	\$1,374.00	\$19.00

Windom

Current rate	\$450.00	\$650.00	\$12.00
Proposed rate	\$650.00	\$850.00	\$12.00

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>			
	<u>2015</u>	<u>2014</u>	<u>Change</u>
+ Tax Levy	\$ 168,240	\$ 164,150	2.49%
+ Other Revenue	\$ 15,750	\$ 14,250	10.53%
- Expenses	\$ (178,990)	\$ (174,400)	2.63%
- Capital Outlay	\$ (5,000)	\$ (4,000)	25.00%
- Debt Service	\$ -	\$ -	
	\$ -	\$ -	
<u>Airport</u>			
+ Tax Levy	\$ -	\$ 4,500	-100.00%
+ Other Revenue	\$ 97,200	\$ 96,700	0.52%
- Expenses	\$ (94,480)	\$ (79,910)	18.23%
- Capital Outlay	\$ -	\$ (4,500)	-100.00%
- Debt Service	\$ -	\$ -	
	\$ 2,720	\$ 16,790	
<u>Pool</u>			
+ Tax Levy	\$ 64,895	\$ 38,875	66.93%
+ Other Revenue	\$ 41,800	\$ 43,600	-4.13%
- Expenses	\$ (102,695)	\$ (82,475)	24.52%
- Capital Outlay	\$ (4,000)	\$ -	0.00%
- Debt Service	\$ -	\$ -	
	\$ -	\$ -	
* → <u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 459,250	\$ 459,250	0.00%
- Expenses	\$ (333,410)	\$ (318,310)	4.74%
- Capital Outlay	\$ -	\$ (266,000)	0.00%
- Debt Service	\$ -	\$ -	
	\$ 125,840	\$ (125,060)	
<u>EDA</u>			
+ Tax Levy	\$ 141,905	\$ 151,175	-6.13%
+ Other Revenue	\$ 117,705	\$ 115,728	1.71%
+ Interfund Loan Receipt	\$ 16,550	\$ -	0.00%
- Expenses	\$ (224,360)	\$ (220,903)	1.56%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ (51,800)	\$ (46,000)	12.61%
	\$ -	\$ -	
<u>Arena</u>			
+ Tax Levy	\$ 162,470	\$ 170,120	-4.50%
+ Other Revenue	\$ 143,725	\$ 133,150	7.94%
- Expenses	\$ (317,695)	\$ (314,770)	0.93%
- Capital Outlay	\$ (15,000)	\$ (15,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 26,500	\$ 26,500	
	\$ -	\$ -	
<u>Multi-Purpose</u>			
+ Tax Levy	\$ 200,390	\$ 244,870	-18.16%
+ Other Revenue	\$ 66,195	\$ 66,295	-0.15%
- Expenses	\$ (329,585)	\$ (329,265)	0.10%
- Capital Outlay	\$ (2,000)	\$ (46,900)	-95.74%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 65,000	\$ 65,000	
	\$ -	\$ -	
Total Levy	\$ 737,900	\$ 773,690	-4.63%

RESOLUTION #2015-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Abstained:

Absent:

CITY OF WINDOM

RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR THE WINDOM COMMUNITY CENTER

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

WHEREAS, the City Council periodically establishes rates and fees for municipal special revenue funds; and

WHEREAS, the Windom Community Center Commission recommends to the Windom City Council to change the following rental rates; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of Windom, Minnesota, that the Community Center rental rates be amended as follows:

Rental Rates

Room 120 – Senior Dining	Full Room Rate
	\$40.00/hr. (1 to 4 hrs.)
	\$175.00/5 hrs.
	\$35.00/hr. for each hour after 5 hrs.
	½ Room Rate
	\$25.00/hr. (1 to 4 hrs.)
	\$100.00/5 hrs.
	\$20.00/hr. for each hour after 5 hrs.
Bar Tables (set of 5)	\$45.00
8' pillar (set of 4)	\$45.00
4' pillar (set of 4)	\$25.00
Potted sticks	\$15.00
Ceiling swag	
Full room	\$325.00
½ room	\$175.00

Effective immediately for new rental reservations, the present rental rate will be honored for all pending rental reservations.

Adopted this 1st day of September, 2015.

Corey J. Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator

MEMO

To: Mayor and City Council

FROM: Windom Community Center Commission and Director Brad Bussa

CC: Steve Nasby, City Administrator

RE: Rate Changes

Background

On August 24, 2015 the Windom Community Center Commission met and discussed Room Rental Rates and Rental Item Rates. Upon review of area Community Center Rates it was decided that WCC is in the areas price range. After reviewing the rate of Room 120 Senior Dining with its usage by larger groups that the rate could be increased. This increase would cover the cost of set up and reset and dumpster fee usage. Rental Items rates were reviewed with increase added to a few of these items, this rate will off set wear and tear on items allowing for upgrades to help off set these costs.

Recommendation:

Windom Community Center Commission recommends to Windom City Council for approval to increase the Room Rental Rate and Rental Item Rate with changes to take effect immediately upon Council Approval. **Motion by Linda Stuckenbroker to increase the following rates:**

Room 120 Senior Dining Full Room Rates

\$40/hr (1-4 hrs)

\$175/5hrs

\$35/hr for each hr after 5 hrs

Room 120 Senior Dining Half Room Rates

\$25/hr (1-4 hrs)

\$100/5hrs

\$20/hr for each hour after 5 hrs

Bar Tables (set of 5) \$45.00

8 Foot Pillars (set of 4) \$45.00

4 Foot Pillars (set of 4) \$25.00

Potted Sticks \$15.00

Ceiling Swag

Full Room \$325.00

Half Room \$175.00

Rates to take effect immediately upon Council approval, seconded by Lenny Thiner. Motion passed 4-0. Please note that all existing booking will be charged the previous rates. If you have any questions please contact me at 831-6149.

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

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Overhead Projector (Screen included Rooms 105 & 120)	20.00	
	Portable Projector Screen	15.00	
	TV/VCR	25.00	
	Power Point Projector	St 100.00 or HD200.00	
	12x16 screen	50.00	
	Portable Bar - 2 available	25.00/bar	
	Dance Floor	75.00	
	Stage	100.00	
	Piano	25.00	
	Wedding Back Drop	75.00	
	Lattice Arches	1-25.00	
	Bar Set-up Fee -	3-50.00	
	Small groups (up to 50)	50.00	
	Medium groups (51-200)	150.00	
	Large groups (200 +)	250.00	
	Dumpster Fee (rooms 127 & 128)		
	Up to 300 people	25.00	
	301-600 people	50.00	
	601-1000 people	75.00	
	45 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	15.00	
	100 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	25.00	
	Set-up & Take Down Fees (Chairs & Tables)		
	Multi-Use Room (Half room)	75.00	
	Multi-Use Room Large - Less than 500 people	125.00	
	Multi-Use Room Large - More than 500 people	150.00	
	Fax fee	2.00/per page	
	Photocopies	25¢ per page	
	Lattice panels (4 available)	10.00 each	
	Bar Tables (set of 5)	40.00	
	8' pillar (set of 4)	40.00	
	4' pillar (set of 4)	20.00	
	Wooden Post (set of 6)	15.00	
	Potted sticks	10.00	
	Sm. children table w/benches	10.00	

Denise Nichols

From: Jeff Dahna <jdahna@windomnet.com>
Sent: Thursday, August 27, 2015 3:59 PM
To: Steve Nasby
Cc: Denise Nichols
Subject: Telecom Dept Fire/Security Access System

Steve,

The Security System upgrade cost was higher than the \$5900 that was included in the 2015 CIP. The Telecom Commission recommends using \$5000 that was budgeted for Office space upgrade toward the security system and the remaining cost would come from operating maintenance funds.

Regards,

Jeff Dahna

Interim Operations Manager
NOC Technician
City of Windom Telecom Dept-Windomnet | AS46692

W 507-832-8000
F 507-832-8010
M 507-822-2895



213 N. 8th Ave. W. Suite 2, Melrose, MN 56352
Phone 1 (888) 264-6380 - Fax 1 (866) 592-0406

Owned and Operated by:

February 11, 2015

BENCO Electric
Cooperative
Mankato, MN

Brown County Rural
Electric Association
Sleepy Eye, MN

Federated Rural
Electric Association
Jackson, MN

Freeborn-Mower
Cooperative Services
Albert Lea, MN

Iowa Lakes Electric
Cooperative
Estherville, IA

Kandiyohi Power
Cooperative
Spicer, MN

McLeod Cooperative
Power Association
Glencoe, MN

Meeker Cooperative
Light & Power Assoc.
Litchfield, MN

People's Cooperative
Services
Rochester, MN

Runestone Electric
Association
Alexandria, MN

Stearns Cooperative
Electric Association
Melrose, MN

Tri-County Electric
Cooperative
Rushford, MN

Wright-Hennepin
Cooperative Electric
Association
Rockford, MN

Jordan:

Thank you for the opportunity to allow Heartland Security Services to submit the following price quotes for your security system. The quotes listed below include all cable, connections, training and installation labor. Heartland Security Services will warranty parts and labor for one full year.

Access Control system

1	2 Door Access Control Panel	\$1495.00
1	2 Door Access Control Panel add ons	\$ 990.00
1	Power Supply	\$ 495.00
4	Proximity reader	\$1180.00
25	Keyfobs	\$ 150.00
1	Egress to Exit	\$ 295.00
1	Mag Lock	\$ 495.00
3	Electric Strikes	\$1455.00
1	Labor, Wire, Miscellaneous Parts	<u>\$ 640.00</u>
	Total	\$7195.00

- This bid does include 3 electronic door strikes
- Customer to provide network connection to panels
- Electrician to provide conduit, J-boxes to all doors specified by Heartland Security
- Heartland will provide all wiring

Should you have any questions, revisions, or would like to proceed please give me a call.

Sincerely,

Dan Howard
Regional Sales Manager
Heartland Security
Cell: 712-209-0199

TOTAL \$12,240

"The Power to Protect"TM



213 N. 8th Ave. W. Suite 2, Melrose, MN 56352
Phone 1 (888) 264-6380 - Fax 1 (866) 592-0406

Owned and Operated by:

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Cooperative
Mankato, MN

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Litchfield, MN

People's Cooperative
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Runestone Electric
Association
Alexandria, MN

Stearns Cooperative
Electric Association
Melrose, MN

Tri-County Electric
Cooperative
Rushford, MN

Wright-Hennepin
Cooperative Electric
Association
Rockford, MN

February 11, 2015

Jordan:

Thank you for the opportunity to allow Heartland Security Services to submit the following price quotes for your security system. The quotes listed below include all cable, connections, training and installation labor. Heartland Security Services will warranty parts and labor for one full year.

Fire Panel System

1	6030 Potter Fire Panel With 30 Addressable Zones	\$ 895.00
8	Addressable Smoke With Bases	\$ 960.00
2	Heat Detectors	\$ 200.00
1	Labor, Wire, Miscellaneous Parts	<u>\$ 640.00</u>
Total		\$2695.00

Monitoring: \$26.95 per month, paid annually, with a daily supervised phone test at our U.L. listed International Response Center located in Rockford, MN.

Important Information:

- The fire panel will use the network for communications to our response center, which is required by code to have 24 hour backup power.
- Customer is required to supply network connection to the panel.
- Electrician to install fire panel and run dedicated circuit to panel
- Heartland will program and test panel

Should you have any questions, revisions, or would like to proceed please give me a call.

Sincerely,

Dan Howard
Regional Sales Manager
Heartland Security
Cell: 712-209-0199

"The Power to Protect"™



213 N. 8th Ave. W. Suite 2, Melrose, MN 56352
Phone 1 (888) 264-6380 - Fax 1 (866) 592-0406

Owned and Operated by:

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Electric Association
Jackson, MN

Iowa Lakes Electric
Cooperative
Estherville, IA

Kandiyohi Power
Cooperative
Willmar, MN

McLeod Cooperative
Power Association
Glencoe, MN

Meeker Cooperative
Light & Power Association
Litchfield, MN

Runestone Electric
Association
Alexandria, MN

Stearns Cooperative
Electric Association
Melrose, MN

Wright-Hennepin
Cooperative Electric
Association
Rockford, MN

February 11, 2015

Jordan:

Thank you for the opportunity to allow Heartland Security Services to submit the following price quotes for your security needs. The quotes listed below include all cable, connections, training and installation labor. Heartland Security Services will warranty parts and labor for one full year.

Heartland Security will install:

1	Base Package (control panel, keypad, 3 door)	\$ 595.00
2	Keypad	\$ 390.00
2	Motions	\$ 300.00
1	Door Sensors	\$ 60.00
1	Sump Sensor	\$ 120.00
3	Glass Break Sensor	\$ 450.00
2	Overhead Door Sensor	\$ 240.00
1	High/ Low Temp Sensor	\$ 195.00

Total: \$ 2350.00

Monitoring: \$21.95 per month, paid annually, with a monthly supervised phone test at our U.L. listed International Response Center located in Rockford, MN.

Electrician to install all conduit and run wires. Heartland will provide all of the wire.

Should you have any questions, revisions, or would like to proceed please give me a call.

Sincerely,

Dan Howard
Regional Sales Manager
Heartland Security
Cell: 712-209-0199

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council
FROM: Steve Nasby, City Administrator
DATE: August 26, 2015
RE: Security Camera -- Final Quote and Budget Adjustments

Earlier this year the City Council approved expenses for the purchase and installation of a security system to serve a number of City facilities. Several departments have opted to wait on installing equipment and evaluate the system before committing resources. As such, the cost for the project has decreased due to lower number of cameras installed but the distribution of those costs will now fall more onto the General Fund. The General Fund originally contained \$31,644 in Capital Improvement Plan (CIP) funds for the project with the balance coming from various other enterprise funds. The cameras and installation will be \$40,479 and a separate purchase of the server and related hardware/software is \$20,495.

The following is the revised distribution for the system and the breakdown of costs for the 27 cameras (37 total images as some cameras have more than one lens).

City Hall	8.1%	Network Encoder	10.8%
Library	5.4%	Pool	5.4%
Arena	8.1%	Community Center	13.5%
Skate Park	10.8%	Tegels Park	8.1%
Liquor Store	21.6%	EDA Spec Building	8.1%

The General Fund share is \$42,864 (including the encoder), Liquor Store share is \$13,171 and \$4,939 from the EDA. As such, an additional expenditure of 2015 CIP funds amounting to \$11,220 is needed to fund the system as proposed. Additional Council budget approval is also needed to dedicate 2015 funds (CIP and/or operational) for the Liquor Store and EDA.

Expansion of the security system server is anticipated if other departments or more cameras are added in the future. Should other departments opt into the system they would have to cover the cost of any new cameras and installation. In addition, the Council could consider having these departments contribute (reimburse) a portion of the expenses to set up the server portion of the system.



QUOTE

WW Communications & Security The Security Specialists

53936 208th Lane
Mankato, MN 56001
Ph# 507-388-3999
Fax# 507-388-3540

Email: mbales@ww-communications.com

TO: City of Windom
444 Ninth Street
Windom MN 56101

Quote NO.

DATE August 24, 2015

CUSTOMER ID

EXPIRATION DATE 30 Days

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Mike Bales	Citywide Video Surveillance	Due upon project completion	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Citywide Network Video Surveillance Cameras and Installation	\$40,479.00	\$40,479.00
	Includes: 13 Outdoor Micro-Domes with Wall Mounts and 11 Indoor Micro-Domes w/Flush Mounts		
	Micro-Dome Cameras to be 4MM Lens w/Auto Focus, 2MP 1080P Resolution, up to 31 fps		
	1 - 12 MP Omni-Directional 4 Sensors Camera for Kastle Park		
	1 - 4 Channel Network Encoder for Liquor Store		
	1-Cat5E Cabling from Site ONT to Camera Locations		
	1 - 500VA UPS for Each of the 12 Sites, 12 in total		
	12 - PoE Power Supplies, with Enclosures		
	1-Conduit for All Wiring at Tegels Park Camera Location		
	2-Nema Heater/Blower Enclosure for Tegels and Kastle Park		
	Installation, Configuration, Testing and Training		
Note	The Above System Consists of the Following Cameras: City Hall-3, Library-2, Pool-2		
	Liquor Store-2+4 Old, Ice Arena-3, Skate Park-4, Tegels Park-3, Community Center-5		
	Spec Building-3 for a Total of 37 Total Images, 25 Physical Cameras, + 4 Channel Network Encoder		
	100mbps or Greater Network Links with a VLAN between Sites Routed to City Hall, by Owner		
	120v Power to be Provided at each site as required, Parks will require direct		
	connections and other locations will require at least 1 duplex receptacle		

Quotation prepared by: _____ Date: _____
Your balance is due as outlined above following the completion of the work specified. Finance charges will be assessed after 5 days following completion of work, at a rate of 1.5% monthly or 18% per annum. By signing this acceptance, you agree to these credit requirements. Should collection efforts be necessary for the outstanding balance, customer is responsible for reimbursement of all costs of collection, to include attorney's fees. Verbal authorization or commencement of work, as outlined on this proposal, is assumed and considered a signed contract in agreement with the above terms and conditions.

SUBTOTAL	\$	40,479.00
SALES TAX		-
TOTAL	\$	40,479.00

To accept this quotation, sign here and return: _____ Date _____

THANK YOU FOR YOUR BUSINESS!



QUOTE

WW Communications & Security The Security Specialists

53936 208th Lane
Mankato, MN 56001
Ph# 507-388-3999
Fax# 507-388-3540

Email: mbales@ww-communications.com

TO: City of Windom
444 Ninth Street
Windom MN 56101

Quote NO.

DATE August 24, 2015

CUSTOMER ID

EXPIRATION DATE 30 Days

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Mike Bales	Citywide Video Surveillance	Due upon project completion	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	CityWide Video Surveillance Recording Server & Software	\$20,495.00	\$20,495.00
	Includes: 1-Intel Based Recording Server with 36TB Raid 5 Storage,32TB Usable		
	Dual Xeon Quad Core 2.26 Ghz Processors		
	32GB Ram DDR3 1333 Mhz		
	LSI MegaRaid 16 Port Raid Controller		
	9-4TB Hard Drives, Raid 5 Configuration for Video Storage		
	2-1TB Hard Drives, Raid 1(Mirror) for Operating System		
	2-600GB 15K RPM Hard Drives, Raid 1(Mirror) for Video System Live Database		
	1-Dual Redundant 800 Watt Power Supply		
	1-4U Server Case with 16 Bay Raid Cage with Hot Swappable Drive bays		
	1-Xprotect Express Recording Server Base License & 25 Camera Licenses w/1 yr Software Support		
	1-4 Post Equipment Rack, Ladder, Fiber Optic Patch Cables, 1500VA UPS		
	1-Video Access Station PC, 24" LED Monitor, Wireless Keyboard/Mouse		
	1 - Relocation of Existing Network Gear and Network Patch Panel Into new 4 Post Rack		
	1-Installation, Configuration, Testing and Training(Full Classroom Style Training)		
Note	Server UPS will require 1 - 30amp Twist Lock Outlet, by others		
Note	120v Power to be Provided at each site as required, Parks will require direct connections and other locations will require at least 1 duplex receptacle		

Quotation prepared by: _____ Date: _____
Your balance is due as outlined above following the completion of the work specified. Finance charges will be assessed after 5 days following completion of work, at a rate of 1.5% monthly or 18% per annum. By signing this acceptance, you agree to these credit requirements. Should collection efforts be necessary for the outstanding balance, customer is responsible for reimbursement of all costs of collection, to include attorney's fees. Verbal authorization or commencement of work, as outlined on this proposal, is assumed and considered a signed contract in agreement with the above terms and conditions.

SUBTOTAL	\$	20,495.00
SALES TAX		-
TOTAL	\$	20,495.00

To accept this quotation, sign here and return: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!



QUOTE

WW Communications & Security The Security Specialists

53936 208th Lane
Mankato, MN 56001
Ph# 507-388-3999
Fax# 507-388-3540

Email: mbales@ww-communications.com

TO: City of Windom
444 Ninth Street
Windom MN 56101

Quote NO.

DATE August 24, 2015

CUSTOMER ID

EXPIRATION DATE 30 Days

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Mike Bales	Citywide Video Surveillance	Due upon project completion	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	CityWide Video Surveillance Recording Server & Software Support Items		
Optional	Spare Hard Drives for Server, Includes: 1 - 1TB, 1 - 4TB, 1 - 600GB 15K Drives, with Drive Carrier for Hot Sawp	\$750.00	<i>Purchase of on-site parts</i>
Optional	Remote System Health Checks with Emailed Summary Reports, Includes: Monthly Health Checks of Hardware and Software, reviewing and Exporting of Windows Logs, Milestone Logs, and Storage Controllers Logs. Also includes Server Email Monitoring of errors from Recording Server Software.		
	1 Year	449.00	
	3 Year	<i>Billed 1/3 annually</i> 795.00	
	5 Year	<i>Billed 1/5 annually</i> 1,125.00	
Optional	Milestone Care Plus Software Support, 1 Year is Included with Software Base Package		
	Upgrade to 3 Year	749.00	
	Upgrade to 5 Year	<i>[one time Fee]</i> 1,495.00	

Quotation prepared by: _____ Date: _____
Your balance is due as outlined above following the completion of the work specified. Finance charges will be assessed after 5 days following completion of work, at a rate of 1.5% monthly or 18% per annum. By signing this acceptance, you agree to these credit requirements. Should collection efforts be necessary for the outstanding balance, customer is responsible for reimbursement of all costs of collection, to include attorney's fees. Verbal authorization or commencement of work, as outlined on this proposal, is assumed and considered a signed contract in agreement with the above terms and conditions.

SUBTOTAL

SALES TAX

TOTAL

To accept this quotation, sign here and return: _____ Date _____

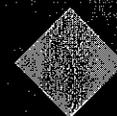
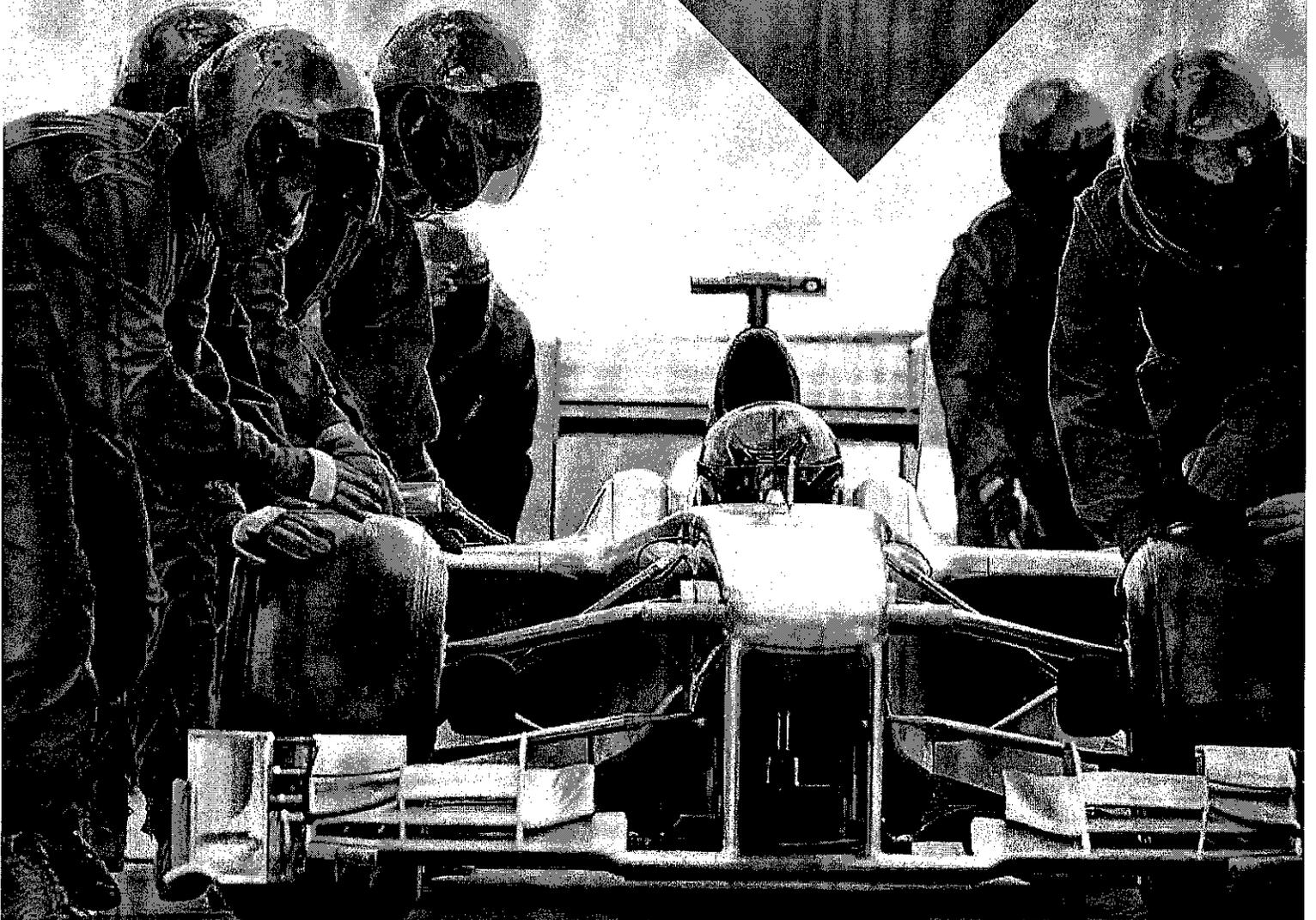
THANK YOU FOR YOUR BUSINESS!

Milestone CARE™

A complete suite of operational maintenance and support services for organizations using Milestone surveillance products.

MILESTONE
CARE™
KEEP YOUR
ENGINE
RUNNING

POSSIBLE
STARTS
HERE



milestone
The open platform company



Winning is a team effort

Milestone Care is a complete suite of operational maintenance and support services supplementing your product. Milestone Care consists of four different services packages uniquely designed to provide your business with the protection it deserves. For now and for the future.

Milestone Care is a supplement to the support you receive from Milestone's broad and highly qualified network of resellers and integrators. It includes four different service offerings – allowing you to handpick the right level of coverage to match your business' specific requirements.

Milestone Care comprehensively safeguards your Milestone product, in terms of invest-

ments, updates/upgrades and critical incident response.

Irrespective of the challenges that may arise, Milestone Care will help you tackle them securely and effectively.

Turn the page & discover which solution is the best match for your business.

Milestone Care

Milestone Care Basic

Milestone Care Plus

Milestone Care Premium

Milestone Care Elite

	Annual fee	Free	•	•	•
Online e-Care portal	e-Learning	•	•	•	•
	Chat support	•	•	•	•
	Knowledge base	•	•	•	•
	User forum	•	•	•	•
	Access to Service Releases	•	•	•	•
Upgrades/ updates	Access to new device driver packs	•	•	•	•
	Trade-in value on software products	30%	100%	100%	100%
Investment protection	Access to new versions	•	○	○	○
	Customer Dashboard	•	○	○	○
Problem resolution	24/7 Technical support*	•	•	•	•
	Localized support	•	•	•	•
	Prioritized handling	•	•	•	•
	Committed response times	•	•	•	•
	Committed resolution times	•	•	•	•
	Technical account manager	•	•	•	•
	Known issues list	•	•	•	•

- Assure your operational performance
- Secure your investment
- Minimize your risk



○ Requires Milestone Care Plus on covered products.

*) End-customer tech support is available through Milestone partners for Milestone Care Basic and Milestone Care Plus

Milestone CARE Basic



Milestone Care Basic empowers businesses to quickly and easily find answers to the most common questions

 Free

A basic service that is anything but basic

We are committed to giving you a smooth & high-performance experience. All Milestone products are accompanied by an extensive self-help experience built around an online universe consisting of helpful online guides, a chat assistance, a user forum for sharing best practices and much more.

- Online e-Care portal: an easy-to-navigate searchable resource including chat assistance, self-help guides, video tutorials and Knowledge Base
- User forum: online community where you can find and share solutions and best practices with Milestone users around the world
- Continuously updated systems: free and immediate access to all service releases of the video management software, add-on products and clients, as well as new device driver packs
- Trade-in policy: 30% credit on your present Milestone software product when upgrading to a newer or more advanced Milestone product



Milestone CARE Plus



The advantages of Milestone Care Plus are typically enjoyed by growing and dynamic businesses, such as high street retail and educational institutes.

 Annual fee

Ensures your business is always safeguarded

Milestone Care Plus enables you to choose the best solution for today and the future. As Milestone adds new functionality to its products on a regular basis, Milestone Care Plus lets you keep up with every innovation, while protecting your initial investment.

- Free access to the latest functionality and software versions allowing you to reap all the benefits of future innovation
- Unique trade-in policy: receive 100% credit on your present Milestone software product when upgrading to a newer or more advanced Milestone product
- Milestone Care Plus includes the Milestone Customer Dashboard, which is a comprehensive system overview of your installation's performance that can be used by your reseller to ensure continuous system operation
- Milestone Care Plus includes all the benefits available in Milestone Care Basic



When your business requirements change, it's definitely time for an upgrade.



◆ Milestone CARE Premium



Milestone Care Premium is suitable for corporations, such as airports and other organizations with business-critical installations.

Annual fee

Premium service 24/7/365

Milestone Care Premium is ideal for larger organizations with high security installations that require direct access to the Milestone Support Team to help solve challenging and time-sensitive technical support requests.

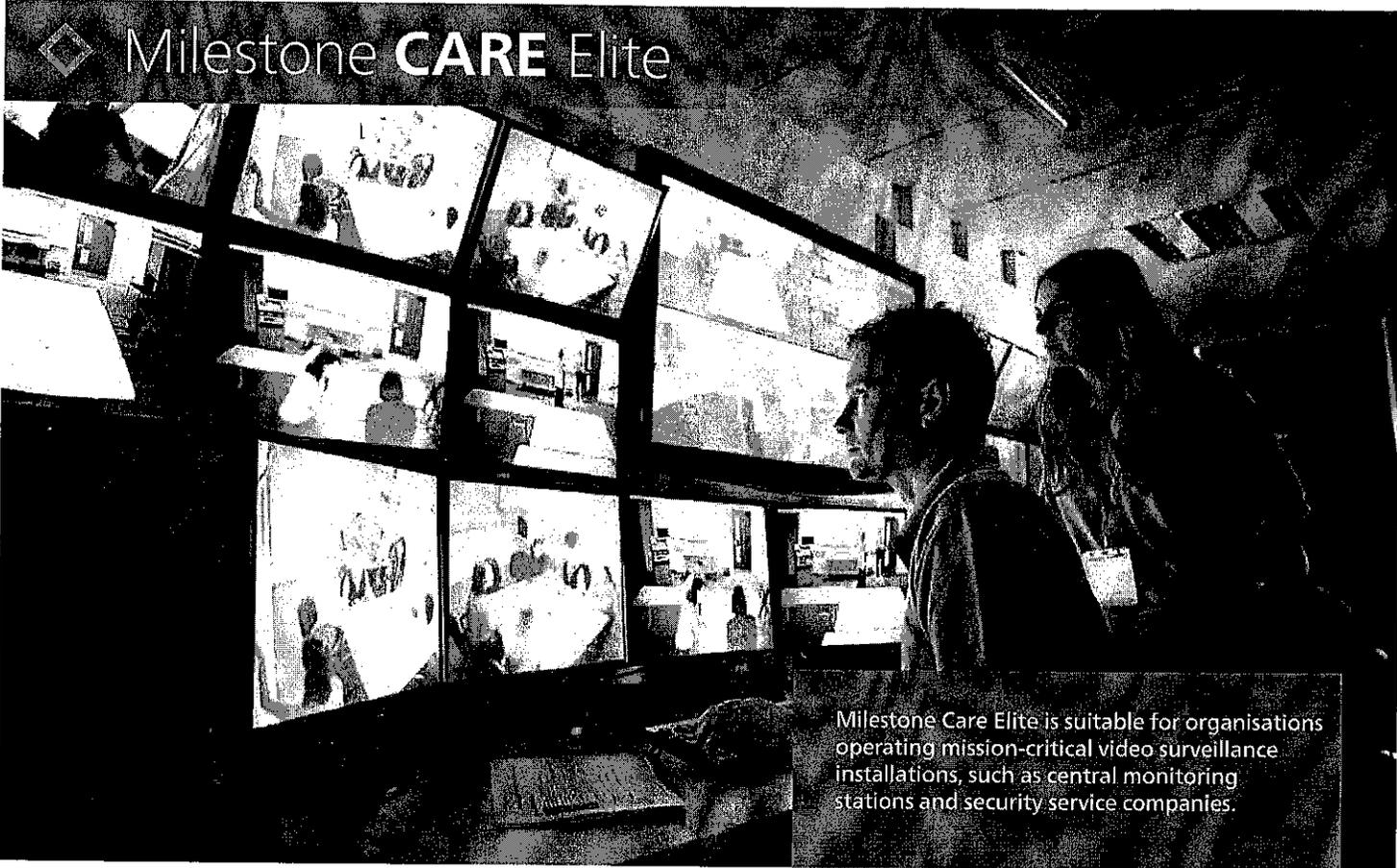
- Direct technical email & phone support and expert assistance 24/7/365
- Prioritized technical emails and phone support, where critical issues are solved with immaculate care and urgency
- Service level agreement with committed response times, ensuring that any potential issue is instantly solved with minimal interruption
- Localized support allows you to engage with Milestone experts in your preferred language, minimizing the risk of misunderstandings
- Milestone Care Premium requires Milestone Care Plus



Milestone Care Premium is the ideal option for customers seeking an excellent level of support and latest innovations from Milestone.



Milestone CARE Elite



Milestone Care Elite is suitable for organisations operating mission-critical video surveillance installations, such as central monitoring stations and security service companies.

Annual fee

Join the Elite. Tailor-made to your business needs

A high-end customizable service offering for customers operating mission-critical video surveillance installations, Milestone Care Elite provides direct, personalized and prioritized technical support.

- A dedicated Milestone technical account manager ensures extensive technical knowledge and familiarity with the installation to help monitor resolution performance on any reported case
- Prioritized technical emails and phone support, where critical issues are solved with urgency
- Access to Milestone's known-issue database allows you to proactively maintain your system
- Compliance with the highest support demands, such as continuous system operation and minimal system downtime
- Milestone Care Elite includes all benefits available in Milestone Care Premium and requires Milestone Care Plus



Milestone Care Elite provides an extensive level of customization for businesses – always tailored to your exact business needs.



MILESTONE WORLDWIDE

● Milestone Systems Germany
Tel: + 49 2102 30768-900

● Milestone Systems France
Tel: + 33 175 61 06 30

● Milestone Italia S.r.l.
Tel: + 02 4979 2717

● Milestone UK & Ireland
Tel: + 44 (0) 1332 869380

● Milestone Spain S.L.
Tel: + 34 669 483 312

● Milestone Systems Bulgaria
Tel: + 35 92 4426172

● Milestone Systems Russia
Tel: + 7 499 677 24 16

● Milestone Incubation Center, US
Tel: + 1 877 350 1101

● Milestone Sistemas do Brasil
Tel: + 55 (11) 21374421

● Milestone Systems Mexico
Tel: + 52 (55) 5208-2854

● Milestone Systems Korea
Tel: + 82 2 2015 7781

● Milestone Systems China
Tel: + 86 (21) 5179 8595

● Milestone Systems Singapore
Tel: + 65 6225 2686

● Milestone Systems Saudi Arabia
Tel: + 966-544333133

● Milestone Systems Japan
Tel: + 81 (0)3-6860-8462

● Milestone Systems India
Tel: + 919740608024

● Milestone Systems UAE
Tel: + 97 14 3641380

● Milestone Systems Australia
Tel: + 61 3 9016 7877

● Milestone Systems South Africa
Tel: + 27 76 811 7495

● Milestone Systems Lebanon
Tel: + 961 70 876 491

Business owners are looking for long-term solutions and these require long-term commitments from the system provider. With over 100,000 installations worldwide, Milestone views commitment and customer care as inseparable components of its products. Businesses of any size will enjoy the support and security from a strong company with a large network of experts.

In other words... There are no limits, only possibilities.

**POSSIBLE
STARTS
HERE**

With over 3500 integration partners, 20 offices worldwide and distributed in more than 100 countries, Milestone ensures the customer experience is smooth, safe and always on point! For more info, please contact us at milestonesys.com/milestone-care

Milestone Systems HQ, DK
Tel: +45 38 300 300

Milestone Systems, US
Tel: +1 503 350 1100

General inquiries
info@milestonesys.com

Sales inquiries
sales@milestonesys.com



milestone
The open platform company

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council

FROM: Steve Nasby, City Administrator

DATE: August 27, 2015

RE: Affirmation of Windomnet Interim Manager Appointment & Hiring Recommendation

On August 24, 2015 the Telecom Commission met and discussed the existing and future management options for Windomnet resulting from Mr. Olsen's resignation on August 12, 2015.

After discussing a wide range of ideas ranging from keeping an interim manager (up to a year) to exploring a possible sale of the Telecom system the committee is making the following recommendations to the City Council:

- **Affirm the appointment of Jeff Dahna as acting Interim General Manager**
- **Advertise for the purpose of hiring a full time General Manager**

The potential timeline for filling the General Manager's position is anticipated to be completed approximately January 1, 2016.

TELECOMMUNICATIONS OPERATIONS MANAGER

The City of Windom, Minnesota (population 4,646) is accepting resumes for the position of Telecommunications Manager. The City currently provides municipal owned utilities including; water, sewer, electric and telecommunication services. A FTTP system was completed in 2005, and the city is operating as a CLEC. The position is responsible for supervising the organization, operation, maintenance, repair, design, inventory and generation of revenue for business operations of the municipal broadband system, which includes video, voice, and data services.

Minimum qualifications include a four-year college degree or two-year vocational degree in a program relating to telecommunications, 5 years experience in telecom system operation and maintenance. Candidates must have supervisory experience and thorough knowledge of the principles, practices, network management, methods, techniques, tools, materials and equipment used in the telecommunications industry.

Salary \$60,091 to \$78,146, plus a full range of benefits. Starting salary will depend on experience and qualifications. Job description available at www.windom-mn.com or Windom City Hall, 444 9th Street. Deadline for submission of resumes is Friday, October 16, 2015. Submit resumes on-line or to: City of Windom, PO Box 38, Windom, MN 56101. Telephone 507-831-6129 E.O.E.

Telecommunications Operations Manager
City of Windom
January 8, 2008

Job Title: Telecommunications Operations Manager
Grade: 21
Department: Telecommunications
Supervisor: City Administrator, Assistant City Administrator, Telecommunication
Commission & City Council
Hours Worked: 40 Hrs. (Additional hours may be necessary to fulfill requirements of the job.)

DESCRIPTION OF WORK:

General Purpose of Duties:

Primary responsibility to supervise the organization, operation, maintenance, repair, design, inventory, construction, transmission, distribution and other equipment or facilities of the broadband system which includes video, voice, and data services.

SUPERVISION RECEIVED:

Work under the direction and policy guidance of the Telecommunication Commission, the City Administrator and Assistant City Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Supervises and coordinates the operation and maintenance of the telecommunication department, monitors compliance of the department with all required regulations and guidelines, maintains detailed records and prepares summaries and reports concerning operations and activities of the telecommunication department, and reports to the Telecommunication Commission.

Coordinates and supervises personnel in the department, including determining work procedures, priorities, work schedules, training, and safety measures.

Participates in the service, operation, construction, and maintenance of equipment and facilities associated with telecommunication services.

Evaluates the work activities of department personnel and evaluates the performance and suitability of machinery and equipment to ensure efficient use of personnel and equipment.

Reviews inspection and repair reports and observes progress of work on construction and maintenance to evaluate efficiency and work quality.

Assists the City Administrator and Assistant City Administrator in the preparation of budget recommendations and capital improvement plans, provides supporting information, and ensures that expenditures are consistent with approved budget.

Evaluates telecommunication department needs and formulates and presents recommendations for short and long-range plans.

Responds to requests and complaints, provides information concerning department operations, determines action to be taken, and schedules necessary repairs and maintenance.

Maintains regular contact with consulting engineers, construction project engineers and with County, State and Federal Agencies.

Works closely with city departments and organizations coordinating activities to avoid service interruptions and work delays.

Attends meetings, such as staff, Telecommunication Commission, and City Council, and participates as required. Receives and presents all telecommunication business at such meetings.

Performs all other duties as directed by City Council, Telecommunication Commission, City Administrator or Assistant City Administrator.

SPECIAL REQUIREMENTS:

- A. Must possess a valid Minnesota driver's license.
- B. Minimum of 5 (five) years experience in telephone outside plant installation, and central office equipment operation, repair, maintenance, trouble shooting and basic line design.
- C. Four-year college degree or two-year vocational degree in programs relating to telecommunications.
- D. Supervisory experience.
- E. Ability to communicate effectively, both orally and in writing.
- F. Must be capable of safely performing physical actions necessary to construct, repair and maintain telecommunications equipment
- G. The Windom City Council and the Telecommunication Commission shall have the right to waive any of the above requirements.

KNOWLEDGE, SKILL AND ABILITIES:

Thorough knowledge of the principles, practices, methods, techniques, tools, materials and equipment used in the telecommunications central office and outside plant distribution facility operations.

Experience in design, construction, operation, maintenance and repair of central office equipment, outside plant broadband fiber and customer premise equipment.

Ability and willingness to develop a thorough working knowledge of the location and general characteristics of the telecommunication system.

Knowledge of applicable regulatory codes.

Considerable knowledge of occupational hazards and safe working practices.

Ability to keep accurate records and prepare reports.

Ability to independently establish priorities and meet such priorities within specific target dates.

Ability to establish and maintain effective working relationships with supervisors, department heads, support personnel, commission members and the public.

Basic knowledge of engineering, surveying and design, and the ability to review engineering plans, blueprints and diagrams as they relate to field problems, and make recommendations.

Knowledge of the operation of computers and servers.

Ability to communicate effectively in oral and written forms with employees, consultants, city officials and the general public.

Ability to occasionally lift and move up to 40 pounds.

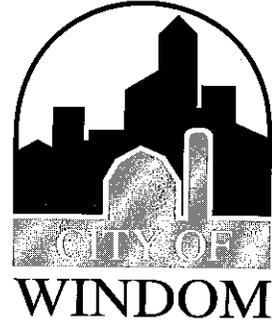
While performing the duties of this position, the employee occasionally works in outside weather conditions. Occasionally the employee may work near moving mechanical parts in high, precarious places and is exposed to wet and/or humid conditions, fumes, airborne particles, toxic and caustic chemicals.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of statements concerning specific duties does not exclude them from inclusion in this position if the work is similar, related or a logical assignment for this position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Mayor

Approval: _____
City Administrator



August 27, 2015

Memo: Recreation Seasonal Hires- Fall Soccer Program K-3

To: Windom City Council

From: Al Baloun
Recreation Director

The following people will be hired for the seasonal fall soccer program contingent upon completing the following:

Soccer Coordinator-Sean Waters- completion of Concussion Training and Background Check- \$12 hour
Assistant to Coordinator (Coach)- Yanick Tade- Completion of Concussion Training - \$9 Hour

Both of these individuals have extensive soccer experience and are qualified to work with our Fall K-3rd Grade Soccer Program. It is my hope that these individuals will be able to expand our program in the future to include older age groups.

CC: Windom Parks and Recreation Commission



MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council
FROM: Joe Audette, Liquor Store Manager
DATE: August 25, 2015
RE: Hire Recommendations - Part Time Clerk for the Liquor Store

After reviewing applications and interviewing candidates I recommend the hiring of:

Christopher L. Foote

At \$9.50 per hour according to the adopted part-time, seasonal and non-union wage scale.

Please contact me at 831-6132 if you have any questions.



Windom, MN

Expense Approval Report

By Fund

Payment Dates 8/13/2015 - 8/26/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	100-41110-350	174.10
ETHAN CLERC FILMS	20150825	08/25/2015	EXPENSE-FILM COUNCIL MEE	100-41110-350	25.00
CONVENT. & VISTOR BUREAU	20150818	08/18/2015	LODGING TAX - GUARDIAN IN	100-41110-491	2,186.19
CONVENT. & VISTOR BUREAU	20150825	08/25/2015	LODGING TAX - RED CARPET I	100-41110-491	1,014.20
Activity 41110 - Mayor & Council Total:					3,399.49
Activity: 41310 - Administration					
WINDOM QUICK PRINT	20150818	08/18/2015	SUPPLIES	100-41310-200	492.70
INDOFF, INC	2664364	08/05/2015	SUPPLIES	100-41310-200	8.10
MANTRONICS MAILING SYSTE	34725	08/17/2015	SUPPLIES	100-41310-200	160.00
SELECTACCOUNT	20150825	08/25/2015	ADMIN FEE	100-41310-217	159.21
HY-VEE, INC.	20150825	08/25/2015	COUPONS -	100-41310-480	35.00
Activity 41310 - Administration Total:					855.01
Activity: 41940 - City Hall					
MN ENERGY RESOURCES	20150825A	08/25/2015	HEATING #4069619-7	100-41940-383	83.78
HOMETOWN SANITATION SE	000013106	08/04/2015	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
JOE HARVEY	7567	08/25/2015	6-20-15 MOW & TRIM-CITY	100-41940-406	25.00
JOE HARVEY	7765	08/18/2015	CITY 8-13-15 MOW & TRIM	100-41940-406	30.00
JOE HARVEY	7779	08/25/2015	8-17-15 FERTILIZE- CITY	100-41940-406	40.00
Activity 41940 - City Hall Total:					263.82
Activity: 42120 - Crime Control					
INDOFF, INC	2661025	07/29/2015	SUPPLIES	100-42120-200	58.49
INDOFF, INC	2661028	07/29/2015	SUPPLIES	100-42120-200	20.98
WINDOM AREA HOSPITAL	256749445	08/18/2015	TESTING #30005319	100-42120-305	40.00
MN D.A.R.E. INC.	3045	08/25/2015	2015 CONFERENCE -DANA W	100-42120-308	175.00
VERIZON WIRELESS	9750271114	08/18/2015	SERVICE FOR LAP TOPS	100-42120-321	93.87
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTA	100-42120-322	11.45
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTA	100-42120-322	6.28
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTA	100-42120-322	2.94
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTA	100-42120-322	5.75
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTAG	100-42120-322	2.74
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - POLICE POSTAG	100-42120-322	2.94
INDOFF, INC	2664392	08/11/2015	SUPPLIES	100-42120-323	69.98
LEASE FINANCE PARTNERS	20150825	08/20/2015	SERVICE #3250	100-42120-326	433.00
DANA WALLACE	20150825	08/25/2015	EXPENSE-DARE CONFERENCE	100-42120-334	100.32
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	100-42120-350	7.47
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	100-42120-405	21.76
FLEET SERVICES DIVISION	2016010003	08/18/2015	SERVICE	100-42120-419	1,789.01
Activity 42120 - Crime Control Total:					2,841.98
Activity: 42220 - Fire Fighting					
MN STATE FIRE CHIEFS ASSOC	200000140	08/13/2015	2015 ANNUAL CONFERENCE	100-42220-308	290.00
VERIZON WIRELESS	9750271114	08/18/2015	SERVICE FOR LAP TOPS	100-42220-321	21.14
VERIZON WIRELESS	9750271114	08/18/2015	SERVICE FOR LAP TOPS	100-42220-326	10.02
PRO HYDRO-TESTING	10059	08/11/2015	MAINTENANCE	100-42220-404	450.00
Activity 42220 - Fire Fighting Total:					771.16
Activity: 43100 - Streets					
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	100-43100-350	109.20
MN ENERGY RESOURCES	20150817B	08/17/2015	HEATING #4090846-9 STREET	100-43100-383	64.22
HOMETOWN SANITATION SE	0000139107	08/04/2015	GARBAGE SERVICE - STR DEPT	100-43100-384	84.73
HOMETOWN SANITATION SE	0000139108	08/04/2015	GARBAGE SERVICE - SQUARE	100-43100-384	46.12
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	100-43100-404	66.32
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	100-43100-404	96.37

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WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	100-43100-405	43.21
WDR - DEPUTY REGISTRAR #5	20150818	08/18/2015	2003 CHEV #911001	100-43100-444	16.00
SANFORD LABORATORIES	256531913	08/11/2015	SERVICE #70000675	100-43100-480	40.77
Activity 43100 - Streets Total:					566.94
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20150825	08/25/2015	COMPOST SITE MANAGER	100-43210-307	190.00
Activity 43210 - Sanitation Total:					190.00
Activity: 45120 - Recreation					
AUSTIN JONES	20150814	08/14/2015	EXPENSE - RECREATION LEAG	100-45120-217	185.00
JACK MELLSTROM	20150817	08/17/2015	RECREATION	100-45120-217	50.00
HY-VEE, INC.	20150818	08/18/2015	MERCHANDISE	100-45120-260	483.19
MAXIMUM SOLUTIONS, INC	17470	08/17/2015	SERVICE	100-45120-326	334.00
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	100-45120-340	110.25
Activity 45120 - Recreation Total:					1,162.44
Activity: 45202 - Park Areas					
HOMETOWN SANITATION SE	0000139116	08/04/2015	GARBAGE SERVICE - ISLAND P	100-45202-384	74.00
HOMETOWN SANITATION SE	0000139117	08/04/2015	GARBAGE SERVICE -TEGELS P	100-45202-384	37.00
HOMETOWN SANITATION SE	0000139118	08/04/2015	GARBAGE SERVICE - WRA	100-45202-384	60.40
HOMETOWN SANITATION SE	0000139119	08/04/2015	GARBAGE SERVICE - KASTLE K	100-45202-384	25.00
Activity 45202 - Park Areas Total:					196.40
Fund 100 - GENERAL Total:					10,247.24
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - LIBRARY SUPPL	211-45501-200	4.28
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - LIBRARY TREAT	211-45501-200	21.87
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - LIBRARY POSTA	211-45501-322	3.17
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - LIBRARY POSTA	211-45501-322	3.17
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - LIBRARY POSTA	211-45501-322	6.72
MN ENERGY RESOURCES	20150817A	08/17/2015	HEATING #4081276-0 LIBRAR	211-45501-383	53.24
INGRAM	20150817	08/17/2015	BOOKS	211-45501-435	1,078.77
MICROMARKETING	581770	08/17/2015	BOOKS	211-45501-435	40.99
MICROMARKETING	583477	08/17/2015	BOOKS	211-45501-435	213.96
MICROMARKETING	583990	08/17/2015	BOOKS	211-45501-435	162.98
MICROMARKETING	584924	08/17/2015	BOOKS	211-45501-435	19.99
Activity 45501 - Library Total:					1,609.14
Fund 211 - LIBRARY Total:					1,609.14
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - AIRPORT POST	225-45127-217	8.74
SOUTHWEST MN BROADBAN	WIND-001-0018	08/25/2015	SERVICE	225-45127-321	27.27
O'DAY EQUIPMENT, LLC	INV070763	07/28/2015	MAINTENANCE	225-45127-402	163.11
FUEL MASTER SYN-TECH SYST	114411	08/13/2015	MAINTENANCE	225-45127-404	1,496.25
Activity 45127 - Airport Total:					1,695.37
Fund 225 - AIRPORT Total:					1,695.37
Fund: 230 - POOL					
Activity: 45124 - Pool					
HAWKINS, INC	3760034	08/11/2015	CHEMICALS	230-45124-216	162.50
LEWIS FAMILY DRUG, LLC	20150817A	08/17/2015	SUPPLIES	230-45124-217	9.59
MAXIMUM SOLUTIONS, INC	17470	08/17/2015	SERVICE	230-45124-326	333.00
HOMETOWN SANITATION SE	0000139120	08/05/2015	GARBAGE SERVICE - SWIMMI	230-45124-384	81.90
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	230-45124-404	6.49
Activity 45124 - Pool Total:					593.48
Fund 230 - POOL Total:					593.48
Fund: 235 - AMBULANCE					
AMANDA ZIMMER	20150825	08/25/2015	REFUND - AMBULANCE OVER	235-34205	225.00
U CARE	935594-121001	08/25/2015	REFUND-BERNARD BRADLEY	235-34205	202.37

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SIoux FALLS VETERAN'S ADM	961372 / 140703	08/25/2015	REFUND - DONALD HOLMEN	235-34205	549.75	
					977.12	
Activity: 42153 - Ambulance						
LEWIS FAMILY DRUG, LLC	20150817	08/17/2015	SUPPLIES	235-42153-217	6.40	
BOUND TREE MEDICAL, LLC	61149354	08/13/2015	SUPPLIES	235-42153-217	128.57	
MARK MARCY	20150825	08/25/2015	AMB CLOTHING - BALANCE O	235-42153-218	160.52	
WINDOM AREA HOSPITAL	20150813A	08/13/2015	NURSING SERVICE	235-42153-312	1,976.62	
VERIZON WIRELESS	9750271114	08/18/2015	SERVICE FOR LAP TOPS	235-42153-321	124.51	
EXPERT T BILLING	2260	08/13/2015	SERVICE	235-42153-326	1,861.50	
JIM AXFORD	20150817	08/17/2015	EXPENSE	235-42153-334	34.60	
TIM HACKER	20150818	08/18/2015	EXPENSE	235-42153-334	28.38	
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	235-42153-405	44.90	
GRAHAM TIRE	8457177	08/25/2015	MAINTENANCE	235-42153-405	82.40	
					Activity 42153 - Ambulance Total:	4,448.40
					Fund 235 - AMBULANCE Total:	5,425.52
Fund: 250 - EDA GENERAL						
Activity: 46520 - EDA						
EHLERS & ASSOC., INC.	68291	08/18/2015	TIF ADMINISTRATION - JV	250-46520-301	210.00	
EHLERS & ASSOC., INC.	68292	08/18/2015	TIF REPORTING -JV	250-46520-301	420.00	
WENCK ASSOCIATES, INC.	11504529	08/25/2015	DES MOINES RIVER LOMR	250-46520-303	620.00	
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - EDA POSTAGE	250-46520-322	16.95	
AARON BACKMAN	20150813	08/13/2015	EXPENSE-MTG W/SCOTT MAR	250-46520-331	60.95	
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	250-46520-350	79.50	
HY-VEE, INC.	20150818	08/18/2015	MERCHANDISE	250-46520-438	31.34	
					Activity 46520 - EDA Total:	1,438.74
					Fund 250 - EDA GENERAL Total:	1,438.74
Fund: 254 - NORTH IND PARK						
Activity: 46520 - EDA						
SCHRAMMEL LAW OFFICE	20150818	08/18/2015	WINDOM EDA/Ryan CO-ATT	254-46520-304	350.00	
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	254-46520-480	350.35	
					Activity 46520 - EDA Total:	700.35
Activity: 49950 - Capital Outlay						
BARTLEY SALES COMPANY IN	114127	08/04/2015	SERVICE - EDA OF WINDOM	254-49950-500	2,144.00	
					Activity 49950 - Capital Outlay Total:	2,144.00
					Fund 254 - NORTH IND PARK Total:	2,844.35
Fund: 401 - GENERAL CAPITAL PROJECTS						
Activity: 49950 - Capital Outlay						
NEGEN CONSTRUCTION LLC	20150825	08/25/2015	2015 STREET PROJECT	401-49950-503	15,979.00	
JASON HANKE	387145	08/25/2015	CITY HALL - FIRE HALL	401-49950-509	5,404.75	
					Activity 49950 - Capital Outlay Total:	21,383.75
					Fund 401 - GENERAL CAPITAL PROJECTS Total:	21,383.75
Fund: 601 - WATER						
HD SUPPLY WATERWORKS LT	E342291	08/25/2015	INVENTORY	601-14200	632.91	
DAKOTA SUPPLY GROUP	B462341	08/25/2015	MACHINERY-EQUIP	601-16400	16,357.08	
					16,989.99	
Activity: 49400 - Water						
HAWKINS, INC	3759328	08/04/2015	CHEMICALS	601-49400-216	2,731.25	
ERIC WARD	20150818	08/18/2015	SAFTETY BOOTS	601-49400-217	100.00	
GOPHER STATE ONE CALL	139658	08/05/2015	LOCATES	601-49400-321	20.30	
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - WATER POSTA	601-49400-322	7.55	
MN ENERGY RESOURCES	20150826A	08/26/2015	HEATING #4095252-5 WATER	601-49400-383	565.74	
					Activity 49400 - Water Total:	3,424.84
					Fund 601 - WATER Total:	20,414.83
Fund: 602 - SEWER						
Activity: 49450 - Sewer						
HR DIRECT - GNEIL	INV3179696	08/17/2015	SUPPLIES	602-49450-200	113.92	

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MN VALLEY TESTING	765834	07/27/2015	TESTING	602-49450-310	238.00
MN VALLEY TESTING	766219	07/30/2015	TESTING	602-49450-310	158.00
MN VALLEY TESTING	766414	07/31/2015	TESTING	602-49450-310	118.60
MN VALLEY TESTING	766897	07/31/2015	TESTING	602-49450-310	118.60
MN VALLEY TESTING	766918	07/31/2015	TESTING	602-49450-310	238.00
MN VALLEY TESTING	767215	08/04/2015	TESTING	602-49450-310	133.00
MN VALLEY TESTING	767426	08/11/2015	TESTING	602-49450-310	133.00
MN VALLEY TESTING	767441	08/11/2015	TESTING	602-49450-310	158.00
MN VALLEY TESTING	767615	08/11/2015	TESTING	602-49450-310	191.40
MN VALLEY TESTING	767814	08/11/2015	TESTING	602-49450-310	118.60
GOPHER STATE ONE CALL	139658	08/05/2015	LOCATES	602-49450-321	20.30
MN ENERGY RESOURCES	20150817	08/17/2015	HEATING #4325313-7	602-49450-383	49.11
MN ENERGY RESOURCES	20150826	08/26/2015	HEATING #4335469-5	602-49450-383	18.00
MN ENERGY RESOURCES	20150826B	08/26/2015	HEATING #4222768-6	602-49450-383	18.00
HOMETOWN SANITATION SE	0000139110	08/05/2015	GARBAGE SERVICE - WASTEWA	602-49450-384	85.04
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	602-49450-405	88.97
ELECTRIC PUMP INC	0055920-IN	08/10/2015	MAINTENANCE	602-49450-408	685.85
MN ENVIRONMENTAL SCIENC	20150818	08/18/2015	2015-16 MEMBERSHIP ASSES	602-49450-433	1,772.25
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	602-49450-439	22.18
MN VALLEY TESTING	766432	07/31/2015	TESTING	602-49450-439	126.40
MN VALLEY TESTING	767627	08/11/2015	TESTING	602-49450-439	126.40
Activity 49450 - Sewer Total:					4,731.62

Fund 602 - SEWER Total: 4,731.62

Fund: 604 - ELECTRIC

MBS - MULTI-BANK SECURITIE	20150814	08/14/2015	ACH FUNDS TO MBS	604-10400	248,000.00
DEBBY ANDERSON	20150814	08/14/2015	REFUND - E-HEAT CREDIT	604-11500	50.00
WESCO DISTRIBUTION, INC	135827	08/11/2015	ELECTRIC INVENTORY	604-14200	1,206.70
RESCO	618851-00	08/18/2015	ELECTRIC INVENTORY	604-14200	2,076.00
RESCO	618939-00	08/18/2015	ELECTRIC INVENTORY	604-14200	1,261.20
RESCO	619628-00	08/25/2015	CREDIT - INVENTORY	604-14200	-321.91
BORDER STATES	909813757A	08/25/2015	EQUIPMENT-INVENTORY	604-14200	2,126.77
GRAYBAR ELECTRIC CO	980194656	08/05/2015	ELECTRIC INVENTORY	604-14200	626.51
BOBCAT COMPANY	89858	08/25/2015	ELECTRIC NEW EQUIPMENT	604-16440	27,440.10
JEFF & DIANE MCCARRON	20150814	08/14/2015	REFUND - UTIL PREPAYMENT	604-22000	300.00
Activity: 49550 - Electric					282,765.37

OFFICEMAX - HSBC BUS SOLU	194377	08/04/2015	SUPPLIES	604-49550-200	144.63
OFFICEMAX - HSBC BUS SOLU	194590	08/04/2015	SUPPLIES	604-49550-200	35.10
OFFICEMAX - HSBC BUS SOLU	413181	08/18/2015	SUPPLIES	604-49550-200	73.87
OFFICEMAX - HSBC BUS SOLU	413743	08/18/2015	SUPPLIES	604-49550-200	33.55
CITIZEN PUBLISHING CO	4163	08/10/2015	SERVICE	604-49550-200	100.00
BORDER STATES	909860194	08/25/2015	UNIFORMS	604-49550-218	54.28
CENTRAL MINNESOTA MUNIC	5204	08/13/2015	POWER COST - ENERGY & TRA	604-49550-263	147,885.31
CENTRAL MINNESOTA MUNIC	5204	08/13/2015	POWER COST - ENERGY & TRA	604-49550-263	165,208.47
DEPARTMENT OF ENERGY	BFP8000800715	08/10/2015	POWER COST	604-49550-263	110,854.74
SKARSHAUG TESTING LAB	200782	08/11/2015	TESTING	604-49550-310	80.11
GOPHER STATE ONE CALL	139658	08/05/2015	LOCATES	604-49550-321	20.30
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - ELECTRIC POST	604-49550-322	2.95
SECR REV FUND/CITY OF WD	20150826	08/26/2015	PETTY CASH - ELECTRIC POST	604-49550-322	0.59
BRENT BROWN	20150825	08/25/2015	EXPENSE-MMUA CONFERENC	604-49550-331	326.60
HOMETOWN SANITATION SE	0000139111	08/11/2015	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
BORDER STATES	909790009	08/11/2015	MAINTENANCE	604-49550-405	258.78
ODDSON UNDERGROUND INC	2015-069	08/25/2015	SERVICE	604-49550-408	300.00
DAKOTA SUPPLY GROUP	B491899	08/04/2015	MAINTENANCE	604-49550-408	1,627.98
J. H. LARSON	S100992489.001	08/11/2015	MAINTENANCE	604-49550-408	478.43
RICK CLERC	20150813	08/13/2015	ENERGY REBATE	604-49550-450	200.00
TOM CHRISTENSEN	20150813	08/13/2015	ENERGY REBATE	604-49550-450	800.00
CENTRAL MINNESOTA MUNIC	5219	08/11/2015	CIP MONTHLY ASSESSMENT	604-49550-450	1,133.00
BANK MIDWEST	20150825	08/25/2015	NSF-MARGARITAS'VILLE-UTILI	604-49550-480	1,146.20

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SANFORD LABORATORIES	256531913	08/11/2015	SERVICE #70000675	604-49550-480	40.77
WINDOM AREA HOSPITAL	256749378	08/13/2015	TESTING #30005293	604-49550-480	35.00
J. H. LARSON	S100992489.002	08/13/2015	SUPPLES	604-49550-480	3.82
				Activity 49550 - Electric Total:	430,929.23
				Fund 604 - ELECTRIC Total:	713,694.60

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

INDOFF, INC	2666156	08/17/2015	SUPPLIES	609-49751-200	88.05
CAMPUS CLEANERS	07-012850	08/10/2015	SERVICE	609-49751-217	20.05
GOPHER ALARMS	37305	08/11/2015	SERVICE	609-49751-217	51.30
AH HERMEL COMPANY	522669	08/10/2015	MERCHANDISE	609-49751-217	52.83
BELLBOY CORP	92465000	08/10/2015	MERCHANDISE	609-49751-217	65.00
WIRTZ BEVERAGE MN WINE	1080354225	08/05/2015	MERCHANDISE	609-49751-251	3,025.09
PHILLIPS WINE & SPIRITS	2827000	08/05/2015	MERCHANDISE	609-49751-251	5,713.05
BELLBOY CORP	49459500	08/10/2015	MERCHANDISE	609-49751-251	751.40
JOHNSON BROS.	5198452 & 532816	08/13/2015	REPAYMENT-CREDIT TAKEN T	609-49751-251	143.49
JOHNSON BROS.	5221370	08/04/2015	MERCHANDISE	609-49751-251	4,092.10
JOHNSON BROS.	5226864	08/11/2015	MERCHANDISE	609-49751-251	5,908.76
DAY DISTRIBUTING CO	000070	08/10/2015	MERCHANDISE	609-49751-252	676.00
DAY DISTRIBUTING CO	20150825	08/25/2015	MERCHANDISE	609-49751-252	338.00
JJ TAYLOR DIST. OF MINN	2403034	08/17/2015	MERCHANDISE	609-49751-252	744.75
ARTISAN BEER COMPANY	3045317	08/04/2015	MERCHANDISE	609-49751-252	462.50
DOLL DISTRIBUTING, LLC	437044	08/14/2015	MERCHANDISE	609-49751-252	7,207.40
DOLL DISTRIBUTING, LLC	441480	08/25/2015	MERCHANDISE	609-49751-252	5,834.30
BEVERAGE WHOLESALERS	563131	08/14/2015	MERCHANDISE	609-49751-252	8,019.69
BEVERAGE WHOLESALERS	564173	08/25/2015	MERCHANDISE	609-49751-252	5,638.73
HOHENSTEINS	778008	08/25/2015	MERCHANDISE	609-49751-252	363.00
VINOPIA, INC	0129228-IN	07/27/2015	MERCHANDISE	609-49751-253	224.00
WIRTZ BEVERAGE MN WINE	1080354225	08/05/2015	MERCHANDISE	609-49751-253	384.00
CHANKASKA CREEK	129024	08/25/2015	MERCHANDISE	609-49751-253	1,595.16
PHILLIPS WINE & SPIRITS	2827001	08/05/2015	MERCHANDISE	609-49751-253	1,044.35
BELLBOY CORP	49459500	08/10/2015	MERCHANDISE	609-49751-253	96.00
JOHNSON BROS.	5221371	08/04/2015	MERCHANDISE	609-49751-253	855.15
JOHNSON BROS.	5226865	08/11/2015	MERCHANDISE	609-49751-253	1,656.90
JOHNSON BROS.	5226866	08/11/2015	MERCHANDISE	609-49751-253	286.49
WINE MERCHANTS	7040551	08/05/2015	MERCHANDISE	609-49751-253	128.00
PAUSTIS & SONS	8509596-IN	08/11/2015	MERCHANDISE	609-49751-253	1,813.01
COCA-COLA BOTTLING COMP	0468500819	08/14/2015	MERCHANDISE	609-49751-254	529.52
WIRTZ BEVERAGE MN WINE	1080354225	08/05/2015	MERCHANDISE	609-49751-254	177.39
DOLL DISTRIBUTING, LLC	437044	08/14/2015	MERCHANDISE	609-49751-254	45.00
AH HERMEL COMPANY	522669	08/10/2015	MERCHANDISE	609-49751-254	106.24
JOHNSON BROS.	5226865	08/11/2015	MERCHANDISE	609-49751-254	62.25
AH HERMEL COMPANY	522669	08/10/2015	MERCHANDISE	609-49751-256	156.76
WIRTZ BEVERAGE MN WINE	1080354225	08/05/2015	MERCHANDISE	609-49751-259	36.00
DOLL DISTRIBUTING, LLC	437044	08/14/2015	MERCHANDISE	609-49751-259	19.55
JOHNSON BROS.	5221370	08/04/2015	MERCHANDISE	609-49751-259	73.50
JOHNSON BROS.	5221371	08/04/2015	MERCHANDISE	609-49751-259	66.25
BEVERAGE WHOLESALERS	564173	08/25/2015	MERCHANDISE	609-49751-259	19.00
AH HERMEL COMPANY	522669	08/10/2015	MERCHANDISE	609-49751-261	93.11
BELLBOY CORP	92465000	08/10/2015	MERCHANDISE	609-49751-261	42.00
JOE AUDETTE	20150817	08/17/2015	EXPENSE-NEW BEER-NOT DEL	609-49751-331	15.75
JOE AUDETTE	20150817A	08/17/2015	EXPENSE-NEW BEER-HOHENS	609-49751-331	19.66
VINOPIA, INC	0129228-IN	07/27/2015	MERCHANDISE	609-49751-333	7.00
WIRTZ BEVERAGE MN WINE	1080354225	08/05/2015	MERCHANDISE	609-49751-333	63.66
JJ TAYLOR DIST. OF MINN	2403034	08/17/2015	MERCHANDISE	609-49751-333	3.00
PHILLIPS WINE & SPIRITS	2827000	08/05/2015	MERCHANDISE	609-49751-333	81.01
PHILLIPS WINE & SPIRITS	2827001	08/05/2015	MERCHANDISE	609-49751-333	36.74
BELLBOY CORP	49459500	08/10/2015	MERCHANDISE	609-49751-333	22.00
JOHNSON BROS.	5221370	08/04/2015	MERCHANDISE	609-49751-333	50.10
JOHNSON BROS.	5221371	08/04/2015	MERCHANDISE	609-49751-333	40.08

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AH HERMEL COMPANY	522669	08/10/2015	MERCHANDISE	609-49751-333	3.95
JOHNSON BROS.	5226864	08/11/2015	MERCHANDISE	609-49751-333	81.30
JOHNSON BROS.	5226865	08/11/2015	MERCHANDISE	609-49751-333	73.48
WINE MERCHANTS	7040551	08/05/2015	MERCHANDISE	609-49751-333	3.34
PAUSTIS & SONS	8509596-IN	08/11/2015	MERCHANDISE	609-49751-333	23.75
BELLBOY CORP	92465000	08/10/2015	MERCHANDISE	609-49751-333	4.51
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	609-49751-340	828.00
HOMETOWN SANITATION SE	0000139109	08/11/2015	GARBAGE SERVICE - RIVER BE	609-49751-384	96.13
BANK MIDWEST	20150819	08/19/2015	NSF-REBECCA CLAUSEN-RIVE	609-49751-480	56.12
BANK MIDWEST	20150825A	08/25/2015	NSF-JESSICA KODADA PHOTO-	609-49751-480	16.94
Activity 49751 - Liquor Store Total:					60,231.64
Fund 609 - LIQUOR STORE Total:					60,231.64

Fund: 614 - TELECOM

BRANDON PALM	20150814	08/14/2015	REFUND - STATEMENT CREDI	614-11500	104.19
ELECTRIC FUND	20150814	08/14/2015	MONTHLY TRANSFERS-TEL TO	614-11500	318.34
DERICK FUCHS	20150814	08/14/2015	REFUND - STATEMENT CREDI	614-11500	68.83
RUSSELL ERTZ	20150814	08/14/2015	REFUND - STATEMENT CREDI	614-11500	12.89
JEFF & DIANE MCCARRON	20150814A	08/14/2015	REFUND - STATEMENT CREDI	614-11500	12.17
ELECTRIC FUND	20150826	08/26/2015	MONTHLY TRANSFERS-EXTRA	614-11500	62.65
H & H ELECTRIC	10-589	08/18/2015	TELECOM SECURITY SYSTEM	614-16420	700.11
					1,279.18

Activity: 49870 - Telecom

NEW STAR SALES & SERVICE	44503	08/18/2015	SERVICE	614-49870-200	37.41
CAMPUS CLEANERS	08-010479	08/11/2015	SERVICE	614-49870-211	21.33
JORDAN BUSSA	20150817	08/17/2015	EXPENSE- SAFETY BOOTS	614-49870-218	100.00
IP NETWORKS INC	20153944	08/11/2015	MAINTENANCE	614-49870-227	6,360.00
TIES	54061	07/31/2015	MAINTENANCE	614-49870-227	526.68
POWER & TEL	5831773-01	08/11/2015	MAINTENANCE	614-49870-227	620.96
POWER & TEL	5842887-00	08/18/2015	BATTERY PHONE LINES	614-49870-227	544.80
FINLEY ENGINEERING	2	08/25/2015	WINDOM NET- #07-17410-VI	614-49870-303	2,140.47
INTERSTATE TRS FUND	82580708155	08/25/2015	ASSESSMENT FOR 499-A FILIN	614-49870-304	147.05
GOPHER STATE ONE CALL	139658	08/05/2015	LOCATES	614-49870-321	20.30
CITIZEN PUBLISHING CO	4182	08/17/2015	SERVICE	614-49870-326	135.00
HY-VEE, INC.	20150818	08/18/2015	MERCHANDISE	614-49870-334	21.43
MN ENERGY RESOURCES	20150818	08/18/2015	HEATING #4098343-9 TELECO	614-49870-383	10.22
HOMETOWN SANITATION SE	0000139112	08/11/2015	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	614-49870-405	2.49
HUBBARD BROADCASTING IN	20150811	08/11/2015	SUBSCRIBER	614-49870-442	6,381.00
CONSOLIDATED COMMUNICA	20150811	08/11/2015	#1160904	614-49870-442	3,152.81
YOUNG BROADCASTING LLC	20150811	08/11/2015	SUBSCRIBER	614-49870-442	5,333.30
UNITED COMMUNICATIONS C	20150811	08/11/2015	SUBSCRIBER	614-49870-442	701.75
CBS TELEVISION STATIONS	20150813	08/13/2015	SUBSCRIBER	614-49870-442	4,491.20
REGISTER OF COPYRIGHTS	20150826	08/26/2015	ROYALTY PAYMENT	614-49870-442	6,368.02
TOWER DISTRIBUTION COMP	453108	08/11/2015	SUBSCRIBER	614-49870-442	533.21
TEGNA	498-1388	08/11/2015	SUBSCRIBER	614-49870-442	4,828.04
SHOWTIME NETWORKS INC	9002731-0715	08/11/2015	SUBSCRIBER	614-49870-442	570.96
UNIVERSAL SERVICE ADMIN C	UBDI0000790241	08/25/2015	499A CONTRIBUTION	614-49870-443	1,592.34
CONSOLIDATED COMMUNICA	20150811	08/11/2015	#1160904	614-49870-447	6,452.79
GOLDEN WEST TECH & INT SO	150710401	08/11/2015	SERVICE	614-49870-448	146.75
ZAYO BANDWIDTH	20150811	08/11/2015	SERVICE	614-49870-451	3,268.78
Activity 49870 - Telecom Total:					54,583.01
Fund 614 - TELECOM Total:					55,862.19

Fund: 615 - ARENA

Activity: 49850 - Arena

HEARTLAND PAPER COMPAN	173650-0	08/14/2015	SUPPLIES	615-49850-211	365.20
MAXIMUM SOLUTIONS, INC	17470	08/17/2015	SERVICE	615-49850-326	333.00
HOMETOWN SANITATION SE	0000139113	08/05/2015	GARBAGE SERVICE - ARENA	615-49850-384	130.88
METRO BRUSH & SUPPLY	36873	08/17/2015	MAINTENANCE	615-49850-402	203.90
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	615-49850-404	1.89

Expense Approval Report

Payment Dates: 8/13/2015 - 8/26/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	DM2479	08/14/2015	SERVICE - 2014	615-49850-404	200.00
A & B BUSINESS	DM2479A	08/14/2015	SERVICE - 2015	615-49850-404	200.00
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	615-49850-406	18.00
WINDOM AUTO VALU	20150818	08/18/2015	MAINTENANCE #3400540	615-49850-409	9.99
Activity 49850 - Arena Total:					1,462.86
Fund 615 - ARENA Total:					1,462.86

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

STATE CHEMICAL SOLUTIONS	97417808	08/18/2015	SUPPLIES	617-49860-211	75.84
AH HERMEL COMPANY	520972	08/04/2015	MERCHANDISE	617-49860-217	58.83
CITIZEN PUBLISHING CO	20150810	08/10/2015	ADVERTISING -	617-49860-340	165.00
MN ENERGY RESOURCES	20150825	08/25/2015	HEATING #4271541-7 COMM	617-49860-383	129.92
HOMETOWN SANITATION SE	0000139114	08/04/2015	GARBAGE SERVICE - COMM C	617-49860-384	103.03
Activity 49860 - M/P Center Total:					532.62
Fund 617 - M/P CENTER Total:					532.62

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000614	08/21/2015	Federal Tax Withholding	700-21701	10,755.67
Internal Revenue Service-Payr	INV0000618	08/21/2015	Federal Tax Withholding	700-21701	1,111.32
Minnesota Department of Re	INV0000613	08/21/2015	State Withholding	700-21702	4,425.91
Minnesota Department of Re	INV0000617	08/21/2015	State Withholding	700-21702	344.55
Internal Revenue Service-Payr	INV0000615	08/21/2015	Social Security	700-21703	12,236.82
Internal Revenue Service-Payr	INV0000619	08/21/2015	Social Security	700-21703	697.46
MN Pera	INV0000606	08/21/2015	PERA	700-21704	12,564.94
MN Pera	INV0000607	08/21/2015	PERA	700-21704	5,183.36
MN Pera	INV0000608	08/21/2015	PERA	700-21704	424.80
Minnesota State Deferred	INV0000609	08/21/2015	Deferred Compensation	700-21705	4,275.00
Minnesota State Deferred	INV0000610	08/21/2015	Deferred Roth	700-21705	875.00
MN Child Support Payment C	INV0000611	08/21/2015	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000612	08/21/2015	Medicare Withholding	700-21711	3,389.22
Internal Revenue Service-Payr	INV0000616	08/21/2015	Medicare Withholding	700-21711	163.12
SELECTACCOUNT	20150813	08/13/2015	FLEX SPENDING	700-21712	648.31
SELECTACCOUNT	38045499	08/25/2015	FLEX SPENDING	700-21712	418.16
AFLAC	420629	08/14/2015	INSURANCE #0EQP3	700-21715	204.00
AFLAC	420629	08/14/2015	INSURANCE #0EQP3	700-21716	389.97
MN BENEFIT ASSOCIATION	20150817	08/17/2015	INSURANCE	700-21717	159.65
MN BENEFIT ASSOCIATION	20150817	08/17/2015	INSURANCE	700-21719	121.17
					58,795.90
Fund 700 - PAYROLL Total:					58,795.90
Grand Total:					960,963.85

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	10,247.24
211 - LIBRARY	1,609.14
225 - AIRPORT	1,695.37
230 - POOL	593.48
235 - AMBULANCE	5,425.52
250 - EDA GENERAL	1,438.74
254 - NORTH IND PARK	2,844.35
401 - GENERAL CAPITAL PROJECTS	21,383.75
601 - WATER	20,414.83
602 - SEWER	4,731.62
604 - ELECTRIC	713,694.60
609 - LIQUOR STORE	60,231.64
614 - TELECOM	55,862.19
615 - ARENA	1,462.86
617 - M/P CENTER	532.62
700 - PAYROLL	58,795.90
Grand Total:	960,963.85

Account Summary

Account Number	Account Name	Payment Amount
100-41110-350	Printing & Design	199.10
100-41110-491	Payments to Other Orga	3,200.39
100-41310-200	Office Supplies	660.80
100-41310-217	Other Operating Supplie	159.21
100-41310-480	Other Miscellaneous	35.00
100-41940-383	Gas Utility	83.78
100-41940-384	Refuse Disposal	85.04
100-41940-406	Repairs & Maint - Groun	95.00
100-42120-200	Office Supplies	79.47
100-42120-305	Medical & Dental Fees	40.00
100-42120-308	Training & Registrations	175.00
100-42120-321	Telephone	93.87
100-42120-322	Postage	32.10
100-42120-323	Radio Units	69.98
100-42120-326	Data Processing	433.00
100-42120-334	Meals/Lodging	100.32
100-42120-350	Printing & Design	7.47
100-42120-405	Repairs & Maint - Vehicl	21.76
100-42120-419	Vehicle Lease	1,789.01
100-42220-308	Training & Registrations	290.00
100-42220-321	Telephone	21.14
100-42220-326	Data Processing	10.02
100-42220-404	Repairs & Maint - M&E	450.00
100-43100-350	Printing & Design	109.20
100-43100-383	Gas Utility	64.22
100-43100-384	Refuse Disposal	130.85
100-43100-404	Repairs & Maint - M&E	162.69
100-43100-405	Repairs & Maint - Vehicl	43.21
100-43100-444	License Fees	16.00
100-43100-480	Other Miscellaneous	40.77
100-43210-307	Management Fees	190.00
100-45120-217	Other Operating Supplie	235.00
100-45120-260	Concessions	483.19
100-45120-326	Data Processing	334.00
100-45120-340	Advertising & Promotion	110.25
100-45202-384	Refuse Disposal	196.40
211-45501-200	Office Supplies	26.15

Account Summary

Account Number	Account Name	Payment Amount
211-45501-322	Postage	13.06
211-45501-383	Gas Utility	53.24
211-45501-435	Books and Pamphlets	1,516.69
225-45127-217	Other Operating Supplie	8.74
225-45127-321	Telephone	27.27
225-45127-402	Repairs & Maint - Struct	163.11
225-45127-404	Repairs & Maint - M&E	1,496.25
230-45124-216	Chemicals and Chemical	162.50
230-45124-217	Other Operating Supplie	9.59
230-45124-326	Data Processing	333.00
230-45124-384	Refuse Disposal	81.90
230-45124-404	Repairs & Maint - M&E	6.49
235-34205	Ambulance Revenues -	977.12
235-42153-217	Other Operating Supplie	134.97
235-42153-218	Uniforms	160.52
235-42153-312	Nursing	1,976.62
235-42153-321	Telephone	124.51
235-42153-326	Data Processing	1,861.50
235-42153-334	Meals/Lodging	62.98
235-42153-405	Repairs & Maint - Vehicl	127.30
250-46520-301	Auditing & Consulting Se	630.00
250-46520-303	Engineering and Surveyi	620.00
250-46520-322	Postage	16.95
250-46520-331	Travel Expense	60.95
250-46520-350	Printing & Design	79.50
250-46520-438	Meeting Expense	31.34
254-46520-304	Legal Fees	350.00
254-46520-480	Other Miscellaneous	350.35
254-49950-500	Capital Outlay	2,144.00
401-49950-503	Capital Outlay - Streets	15,979.00
401-49950-509	Capital Outlay - Adminis	5,404.75
601-14200	Inventory	632.91
601-16400	Machinery & Equipment	16,357.08
601-49400-216	Chemicals and Chemical	2,731.25
601-49400-217	Other Operating Supplie	100.00
601-49400-321	Telephone	20.30
601-49400-322	Postage	7.55
601-49400-383	Gas Utility	565.74
602-49450-200	Office Supplies	113.92
602-49450-310	Lab Testing	1,605.20
602-49450-321	Telephone	20.30
602-49450-383	Gas Utility	85.11
602-49450-384	Refuse Disposal	85.04
602-49450-405	Repairs & Maint - Vehicl	88.97
602-49450-408	Repairs & Maint - Distrib	685.85
602-49450-433	Dues & Subscriptions	1,772.25
602-49450-439	Special Projects	274.98
604-10400	Investments - Current	248,000.00
604-11500	Accounts Receivable	50.00
604-14200	Inventory	6,975.27
604-16440	Motor Vehicles	27,440.10
604-22000	Prepayments	300.00
604-49550-200	Office Supplies	387.15
604-49550-218	Uniforms	54.28
604-49550-263	Merchandise for Resale	423,948.52
604-49550-310	Lab Testing	80.11
604-49550-321	Telephone	20.30
604-49550-322	Postage	3.54

Account Summary

Account Number	Account Name	Payment Amount
604-49550-331	Travel Expense	326.60
604-49550-384	Refuse Disposal	84.75
604-49550-405	Repairs & Maint - Vehicl	258.78
604-49550-408	Repairs & Maint - Distrib	2,406.41
604-49550-450	Conservation	2,133.00
604-49550-480	Other Miscellaneous	1,225.79
609-49751-200	Office Supplies	88.05
609-49751-217	Other Operating Supplie	189.18
609-49751-251	Liquor	19,633.89
609-49751-252	Beer	29,284.37
609-49751-253	Wine	8,083.06
609-49751-254	Soft Drinks & Mix	920.40
609-49751-256	Tobacco Products	156.76
609-49751-259	Non- Alcoholic	214.30
609-49751-261	Other Merchandise	135.11
609-49751-331	Travel Expense	35.41
609-49751-333	Freight and Express	493.92
609-49751-340	Advertising & Promotion	828.00
609-49751-384	Refuse Disposal	96.13
609-49751-480	Other Miscellaneous	73.06
614-11500	Accounts Receivable	579.07
614-16420	Office Equipment	700.11
614-49870-200	Office Supplies	37.41
614-49870-211	Cleaning Supplies	21.33
614-49870-218	Uniforms	100.00
614-49870-227	Utility System Maint Sup	8,052.44
614-49870-303	Engineering and Surveyi	2,140.47
614-49870-304	Legal Fees	147.05
614-49870-321	Telephone	20.30
614-49870-326	Data Processing	135.00
614-49870-334	Meals/Lodging	21.43
614-49870-383	Gas Utility	10.22
614-49870-384	Refuse Disposal	73.92
614-49870-405	Repairs & Maint - Vehicl	2.49
614-49870-442	Subscriber Fees	32,360.29
614-49870-443	Intergovernmental Fees	1,592.34
614-49870-447	Internet Expense	6,452.79
614-49870-448	On-Call Support	146.75
614-49870-451	Call Completion	3,268.78
615-49850-211	Cleaning Supplies	365.20
615-49850-326	Data Processing	333.00
615-49850-384	Refuse Disposal	130.88
615-49850-402	Repairs & Maint - Struct	203.90
615-49850-404	Repairs & Maint - M&E	401.89
615-49850-406	Repairs & Maint - Groun	18.00
615-49850-409	Repairs & Maint - Utilitie	9.99
617-49860-211	Cleaning Supplies	75.84
617-49860-217	Other Operating Supplie	58.83
617-49860-340	Advertising & Promotion	165.00
617-49860-383	Gas Utility	129.92
617-49860-384	Refuse Disposal	103.03
700-21701	Federal Withholding	11,866.99
700-21702	State Withholding	4,770.46
700-21703	FICA Tax Withholding	12,934.28
700-21704	PERA Contributions	18,173.10
700-21705	Retirement	5,150.00
700-21709	Wage Levy	407.47
700-21711	Medicare Tax Withholdi	3,552.34

Account Summary

Account Number	Account Name	Payment Amount
700-21712	Flex Account	1,066.47
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	389.97
700-21717	Individual Insurance-MB	159.65
700-21719	Individual Insurance-MB	121.17
	Grand Total:	<u>960,963.85</u>

Project Account Summary

Project Account Key	Payment Amount
None	960,963.85
Grand Total:	<u>960,963.85</u>

8/26/15
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