

Council Meeting
Tuesday, April 19, 2016
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–April 4 & 5, 2016

2. Consent Agenda
 - Minutes
 - Telecomm Commission – March 28, 2016
 - Park & Recreation Commission – April 6, 2016
 - Economic Development Authority – April 11, 2016
 - Library Board –April 12, 2016
 - Licenses
 - Riverfest Committee - Amplification Permits
 - June 10th - Windom Area High School
 - June 11th – Cottonwood County Courthouse Lawn
 - Lions Club – Exempt Gambling Permit

3. Service Excellence Award – Dana Wallace

4. Department Heads

5. League of Minnesota Cities – David Unmacht – Executive Director

6. Emergency Services Building – Approve Plans and Specifications for Building

7. Public Hearing – Capital Improvement Plan GO Bonds

8. Windom Area Hospital Budget

9. Resolution – Authorizing Petition to MPCA for Amendment to MN Water Quality Standards

10. Minnesota Investment Fund (MIF) Application – Call for Public Hearing

11. Donation – Windom Fire Dept. - Windom United Drive

12. Personnel
 - Police Dept. – Step Advance
 - Telecom – Job Reclassification
 - Community Center – Seasonal Hiring
 - Pool & Recreations – Seasonal Hiring

13. Mayor Appointments
 - Hospital Board

14. New Business

15. Old Business

16. Regular Bills

17. Council Concerns

18. Adjourn



2016 Board of Appeal and Equalization Meeting Scheduled for Tuesday May 10th at 4:30 p.m.

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

**Special Council Meeting
Windom Community Center
April 4, 2016
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Corey Maricle at 6:30 p.m.

2. Roll Call: Mayor: Corey Maricle

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

Absent: None

City Staff Present: Steve Nasby, City Administrator; Dan Ortman, Fire Chief and Tim Hacker, Ambulance Director

3. Pledge

4. Emergency Services Facility – Presentation:

Maricle welcomed everyone to the meeting and noted the scheduled time is 6:30 pm to 8:00 pm and there will be presentations of information from the Emergency Services Building Committee, Fire Department, Ambulance Department, review of the proposed City Council funding plan, information on the State bonding request and then a time for public comments and questions.

Dan Ortman, Fire Chief, said that the Building Committee had members from the Fire Department, Ambulance Department, Township representatives and a City Council liaison. The committee started out by doing a request for proposals for architectural services and Brunton Architects was selected from a large field of firms. The committee then spent a number of months reviewing the needs of the departments and sites. The City Council had selected the preferred site of Witt Park in October 2014. Witt Park was chosen for response time efficiency, inter-cooperative working with law enforcement and central location for volunteer responders. The keys for the planning discussions for the facility are that it is safe and functional. Ortman reviewed the building plans, functional areas and a list of items considered such as LED lighting to save operational costs and what had been eliminated from the project. He felt that the pre-cast concrete facility is needed to serve the community in the event of a natural disaster. The duration of the building to withstand 130 mph winds and long-term cost were considerations of the committee. Ortman outlined the Fire Department's needs for parking, room for equipment and training.

Tim Hacker, Ambulance Director said this proposal is focused on safety and functionality. This is a needs based building. Hacker noted that many of the costs are associated with building code items. The location is especially critical for his department as the EMTs live throughout the community and the central location reduces response times as there are only 2-3 EMTs responding to each call. The Ambulance Department needs were reviewed including the need for equipment, storage and supplies all in one location. One aspect is the

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sleeping rooms, which are 7 feet by 11 feet, with a small bed. This is needed to be able to recruit EMTs that live close to Windom, but outside the five minute response time. Hacker said the \$1.4 million balance in the Ambulance Fund will be reduced by the \$1 million contribution.

Bryan Joyce said that the City Council had discussed the funding options for the proposed facility as Plan A with State Bonding money and an option for Plan B if State money is not received. Joyce reviewed the funding plans for the proposed \$4.57 million facility as to the debt needed to finance the project, annual debt service payments for the options and the sources of revenues needed to pay for the project. Scenarios for the Council included mixes of sources such as General Obligation bonds, USDA loans or a combination of these along with use of Ambulance and General funds. Joyce said this is proposed funding plans and the numbers could change as more information is available.

Nasby said the City has requested \$2.2 million in State Bonding funds for the project, which is about one-half the cost. These State monies are available to local governments through the bonding process. The State money is not directly repaid by the City, but is repaid through the taxes people pay to the State. Hundreds of millions of dollars are spent in each bonding cycle and numerous other projects such as trails, community centers, parks and campgrounds are funding across the State so Windom's request for the bonding funds is in-line with other requests. He noted that the State is going to do projects through bonding so Windom should be asking for consideration as well.

Maricle said that the presentations ran long so the meeting would be extended to 8:30 pm to allow for more time for comments. He asked that citizens living in the Windom Fire District be speaking first with a limit of three minutes per person and then, time permitting, others from outside the fire district could address the Council.

Marv Grunig, 2121 17th Avenue, said that he recognizes the need for the facility and supports that need, but his concern is on the financing plan. Electric funds are for that system and he feels adding a \$5 fee per month on to utility bills would be double billing people. He said that absentee landlords get out of paying as their tenants pay the fee and for utilities and this plan hits low income people harder than others. Owners of high value and low value property are not being treated equally as the fee charged is the same and he feels public buildings should be paid for by property taxes. The proposal for money from the State, Ambulance, Townships and Hospital is okay and the rest should be property taxes.

Al Peterson, 1870 River Road, said that he is the Hospital Board Chair and the Council heard their presentation on finances. The new addition to the Hospital is done, but they do not know the future income from those operations and income is restricted by government and insurance payments. More Hospital remodeling is needed and recruiting of doctors. He noted the Hospital Board's opposition and thanked the two Council members who were also opposed to the Hospital contributing to the Emergency Services Facility project.

Bruce Olson, 853 Collins Avenue, said that the Ambulance reserve is noted as \$1.4 million with \$1 million of that going to the new Emergency Services Facility. He asked how long the Ambulance Fund was saving money. Nasby replied that the Ambulance Fund had been growing over a decade as the service makes a bit of money each year. Olson said he thinks the Ambulance charges too much.

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Bob Linderman Christiania Township, said that the building cost is too high and he is concerned about the location. The park is an asset and another location should be found for the proposed project. He said that the site prep is \$600,000 and \$150,000 for the relocation of the tennis courts which is not needed. Also, the loss of the park would hurt the minority population in Windom and none of them are here to voice that concern.

Jim Krueger, 641 16th Street, said that the life of a steel building is estimated to be 40-50 years and residential homes made of wood last longer than that. The pre-cast proposal shows a life of 80-100 years and the fire hall now is 50 years old and obsolete, so why look at a building lasting longer than 50 years. He said that the City of Rochester built a steel building so that is okay for Windom too. If there is no State bonding money for the project then do not spend the \$4.5 million. He agrees something is needed, but encouraged Council to also look at financing.

Cheri Maras, 49806 County Road 36, said that she has concerns for the community and that if people work together a solution can be found that everyone will be proud of.

Dave Fast, 1325 2nd Avenue, said that he is a 66 year resident of Windom. He had spoken to former City Administrator Dennis Nelson years ago regarding a fire hall and the need. Fast does not think the location is the best in his opinion as trucks will drive through the City square and downtown. Highway 60/71 access is the key. Put the building by the Community Center and deal with the railroad tracks. If the project does not get State bonding money it should be stopped.

Barb LaCanne, 830 5th Avenue, said that there is a need for the facility. The proposed location at Witt Park will interfere with the BARC and safety at the 10th Street/5th Avenue corner. She wants to maintain a downtown park. She is uncertain if Hospital money should be used and there may be other places for money. This need has been known and money could have been saved since 2005.

Mitch Voehl, 733 16th Street, said that a new facility is needed and two Council members asked him to present information about a pre-engineered building option. The building can be built for \$1 million total using another building type.

Rick Sagness, Lester Building Representative, said that his company has done a number of fire halls nationwide with wood frames, post framed and concrete pre-cast. They would be available to provide some pricing information.

Johnson asked if Lester Building had a set of the proposed Emergency Services Facility could they bid the project. Sagness replied that they could.

Roger Bauer, Morton Building Representative, said that his company had also done many municipal buildings such as fire halls, community centers and jails. He noted project information is on their website. Design-build concept could give the Council a cost estimate for something with a 60-100 year life or a 30-40 year life for wood frame. Other options include hybrid buildings such as steel trusses and wood frames.

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Jones asked if the two companies could do price estimates and if there was a cost and the potential timeframes. Both building representatives noted they could do free estimates in about 2-4 weeks.

Shelby Medina, Hospital Administrator, said that there is competition around Windom for medical services such as Avera, Mayo and independent clinics. The Windom Hospital has to provide care for everyone whether they can pay or not, so they have \$400,000 bad debt. They need to recruit professionals, services and doctors. Need a stronger relationship between the City and the Hospital. The Council needs to prioritize projects and has lacked planning for the projects as the need had been noted for 16 years.

Diane Kruger, 605 Prospect Avenue, thanked the Council for the public education on the issues and the opportunity for public input. She also thinks there will be a parking issue for BARC and streets full of cars will impede the emergency equipment from leaving the facility. The responders come to the site in a hurry and that is not safe for residents. She appreciates the efforts that have gone into the project planning. There is public use of the park now and that is being taken away to put up the Emergency Services Facility. The cost for relocation of recreational facilities is very high. Ortman said that the replacement of the tennis courts is estimated at \$150,000 and the basketball court is to be replaced at Island Park.

Kelly Wolzeschke, 2215 Willnor Drive, said that there is a need for a new building; however, a landmark building is not needed at this price. He questioned if this is what is needed to house fire trucks and ambulance rigs. He asked if the City is putting up no parking signs on the streets where vehicles are exiting. Ortman replied that the emergency vehicles can exit onto the street even with cars as the aprons for the proposed building allow for the turning radius needed.

Wolzeschke said that the financing is not set up for the project and how much is coming from taxes, electric rates and with a local sales tax? Joyce replied that the financing options had been presented with the sources of funds.

Wolzeschke said that the vote on the project was a tie and then broken by the Mayor who is a fireman. Maricle clarified that the vote was on one part of the funding option and not on the project. Wolzeske said this a case of "want versus need".

Cooley said that the Mayor's vote on the funding from the Hospital transfer occurred due to his absence from the meeting and he is sorry to have missed the meeting.

Lynn Ortman, 1116 6th Avenue, said that it is good to have options discussed and alternatives. Windom is not a proactive community and we need a project to be proud of.

_____ said that she does not feel firefighters should vote on these issues.

Hacker said that the Witt Park location was selected for its central location. Each call has three EMTs that respond which is not the same as having 30 firefighters so it is crucial to have a central location for the responders to get to no matter where they live in town.

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Diane Kruger, 605 Prospect Avenue, said that she wanted to respond to the Ambulance Director comments on location. She worked in Rochester and they have facilities that access off highways so they have signals that shut down traffic for exiting emergency vehicles.

Ray noted that MN DOT is working to limit access points onto the highways and the cost for a signalized intersection is about \$250,000 for the City.

Jerry McGuire, 1320 3rd Avenue, said he is not happy with the loss of the park. The facility could be placed anywhere in the fire district as calls happen places other than in Windom.

Maricle noted the responders are all from Windom and the Ambulance response time is a key to that location.

Maricle thanked the public for the comments and noted that Council members, firefighters and EMTs are available for questions.

5. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 8:38 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
Windom City Hall, Council Chamber
April 5, 2016
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

Student Representative: Samantha Bartelt

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Bruce Caldwell, Streets & Parks Superintendent; Brent Brown, Electric Utility Manager; Al Baloun, Recreation Director; Dawn Aamot, Library Director; Jeff Dahna, Windomnet Manager; Mike Haugen, Water/Wastewater Superintendent; Drew Hage, EDA Director and Mary Hensen, Administrative Assistant

3. Pledge of Allegiance

4. Approval of Minutes:

Johnson said the vote on the Assistant Liquor Store Manager needed to be corrected to showing him voting in the negative.

Jones noted the cigarette license vote showed 3-0 with absences when it was 5-0.

Motion by Ray second by Jones to approve the City Council minutes from March 15, 2016 with revisions. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Telecom Commission – March 14, 2016
- Economic Development Authority – March 14, 2016
- Utility Commission – March 23, 2016

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

6. Department Heads:

Al Baloun, Recreation Director, noted that the Park & Recreation program information is in the Community Education booklet and on-line registration has started for some programs. Swimming lesson registration would start on April 19. Baloun said the discussions for the narrow scope pool feasibility study have started with the consultant.

Hage introduced himself as the new EDA Executive Director. He thanked the City Council for the opportunity and looks forward to working in Windom.

7. Public Hearing – Modification of Tax Increment Financing District No. 1-19 (NWIP):

Hage and Mary Henson, EDA Administrative Assistant, and Todd Hagen, Ehlers Associates introduced themselves.

Hagen said that the modification for the TIF is proposed to include some additional lots on the east side of the NWIP and the 80 acres south of the park that the EDA has optioned. The time proceeds could be used toward a land purchase or for other expenses including loans, bonds or other costs associated with the district. The legal process for this modification have been followed and the Windom EDA has recommended approval as well as the Planning & Zoning Commission. The County and School were also notified of the modification. There are two resolutions for the City Council which are the adoption of the TIF modification for 1-19 and the approval of a required inter-fund loan document if there are expenses to be repaid.

Maricle opened the public hearing at 7:40 pm. No comments were received. Maricle closed the public hearing at 7:41 pm.

Council member Jones introduced the Resolution No. 2016-19, entitled “RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND A MODIFICATION TO THE TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP – 2) THEREIN” 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 Johnson introduced the Resolution No. 2016-20, entitled “RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH THE EXPANSION OF TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP-2) and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Johnson, Jones, Joyce, Ray and Cooley. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Tax Increment Financing District 1 - 20:

Hage said that this item is for the potential to create a new Tax Increment Financing (TIF) district that would be a scattered site TIF.

Hensen said that the property owner had an inspection of the property completed that showed the elevator annex and silos known as "Plant A" as being substandard and/or functionally obsolete. This information and an inspection by the Windom Building Official have determined the need for the classification as a substandard building.

Hagen said this is the legal steps for establishing a TIF and the plan is to have a scattered site TIF for possible redevelopment. The timeframe for a redevelopment TIF is 26 years and funds from one site can be used also to help with redevelopment of another if it is included in the scattered site TIF district. In this case, the New Vision Coop is looking to make improvements at their 16th Street location and by including Plant A in the scattered site TIF there could be options to use TIF money for redevelopment of that site as well. May 3 would be the date for the public hearing on the proposed 1-20 TIF district and subsequent approval of the TIF district. Plans for this would also be sent to the County and School to sign off.

Jones confirmed that there are no TIF development agreements in place or TIF committed and this is the steps needed to have that option. Hagen said that is correct.

Joyce asked if there are any limits on creation of TIF districts in the City. Hagen said that there is not a limit, but up to City Council's to use TIF as reasonably needed.

Joyce noted this TIF 1-20 is dealing with substandard buildings and such a TIF could be done to address substandard housing. Hagen said that TIF can be used for substandard housing redevelopment or rehabilitation. The various types of TIF districts all have their own set of rules on use and timeframes. The Housing TIF does have affordability guidelines which makes it more restrictive in use.

Jones asked if a Housing TIF had been used in Windom. Hensen replied that it was used for the River Bluff development. Hagen added that the income limits are 20 percent of the units have to be for households under 50 percent of median income or 40 percent of the units have to be for households under 60 percent of median income and there is an annual compliance reporting that is required. A single-family TIF only has the income test on the first owner.

Council member Jones introduced the Resolution No. 2016-21, entitled "RESOLUTION FINDING PARCEL TO BE OCCUPIED BY IMPROVEMENTS AND A SUBSTANDARD BUILDING and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Aye: Jones, Joyce, Ray and Cooley. Nay: None. Absent: None. Abstain: Johnson. Resolution passed 4 – 0 - 1.

Council member Joyce introduced the Resolution No. 2016-22, entitled "RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY OF WINDOM ON THE PROPOSED MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1, AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-20 (NEW VISION) THEREIN, AND THE PROPOSED ADOPTION OF THE TAX INCREMENT FINANCING PLAN THEREFOR and moved its adoption. The resolution was seconded by Cooley and on roll

call vote: Aye: Joyce, Ray, Cooley and Jones. Nay: None. Absent: None. Abstain: Johnson. Resolution passed 4 – 0 - 1.

9. Proclamation National Library Week:

Maricle thanked the library staff for all of their hard work and dedication.

Dawn Aamot, Library Director, said that there will be events all week with building blocks and karaoke, adult and child coloring and a book drive. She asked for donatons of gently used children's books. She noted the summer events are listed in the Community Education book.

Council member Cooley introduced the Resolution No. 2016-23, entitled "2016 NATIONAL LIBRARY WEEK PROCLANATION" and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Ray, Cooley, Johnson, Jones and Joyce. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Joyce thanked Aamot for helping with the Eagle Achievement project for the small library.

10. Street Department Items:

Bruce Caldwell, Streets & Parks Superintendent, said that he had been working with Wenck Associates on the plans for the 2016 Seal Coating Project. He noted that Tegel's Park needed to be added to the list shown in the Council packet. Caldwell said the estimated project cost is within the budget and requested permission to move ahead with the project.

Jones clarified that the request is for approval of getting quotes and for Wenck Associates to do the work. Caldwell replied that was correct.

Motion by Cooley second by Ray to approve the solicitation of quotes for the 2016 Seal Coat Project as proposed with Tegel's Park and for Wenck Associates to do the engineering work. Motion carried 5 – 0.

Caldwell said he is also asking the City Council how they want to proceed with engineering services for the upcoming 2017 Street Project as this work needs to get underway. The project will have mill and overlay for most streets, some reconstruction of streets, some water and sewer line replacements as well as some storm sewer work. Neither the Street Committee nor Utility Commission had a recommendation on engineering services.

Jones said the City Council had previously discussed reviewing engineering services on large projects and consider them on a case by case basis. He believes there should be discussion of engineering services and may be a selected request for proposal process. Prior services have done both very good work and some had issues so reviewing this is a reasonable approach. He would like the selected interviews to include Wenck Associates and 2-3 other firms.

Joyce asked if there would be a planned 2017 General Obligation bond to fund the proposed Street Project. Nasby replied that would be the funding source and as there is an expiring 2003 Street bond payment there will be some budget room to take on a project.

Joyce said he agreed with looking at engineering services and asked about the review process. Nasby said one option is to do a short list interview process with several firms and have a review committee of staff and Street and/or Utility Commission representatives make a recommendation to the City Council.

Cooley said that he has questions on how plans and specifications are handled by the engineering services and the fee structures. Caldwell replied that the City owns the plans and gets final As-built plans which are stored at the Wastewater Plant.

Jones asked if the City has the detailed As-built plans for all the completed projects. Staff replied that the North Highway 71 project and NWIP plans had not been received and would do an inventory to see what is received and missing.

Caldwell said the City needs electronic plans of the As-builts along with the paper copies.

Cooley said the County had scanned all their plans and large maps which is helpful to access.

Jones said that digital plans are easy to do and we should have them available.

Motion by Jones second by Johnson to do a selected request for proposals interview for presentation with staff, Council representation and invitation to the Utility Commission for the purpose of making a recommendation on 2017 Street Project engineering services. Motion carried 5 – 0.

11. Bureau of Criminal Apprehension Agreements:

Scott Peterson, Police Chief, said that the State has updated agreements for local departments to access the data from the Bureau of Criminal Apprehension (BCA) and this information is used by the Windom PD and officers in their regular duties. The two items are a joint powers agreement with the BCA and a Court Data Services subscriber agreement.

Council member Johnson introduced the Resolution No. 2016-24, entitled “RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF WINDOM ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Cooley, Johnson, Jones, Joyce and Ray. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Motion by Joyce second by Ray to approve the Court Services Data Subscriber agreement between the State of Minnesota and City of Windom. Motion carried 5 – 0.

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Joyce confirmed that the access to the data is only for law enforcement use and is from a secured site. Peterson replied that is correct.

12. Windom Area School District Partnership Agreement:

Maricle said the City was approached by the school several months ago to partner on a project for a new scoreboard and the request was sent to the Community Center Commission and Windomnet as possible advertisers for the sponsorship. The Community Center Commission declined but the Telecom Commission is in support and has a recommendation.

Joyce said that he feels the Windomnet advertising is a worthy investment as many people are in the school facility and see the sign so he would support the funding of the full \$10,000 request and have the City Council transfer funds to Windomnet for this advertising.

Motion by Joyce second by Cooley to Approve the Partnership Agreement between the Windom Area School District and City of Windom for Windomnet sponsorship for \$10,000. Motion carried 5 – 0.

Nasby asked about payment terms. Jones said he would support \$5,000 in 2016 and the balance paid evenly over the next four years. Consensus of Council to proceed.

Caldwell noted that the City does in-kind services for the school at no cost and this should be taken into consideration.

13. New Business:

None.

14. Old Business:

Nasby noted the email from MN DOT stating that the planned mill and overlay project for Highway 60/71 through the City would be delayed from 2018 to 2019.

15. Regular Bills:

Motion by Johnson second by Cooley to approve the regular bills. Motion carried 5 – 0.

16. Council Concerns:

Samantha Bartelt thanked the City Council for the opportunity to participate.

Joyce said that he liked seeing the information from Prime Pork in the Utility Commission minutes and their planned October targeted start date. He thanked the community for attending the meeting on the Emergency Services Facility. Joyce said that the Parks & Recreation Commission had also been working with BARC about the possibility of having a playground on

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the north side of their property and wanted to know if this is an approach supported by the Council for discussion. Council supported moving ahead with discussion.

Johnson noted that Severe Weather Awareness Week is April 10-15 and there is a stateside tornado drill at 1:45 pm and 6:55 pm.

Jones asked for a basic Roberts Rules of Order for the City Council information and thanked the public for attending the Emergency Services Facility public meeting. He also noted the continuing need to have a joint government meeting.

Cooley thanked Ortmann and Hacker for presenting at the Emergency Services Facility public meeting.

Ray thanked the public for attending the Emergency Services Facility meeting.

17. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 8:42 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Community Center
March 28th, 2016
6:00 P.M.

I. Call Meeting to Order

II. Roll Call

Members Present: Bryan Joyce, Dominic Jones, Jeremy Lund

Members Absent: Travis Eichstadt and Jerry White

Staff Present: Jeff Dahna, Windomnet Operations Manager

Others Present: Dirk Abraham, Travis Thies, SMBS General Manager; Ern Malchow, SMBS Board member

III. Approval of Minutes for March 14th, 2016

Motion by Jones, seconded by Joyce

Motion carries 3-0.

IV. Project Updates

CATV Headend- Skitter TV - Skitter Slice

Discussion: Dahna attended the MNTA conference and discussed INS engineer concerning the issues noted during the lunch and learn. Dahna contacted Colo Telephone to look at their system that is setup Colo uses INS IPTV with APMAX middleware...cannot afford to continue with only 400 customers is the reason Colo is switching to Skitter TV/Slice. Skitter offered a side letter to extend the offer of \$12K to end of April if we sign and will have an option to back out of the contract.

MetaSwitch- telco softswitch upgrade

Purchase order will be sent in before the end of the month and budget will be changed. Dahna states that this is only for the MetaSwitch media gateway, not the MetaView server. MetaView server will be budgeted and replaced at a future date.

Windomnet website- Dahna shares that the Windomnet website needs to be moved off the existing End-of-Life (EOL) server to the hosted server (Dreamhost). This will be a new website with updated information. Cost is around \$250-\$500. Once the new site is further along in development Dahna will provide a link to view site prior to the going live.

Joyce discusses the Skitter TV/Slice costs and date of cost changes. Currently \$12K and goes up to \$30K after April 1, 2016.

Thies asks how the master services agreement would be affected if going with the Skitter TV offering. Discussion ensues of modification of the MSA if a Skitter TV option is pursued and the costs involved moving to an all IPTV platform for SMBS and Windomnet.

Discussion of STBs costs, wiring of residents and MDUs on an IPTV system and costs of labor to rewire residences to work with an IPTV system.

Dahna states that it is hard to consider all variables, dual running systems, NCTC contracts, time periods to convert to Skitter TV.

Discussion on the DMA areas on the impact of the DMA serving areas. To have only one DMA or can you have two DMA and what the cost.

Joyce asks for a comparison of the costs of BBV, WINS, Skitter TV, continuing with current system, upgrading current system. Dahna will compile a comparison list for the committee by the May meeting.

Dahna stated that if Skitter delivers all the services that they say they are going to offer that they would be the best overall choice. The caveat is the Windomnet current EOL Calix FD-500 systems would have to be changed out to accommodate an IPTV system

Dahna explains the issues and costs of doing CATV IPTV services to MDUs.

Jones wants more costs and numbers. Dahna and Nasby share their discussion of a possible equipment GO bond to purchase STBs and system migration of EOL Calix system.

Discussion of the future of the CATV product. OTT options or IPTV. EOL core systems. Dahna states he would like to upgrade the EOL equipment when he wants to, not when he has too.

This shares discussion of other CATV providers are also looking at costs and the direction of CATV.

Joyce states CATV is declining and broadband is rising

Dahna states that if Windomnet moves to other towns will they want triple play? And other Skitter TV service offerings to enhance the CATV package that we currently have.

On demand

Add insertion

On demand library of local

Rewind tv

Sling tv

Discussion of dish providers and the costs

Discussion of the picture quality vs cost

Dahna stated that we are limited in capacity to add channels into the expanded basic package, estimated headend costs is \$1,200,000 this year.

Nasby shares that we were trying to just break even on CATV.

Dahna explains cost of cisco STB vs IPTV STBs

Discussion of churn with customers that go to dish

Discussion of Skitter side letter should be written up and reviewed by legal to approve. Get into the \$12K agreement cost to hold onto the \$12K.

Jones – invest upgrade to exiting headend would buy some additional time, but still EOL. Jones discusses over the air antenna signal reception and where the signal come from for our access.

Dahna explains the current transport delivery of the two DMA which is \$76,800 per year to have delivered to Windom. Skitter would take over the DMA agreements and potentially save on DMA rates over what our current rates are. Discussion of dish delivery of DMAs.

Jones discusses the cost of the \$12k to potentially waste on the Skitter agreement.

Dahna suggests to go with the agreement extension or at least go with the Skitter Slice option for OTT. Committee takes some time to review the Skitter Slice demo that Dahna has setup in the meeting room TV.

Discussion of the IPTV STB Skitter costs.

Dahna explains the working of the Skitter Slice offering on Windomnet ISP system and off system. DMAs are discussed again. Jones asks if EAS works on the Skitter Slice offering. Dahna and Thies cover EAS functions on the Skitter Slice offering.

Dahna shares that skitter states that they will have 4K TV available.

Dahna shares the need to migrate off of the FD500 system to an E7 or other system. Middleware cost of example: \$42,000 and DMA delivery \$76,800 to save that expense each year if going with Skitter TV.

Jones and Joyce want the costs of WINS, BBV, Skitter TV, keep current RF system. Dahna will compile the costs.

Discussion of the Skitter TV buy in cost that would be split by COWT and SMBS at \$6,000 each for a total of \$12,000. Consensus is to

Motion by Joyce Second by Jones to authorize \$12,000 to the full offering as long as we can opt out if we do not wish to move on the Skitter TV offering. for \$12,000 to participate in the Skitter TVaaS Slice agreement with the side letter to extend the decisions date of May 4th

Motion carries 3-0.

Travis Thies and SMBS board member left the room.

V. Manager's Report

Three houses in town would like to get fiber drops. Dahna discusses the costs of the fiber drops and Electric Dept equipment would be used to install the fiber cable.

Dahna covers customer at city hall shutting off their cable TV to switch to AT&T offering Neutral Path wants colo racks placed into the Windomnet NOC. We have one rack dropped off to us to install. NP also has another WISP colo customer is interested in colo space, dark fiber and tower space lease rental.

Dahna will go to Colo, IA to view a Skitter TV system in operation. Jeremy Rolfes will also attend. Jones asks for a NOC tech position update. Dahna shares that the applicant pool was not very good, one potential recruit said pay scale was not enough to change jobs and he wanted to extend the application deadline. Job posting were/are being sent out to various tech colleges and other industry job boards.

Jones asks about the usage of Electric Dept equipment for fiber optic cable placement. Dahna explains his discussions with Brent Brown and the covering costs pasted on to the developer/contractor of the new housing development with new fiber optic cable placements.

VI. New Business- School scoreboard sponsorship

Discussion: Telecom was doing \$5,000 and Community Center \$5,000. CC opt out and school placed Windomnet as the full add spot. Joyce discusses moving general fund money to Telecom to have Telecom pay the full \$10,000 sponsorship. Discussion ensues.

Motion by Jones Second by Joyce to recommend to the city council to have Telecom pay the additional \$5,000 to the school with a \$5,000 general fund transfer to the 2017 Telecom budget

Motion carries 3-0.

VII. Old Business- none

Motion to adjourn by Lund Second by Jones

Lund adjourns the meeting at 8:45 pm.

**PARK AND RECREATION COMMISSION MEETING
MINUTES APRIL 6, 2016**

1. **Call to Order:** The meeting was called to order by Chair Kay Gross at 5:45 p.m. at City Hall

2. **Roll Call:**
 - Commission Present: Darren Tietz, Jason Kloss, Shawn Licht, Kay Gross & Josh Schunk
 - Commission Absent: Jess Smith
 - City Staff Present: Recreation Director Al Baloun & Parks Superintendent Bruce Caldwell
 - Council Liaisons: Paul Johnson & Bryan Joyce Attending
 - Public: COKE Market Development Manager Larry Wajda

3. **Motion to Approve Agenda by Tietz, seconded by Schunk**
Motion Carried Unanimous

4. **Motion to Approve Minutes from March 2016 Park & Recreation Commission Meeting;**
Motion Tietz, seconded by Schunk
Motion Carried Unanimous

5. **Coke Contract Presentation – Larry Wajda; COKE will no longer have a contract with the city as they are eliminating these types of contracts. However we can buy their product at a reduced rate due to the high amount of purchases we had with them in previous years. COKE will no longer provide a vending machine at the ballfield complex in the WRA due to vandalism in recent years. Beings we won't have an exclusive contract with COKE anyone who wants to sell soft drinks in the city parks can sell whatever product they desire. The commission however stated whoever uses our concession stands (pool, WRA & Arena) must sell only COKE products through our account with COKE.**
Motion by Kloss, seconded by Licht whoever uses our concession stands at the pool, WRA & Arena must sell only COKE products through our account with COKE.
Motion Carried Unanimous

6. **Discussion on BARC Property Possible New Playground Site; Our city attorney replied back to Councilmen Joyce stating some items that need to be considered in a contract with BARC. The commission wants to be proactive so they agreed to move on getting these contractual items ready to sign if or when we decide to proceed to build a playground on BARC property.**
Motion by Licht, seconded by Kloss to proceed with the designing of a contract with BARC in the event we decide to construct a playground on BARC property.
Motion Carried Unanimous

7. **Recreation Manager; Al Baloun**
 - a. No baseball coordinator has been hired as of yet and advertisements are ongoing.
 - b. Arena Staffing; we have not hired anyone to replace the full/part time position yet Councilmen Johnson ask if we should be looking at hiring a full time position as the current staff are close to retirement and perhaps this new position could be shared with the Community Center or other departments. This will need to be taken to the personnel committee to review. Baloun stated he and a couple department heads are meeting with the personnel committee in a couple weeks and he will bring this up.

Continued page 2 Park & Recreation Commission Meeting April 6, 2016

- c. The Community Education Booklet is out stating the options for our recreation programs and sign up. On line Swimming Lessons sign up will be on Tuesday April 19th.

8. Open Mike: none

9. Meeting adjourned at 6:35 p.m.

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
APRIL 11, 2016

1. Call to Order: The meeting was called to order by President Espenson at 12:04 p.m.
2. Roll Call & Guest Introductions:
EDAWN Commissioners: Justin Espenson, Betsy Herding, and Paul Johnson.
Absent: Dominic Jones and Rick Clerc.
Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.;
City Administrator Steve Nasby, WADC Liaison Tara Christensen, and Rahn Larson.
3. Introduction of New EDA Executive Director – Drew Hage: President Espenson and the Board welcomed Drew Hage as the new EDA Executive Director.
4. Approval of Minutes:
Motion by Commissioner Johnson, seconded by Commissioner Herding, to approve the Minutes of the EDA Meeting held on March 14, 2016. Motion carried 3-0.
5. Recognition of Commissioner’s Service: Sally Larson: This agenda item was tabled because Sally Larson was unable to attend the meeting due to another appointment.
6. North Windom Industrial Park
 - A. TIF District 1-19 – Modification – Update: Admin. Asst. Hensen reported that on April 5, 2016, the City Council held the public hearing and approved the modification to TIF District 1-19 which adds NWIP Lots 1, 2, 3, 4, Outlot A of Block 2 and the proposed expansion land to the South of NWIP into TIF District 1-19. The purpose for the modification is to use the additional tax increment generated from these properties to help reimburse the EDA for expenses in acquiring the expansion land to the South. Also on April 5th, the City Council also approved an Interfund Loan Resolution authorizing repayment of interfund loans up to \$50,000 from tax increment generated by TIF 1-19. The sources of those interfund loans would be TIF District 1-17 (west half of NWIP) and the EDA’S NWIP Fund.
 - B. Civil Defense Siren: City Administrator Nasby advised that no emergency siren had been installed in NWIP. He obtained quotes from Electrical Superintendent Brent Brown. He also contacted Todd Hagen with Ehlers as to whether this expense was eligible for TIF reimbursement and it is not. The Electrical Department will be installing the siren at the south end of NWIP (near the lift station) and the EDA will be responsible for material costs. Director Hage reviewed the quotes with the Board. The 30 decibel rotating siren would provide greater coverage for approximately \$2440 more than the 15 decibel siren. As civil defense sirens are designed to provide a warning siren in outside areas, Superintendent Brown also provided a quote for informer receivers which can be installed inside a building to repeat the signal and alert workers in a building. This quote will be forwarded to the businesses in NWIP for their information.
Motion by Commissioner Herding, seconded by Commissioner Johnson, to authorize purchase and installation of a 30 decibel Rotating Siren in the North Windom Industrial Park for a cost not to exceed \$22,090. Motion carried 3-0.
7. Prairie Meadow Subdivision – Update: Admin. Asst. Hensen related that on March 15, 2016, the City Council approved the final plat for Prairie Meadow Subdivision. The final plat, restrictive covenants, and Development Agreement between the School and EDA have been recorded with the Cottonwood County Recorder. Mary Ann Anderson of Cottonwood County Abstract Company has agreed to prepare new abstracts for the lots as needed. The EDA will be assisting the School District with the sale of these lots (including working with purchase agreements, ordering abstracts, setting up

closings, etc.). The EDA will be working with the School District concerning preparation of a sign for the subdivision and also preparation of agreements with the local realtors. Prior to his departure, Aaron Backman had calculated proposed lot sales prices on each of the lots. Director Hage advised that these proposed prices will be presented to the School District. The EDA is also gathering estimates for installation of utilities as each lot owner will be responsible for the costs of installing utilities from existing mains and/or lines to the location of their proposed new house. Seven of the lots adjacent to 17th Street must be sold prior to commencement of development of Phase II of the subdivision. No lots in Phase II will be sold until such time as the required number of lots in Phase I have been sold. Both the School Board and the EDA will need to approve the sale of each lot. The School Board will approve the sale of a lot by formal action and the EDA may approve that sale by written concurrence. In communications with City Attorney Ron Schramel, he indicated that the EDA Board can designate the EDA President or EDA Executive Director to approve the proposed lots sales by written concurrence. The School District, as owner of the property, will receive one-third of the net proceeds from the sale of each lot. The EDA receives two-thirds of the net proceeds from each lot sale to be held and used for development of Phase II.

Motion by Commissioner Johnson, seconded by Commissioner Herding, authorizing the EDA Staff to review purchase offers submitted for the purchase of lots in Prairie Meadow Subdivision and authorizing either the EDA President or EDA Executive Director to sign the required written concurrence approving each of these lot sales. Motion carried 3-0.

8. Commercial Rehab Program

A. Review of Proposed Project: Admin. Asst. Hensen reported that the third application has been submitted in the Commercial Rehab Loan Program and forwarded to Western Community Action (WCA) for processing. Jeff Buesing from WCA has met with the property owners and inspected the property. The Board received a recap sheet for the project that outlined the scope of work, the total project costs, and proposed loan of local program funds. The estimated project costs total \$20,995 of which the sum of \$13,996 would be paid through a loan from the local program funds. The property owners will be responsible for payment of the balance of the project costs. Director Hage advised that there are sufficient funds in the RLF for this project. After review of the recap, the following action was taken.

<u>Application No.</u>	<u>Proposed Improvements</u>	<u>Project Costs</u>	<u>Local Program Funds (Maximum for Project)</u>
Comm. Project No. 3	Roofing	\$20,995.00	\$13,996.00

Motion by Commissioner Johnson, seconded by Commissioner Herding, to approve Commercial Project No. 3; to approve the release of local program funds totaling \$13,996.00 for contractor payments in this project upon Western Community Action’s submission to the EDA of appropriate documentation verifying the owners’ approval of the work completed; and to approve payment from the local program funds of administration fees to Western Community Action of up to \$2,400.00 upon submission of appropriate invoice(s). Motion carried 3-0.

9. TIF 1-11

A. Satisfaction & Release: TIF District 1-11 covered property in the Windom Industrial Park Subdivision (“Carl Schneider Business Park”) previously owned by Quirings and sold to Staples. Admin. Asst. Hensen related the history of this TIF District including transfer of ownership of the property from Thomas Quiring to Tod Quiring in November 2005, assignment of the Contract for

Redevelopment to Tod Quiring, the EDA's certification in 2005 that all building construction and other physical improvements required by the Agreement had been completed by the Redeveloper (Thomas Quiring) and the wage and job goals required by Section 10.10 of the Agreement had been achieved. TIF District 1-11 remained active because there were still outstanding obligations to be reimbursed by increment from the district. In 2010, the City Council adopted a Resolution stating that all obligations had been paid and approved decertification of TIF 1-11. The original Contract for Redevelopment and subsequent Assignments had been recorded with the Cottonwood County Recorder's Office. The EDA had received an inquiry as to whether this Agreement could be released. After conversations with the EDA's TIF Attorney, it was concluded that since the obligations of the TIF district have been fulfilled and the City Council decertified the district, the Contract for Redevelopment and the Assignments could be released. After further discussion the following action was taken.

Motion by Commissioner Herding, seconded by Commissioner Johnson, approving the Satisfaction and Release of the Contract for Private Redevelopment (and subsequent assignments) in TIF District 1-11 and authorizing the EDA President and Secretary to sign this Satisfaction and Release. Motion carried 3-0.

10. Spec Building

A. Refinance: The EDA's loan with the Fulda Area Credit Union is subject to a balloon payment in May 2016. The current balance of the loan is \$326,717.38 which accrues interest at the rate of 4.4 percent per annum. The Board received a written proposal dated April 5, 2016, from Fulda Area Credit Union for refinancing of this loan through a modification of the loan documents. The new terms specify an interest rate of 4.9 percent per annum fixed for the next five years and continuation of the monthly payment at the current rate of \$3,360.00. The proposal further identified costs associated with the refinancing in the amount of \$296.00.

Motion by Commissioner Herding, seconded by Commissioner Johnson, approving the proposal submitted by Fulda Area Credit Union for refinancing of the EDA's loan on the Spec Building on the following terms: Fixed interest rate of 4.9 percent per annum for the period of five years with a monthly payment of \$3,360.00 and a maturity date of May 15, 2021, and associated loan costs of \$296.00; and further authorizing the EDA President and Secretary to execute all required loan documents. Motion carried 3-0.

B. Lease Update: City Administrator Nasby reported that Toro had entered into an agreement for early termination of its lease with the EDA which provides for a written 90-day notice. In January, Aaron Skogen sent an e-mail advising of Toro's intention to terminate its lease of the EDA Spec Building. The termination would be effective the end of April 2016. Pursuant to the early termination agreement, everything in the building and on the gravel area is to be removed (including trailers) by the lease termination date. There was some discussion concerning the racking which remains in the building. City Administrator Nasby indicated that the specifics concerning this racking will be clarified with Toro. The EDA has invested between \$700,000 and \$800,000 into the building including construction costs, renovations to the building, repairs and maintenance. City Administrator Nasby also advised that there are at least two entities that might be interested in purchasing or leasing the building. The Board's consensus was to review potential options with a preference toward selling the building.

11. Workforce Housing Tax Credit: Director Hage related that Greater Minnesota Partnership is currently working with Representatives and Senators in the Minnesota Legislature concerning a tax

credit for construction of workforce housing. Director Hage advised that Representative Hamilton is one of the sponsors of the legislation and he then outlined the basics of the proposal. City Administrator Nasby updated the Board concerning 2015 activities regarding workforce housing legislation, some of the other points of the current proposed legislation including implementation of the program by DEED directly with developers instead of working through cities or EDAs, and support for the proposed legislation by the Coalition and Greater Minnesota Cities.

Motion by Commissioner Herding, seconded by Commissioner Johnson, authorizing the EDA Executive Director to prepare a letter of support regarding the workforce housing tax credit legislation which has been proposed in the 2016 Minnesota Legislative Session. Motion carried 3-0.

12. New Vision – Phase II Project

A. Project Update & Discussion – Potential TIF District: Admin. Asst. Hensen updated the Board on the history of this project. New Vision Co-op has been in contact with the EDA concerning the proposed demolition of the substandard buildings on its properties at 125 16th Street and 867 First Avenue. Inspections of the properties have been made. On March 15, 2016, the City Council adopted a Resolution finding that the flat storage building at the 16th Street Site was substandard. On April 5, 2016, the City Council adopted a Resolution finding that the building at 867 First Avenue (tower elevator and attached annex) was substandard. Todd Hagen from Ehlers was present at the April 5th City Council Meeting and presented information concerning a potential scattered site TIF District to cover both of these properties. Because of the time schedule for construction of new improvements and the need for creation of a potential TIF District prior to new construction, the City Council also adopted a Resolution calling for a public hearing on a potential new TIF district for May 3rd. The Board discussed the project and tentatively scheduled a special meeting for April 25th to review projections and a proposed TIF plan.

13. Unfinished Business: A. City Administrator Nasby reported that the soil borings in the expansion area directly south of the NWIP have been completed. Steve Muller, agricultural tenant on the property, was present at that time and a tile map had been provided to ensure that no tile lines were disturbed during the borings. A report from Geotek will be forthcoming.

B. City Administrator Nasby advised that Executive Director Hage will be working on a MIF (Minnesota Investment Fund) Application for Prime Pork. The operation will be a state-of-the-art plant which they hope to open in October.

14. New Business: A. Director Hage advised that he has reviewed the EDA's 2015 Strategic Goals, 2015 Annual Report, and 2016 SMART Goals and is preparing a spreadsheet to track the progress on these goals. He will be providing this information to the Board for the May Meeting for discussion as to 2016 strategic goals.

15. Miscellaneous Information

A. EDA Monthly Financial Recap: The Board received a copy of the EDA's Account Activity through March 31, 2016.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for February 2016 provided by Van Binsbergen & Associates.

16. Adjourn: On consensus, President Espenson adjourned the meeting at 1:06 p.m.

Justin Espenson, EDA President

Attest: _____
Drew Hage, EDA Executive Director

Windom Library Board Meeting

Windom Library

Tuesday, April 12, 2016

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher at 5:05 p.m.
2. Roll Call: Members Present: John Duscher, Kathy Hiley, Barb Henning, Steve Fresk and Anita Winkel

Members Absent: Terri Jones and Susan Ebeling

Library Staff Present: Dawn Aamot

City Council Member Present:

3. Agenda and Minutes:

Motion by Steve Fresk and seconded by Barb Henning to approve the Agenda and the amended Minutes.

4. Financial Report:

Dawn reviewed the Financial Report. Dawn explained the annual insurance payment is for liability and she has contacted MN Energy as the current bill was \$1,000 more than the previous month. She was told they would send someone to read the meter again.

Motion by Kathy Hiley and seconded by Anita Winkel to accept the Financial Report.

5. Librarian's Report

Dawn reported that this is National Library Week and activities are taking place. A few kids attended Duplo Days on Monday. On Tuesday and Thursday after school, children can participate in Karaoke. Wednesday will be Color Me Day for all ages. Adult Coloring will be on Friday. Dawn went to the City Council and they made an official proclamation celebrating National Library Week. This summer, the library will host days for those interested in a Lego Building Club. The library is looking for donations of Legos and asking attendees to bring their own Legos. Community Pride Day is on May 18. Two senior students are leading the project and asked if there was anything that could be done on that day outside of the library. Dawn responded that students could clean in front of the library, prepare flower boxes and possibly paint the benches. Nancy went to a workshop focusing on teen readers. The summer reading program will include entertainment each month paid for by Minnesota Legacy Funds.

Motion by Barb Henning and seconded by Kathy Hiley to accept the librarian's report.

6. Old Business:

The Winter Adult Reading program ended on March 31 with 86 adult readers turning in reading logs. Of those 86, 22 were men and 64 were women. A total of 1,929 books were read by participants with one reader reading 85 books. There were 7 new participants this year.

Dawn has not heard anything from the St. Cloud window company that was here in the first week of March. She will contact them if she doesn't hear anything soon.

7. New Business:

The city sent out any inquiry to all departments asking if they could use a summer intern. Numbers were crunched and it was estimated that an intern would cost the library \$1,000 to 1,200 at 10 hours a week during the summer. This intern will be shared with the city offices.

Dawn requests permission to apply for a grant through the Remick Foundation. The monies would go towards bike helmets and bike locks. The Hip to be Square organization is placing bike racks on each side of the courthouse lawn. The library would incorporate a reading program around bike safety and summer activities. Motion by Anita Winkel and seconded by Steve Fresk to approve Dawn applying for a Remick Foundation grant.

Dawn is considering a Book Sale at BARC in May.

8. New Book Suggestions:

Book suggestions were given to Dawn.

9. Adjourn:

Motion by Anita Winkel, seconded by Barb Henning to adjourn.

Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

From: windommm@dox751.biuenost.com
Sent: Monday, April 11, 2016 8:13 PM
To: dnichols@windom-mn.com
Subject: Permit Application for use of Amplification Equipment in Public

Date of Event
06/10/2016
Location of Event
Windom Area High School/Middle School
Start Time
06:00 pm
End Time
10:00 pm
Type of Event
Family Musical Entertainment
Applicant Information
Applicant Name
Becky Alexander
Address
Windom Riverfest, Inc Po Box 161 Windom, Minnesota 56101 United States Map It
Phone
(651) 402-5021
Email
riverfest.windom@yahoo.com
Would you like a copy of this form?
<input checked="" type="radio"/> Yes

License Fee - None \$0.00

Street/Park Superintendent Recommends

Approval Denial



Street/Park Superintendent

Police Chief Recommends

Approval Denial



Police Chief

Application APPROVED this _____ day of _____, 20_____.

Application DISAPPROVED this _____ day of _____, 20_____.

City Council

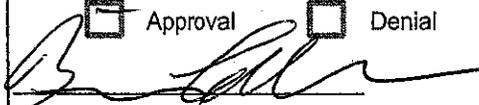
Sent: Monday, April 11, 2016 8:15 PM
To: dnichols@windom-mn.com
Subject: Permit Application for use of Amplification Equipment in Public

Date of Event
06/11/2016
Location of Event
Cottonwood County Courthouse Lawn
Start Time
10:00 am
End Time
10:00 pm
Type of Event
Family Musical Entertainment
Applicant Information
Applicant Name
Becky Alexander
Address
Windom Riverfest, Inc Po Box 161 Windom, Minnesota 56101 United States Map It
Phone
(651) 402-5021
Email
riverfest.windom@yahoo.com
Would you like a copy of this form?
<input checked="" type="radio"/> Yes

License Fee - None \$0.00

Street/Park Superintendent Recommends

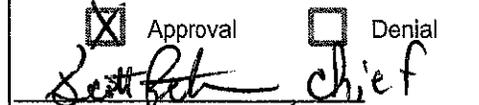
Approval Denial



Street/Park Superintendent

Police Chief Recommends

Approval Denial



Police Chief

Application APPROVED this _____ day of _____, 20____.

Application DISAPPROVED this _____ day of _____, 20____.

City Council

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The Lions Club of Windom, Minnesota Previous Gambling Permit Number: X-17004-15-002
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 23-7219238
 Mailing Address: PO Box 72
 City: Windom State: MN Zip: 56101 County: Cottonwood
 Name of Chief Executive Officer (CEO): Dean Schumacher
 Daytime Phone: (507) 920-7044 Email: none

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center
 Address (do not use P.O. box): 1750 Cottonwood Lake Drive
 City or Township: Windom Zip: 56101 County: Cottonwood
 Date(s) of activity (for raffles, indicate the date of the drawing): June 12th, 2016
 Check each type of gambling activity that your organization will conduct:
 Bingo* Paddlewheels* Pull-Tabs* Tipboards*
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 2,500.00)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Dean Schumacher Date: 4-14-18
(Signature must be CEO's signature; designee may not sign)

Print Name: Dean Schumacher

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

a copy of your proof of nonprofit status, and

application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE EMERGENCY SERVICES BUILDING PROJECT

WHEREAS, on November 17, 2015, the Windom City Council approved the preparation of plans and specifications for the proposed Emergency Services Building Project; and

WHEREAS, on February 22, 2016, consulting Architect Brunton Architects & Engineers presented plans and specifications to the Emergency Services Building Committee for the proposed project; and

WHEREAS, the Emergency Services Building Committee recommends to the Windom City Council approval of such plans and specifications and the advertisement of bids for the proposed project.

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

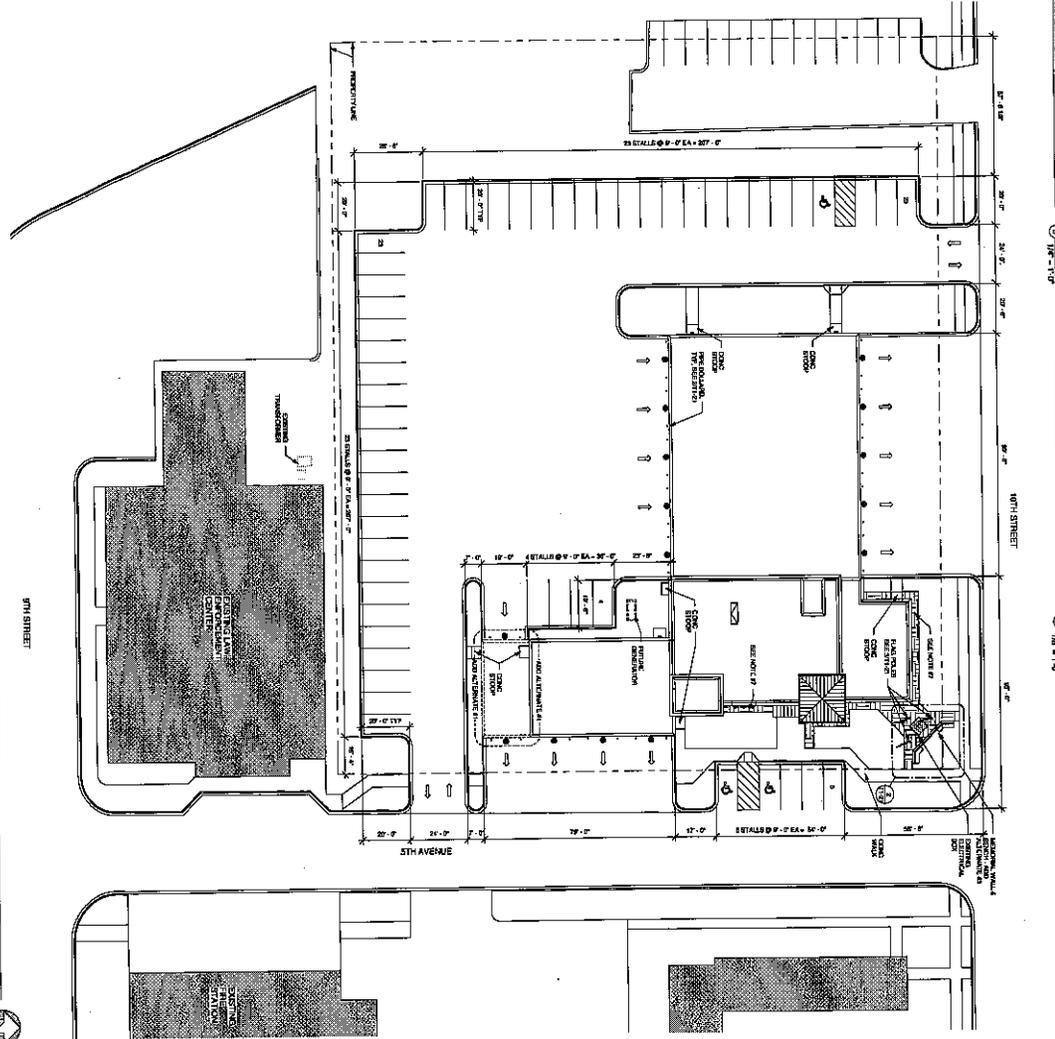
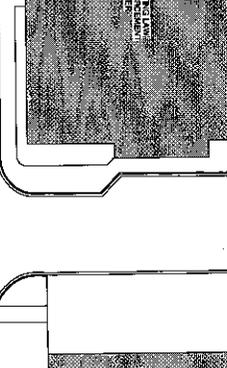
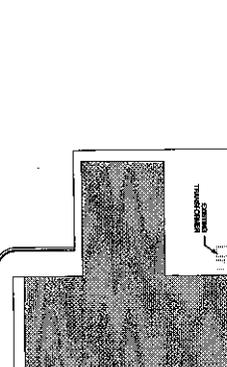
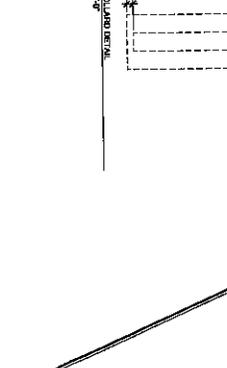
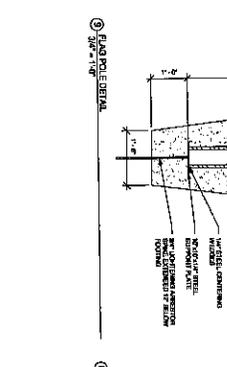
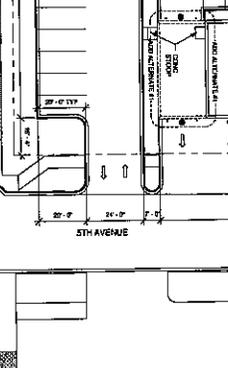
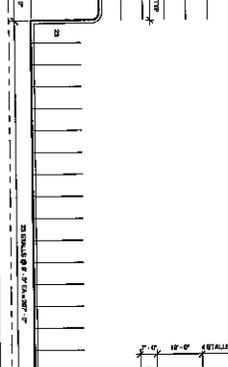
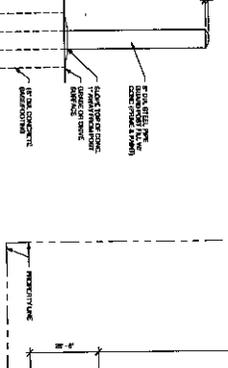
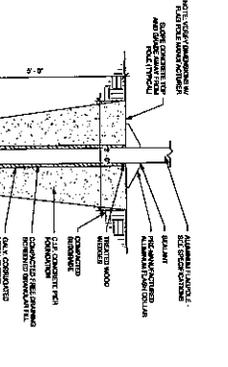
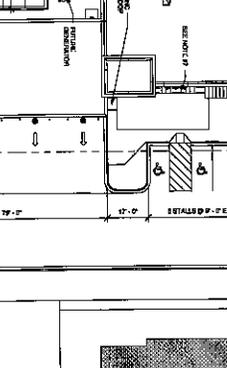
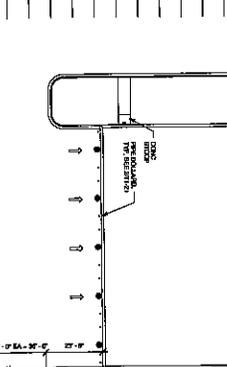
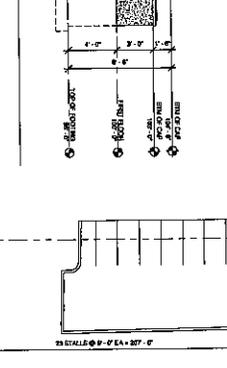
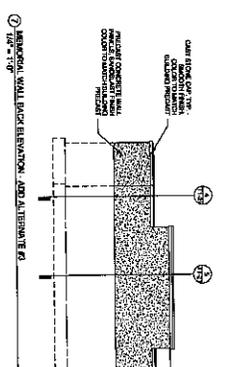
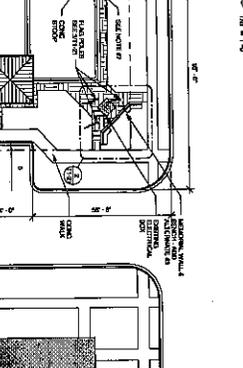
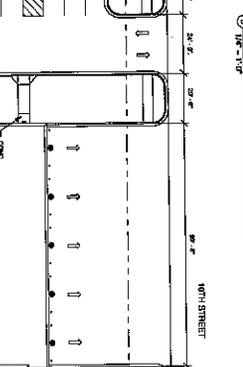
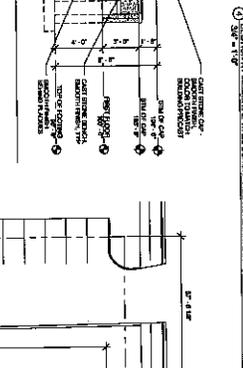
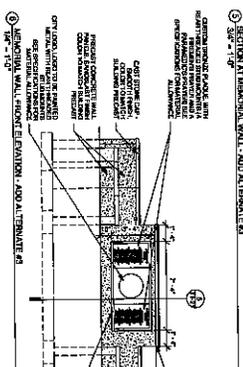
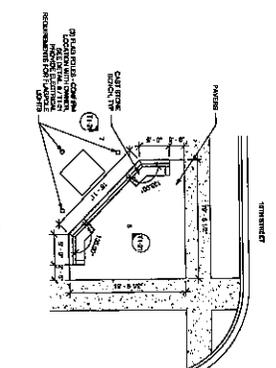
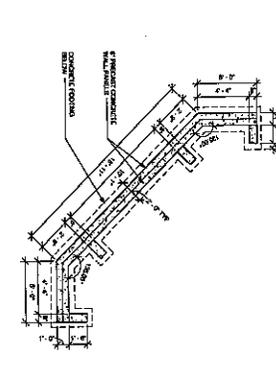
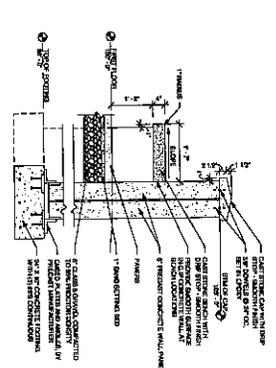
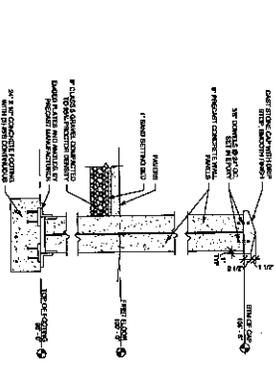
1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Administrator.
2. The City Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Administrator until 2:00 p.m. on June 7, 2016. At said time, the bids will be publicly opened by the City Administrator and Consulting Architect in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements may be awarded on or before June 21, 2016, at the City Council Meeting scheduled for 7:30 p.m.

Adopted by the Council this 19th day of April, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

- SITE PLAN NOTES:**
1. PROJECT LOCATION: 15TH AND WINDOM, WINDOM, MN.
 2. SITE PLAN: 15TH AND WINDOM, WINDOM, MN.
 3. ARCHITECT: BRUNTON ARCHITECTS & ENGINEERS, 235 DELORADO AVENUE, NORTH MARSHOFT, MN 56003.
 4. DATE: 03-20-18.
 5. SHEET: 15TH AND WINDOM, WINDOM, MN.
 6. PROJECT: WINDOM EMS BUILDING.
 7. SCALE: AS SHOWN.
 8. NOTES: SEE ALL NOTES ON ALL SHEETS.
 9. ALL DIMENSIONS ARE IN FEET AND INCHES.
 10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
 11. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
 12. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CURB UNLESS NOTED OTHERWISE.
 13. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROAD UNLESS NOTED OTHERWISE.
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 17. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE BLOCK UNLESS NOTED OTHERWISE.
 18. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CITY UNLESS NOTED OTHERWISE.
 19. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE COUNTY UNLESS NOTED OTHERWISE.
 20. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE STATE UNLESS NOTED OTHERWISE.



NOTICE OF PUBLIC HEARING

CITY OF WINDOM, MINNESOTA
2016-2020 CAPITAL IMPROVEMENT PLAN
AND NOTICE OF INTENTION TO ISSUE
CAPITAL IMPROVEMENT BONDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Windom, Minnesota (the "City") met on Tuesday, March 15, 2016, at 7:30 p.m. and tabled further action regarding the Capital Improvement Plan until the City reconvenes and holds a public hearing on April 19, 2016, at 7:30 p.m. at the Windom City Hall, 444 Ninth Street in Windom, Minnesota. The Council will hold a public hearing concerning (1) the proposal to adopt a capital improvement plan pursuant to *Minnesota Statutes*, Section 475.521; and (2) the proposed issuance of general obligation bonds (the "Bonds"). The Bonds will be in an amount not to exceed \$3,650,000 and will be used to construct a new structure to house the fire department and ambulance service for the City.

If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the City in the last general election, is filed with the City Administrator within 30 days after the public hearing (i.e., by May 19, 2016), the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

A copy of the plan is available for inspection in the City Administrator's Office, City Hall, 444 Ninth Street, Windom, Minnesota, 56101. Questions or comments may be directed to the City Administrator's Office at 507-831-6129.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Administrator before the hearing.

Dated: March 30, 2016

BY ORDER OF THE CITY COUNCIL OF
OF THE CITY OF WINDOM, MINNESOTA

/s/ Steve Nasby
City Administrator

RESOLUTION # 2016-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**RESOLUTION GIVING PRELIMINARY APPROVAL FOR THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS IN AN AMOUNT
NOT TO EXCEED \$3,650,000 AND ADOPTING THE CITY OF WINDOM, MINNESOTA,
CAPITAL IMPROVEMENT PLAN FOR 2016 THROUGH 2020
UNDER MINNESOTA STATUTES, SECTION 475.521**

A. **WHEREAS**, the City Council of the City of Windom, Minnesota (the "City") proposes to adopt the City of Windom, Minnesota, Capital Improvement Plan (the "Plan") and to issue its general obligation capital improvement plan bonds (the "Bonds") described in the Plan; and

B. **WHEREAS**, the City has caused notice of the public hearing on the intention to issue the Bonds and on the proposed adoption of the Plan to be published pursuant to and in accordance with Minnesota Statutes, Section 475.521; and

C. **WHEREAS**, a public hearing on the intention to issue the Bonds and on the proposed Plan has been held on this date, following published notice of the public hearing as required by law; and

D. **WHEREAS**, in approving the Plan, the City Council considered for each project and for the overall Plan:

1. The condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. The likely demand for the improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the City;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services more efficiently through shared facilities with other local governmental units; and

E. **WHEREAS**, the City Council has determined that the issuance of the Bonds is the best way to finance the capital improvements described in the Plan as authorized under Minnesota Statutes, Section 475.521.

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

1. The amended Plan is hereby in all respects approved.

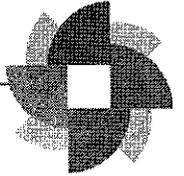
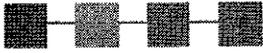
2. The staff and consultants of the City are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Plan in accordance with any applicable laws and regulations.

3. The City gives preliminary approval to issuance of the Bonds in the maximum principal amount of \$3,650,000, provided that if a petition requesting a vote on issuance of the Bonds, signed by voters equal to five percent of the votes cast in the last general election, is filed with City Administrator by May 19, 2016, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

Adopted this 19th day of April, 2016.

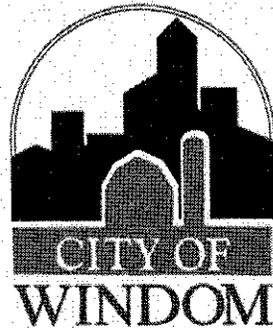
Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator



April 19~~March 15~~, 2016

2016 through 2020
Five-Year Capital Improvement Plan
City of Windom, Minnesota



Prepared by:

City Staff

and

Ehlers

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

Rebecca Kurtz, CIPMA
VP/Senior Municipal Advisor

www.ehlers-inc.com



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SECTION I: Introduction

In 2003, the Minnesota State Legislature adopted a statute (Section 475.521, referred to herein as the “CIP Act”) that allows cities to issue municipal bonds under a capital improvement plan without the usual referendum requirement (except for the so-called “reverse referendum” described in Section III). The CIP Act applies to capital improvements consisting of city halls, public works, and public safety facilities. The 2005 Legislature added towns to the meaning of a municipality and town halls and libraries to the meaning of a capital improvement under the CIP Act.

Throughout this plan, the term “capital improvement” refers only to those improvements identified in the CIP Act, as summarized above. Capital expenditures for other public improvements in the City will be financed through other means, and are not governed by this plan.

SECTION II: Purpose

A capital improvement is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more. For the purposes of the CIP Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than city or town hall, or land for those facilities. A Capital Improvement Plan (“CIP”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Windom, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Capital Improvement Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

SECTION III: The Capital Improvement Planning Process

The process begins with analysis of the City's five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage, if desired.

The City Council then directs staff or consultants to prepare a plan that sets forth the estimated schedule, timing and details of specific capital improvements by year, together with the estimated cost, the need for the improvement, and the sources of revenue for the improvement. The City Council then holds a public hearing on the CIP, with notice published not more than 30 days and not less than seven days for the hearing (except as described below). The Council may either approve the CIP immediately after the hearing, or based on input may make revisions and approve the CIP at a later meeting.

If the CIP calls for general obligation bonds to finance certain improvements, the City Council must follow an additional set of procedures. The Council must hold a public hearing regarding issuance of the bonds. Notice of such hearing must be published in the official newspaper of the municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City's official web site. (The public hearings on the CIP and the bonds may be combined into a single hearing, in which case the notice requirements for bonds must be followed.)

The Council must approve the sale of CIP bonds by a 3/5ths vote of its membership. However, the bonds are subject to a so-called "reverse referendum". If a petition signed by voters equal to at least five percent of the votes cast in the City in last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approved by the voters (by a majority of those voting on the question). Further, the maximum debt service in any year on all outstanding CIP Bonds is .16% of the estimated market value of property in the City, using the estimated market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and bonds have been authorized, the City works with its financial advisor to prepare a bond sale and repayment schedule. Assuming no petition for a referendum is filed, the bonds are sold, and when proceeds from the sale of the bonds (and any other identified revenue sources) become available, the expenditures for specified capital improvements can be made.

In subsequent years, the process is repeated as expenditures are completed and as new needs arise. Capital improvement planning looks five or more years into the future from the date of the CIP.

SECTION IV: Project Summary

The only capital improvements contemplated in the five-year period of this plan (2016 through 2020) is the construction of a new structure to house the fire department and ambulance service for the City (the “Emergency Services Facility”), through issuance of general obligation capital improvement plan bonds (referred to as the “CIP Bonds”).

The City proposes to finance the construction of the Emergency Services Facility through issuance of CIP Bonds under the CIP Act and this CIP. The proposed CIP Bonds would be issued in 2016, in a principal amount not to exceed \$3.65 million.

The CIP Act requires the City Council to consider eight factors in preparing the CIP:

1. Condition of the City’s existing infrastructure, including projected need for repair or replacement.
2. Likely demand for the improvement.
3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of funds.
7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other cities or local governments.

The City has considered the eight points as they relate to construction of the Emergency Services Facility through issuance of the CIP Bonds. The findings are as follows:

Windom's existing fire hall is over 40 years old, contains just six bays and has only very limited support area. The total area in the existing facility is only 4,100 square feet. The existing fire hall space is so small numerous pieces of equipment are stored off-site; however, this space also houses a portion of the Windom Ambulance Services with two ambulance units (in separate garages) with a third ambulance located off-site. Equipment scattered among several different locations across the community leads to inefficiencies in the delivery of emergency services and creates slower response times.

The fire hall no longer accommodates the quantity or size of equipment required by today’s average fire department. The Fire Department is currently storing fire-fighting and rescue equipment in several locations throughout the city. Due to the storage inadequacies, when emergency calls are received, equipment is not always readily accessible by the department. The fire hall’s shortcomings include its inability to adequately accommodate the department’s equipment; its inability to provide sufficient space for rapid, unhindered movement of firefighters and EMTs within the facility; and its inability to provide sufficient space to prevent accidental interaction between firefighters, EMTs and equipment, thereby creating serious safety issues. Because of the size of the confined space and the close proximity of firefighters, EMTs and equipment there are also air quality issues.

The Fire Department, Ambulance Service and City Council have identified the need to replace the fire hall that was originally built in 1964. At the May 19, 2015 City Council meeting the City Council adopted the Emergency Services Facility project as its #1 priority.

The Windom Fire District provides fire services to the City of Windom, City of Wilder, City of Bingham Lake and ten townships located in Cottonwood and Jackson counties consisting of 190.5 square miles of rural township area. The Windom Ambulance service area is over 215 square miles in area and serves three municipalities.

The City's Fire Department is comprised of 31 volunteer firefighters and operates 14 pieces of equipment that need to be stored in a central location to facilitate optimum response times. The Ambulance service has 17 volunteer EMTs and operates 3 rigs, which made over 700 runs in 2015 so these are critical services for the protection of the public health, safety and welfare.

Other than such construction, the City does not anticipate any other projects to be financed under this CIP in the 2016 through 2020 period.

Conditions of City Infrastructure and Need for the Project

The current structure is in fair condition with continued space problems and access to adequate space for equipment, response, meetings and personnel. The amount of space is inadequate to meet the needs of even one department let alone serve as a basis of operations for two emergency services. The location of the proposed new facility keeps these critical emergency services in a central location. The projected completion date will be 18 months after the City has issued any debt.

Demand for Project

As the City continues to grow and more demands for emergency services are responded to by fire and ambulance, the current space limitations will only continue to become more of an issue with limited the size and amount of equipment needed to deliver quality services. Building improvements are beyond required, and serious consideration will need to be given if a new facility is not built in the next few years.

Estimated Cost of the Project

The Emergency Services Facility is estimated to cost \$4,500,000. Staff is anticipating that the City Council will apply \$1 million in Ambulance Funds that have been set aside to lower the borrowing amount before the issuance of bonds (bond issue in an amount not to exceed \$3,650,000). Grants and state bonding monies will be sought but are not guaranteed. The amount of bonds to be issued will be reduced to the extent the City receives financial assistance from the state of Minnesota. The City of Windom has also worked with other members of the Fire and Ambulance Service districts to contribute up to \$30,000 annually towards the debt service on this facility.

Availability of Public Resources

The CIP Bonds for construction of the Emergency Services Facility would be paid with ad valorem taxes, transfers from enterprise funds, contributions from other members of the service districts and possibility reserves. However, the CIP Bonds will be additionally secured by the City's full faith and credit, which is expected to produce lower interest rates on the CIP Bonds compared to the limited other options available to finance this type of project.

The bond proceeds are proposed to be paid for in part by shifting capital levy dollars toward a portion of the retiring debt.

Level of Overlapping Debt

The City has no outstanding CIP debt. Below is a chart with the debt of other taxing jurisdictions in the City.

Taxing District ¹	2015/16 Taxable Net Tax Capacity	% In City	Total G.O. Debt	City's Proportionate Share
Cottonwood County	\$32,167,439	6.0261%	\$450,000	\$21,117
I.S.D. No. 177 (Windom)	7,758,139	24.9859%	8,210,000	2,051,342
City's Share of Total Overlapping Debt				\$2,072,459

Relative Costs and Benefits of Alternative Uses of the Funds

The space limitations with the current facility and need for major renovation and maintenance make this project necessary for the City. There are no significant alternatives for funds designated for this project.

Operating Costs of the Proposed Improvement

A new larger facility will realistically require higher maintenance expenditures, but these additional maintenance costs will be mitigated to some extent by replacing an older facility with newer more efficient systems and the possible sale or reuse of the old facility. In other respects, no changes to operating costs are expected under this CIP.

Alternatives for Shared Facilities with Other Cities or Local Government

Sharing the Emergency Services Facility with another community is not an option as the City of Windom is already providing coverage for fire protection to three communities and 10 townships covering 190.5 square miles and ambulance coverage for over 215 square miles. Provision of public safety relies on immediate response times in emergencies and having a shared facility outside of the community would seriously jeopardize response times and public safety. In addition, all of the surrounding communities outside of the Windom Fire and Ambulance District have their own fire departments.

¹ Only those taxing jurisdictions with general obligation debt outstanding are included in this section. Does **not** include non-general obligation debt, self-supporting general obligation revenue debt, short-term general obligation debt, or general obligation tax/aid anticipation certificates of indebtedness.

SECTION V: Financing the Capital Improvement Plan

The total principal amount of requested expenditures under this Capital Improvement Plan is \$4,500,000 less any upfront cash contribution plus any costs of debt issuance and any capitalized interest. This amount represents the maximum principal amount of CIP Bonds that may be issued to \$3,650,000. Principal and interest on the CIP Bonds will be paid through a tax levy over the term of the CIP Bonds and/or other monies, further shown in Appendix A.

In the financing of the Capital Improvement Plan, two significant statutory limitations apply.

1. Under Chapter 475, with few exceptions, municipalities cannot incur debt in excess of 3% of the assessor's estimated market value for the municipality. In the City, the estimated market value is \$221,320,800. Therefore, the total amount of outstanding debt cannot exceed \$6,639,624 (These values are for 2015/16 tax year). As of ~~April 19~~ ^{March 15}, 2016, the City has \$335,000 subject to the legal debt limit (this amount includes the Equipment Portion of the Series 2013B Bonds). As such, issuance of the CIP Bonds will be well within the overall statutory debt limit for the City.
2. A separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any one year on all CIP Bonds issued by the City cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is \$354,113 for the 2015/16 tax year ($\$221,320,800 \times .0016$). The annual principal and interest payments on the CIP Bonds proposed to be issued under this CIP will average approximately \$243,124. As such, debt service on the CIP Bonds will be well within the annual limits under the CIP Act.

Details regarding the proposed terms of the CIP Bonds under this CIP are shown in Appendix A. The City is contemplating three bonding options (i.e., 20-year competitive sale, 3-year temporary bond sale, and a 40-year USDA loan to take-out the temporary bond after project completion). All three bond amounts will not exceed the maximum principal amount of CIP Bonds referred to above. A schedule of events for approval of the CIP and issuance of the CIP Bonds is shown in Appendix B; and the resolution calling the public hearing, form of the public hearing notice, and resolution approving the CIP are shown in Appendix C.

Continuation of the Capital Improvement Plan

This Capital Improvement Plan should be reviewed as needed by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

Appendix A

Proposed CIP Bond Issue

City of Windom, Minnesota

\$3,650,000 General Obligation CIP Bonds, Series 2016

Assumes Current Market BQ A+ Rates plus 25bps

Sources & Uses

Dated 06/15/2016 | Delivered 06/15/2016

Sources Of Funds

Par Amount of Bonds	\$3,650,000.00
Ambulance Funds	1,000,000.00
Total Sources	\$4,650,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	43,800.00
Costs of Issuance	44,000.00
Deposit to Capitalized Interest (CIF) Fund	59,527.46
Deposit to Project Construction Fund	4,500,000.00
Rounding Amount	2,672.54
Total Uses	\$4,650,000.00

City of Windom, Minnesota

\$3,650,000 General Obligation CIP Bonds, Series 2016

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
06/15/2016	-	-	-	-	-	-	-
02/01/2017	-	-	59,527.46	(59,527.46)	59,527.46	-	-
08/01/2017	-	-	47,411.25	-	47,411.25	47,411.25	-
02/01/2018	150,000.00	1.250%	47,411.25	-	197,411.25	197,411.25	244,822.50
08/01/2018	-	-	46,473.75	-	46,473.75	46,473.75	-
02/01/2019	150,000.00	1.400%	46,473.75	-	196,473.75	196,473.75	242,947.50
08/01/2019	-	-	45,423.75	-	45,423.75	45,423.75	-
02/01/2020	150,000.00	1.600%	45,423.75	-	195,423.75	195,423.75	240,847.50
08/01/2020	-	-	44,223.75	-	44,223.75	44,223.75	-
02/01/2021	155,000.00	1.750%	44,223.75	-	199,223.75	199,223.75	243,447.50
08/01/2021	-	-	42,867.50	-	42,867.50	42,867.50	-
02/01/2022	160,000.00	1.850%	42,867.50	-	202,867.50	202,867.50	245,735.00
08/01/2022	-	-	41,387.50	-	41,387.50	41,387.50	-
02/01/2023	160,000.00	2.050%	41,387.50	-	201,387.50	201,387.50	242,775.00
08/01/2023	-	-	39,747.50	-	39,747.50	39,747.50	-
02/01/2024	165,000.00	2.150%	39,747.50	-	204,747.50	204,747.50	244,495.00
08/01/2024	-	-	37,973.75	-	37,973.75	37,973.75	-
02/01/2025	165,000.00	2.300%	37,973.75	-	202,973.75	202,973.75	240,947.50
08/01/2025	-	-	36,076.25	-	36,076.25	36,076.25	-
02/01/2026	170,000.00	2.400%	36,076.25	-	206,076.25	206,076.25	242,152.50
08/01/2026	-	-	34,036.25	-	34,036.25	34,036.25	-
02/01/2027	175,000.00	2.500%	34,036.25	-	209,036.25	209,036.25	243,072.50
08/01/2027	-	-	31,848.75	-	31,848.75	31,848.75	-
02/01/2028	180,000.00	2.650%	31,848.75	-	211,848.75	211,848.75	243,697.50
08/01/2028	-	-	29,463.75	-	29,463.75	29,463.75	-
02/01/2029	185,000.00	2.750%	29,463.75	-	214,463.75	214,463.75	243,927.50
08/01/2029	-	-	26,920.00	-	26,920.00	26,920.00	-
02/01/2030	190,000.00	2.850%	26,920.00	-	216,920.00	216,920.00	243,840.00
08/01/2030	-	-	24,212.50	-	24,212.50	24,212.50	-
02/01/2031	195,000.00	2.950%	24,212.50	-	219,212.50	219,212.50	243,425.00
08/01/2031	-	-	21,336.25	-	21,336.25	21,336.25	-
02/01/2032	200,000.00	3.050%	21,336.25	-	221,336.25	221,336.25	242,672.50
08/01/2032	-	-	18,286.25	-	18,286.25	18,286.25	-
02/01/2033	205,000.00	3.150%	18,286.25	-	223,286.25	223,286.25	241,572.50
08/01/2033	-	-	15,057.50	-	15,057.50	15,057.50	-
02/01/2034	215,000.00	3.250%	15,057.50	-	230,057.50	230,057.50	245,115.00
08/01/2034	-	-	11,563.75	-	11,563.75	11,563.75	-
02/01/2035	220,000.00	3.350%	11,563.75	-	231,563.75	231,563.75	243,127.50
08/01/2035	-	-	7,878.75	-	7,878.75	7,878.75	-
02/01/2036	225,000.00	3.400%	7,878.75	-	232,878.75	232,878.75	240,757.50
08/01/2036	-	-	4,053.75	-	4,053.75	4,053.75	-
02/01/2037	235,000.00	3.450%	4,053.75	-	239,053.75	239,053.75	243,107.50
Total	\$3,650,000.00	-	\$1,272,012.46	(59,527.46)	\$4,922,012.46	\$4,862,485.00	-

Appendix B

Pre-Sale Schedule dated January 21, 2016 For the Sale of G.O. Capital Improvement Plan Bonds

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Capital Improvement Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Capital Improvement Plan.
- City Council approves Bonds and Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.

The table below lists the steps in the issuing process:

02/16/16	City Council adopts Resolution calling for Public Hearing on issuance of Bonds and on Capital Improvement Plan to be held on March 15, 2016.
02/19/16	Close date to get Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan to official newspaper (Cottonwood County Citizen) for publication.
02/24/16	Publish Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan (publication no more than 28 days and no less than 14 days prior to hearing date). Additionally, notice may be posted on the City's official web site, if any.
03/15/16	City Council tabled holds Public Hearing at 7:30 p.m. on Bonds and on Capital Improvement Plan and reconvenes Public Hearing to be held on April 19, 2016 adopts Resolution giving preliminary approval for their issuance and approving Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.
03/25/2016	<u>Close date to get Notice of reconvened Public Hearing on issuance of Bonds and on Capital Improvement Plan to official newspaper (Cottonwood County Citizen) for publication.</u>
03/30/2016	<u>Publish Notice of reconvened Public Hearing on issuance of Bonds and on Capital Improvement Plan (publication no more than 28 days and no less than 14 days prior to hearing date). Additionally, notice may be posted on the City's official web site, if any.</u>
04/19/2016	<u>City Council holds reconvened Public Hearing at 7:30 p.m. on Bonds and on Capital Improvement Plan and adopts Resolution giving preliminary approval for their issuance and approving Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.</u>
05/19/04/14/16	Reverse referendum period ends (within 30 days of the public hearing).
TBD	Estimated date for Construction Bid opening.
TBD	City Council approves construction bids.
Early April or 05/23/16	State passes Bonding Bill.
TBD	City Council reviews Pre-Sale Report and sets a date for the Bond sale.
TBD	Rating Agency call is completed.
TBD	Council Meeting to Award Sale of Bonds.

TBD	Tentative closing/receipt of funds.
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Net Debt Limit		Annual Levy Limit	
Assessor's Estimated Market Value	221,320,800	Assessor's Estimated Market Value	221,320,800
Multiply by 3%	0.03	Multiply by .16%	0.0016
Statutory Debt Limit	6,639,624	Statutory Levy Limit	354,113
Less: Debt Paid Solely from Taxes	(3,985,000)	Less: Annual Levy under CIP	(243,124)
Unused Debt Limit	2,654,624	Unused Levy Limit	110,989

*These values are for Pay 2015/16

RESOLUTION # 2016-08

INTRODUCED: Cooley
SECONDED: Johnson
VOTED: Aye: Cooley, Johnson, Jones, Joyce and Ray
Nay: None
Absent: None

CALLING PUBLIC HEARING ON THE INTENTION TO ISSUE GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS AND THE PROPOSAL TO ADOPT A CAPITAL IMPROVEMENT PLAN THEREFOR

A. **WHEREAS**, pursuant to Minnesota Statutes, Section 475.521 the City of Windom, Minnesota (the "City") may issue bonds to finance capital expenditures under its capital improvement plan (the "Plan") without an election provided that, among other things, prior to issuing the bonds the City adopts the Plan after a public hearing thereon and publishes a notice of its intention to issue the bonds and the date and time of a hearing to obtain public comment on the matter; and

B. **WHEREAS**, the City Council intends to hold a public hearing on its intention to issue general obligation capital improvement plan bonds (the "Bonds") and to adopt the Plan therefor pursuant thereto on March 15, 2016; and

NOW, THEREFOR, BE IT RESOLVED by the City Council of the City of Windom, Minnesota, that the City Council hereby calls for a public hearing on its intent to issue the Bonds and to adopt the Plan therefor, such hearing to be held on the date and time set forth in Exhibit A attached hereto. The City Council is hereby directed to cause the notice to be published at least 14 but not more than 28 days before the hearing in the official newspaper of the City or a newspaper of general circulation in the City.

Adopted this 16th day of February, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING

CITY OF WINDOM, MINNESOTA
2016-2020 CAPITAL IMPROVEMENT PLAN
AND NOTICE OF INTENTION TO ISSUE
CAPITAL IMPROVEMENT BONDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Windom, Minnesota (the “City”) will meet on Tuesday, March 15, 2016, at or after 7:30 p.m., at the Windom City Hall, 444 Ninth Street in Windom, Minnesota, in part to hold a public hearing concerning (1) the issuance of general obligation bonds (the “Bonds”). The Bonds will be in an amount not to exceed \$3,650,000 to construct a new structure to house the fire department and ambulance service for the City; and (2) the proposal to adopt a capital improvement plan therefore pursuant to *Minnesota Statutes*, Section 475.521.

All persons interested may appear and be heard at the time and place set forth above.

If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the City in the last general election, is filed with the City Administrator within 30 days after the public hearing (i.e., by April 14, 2016), the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

A copy of the plan is available for inspection in the City Administrator’s Office, City Hall, 444 Ninth Street, Windom, Minnesota, 56101. Questions or comments may be directed to the City Administrator’s Office at 507-831-6129.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Administrator before the hearing.

Dated: February 16, 2016

BY ORDER OF THE CITY COUNCIL OF
OF THE CITY OF WINDOM, MINNESOTA

/s/ Steve Nasby
City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING

CITY OF WINDOM, MINNESOTA
2016-2020 CAPITAL IMPROVEMENT PLAN
AND NOTICE OF INTENTION TO ISSUE
CAPITAL IMPROVEMENT BONDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Windom, Minnesota (the “City”) ~~met will meet~~ on Tuesday, March 15, 2016, at ~~or after~~ 7:30 p.m. and tabled further action regarding the Capital Improvement Plan until the City reconvenes and holds a public hearing on April 19, 2016, at 7:30 p.m., at the Windom City Hall, 444 Ninth Street in Windom, Minnesota. The Council will, in part to hold a public hearing concerning (1) the proposal to adopt a capital improvement plan pursuant to Minnesota Statutes, Section 475.521; and (2) the issuance of general obligation bonds (the “Bonds”). The Bonds will be in an amount not to exceed \$3,650,000 and will be used to construct a new structure to house the fire department and ambulance service for the City; and (2) the proposal to adopt a capital improvement plan therefore pursuant to Minnesota Statutes, Section 475.521.

~~All persons interested may appear and be heard at the time and place set forth above.~~

If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the City in the last general election, is filed with the City Administrator within 30 days after the public hearing (i.e., by ~~May 19~~ April 14, 2016), the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

A copy of the plan is available for inspection in the City Administrator’s Office, City Hall, 444 Ninth Street, Windom, Minnesota, 56101. Questions or comments may be directed to the City Administrator’s Office at 507-831-6129.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Administrator before the hearing.

Dated: ~~March 30~~ February 16, 2016

BY ORDER OF THE CITY COUNCIL OF
OF THE CITY OF WINDOM, MINNESOTA

/s/ Steve Nasby

City Administrator

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA

HELD: ~~April 19~~ March 15, 2016

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Windom, Minnesota, was duly called and held at the Windom City Hall, 444 Ninth Street in Windom, Minnesota on ~~April 19~~ March 15, 2016 at 7:30 p.m. for the purpose, in part, of giving preliminary approval to the issuance of general obligation capital improvement plan bonds and adopting the capital improvement plan.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION GIVING PRELIMINARY APPROVAL FOR THE ISSUANCE OF GENERAL
OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS IN AN AMOUNT NOT TO EXCEED
\$3,650,000 AND ADOPTING THE CITY OF WINDOM, MINNESOTA,
CAPITAL IMPROVEMENT PLAN FOR 2016 THROUGH 2020
UNDER MINNESOTA STATUTES, SECTION 475.521

A. WHEREAS, the City Council of the City of Windom, Minnesota (the "City") proposes to adopt the City of Windom, Minnesota, Capital Improvement Plan (the "Plan") and to issue its general obligation capital improvement plan bonds (the "Bonds") described in the Plan; and

B. WHEREAS, the City has caused notice of the public hearing on the intention to issue the Bonds and on the proposed adoption of the Plan to be published pursuant to and in accordance with Minnesota Statutes, Section 475.521; and

C. WHEREAS, a public hearing on the intention to issue the Bonds and on the proposed Plan has been held on this date, following published notice of the public hearing as required by law; and

D. WHEREAS, in approving the Plan, the City Council considered for each project and for the overall Plan:

1. The condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. The likely demand for the improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the City;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services more efficiently through shared facilities with other local governmental units; and

E. WHEREAS, the City Council has determined that the issuance of the Bonds is the best way to finance the capital improvements described in the Plan as authorized under Minnesota Statutes, Section 475.521.

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

1. The Plan is hereby in all respects approved.
2. The staff and consultants of the City are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Plan in accordance with any applicable laws and regulations.
3. The City gives preliminary approval to issuance of the Bonds in the maximum principal amount of \$3,650,000, provided that if a petition requesting a vote on issuance of the Bonds, signed by voters equal to five percent of the votes cast in the last general election, is filed with City Administrator by ~~May 19~~April 14, 2016, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

STATE OF MINNESOTA
COUNTY OF COTTONWOOD
CITY OF WINDOM

I, the undersigned, being duly qualified and acting City Administrator of the City of Windom, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes with the original minutes of a meeting of the City Council of said City on ~~April 19~~^{March 15}, 2016, duly called and held on the date therein indicated, which are on file and of record in my office, and the same is a full, true and complete transcript therefrom insofar as the same relates to a resolution giving preliminary approval for the issuance of the City's general obligation capital improvement plan bonds and adopting the City's capital improvement plan therefor.

WITNESS my hand this ~~19~~¹⁵th day of ~~April~~^{March}, 2016.

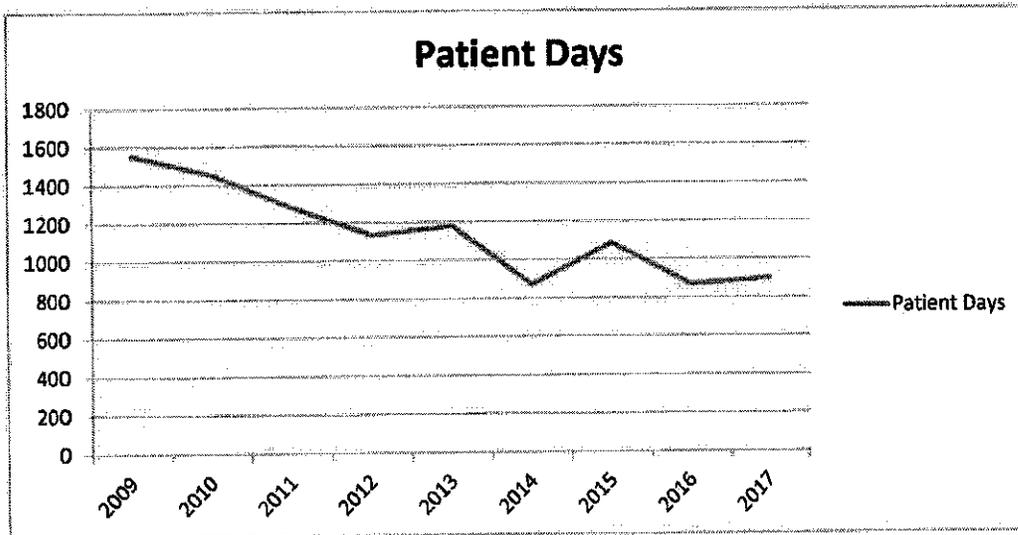
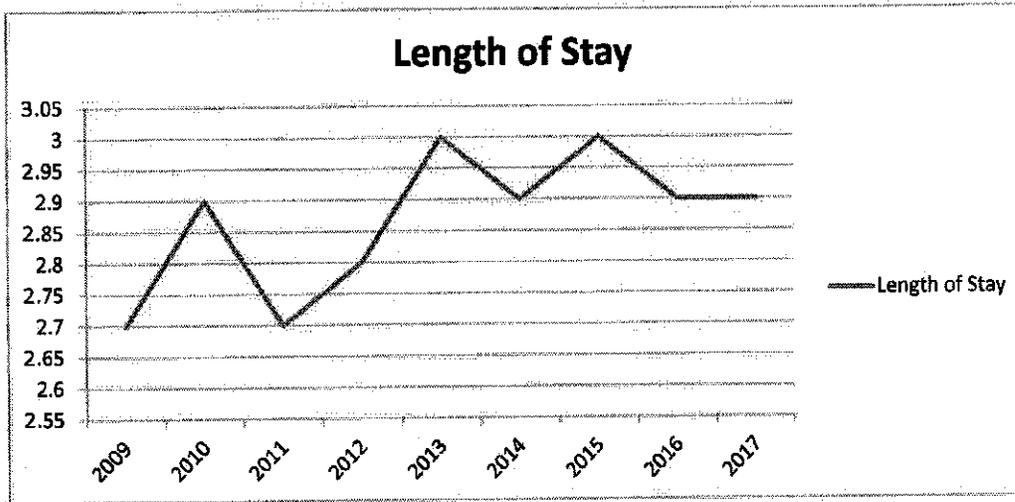
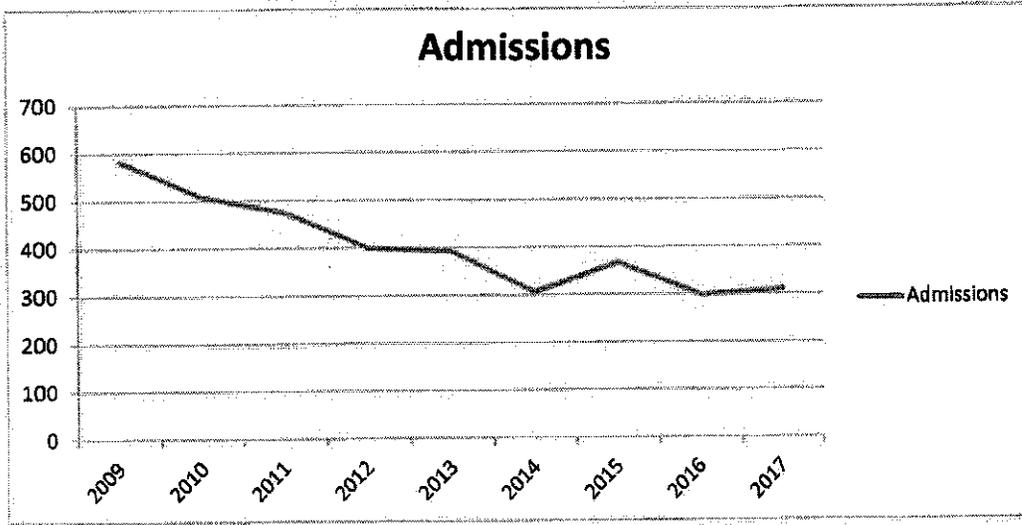
City Administrator

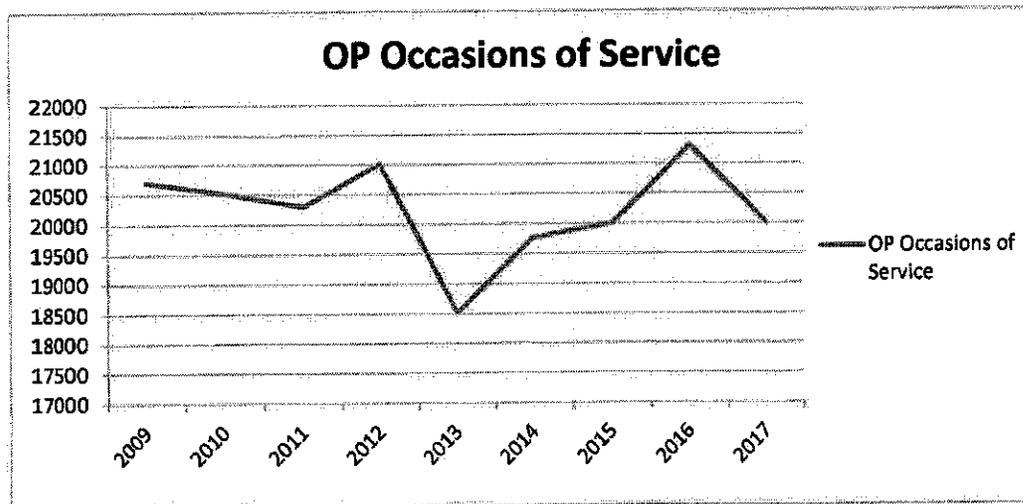
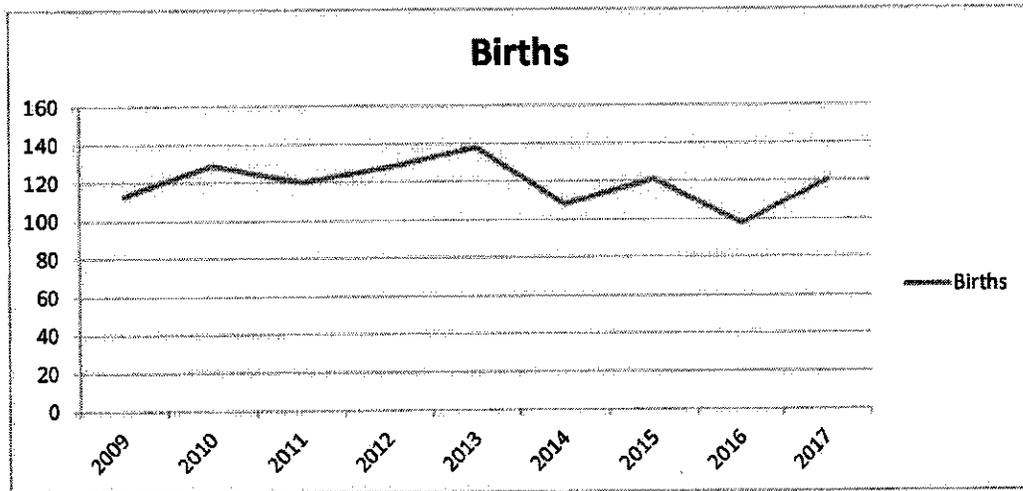
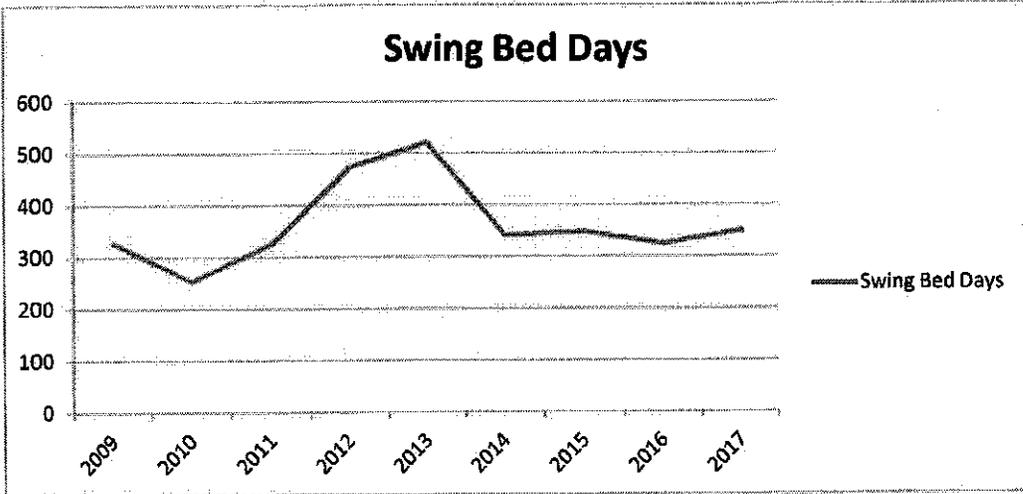
[Bonds must be approved by at least three-fifths of the members.]

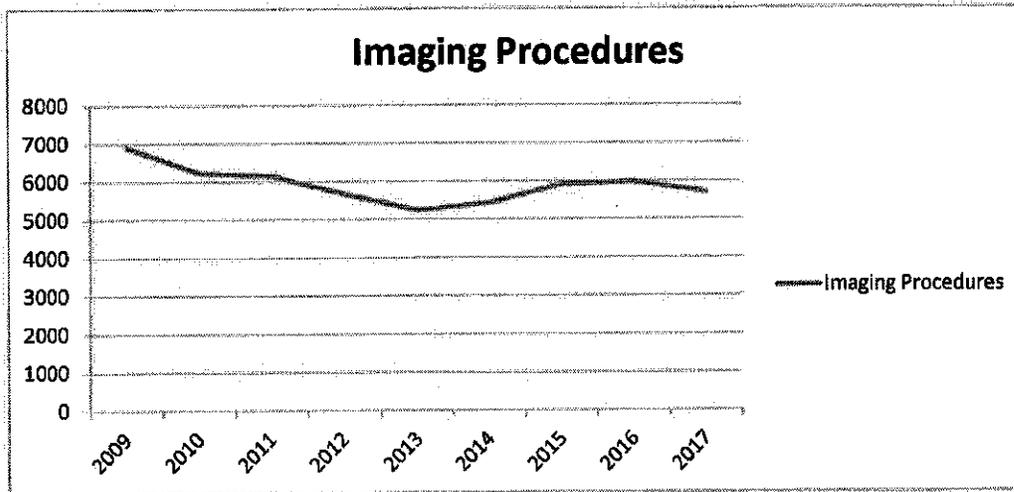
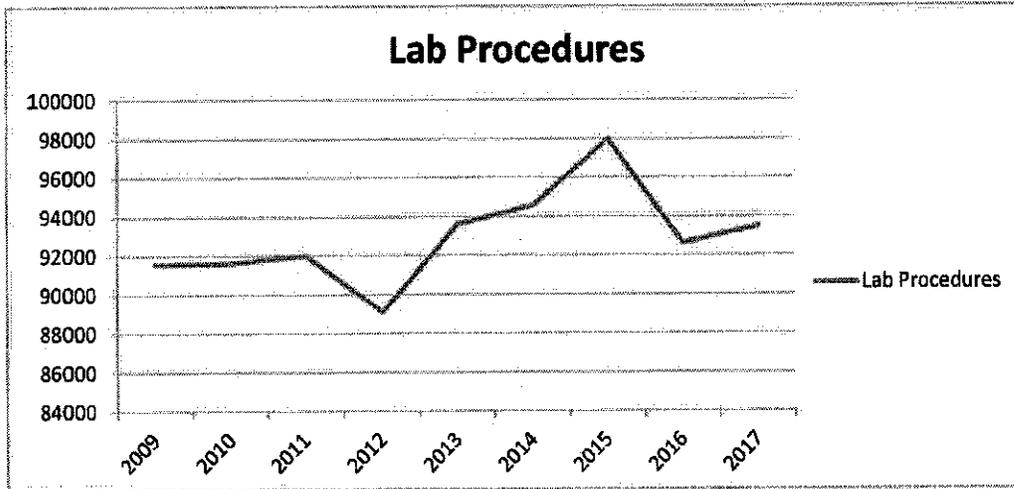
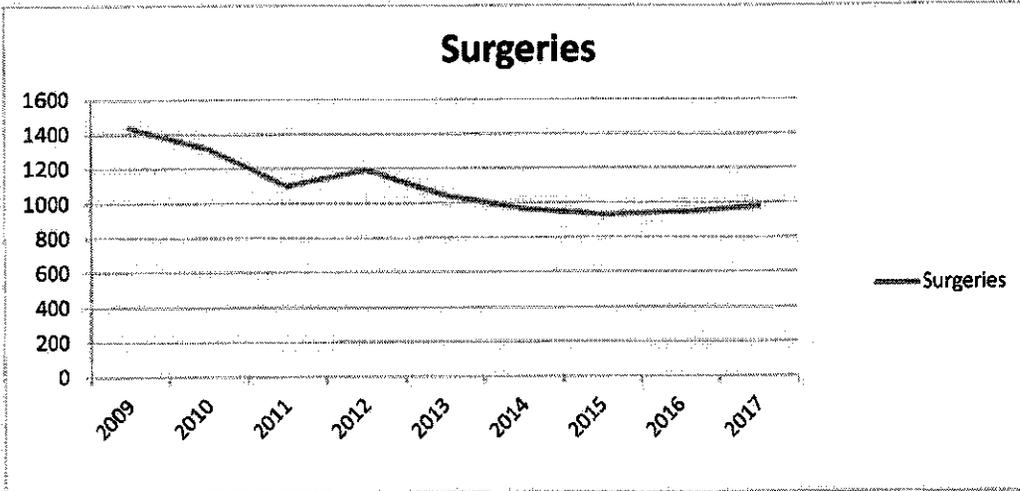
[Issuance of Bonds is subject to a 30-day reverse referendum after the public hearing.]

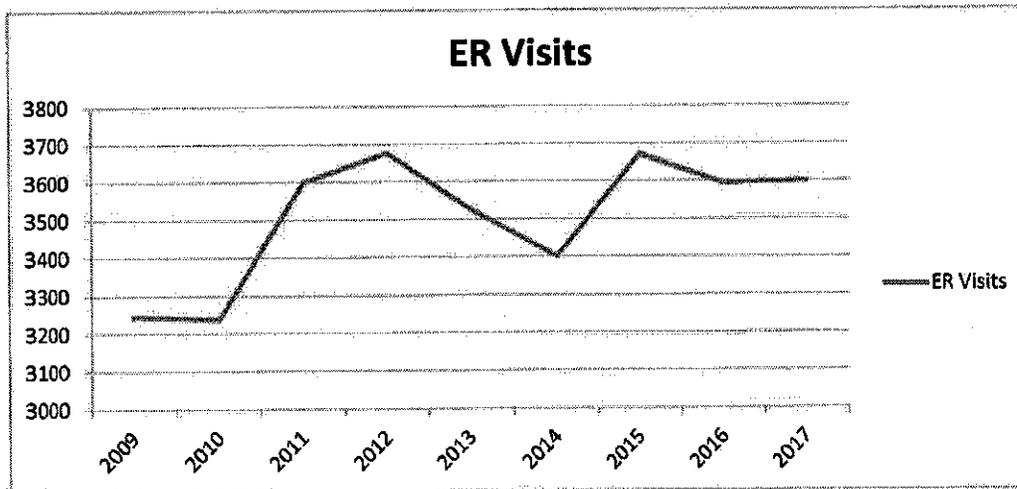
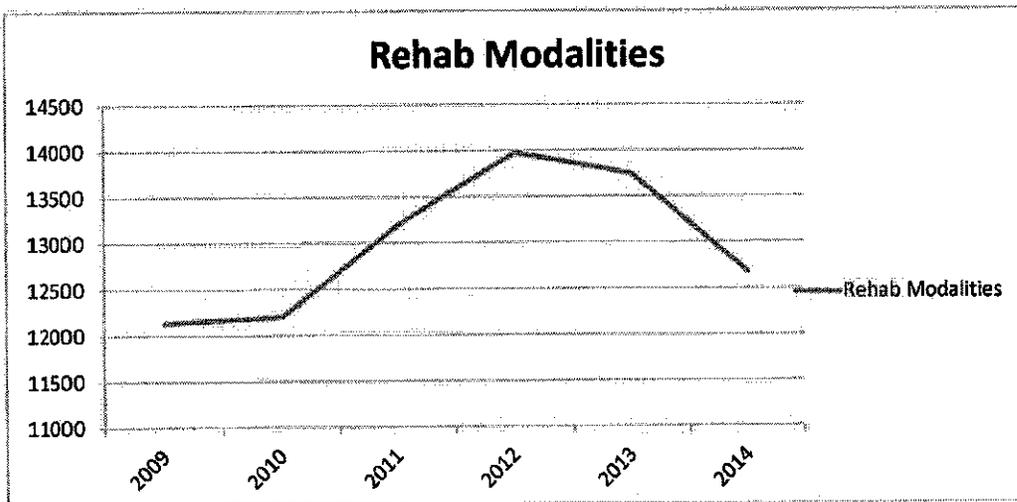
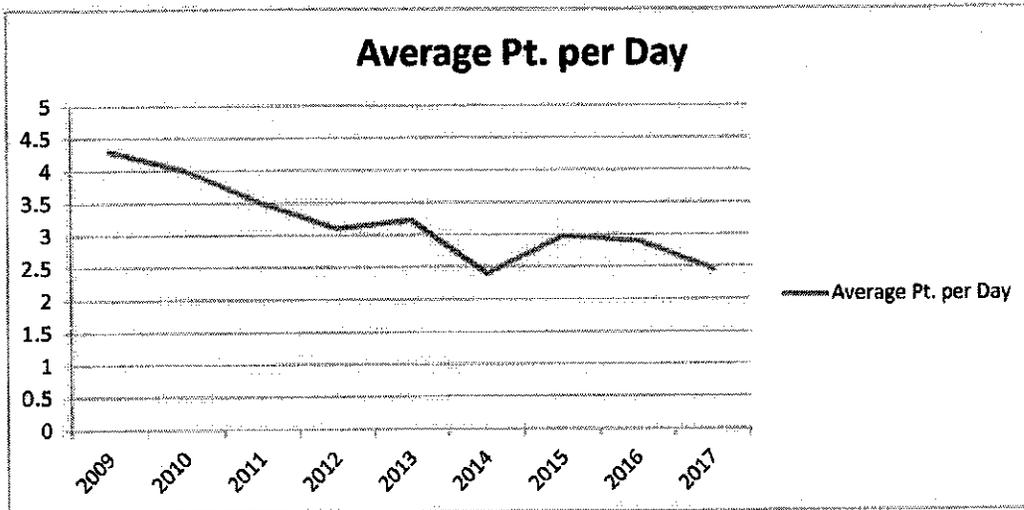
WINDOM AREA HOSPITAL
 INCOME & EXPENSE
 BUDGET YEAR 2016 - 2017

REVENUES	Projected Current Year	2017 Budget
Total patient Revenue	25,078,858	27,277,086
Deduction from Revenue	9,443,449	9,767,200
Other Income	157,731	163,800
Net Revenue from Operations	15,793,140	17,673,686
EXPENSE		
Employee Salaries	5,991,310	6,352,108
Employee Benefits	1,888,109	1,972,950
Pharmaceuticals	829,165	1,000,000
Supplies	827,400	912,744
Rents/Utilities	287,864	318,860
Purchased Services	3,339,465	3,434,621
Purchased Services - Interco	229,156	205,000
Other Direct Expenses	1,068,189	1,210,724
Provision for Bad Debt	295,521	400,000
Depreciation	984,299	1,466,823
Total Expense	15,740,477	17,273,830
Net from Operations	52,663	399,856
Non-Operating Income	16,486	50,000
Non-Operating Expense	44,813	198,100
Net Income (Loss)	24,335	251,756

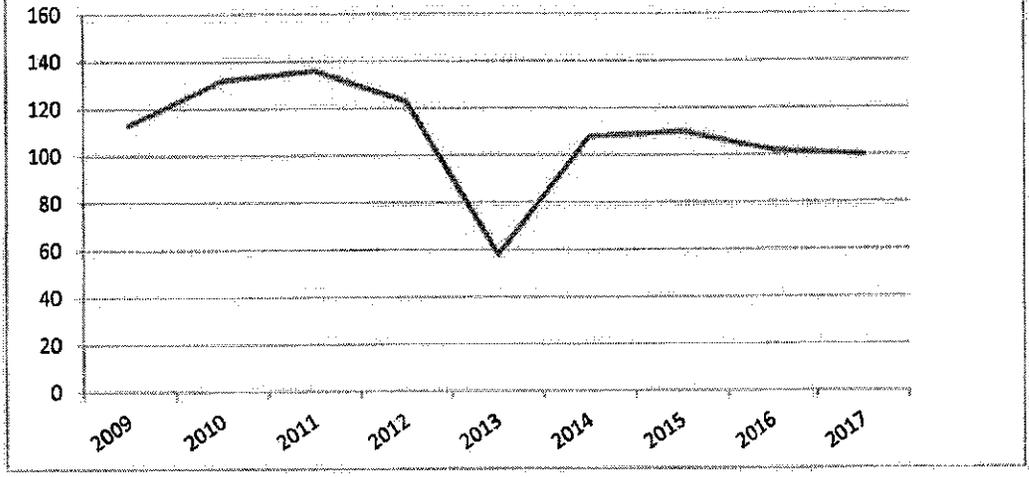








Observation Patients



**WINDOM AREA HOSPITAL
CAPITAL BUDGET FY 2016**

Dept #	Department	Description	2017	2018	2019	2020	2021
11000	Administration	Secure Door Readers x3			7,200		
11000	Administration	Move chapel	10,000				
45150	Anesthesia	Monitor for existing anesthesia machine	6,000				
44830	Core Lab	Chemistry Analyzer			150,000		
44830	Core Lab	Coagulator IL	38,000				
44830	Core Lab	Dual Refrigerator	8,000				
44830	Core Lab	Hematology Analyzer Sysmex			20,000		40,000
44830	Core Lab	Minividas-molecular biology			18,000		
44830	Core Lab	Nuair Fume Hood	10,000				
44830	Core Lab	Ortho Gel Technology					
44830	Core Lab	Siemens Clinitek UA	8,000				
46040	Emergency Department	Autopulse for CPR	18,000				
46040	Emergency Department	Defib/Pacers	14,500				
46040	Emergency Department	ER Cart Motorized	12,000				
46040	Emergency Department	ER Cart Motorized	12,000				
46040	Emergency Department	EZ Lift	6,200				
46040	Emergency Department	US for Fast Exams	45,000				
30270	General Med Routine	Beds					88,000
30270	General Med Routine	Cardiac Monitoring System			200,000		
30270	General Med Routine	Copier			7,500		
30270	General Med Routine	Defib/Pacers x2	24,000				
30270	General Med Routine	In Room Lifts			12,000		
30270	General Med Routine	In Room Lifts x2				24,000	
30270	General Med Routine	In Room Lifts x2					24,000
30270	General Med Routine	Replacement Mattresses					60,000
30270	General Med Routine	Whirlpool Tubs			30,000		
11300	IT Technical	Core Switch upgrade x3	25,000				
11300	IT Technical	IT Switch Closet/Server Room Relocate	72,000				
11300	IT Technical	Maintenance Switch Closet Relocate	25,000				
11300	IT Technical	Network Switch relocation			25,000		
11300	IT Technical	SDN Router/DR Switch	15,000				
11300	IT Technical	Secure Door Readers x3	6,000				
11300	IT Technical	Security Camera System Upgrade	7,000				
11300	IT Technical	Security Cameras IP x4	5,000				
11300	IT Technical	Smartboard Upgrade			5,000		
11300	IT Technical	Switch for TRB Closet	6,300				

11300 IT Technical	Voice Gateways upgrade	30,000		
11300 IT Technical	Windom Server Upgrade		5,000	
11300 IT Technical	Wireless Access Point upgrade x20		14,000	
30170 Labor/Delivery/HROB	Birthing Bed	15,000		
30170 Labor/Delivery/HROB	Birthing Bed		15,000	
30170 Labor/Delivery/HROB	Birthing Bed		14,000	15,000
30170 Labor/Delivery/HROB	Infant Warmer with Scale			14,000
30170 Labor/Delivery/HROB	Infant Warmer with Scale	12,000		
30170 Labor/Delivery/HROB	OB Portable Monitor	7,500		
12510 Maintenance	Ditch wash out repair		15,000	
12510 Maintenance	2nd hot water heater in boiler room		147,800	
12510 Maintenance	Boilers Replacement			
12510 Maintenance	Chiller Compressor	27,000		
12510 Maintenance	Clinic facelift	30,000	25,000	
12510 Maintenance	Mortar Tuckpointing	28,000	75,000	
12510 Maintenance	Old patient room air handler			85,000
12510 Maintenance	Old surgery air handler		15,000	
12510 Maintenance	Parking Lot Repair		20,000	
12510 Maintenance	Parking Lot Repair			30,000
12510 Maintenance	Parking Lot Repair			30,000
12510 Maintenance	Parking Lot Repair			30,000
12510 Maintenance	Parking Lot Repair			30,000
12510 Maintenance	Parking Lot Replacement		100,000	
12510 Maintenance	Plow Truck		9,000	25,000
12510 Maintenance	Replace LCR RTU			125,000
12510 Maintenance	Replace old main air handler			
12510 Maintenance	Roof Replacement		30,000	
12510 Maintenance	Roof Replacement			30,000
12510 Maintenance	Roof Replacement			30,000
12510 Maintenance	Roof Replacement			40,000
12510 Maintenance	RTU Replacement		9,000	
12510 Maintenance	RTU Replacement			9,000
12510 Maintenance	RTU Replacement			9,000
12510 Maintenance	RTU Replacement			9,000
12510 Maintenance	Scissor Lift		11,000	15,000
11395 Marketing	Digital Signage		10,000	5,000
30250 Nursery	Algo Hearing Screening		18,000	
30250 Nursery	Baby Scale Warmed	6,800		
30250 Nursery	Baby Warmer	15,000		
30250 Nursery	Basinets		3,765	3,765
30250 Nursery	Blif Rapid Tester	10,000		
30250 Nursery	NEO Blue Lights	4,500		

12300	Nutritional Services	Combo Fridge/Freezer (aide)	7,000		
12300	Nutritional Services	Dishwasher			25,000
12300	Nutritional Services	Range		7,500	
12300	Nutritional Services	Steamer		6,500	
80700	Outreach	Medivator for OP scope cleaning	20,000		
42810	Radiology	C-Arm	145,000		
42810	Radiology	Card Readers for Doors (3)	7,200		
42810	Radiology	Digital X-ray Machine		100,000	150,000
42810	Radiology	New US Machine		100,000	
42810	Radiology	Portable X-ray Machine		150,000	
42810	Radiology	Digital Radiography		16,000	
46190	Rehabilitation	DynaVision		30,000	
46190	Rehabilitation	Mist Ultrasound		5,895	
46190	Rehabilitation	Shuttle MVP Pro		10,000	
46190	Rehabilitation	Solo Step			8,000
46120	Respiratory Therapy	PFT Machine			15,000
46120	Respiratory Therapy	Portable Vent			
45100	Surgery	Ortho equipment for joint surgeries	50,000		
45100	Surgery	Ortho equipment for joint surgeries		50,000	
45100	Surgery	Colonoscope	20,000		
45100	Surgery	Colonoscope		20,000	
45100	Surgery	Gastroscope	19,000		
45100	Surgery	Gastroscope		19,000	
45100	Surgery	Hot Dog Warmer	9,000		
12900	Wellness Center	Precor TM 811 (6 hours)	5,182		
12900	Wellness Center	Precor TM 811 (6 hours)	5,182		
12900	Wellness Center	SciFit Pro 234-INT	5,000		
Total			747,935	1,216,829	638,265
					474,765
					213,000

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

A RESOLUTION SUPPORTING FLAHERTY & HOOD, P.A. PETITION FOR AMENDMENT TO MINNESOTA RULES 7050.0150, .0220, AND .0222 TO THE MINNESOTA POLLUTION CONTROL AGENCY AND THE MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS PURSUANT TO MINNESOTA STATUTES, SECTION 14.091

WHEREAS, the Minnesota Pollution Control Agency (herein "MPCA" or the "Agency") adopted certain new and revised water quality standards and criteria for rivers and streams under Minn. R. 7050.0150, .0220, and .0222 (herein the "riverine standards") on June 24, 2014; and

WHEREAS, the riverine standards rely in part on scientifically unsupported applications of (1) a test used to determine biochemical oxygen demand (BOD) in water bodies over a five day period (BOD5), and (2) a measurement of dissolved oxygen variation (DO flux) in water bodies, to determine whether a measured body is impaired because of nutrient growth, and thus whether a violation of the riverine standards has occurred; and

WHEREAS, the City owns and operates a wastewater treatment facility that is regulated by the MPCA and subject to National Pollution Discharge Elimination System Permit the terms and conditions of which will likely be influenced by MPCA's application of the riverine standards; and

WHEREAS, significant new evidence has come to light since the MPCA formally adopted the riverine standards on June 24, 2014 (as listed in Paragraph 2 below) which demonstrates that neither BOD5 nor DO flux are reliable indicators of nutrient impairment; and

WHEREAS, Minn. Stat. § 14.091, subd. (a) authorizes the elected governing body of a city, county or sanitary district to petition for amendment or repeal of a rule or a specified portion of a rule by submitting a written petition to the agency and to the Office of Administrative Hearings (OAH) when "significant new evidence relating to the need for or reasonableness of the rule" has become available since the adoption of the rule in question; and

WHEREAS, on the basis of the significant new evidence listed in Paragraph 2 below, the City wishes to support the filed petition of the MPCA and OAH for amendment of the riverine standards to correct their unsupported applications of BOD5 and DO flux to determine whether a measured body is impaired because of nutrient growth, and thus whether a violation of the riverine standards has occurred.

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

1. The City Council hereby supports the petition in form and substance consistent with the attached Appendix A (the "Petition"), requesting amendments to Minn. R. 7050.0150, .0220, and .0222 on the basis of significant new evidence relating to the reasonableness of these rules discovered after the MPCA adopted amendments thereto to impose water quality standards and criteria for rivers and streams on June 24, 2014.
2. The significant new evidence upon which the Petition is based includes the following:

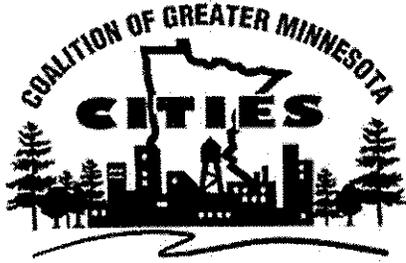
- a. A Freedom of Information Act request from Hall & Associates to EPA for public records regarding the use of the BOD5 test as a valid nutrient impairment indicator dated November 6, 2014 and EPA's response thereto dated December 5, 2014, in which EPA conceded that it possesses no documentation supporting the use of the BOD5 test as a proper nutrient response criterion. (Exhibit 7 to the Petition.)
- b. A memorandum published on November 19, 2014 by Andrew Eaton, of the Joint Editorial Board of the *Standard Methods for the Examination of Water and Wastewater*, the expert that EPA relies upon for proper test development and usage (*see* 40 C.F.R. § 136.3) and the entity that developed the BOD5 test, clarifying that BOD5 should *not* be used as a parameter to evaluate the presence of a nutrient impairment. (Exhibit 8 to the Petition.)
- c. A Freedom of Information Act request from Hall & Associates to EPA for public records indicating that DO flux, by itself, causes aquatic life impairment, dated July 31, 2014, EPA's response thereto dated September 12, 2014, and follow up correspondence, in which EPA affirmed that it possesses no documentation supporting the use of DO flux as an aquatic life impairment parameter. (Exhibit 9 to the Petition.)
- d. Excerpts from the Minnesota Environmental Science and Economic Review Board's Motion to Supplement the Administrative Record, December 5, 2014, in Minnesota Court of Appeals Case No. A14-1694 (870 N.W.2d 97), and MPCA's Response to Petition to Supplement the Record, December 11, 2014, in which MPCA admitted that it possesses no information indicating that it ever requested any of the expert peer reviewers tasked with reviewing its riverine standards to specifically address the BOD5 and DO flux issues. (Exhibit 10 to the Petition.)

Adopted this this 19th day of April, 2016.

Corey J. Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator



MESERB

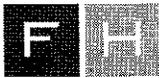
Minnesota Environmental Science
and Economic Review Board

Rationale for petition to amend water quality standards

On April 6, a group of 18 cities and sanitary districts in Greater Minnesota filed a petition with the Minnesota Pollution Control Agency (MPCA) to amend two provisions of its recently adopted water quality standards for rivers and streams.

The cities and sanitary districts, with the support of the Coalition of Greater Minnesota Cities (CGMC) and the Minnesota Environmental Science and Economic Review Board (MESERB), filed this petition on the grounds that the two provisions are not supported by science. Therefore, the standards must be amended to avoid the needless expenditure of millions of public dollars for treatment upgrades that fail to actually improve and protect water quality. The petition was authorized under state law after the discovery of new evidence that shows the provisions adopted by the MPCA are not supported by the Environmental Protection Agency or within the scientific community.

For more information about the petition or the MPCA's recently adopted water quality standards, please contact attorneys Chris Hood at cjhood@flaherty-hood.com /651-225-1902 or Robert Scott at rtscott@flaherty-hood.com /651-225-1909.



MEMORANDUM

To: CGMC and MESERB Members

From: Christopher M. Hood, Shareholder Attorney; and
Robert T. Scott, Senior Attorney
Daniel M. Max, Associate Attorney

Date: January 15, 2016

Re: **Rulemaking Petition to MPCA**

The Coalition of Greater Minnesota Cities (CGMC) and Minnesota Environmental Science and Economic Review Board (MESERB) at their respective Fall membership meetings authorized filing a petition for rulemaking with the Minnesota Pollution Control Agency (MPCA) seeking to have the MPCA amend its newly adopted riverine standards based upon the post-rulemaking identification of new evidence, which demonstrates such rules have relied upon two factors (dissolved oxygen (DO) flux and the five-day biochemical oxygen demand (BOD₅) test) for purposes of identifying nutrient impairment not accepted by the scientific community or the U.S. EPA for use for such purposes. As a result, the current MPCA riverine standards rule is significantly flawed, and we desire at this time to present such information to the MPCA in the form of a petition for rule amendments so that the MPCA can take the appropriate steps necessary to correct the rule.

Background and Legal Basis for Petition for Rulemaking

Under section 303(c) of the Clean Water Act, state standards are required to be based on a “sound scientific rationale” and “sound scientific information” (40 C.F.R. 131.11(a) and (b)), and “appropriate technical and scientific data and analyses” (40 C.F.R. 131.5(a)(4)).

However, new evidence, which has come to light following the adoption of the riverine standards, clearly demonstrates that the current rules, in part, do not meet the above requirements. In Freedom of Information Act (FOIA) requests to the U.S. Environmental Protection Agency (EPA), EPA responded stating that it had no documents or records in its possession demonstrating either;

1. that dissolved oxygen (DO) flux, *per se*, should be considered indicative of use impairment in a river or stream, or
2. that using the five-day biochemical oxygen demand (BOD₅) test as a nutrient response criterion was scientifically defensible,

both of which are factors used for such purposes in the MPCA's currently adopted riverine standards.

Use of such scientifically unsupported criteria in the current riverine standards demonstrates that the adopted rule, in the portions of the rules using such criteria, is unreasonable and arbitrary since no information or evidence exists showing that (1) the BOD₅ test is a valid nutrient impairment indicator, or (2) that DO flux causes aquatic life impairments.

This argument is also significantly bolstered by the publication of a memorandum from Andrew Eaton, of the Joint Editorial Board of the *Standard Methods for the Examination of Water and Wastewater*, who is the creator of the BOD₅ test, dated November 19, 2014 (the Standard Methods memorandum), which directly confirmed that this test, currently relied upon by the MPCA in its adopted rules, is not "an appropriate measure of nutrient pollution nor is it a valid predictor of nutrient impacts."

The existence of the EPA's FOIA responses and the *Standard Methods* memorandum, are new evidence going to the reasonableness of the adopted rules containing riverine standards and unequivocally demonstrate that key aspects of the MPCA's current riverine standards rule were not scientifically defensible. Thus, these portions of the rules containing the riverine standards are scientifically flawed and unreasonable, and amendment of these portions of the rules to correct the same through this rulemaking petition is necessary and appropriate at this time.

Rulemaking Petition Process to Amend MPCA's Riverine Standards

- **Governing Law**

Minnesota Statutes, section 14.091 authorizes a city or sanitary district to petition for the amendment of a rule(s) or specific portion of a rule(s) (such as MPCA's riverine standards rules) if it can demonstrate that "one of the following has become available since the adoption of the rule in question:

- (1) significant new evidence relating to the need for or reasonableness of the rule; or
- (2) less costly or intrusive methods of achieving the purpose of the rule."

In this case, as mentioned above, significant new evidence exists relating to the reasonableness of the riverine standards rule in the form of the EPA FOIA responses and the Standard Methods memorandum providing compelling post-rulemaking evidence that the BOD₅ test is not a valid nutrient impairment indicator and that DO flux does not cause aquatic life impairments.

This rulemaking petition presents what is a very straightforward and easy to understand issue. It is our hope that the MPCA will see the reasonableness of the request and proceed to voluntarily correct the current rules. However, MPCA to date, has resisted prior attempts to correct the rules, and we believe there are no other options short of filing this rulemaking petition to seek resolution. We believe that if this clearly scientifically flawed rule goes uncorrected, it could result in millions of dollars of unjustified and needless expenditures of taxpayer and ratepayer dollars. In short, there is clear evidence that the current riverine standards rule is significantly

flawed and unreasonable. The present rulemaking petition is intended to correct the portion of the rules that are so flawed and unreasonable and leave rules in place that are scientifically sound and justified.

- **Rulemaking Petition Process**

Upon receiving a rulemaking petition from one or more cities or sanitary districts, the MPCA is required to either (1) agree to the requested amendment of the riverine standards rule as contained in the petition, or (2) turn the petition over to the Office of Administrative Hearings (OAH) for review. Minn. Stat. § 14.091, subd. (c). OAH would then be tasked with determining if the petition satisfied the requirements outlined above, and if so, would hold a rulemaking hearing and issue an order on the continued need for and reasonableness of the riverine standards rule. *Id.*, subd. (d). If OAH were to conclude that the riverine standards were no longer reasonable, the rules would become unenforceable 90 days thereafter, pending further action by the MPCA to amend the rules impacted by OAH's order. *Id.*, subd. (e).

If OAH were to find that the riverine standards rule continues to be needed and reasonable, the petitioning cities and/or sanitary districts would likely be able to appeal OAH's decision to the Minnesota Court of Appeals as a matter of right under a writ of certiorari. Minn. Stat. § 606.06; *see also Meath v. Harmful Substance Compensation Bd.*, 550 N.W.2d 275 (Minn. 1996) (quasi-judicial decisions of administrative agencies, "marked by an investigation into a disputed claim and a decision binding on the parties," are appealable under a writ of certiorari).

A successful petition under Minn. Stat. § 14.091, whether through the OAH rulemaking hearing or subsequent appeal, would result in the challenged riverine standards rules being unenforceable, and would again likely result in the MPCA seeking to amend its standards consistent with the positions contained in the rulemaking petition.

Please do not hesitate to contact us at 651-225-8840, tpflaherty@flaherty-hood.com, or dmmarx@flaherty-hood.com to discuss further.

CMH/RTS

**PETITION FOR RULES AMENDMENTS TO THE
MINNESOTA POLLUTION CONTROL AGENCY**

Pursuant to Minnesota Statutes § 14.091

Petitioners:

- City of Alexandria**
- Alexandria Lakes Area Sanitary District**
- City of Breckenridge**
- City of Gilbert**
- City of Glencoe**
- City of Hutchinson**
- City of Lakefield**
- City of Le Sueur**
- City of Mankato**
- City of Marshall**
- City of Owatonna**
- City of Redwing**
- City of Redwood Falls**
- City of Renville**
- City of Sandstone**
- City of Slayton**
- City of Thief River Falls**
- City of Worthington**

Addresses: **Please see list on Appendix A.**

Petitioners request that the agency named above:

- Adopt a new rule governing _____
- Amend Minnesota Rules, part(s) Minn. R. 7050.0150, .0220, and .0222
- Repeal Minnesota Rules, part(s) _____

1. Introduction

The elected governing body of a city, county or sanitary district has a statutory right to petition for amendment or repeal of a rule or a specified portion of a rule by submitting a written petition to the agency and to the Office of Administrative Hearings (OAH) when “significant new evidence relating to the need for or reasonableness of the rule” has become available since the adoption of the rule in question. Minn. Stat. § 14.091, subd. (a).

The Minnesota Pollution Control Agency (herein “MPCA” or the “Agency”) adopted certain new and revised water quality standards and criteria for rivers and streams under Minn. R. 7050.0150, .0220, and .0222 (herein the “riverine standards”) on June 24, 2014.¹ The riverine standards rely in part on scientifically unsupported applications of (1) a test used to determine biochemical oxygen demand (BOD) in water bodies over a five day period (BOD5), and (2) a measurement of dissolved oxygen variation (DO flux) in water bodies, to determine whether a measured body is impaired because of nutrient growth, and thus whether a violation of the riverine standards has occurred.

Significant new evidence has come to light since the MPCA formally adopted the riverine standards on June 24, 2014 which demonstrates that neither BOD5 nor DO flux are reliable indicators of nutrient impairment. First, a memorandum published on November 19, 2014 by the *Standard Methods* board of editors, the very experts responsible for the development and use of the BOD5 test incorporated by MPCA into the riverine standards, expressly confirmed that it is improper to use BOD5 as an impairment response criterion for nutrients (as MPCA has done in the riverine standards).

Second, the United States Environmental Protection Agency (EPA) confirmed in its responses to several Freedom of Information Act (FOIA) requests between September 12, 2014 and December 5, 2014, that, among other things, it did not have any records concerning the use of BOD5 as a nutrient response criterion or which supported using DO flux as a response variable for identification of nutrient impairment (in contradiction of MPCA’s statements during rulemaking that EPA scientists reviewed and supported MPCA’s use of BOD5 and DO flux as nutrient impairment indicators). Relatedly, MPCA has now admitted in court filings that it possesses no information indicating that it ever requested any of the peer reviewers tasked with reviewing its riverine standards to specifically address the BOD5 and DO flux issues (again in contradiction of MPCA’s statements during rulemaking).

This significant new evidence undermines the scientific rationale for and reasonableness of the riverine standards’ use of BOD5 and DO flux as indicators of nutrient impairments, and Petitioners accordingly now petition under Minn. Stat. § 14.091 for the amendment of the riverine standards to remove the BOD5 and DO flux response variables, as shown *supra* in Section 4.

2. Background: Regulatory Framework

¹ The rule amendments also affected Minn. R. 7050.0205, .0467 (which was repealed), and .0468, but such sections are not at issue in this petition.

The Clean Water Act Section 303(c) requires states to adopt water quality standards to protect aquatic life and public health and, as explained in EPA's implementing rules, such criteria are set at the level "necessary to protect the adopted uses." 33 U.S.C. §1313(c); 40 C.F.R. 131.2.² In Minnesota, the MPCA is entrusted with the authority "to establish and alter such *reasonable* pollution standards for any waters of the state in relation to the public use to which they are or may be put as it shall deem necessary for the purposes of this chapter" Minn. Stat. § 115.03, subd. 1(c) (emphasis added). Federal law also requires that the adopted numeric criteria be based on "sound scientific information". 40 CFR 131.5(a)(2).

Water quality standards (WQS), including the riverine standards, are a performance-based regulatory system in which the WQS identify, using the best-available science, the conditions that must exist in Minnesota's water bodies to fully support each waters' designated uses. Attaining the designated use is the objective of the WQS. Under Minn. Stat. § 14.14, subd. 2, and Minn. R. 1400.2100, "the agency must establish the need for and reasonableness of a proposed rule by an affirmative presentation of facts."

All WQS must be based on causation; *i.e.*, exceedance of a given threshold of a given pollutant is deemed to impair one or more designated uses for a given body of water.³ This assessment requires two basic demonstrations: (1) identification of an impairment threshold; and (2) a demonstration of how the pollutant is causing the adverse effect on aquatic life and/or recreational uses (often with laboratory studies). *See* Minn. R. 7050.0150, subp. 1; *and* Minn. R. 1400.2070, subp. 1.

3. Detailed Explanation of Need for Rule Amendment

² The CWA calls "standards" the combination of designated beneficial uses, and the criteria necessary to achieve those uses. Minnesota law tends to refer to the latter as simply "standards," and so for purposes of this petition the term "standards" shall encompass what are called "criteria" in the federal Clean Water Act. *See discussion at* R. 00113-15 (SONAR Book I); *see also* 40 C.F.R. 131.3(i), 40 C.F.R. 131.11(a).

³ *See* Minn. R. 7050.0150, subp. 1: "The intent of the state is to protect and maintain surface waters in a condition which allows for the maintenance of all existing beneficial uses. The condition of a surface water body is determined by its physical, chemical, and biological qualities. The agency shall determine an exceedance of water quality standards or an impaired condition based on pollution of the waters of the state from point and nonpoint sources that has resulted in degradation of the physical, chemical, or biological qualities of the water body to the extent that attainable or previously existing beneficial uses are actually or potentially lost." (emphasis supplied)

The stated purpose of the riverine standards is to prevent excessive plant growth in rivers and streams due to elevated nutrient levels. Minn. R. 7050.0222, subps. 2b(D), 3b(D), 4b(D). Where such plant growth is natural, not controlled by nutrient levels or not excessive, nutrient levels do not require regulation. *See* Minn. R. 7050.0150, subps. 5 and 5a; *see also* Minn. R. 7050.0170.

A river or stream segment is considered impaired for nutrients under the riverine standards if (1) the total phosphorous (TP) value is exceeded, and (2) any one or more of four identified “response variables” (i.e. sestonic chlorophyll a, DO flux, BOD5), which the riverine standards use to gauge when the aquatic environment is directly responding to phosphorus inputs, is also exceeded. *See* Minn. R. 7050.0150, subp. 5b.

The riverine standards prescribe numeric values for each of these response variables, according to any one of three “river nutrient regions” (herein “RNRs”), with separate values prescribed for some mainstem navigable pools. Minn. R. 7050.0222, subps. 2, 2b, 3, 3b, 4, and 4b. The regulatory effect of declaring a waterbody nutrient impaired is significant. First, a Total Maximum Daily Load (“TMDL”) must usually be prepared for all waterbodies that are nutrient impaired as a means to determine and allocate the total amount of nutrients a waterbody can retain without violating the water quality standard. *See* 33 U.S.C. § 1313(d); 40 C.F.R. § 130.2(h)-(i); 40 C.F.R. § 130.7(c). Second, dischargers to impaired waterbodies - whether a TMDL has been issued or not - customarily receive more stringent water quality-based effluent limitations under 40 C.F.R. § 122.44(d). As a means to comply with nutrient TMDLs and/or the more stringent permit limitations, permittees on waterbodies designated as nutrient impaired will have to expend resources to reduce nutrient discharges, creating additional solid waste for disposal, consuming electricity and chemical usage. Such technology comes at cost to the municipal permittees, which can only be funded through municipal bonds and tax hikes to the constituents.

The MPCA’s use of BOD5 and DO flux as nutrient impairment criteria in the riverine standards was scientifically problematic, and the source of challenges by the regulated community, in particular by the Minnesota Science and Economic Review Board (MESERB), during the MPCA’s public rulemaking process and in a declaratory judgment action following the MPCA’s formal adoption of the riverine standards. *See MESERB et al. v. Minnesota Pollution Control Agency*, 870 N.W.2d 97 (Minn. Ct. App. 2015). The Court of Appeals declared the riverine standards to be valid, but, at MPCA’s request, expressly did not consider the new evidence upon which this petition is based. *See* Ex. 1, Court of Appeals’ Order denying motion to supplement administrative record.

a. BOD5 Test Issues

The BOD5 test is designed to measure oxygen demand from organic substances. Minn. R. 7050.0150, subp. 4. Nutrients are added to a water sample and the test is run for five days “in the dark” which, in the presence of live algae, causes an oxygen demand that does not exist in the real world. As noted by Dr. Steven Chapra, one of the foremost authorities on nutrient impairment evaluation, the BOD5 test measures the effects of numerous non-nutrient parameters (organic substances, nitrogenous material) and is artificially inflated by effects from live algae placed in the dark for five days. Therefore, utilizing this test with ambient samples containing live algae would very likely produce a BOD reading that does not actually exist and is simply an artifact of the test method. *See Ex. 2, Chapra Analysis of BOD5* (“It is my assessment that the creation of a BOD₅ criteria as a nutrient impairment indicator is fundamentally flawed and not consistent with accepted scientific practices for assessing nutrient impacts in streams or any other natural waters.”)

Consequently, no federal nutrient criteria development guidance document has ever recommended regulating BOD as a nutrient impairment indicator. The inclusion of the BOD5 test as a nutrient impairment response variable in the riverine standards will inevitably lead to the classifications of rivers and streams as impaired even when there is, in fact, no impairment related to nutrients.

b. DO flux issues

Regarding the DO flux variable, MESERB noted that DO flux, by itself, is not an appropriate response variable for prevention or identification of nutrient impairment either. *See Ex. 3, MESERB comments on DO flux*. Use of DO flux as a nutrient response variable to identify aquatic life impairment, as opposed to minimum DO, has not been accepted by the scientific community and has not been endorsed in any EPA guidance documents dealing with the development of nutrient criteria. As with the BOD test, this response criteria is affected by other, non-nutrient, natural factors (*e.g.*, temperature, natural plant growth, stream depth, existence of wetlands, and velocity) and one cannot assess the ecological significance of the measured DO flux without conducting further detailed assessments. MPCA’s use of this metric as an indicator of nutrient-induced use impairment was also unprecedented. Expert testimony from Thomas Gallagher, unrefuted by MPCA, confirmed that the DO flux level selected by MPCA is exceeded naturally in many waters. MPCA acknowledged that it had not evaluated the range of naturally occurring DO flux found in waters with healthy fisheries. *See Ex. 4, Thomas Gallagher analysis and MPCA acknowledgement* it did not evaluate the range of naturally occurring DO flux found in waters with healthy fisheries.

c. MPCA's rulemaking defense of BOD5 and DO flux criteria

During rulemaking on the riverine standards, the MPCA refused to alter its approach and modify the rule to account for the shortcomings in using BOD5 and DO flux as nutrient response variables, and addressed the regulated community's objections to using these criteria not with specific scientific evidence supporting its position, but with general claims that these objections had been fully addressed by peer reviewers and the EPA, as exemplified by the following testimony:

... EPA had multiple reviewers of all of the materials submitted in the Statement of Need and Reasonableness, the technical support documents and the rule revisions. **Each of those reviewers, I assume, reviewed the scientific analysis and, in whole, the conclusion was that EPA supported the scientific analysis.** See Ex. 5, MPCA statements referencing EPA review and approval of nutrient response variables. (emphasis supplied)

I want to stress that **we did not reach this point alone... We've been working very closely with EPA Region 5 scientists, nutrient experts, since the mid '90s, early on, in the development of the technical support documents. We shared a draft with EPA Region 5 and EPA region -- or the headquarters of EPA, who then contracted with three independent scientific peer reviewers.** Their comments and the discussion that ensued led to additional analysis, improvements, modifications, and, really, a stronger scientific package. *Id.* (emphasis supplied).

Following a public hearing on the rule amendments before an Administrative Law Judge (ALJ) on January 8, 2014, the ALJ issued his report on May 2, 2014, in which he recommended that the rule amendments be adopted. See Report of the Administrative Law Judge, In re the Proposed Rules of the Pollution Control Agency for Rule Amendments Governing Water Quality Standards - River Eutrophication, Total Suspended Solids and Minor Corrections and Clarifications to Minnesota Rules 7050 and 7053.⁴ The ALJ cited EPA's "preliminary evaluation" that the riverine standards "appear to be scientifically defensible" in his findings

⁴ Available online at:

<http://mn.gov/oah/images/2200-30791%20Eutrophician%20Rule%20Report.pdf>

supporting his recommendation (although EPA did not specifically reference MPCA's use of BOD5 and DO flux). *Id.*, ¶¶ 101—102. MPCA thereafter formally adopted the riverine standards on June 24, 2014 and published notice of adoption of the Standards in the *Minnesota State Register* on August 4, 2014. *See Ex. 6*, Published notice of adoption of riverine standards.

d. New evidence necessitating rule amendment

Following the MPCA's adoption of the riverine standards, counsel for MESERB submitted a FOIA request to EPA regarding the use of the BOD5 test as a valid nutrient impairment indicator. *See Ex. 7*, BOD5 FOIA Request/Response. In its response to the FOIA request, EPA conceded that it possesses no documentation supporting the use of the BOD5 test as a proper nutrient response criterion, thus negating MPCA's claims during rulemaking that EPA had reviewed and agreed with its use of the BOD5 test in the riverine standards. *Id.*

Further, *The Standard Methods*, the expert that EPA relies upon for proper test development and usage (*see* 40 C.F.R. § 136.3) and the entity that developed the BOD5 test in the first place, published a memorandum on November 19, 2014 for the purpose of clarifying that BOD5 should *not* be used as a parameter to evaluate the presence of a nutrient impairment. *See Ex. 8*, Standard Methods Memo on BOD5 test. In this publication the *Standard Methods* board of directors specifically instructed that “[t]he BOD test (Standard Method S21 0 B) *is not considered to provide an appropriate measure of nutrient pollution nor is it a valid predictor of nutrient impacts.*” (emphasis supplied.)⁵

This new evidence confirms that the BOD5 test is simply being misapplied in the riverine standards as it plainly was not designed to be, and is incapable of reliably predicting nutrient impairment in the environment. Therefore, use of this test to identify nutrient impaired waters is clearly not scientifically defensible, in violation of 40 CFR 131.5 *Humana of Aurora v. Heckler*, 753 F.2d 1579, 1583 (10th Cir. 1985) (“When an agency [decision is] based on a study [that is] not designed for the purpose and which is limited and criticized by its authors on points essential to the use sought to be made of it, the administrative action is arbitrary and capricious and a clear error in judgment.”).

Moreover, courts in Minnesota prevent the admission into evidence of the results of a scientific test that was not correctly applied or not intended to demonstrate a scientific/factual issue. *See Goeb v. Tharaldson*, 615 N.W.2d 800, 810 (Minn. 2000) (in order for scientific evidence to be admissible “[t]he scientific technique must be generally accepted within the

⁵ Eaton, A. November 19, 2014. *Memorandum: RE: BOD as an Indicator of Nutrient Pollution*. Standard Methods for the Examination of Water and Wastewater Joint Editorial Board. Available at https://www.standardmethods.org/PDF/BOD_Nutrient_Pollution_Memo_2014.pdf

relevant scientific community, and the particular evidence introduced must have a scientifically reliable foundation”) (citing *Frye v. United States*, 293 F. 1013 (D.C.Cir.1923), and *State v. Mack*, 292 N.W.2d 764, 768-69, 772 (Minn.1980)). *A fortiori*, the riverine standards must not be allowed to misapply the BOD5 test to predict nutrient impairments (and thus violations of the riverine standards) when such test was not designed to and is not capable of accurately predicting nutrient impairment. *Id.*

With specific regard to DO flux, a separate EPA FOIA response affirmed that the Agency has no documentation supporting use of DO flux as an aquatic life impairment parameter. *See* Ex. 9, DO flux FOIA Request/Response with follow-up correspondence. In this FOIA response, EPA confirmed that it “currently has no official records dealing with DO variation as a water quality impairment in and of itself (that *is*, when DO levels never drop below the daily minimum OR the 7-day mean minimum).” This new evidence from the EPA again contradicts MPCA’s representations during the rulemaking that EPA had reviewed and agreed with MPCA’s use of DO flux as an impairment criterion, and undermines the continued reasonableness of maintaining the DO flux variable in the riverine standards.

Finally, MPCA admitted in a filing to the Minnesota Court of Appeals in the *MESERB* case (870 N.W.2d 97) that it possesses no information indicating that it ever requested any of the expert peer reviewers tasked with reviewing its riverine standards to specifically address the BOD5 and DO flux issues. *See* Ex. 10, Excerpts from MESERB Motion to Supplement the Administrative Record, December 5, 2014, and MPCA Response to Petition to Supplement the Record, Minnesota Court of Appeals Case No. A14-1694, December 11, 2014 (“First, simply put, MPCA has no direct or indirect knowledge that such information (i.e. various records relating to the scope, content, and issues addressed by each of the six expert peer reviews) exists and does not possess, nor has ever possessed such additional information.”)

MPCA’s admission, post rulemaking, that it possesses no information indicating that the objections to using BOD5 or DO flux as nutrient response variables, which were repeatedly raised since 2010 by MESERB and its experts, were *ever* presented to *any* peer reviewer, undermines its assurances during rulemaking that these expert peer reviewers (from the EPA and otherwise) confirmed these objections to be unsupported. *See infra*, p. 6. In so doing MPCA “swept [an] issue under the rug” and “avoided stubborn questions” in the rulemaking. *See White v. Minnesota Dep’t of Natural Resources*, 567 N.W.2d 724, 735 (Minn. App. 1997).

In considering (and rejecting) MESERB’s and other regulated parties’ challenge to the riverine standards, the Minnesota Court of Appeals, at MPCA’s request, specifically refused to consider the *Standard Methods* memorandum rejecting the use of the BOD5 test as a nutrient impairment indicator and EPA’s FOIA responses confirming that it possesses no records supporting MPCA’s use of BOD5 and/or DO flux as nutrient response criteria. *See* Ex. 1, Minnesota Court of Appeals’ Order denying motion to supplement administrative record.

The maintenance of the BOD5 and DO flux nutrient response variables in the riverine standards will result in MPCA classifying Minnesota rivers and streams as nutrient impaired even though there is, in fact, no impairment related to nutrients.⁶ The new evidence now available from *The Standard Methods* and the EPA confirms that the riverine standards, as currently constructed with the BOD5 and DO flux endpoints included, are likely to improperly indicate nutrient impairment even where plant growth is not causing an impairment of beneficial water uses. See Minn. R. 7050.0150, subp. 5b (high nutrients with *any* elevated response variables constitutes a violation of the riverine standards). An agency regulation that lacks documented, reasonable scientific support is unreasonable. Minn. R. 1400.2070, subp. 1; see *Manufactured Housing Inst. v. Pettersen*, 347 N.W.2d 238 (Minn. 1984), *Minn. Chamber of Commerce v. Minn. Pollution Control Agency*, 469 N.W.2d 100 (Minn. Ct. App. 1991); 40 C.F.R. 131.11(a) (criteria must have sound scientific rationale).

Especially in light of the significant fiscal impacts to the regulated community and the public of classifying a waterbody as nutrient impaired and the adverse ecological effects of increasing chemical and energy usage, criteria and response variables that are not based on a sound scientific rationale and will result in misclassifications of nutrient impairments simply must be corrected.⁷

4. Proposed Rule Amendment

In light of the new evidence described in Section 3 *infra* (the *Standard Methods* memorandum rejecting the use of the BOD5 test as a nutrient impairment indicator, EPA's FOIA responses confirming that it possesses no records supporting MPCA's use of BOD5 and/or DO flux as nutrient response criteria, and MPCA's admission that it possesses no information indicating that it ever requested any of its peer reviewers to specifically address the BOD5 and

⁶ Conversely, it also possible that the numeric criteria selected for DO flux and BOD5 will not be exceeded in situations where there is a real nutrient impairment.

⁷ Further, the riverine standards' misuse of the BOD5 test DO flux measurement is inconsistent the MPCA's statutory authority, which requires WQS to be structured in such a way as to demonstrate how the pollutant of concern is causing the adverse effect sought to be avoided: in other words, causation and not merely correlation. See Minn. Stat. § 115.03, subd. 1 (the MPCA's authority is to "establish ... such reasonable pollution standards for any waters of the state in relation to the public use to which they are or may be put as it shall deem necessary..."). See also Minn. R. 7050.0150, subp. 1 (the MPCA "shall determine an exceedance of water quality standards or an impaired condition based on pollution of the waters of the state from point and nonpoint sources that has resulted in the degradation of ... the water body *to the extent that attainable or previously existing beneficial uses are actually or potentially lost.*") (emphasis supplied).

DO flux issues), Petitioners hereby petition for the following amendments to Minn. R. 7050.0150, .0220, and .0222 as follows:

Minn. R. 7050.0150

Subp. 4. Definitions.

~~C. "BOD5" or "five-day biochemical oxygen demand" means the amount of dissolved oxygen needed by aerobic biological organisms to break down organic material present in a given water sample at a certain temperature over a five-day period.~~

~~E. "Diel flux" means the daily change in a constituent, such as dissolved oxygen or pH, when there is a distinct daily cycle in the measurement. Diel dissolved oxygen flux means the difference between the maximum daily dissolved oxygen concentration and the minimum daily dissolved oxygen concentration.~~

Subp. 5. Impairment of waters due to excess algae or plant growth.

~~D. representative summer average concentrations of five-day biochemical oxygen demand measured in rivers and streams;~~

~~E. representative diel dissolved oxygen flux measurements in rivers and streams as averaged over a minimum of four consecutive days during the summer season;~~

Subp. 5b. Impaired condition; rivers and streams.

A. elevated levels of nutrients under subpart 5, item A, and at least one factor showing impaired conditions resulting from nutrient overenrichment under subpart 5, item B, ~~D, E~~, F, or H; or

Minn. R. 7050.0220

Subp. 3a. Cold water sport fish, drinking water, and associated use classes.

A. (12) Eutrophication standards for rivers, streams, and navigational pools (phosphorus, total $\mu\text{g/L}$; chlorophyll-a (seston), $\mu\text{g/L}$; ~~five-day biochemical oxygen demand (BOD5), mg/L ; diel dissolved oxygen flux, mg/L~~ ; chlorophyll-a (periphyton), mg/m^2)

Subp. 4a. Cool and warm water sport fish, drinking water, and associated use classes.

A. (12) Eutrophication standards for rivers, streams, and navigational pools (phosphorus, total $\mu\text{g/L}$; chlorophyll-a (seston), $\mu\text{g/L}$; ~~five-day biochemical oxygen demand (BOD5), mg/L ; diel dissolved oxygen flux, mg/L~~ ; chlorophyll-a (periphyton), mg/m^2)

Subp. 5a. Cool and warm water sport fish and associated use classes.

A. (8) Eutrophication standards for rivers, streams, and navigational pools (phosphorus, total $\mu\text{g/L}$; chlorophyll-a (seston), $\mu\text{g/L}$; ~~five-day biochemical oxygen demand (BOD5), mg/L ; diel dissolved oxygen flux, mg/L~~ ; chlorophyll-a (periphyton), mg/m^2)

Minn. R. 7050.0222

Subp. 2. Class 2A waters; aquatic life and recreation.

Eutrophication standards for Class 2A rivers and streams.

North River Nutrient Region:

Phosphorus, total $\mu\text{g/L}$ less than or equal to 50

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 7

~~Diel dissolved oxygen flux mg/L less than or equal to 3.0~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 1.5~~

Central River Nutrient Region:

Phosphorus, total $\mu\text{g/L}$ less than or equal to 100

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 18

~~Diel dissolved oxygen flux mg/L less than or equal to 3.5~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 2.0~~

South River Nutrient Region:

Phosphorus, total $\mu\text{g/L}$ less than or equal to 150

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 35

~~Diel dissolved oxygen flux mg/L less than or equal to 4.5~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 3.0~~

Subp. 2b. Narrative eutrophication standards for rivers and streams.

A. Eutrophication standards for rivers and streams are compared to summer-average data or as specified in subpart 2. Exceedance of the total phosphorus

levels and chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels is required to indicate a polluted condition.

B. Rivers and streams that exceed the phosphorus levels but do not exceed the chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels meet the eutrophication standard.

Subp. 3. Class 2Bd waters.

North River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 50

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 7

~~Diel dissolved oxygen flux mg/L less than or equal to 3.0~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 1.5~~

Central River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 100

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 18

~~Diel dissolved oxygen flux mg/L less than or equal to 3.5~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 2.0~~

South River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 150

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 35

~~Diel dissolved oxygen flux mg/L less than or equal to 4.5~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 3.0~~

Subp. 3b. Narrative eutrophication standards for rivers, streams, and

navigational pools.

A. Eutrophication standards for rivers, streams, and navigational pools are compared to summer-average data or as specified in subpart 3. Exceedance of the total phosphorus levels and chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels is required to indicate a polluted condition.

B. Rivers, streams, and navigational pools that exceed the phosphorus levels but do not exceed the chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels meet the eutrophication standard.

Subp. 4. Class 2B waters.

Eutrophication standards for Class 2B rivers and streams.

North River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 50

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 7

~~Diel dissolved oxygen flux mg/L less than or equal to 3.0~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 1.5~~

Central River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 100

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 18

~~Diel dissolved oxygen flux mg/L less than or equal to 3.5~~

~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 2.0~~

South River Nutrient Region

Phosphorus, total $\mu\text{g/L}$ less than or equal to 150

Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 40

~~Diel dissolved oxygen flux mg/L less than or equal to 5.0~~
~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 3.5~~

Crow Wing River from confluence of Long Prairie River to the mouth of the Crow Wing River at the Mississippi River

Phosphorus, total $\mu\text{g/L}$ less than or equal to 75
Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 13
~~Diel dissolved oxygen flux mg/L less than or equal to 3.5~~
~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 1.7~~

Crow River from the confluence of the North Fork of the Crow River and South Fork of the Crow River to the mouth of the Crow River at the Mississippi River

Phosphorus, total $\mu\text{g/L}$ less than or equal to 125
Chlorophyll-a (seston) $\mu\text{g/L}$ less than or equal to 27
~~Diel dissolved oxygen flux mg/L less than or equal to 4.0~~
~~Biochemical oxygen demand (BOD5) mg/L less than or equal to 2.5~~

Subp. 4b. Narrative eutrophication standards for Class 2B rivers and streams.

A. Eutrophication standards for rivers and streams are compared to summer-average data or as specified in subpart 4. Exceedance of the total phosphorus levels and chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels is required to indicate a polluted condition.

B. Rivers and streams that exceed the phosphorus levels but do not exceed the chlorophyll-a (seston), ~~five-day biochemical oxygen demand (BOD5), diel dissolved oxygen flux,~~ or pH levels meet the eutrophication standard.

5. Conclusion

MPCA is required to reply to this petition in writing within 30 days stating whether or not it intends to adopt the rule amendments petitioned for herein, and if it does not intend to amend the rule it must request OAH to review the petition. Minn. Stat. § 14.091, subd. (b). For the reasons set forth and discussed above, Petitioners respectfully request that the MPCA give notice under section 14.389 of its intent to adopt the amendments to Minn. R. 7050.0150, .0220, and .0222 petitioned for herein, as specifically set forth *infra* in Section 4.

DATED: _____

FLAHERTY & HOOD, P.A.

Robert T. Scott (#0330759)
Daniel M. Marx (#0394973)
525 Park Street, Suite 470
St. Paul, MN 55103
Tel: (651) 225-8840
Fax: (651) 225-9088

ATTORNEYS FOR PETITIONERS

Appendix A – Petitioners’ Addresses and Certified Resolutions Adopting Petition

**City of Alexandria
704 Broadway
Alexandria, MN 56308**

**Alexandria Lakes Area Sanitary District
2201 Nevada Street Southwest
Alexandria, MN 56308**

**City of Breckenridge
420 Nebraska Ave
Breckenridge, MN 56520**

**City of Gilbert
16 South Broadway Street
PO Box 548
Gilbert, MN 55741**

**City of Glencoe
1107 11th Street East, Suite 107
Glencoe, MN 55336**

**City of Hutchinson
111 Hassan ST SE
Hutchinson, MN 55350**

**City of Lakefield
PO Box 900
301 Main Street
Lakefield MN 56150**

**City of Le Sueur
203 South 2nd Street
Le Sueur, MN 56058**

**City of Mankato
Intergovernmental Center
10 Civic Center Plaza
Mankato, Minn., 56001**

**City of Marshall
344 West Main St
Marshall, MN 56258**

**City of Owatonna
540 West Hills Circle
Owatonna, MN 55060**

**City of Redwing
315 West 4th Street
Red Wing, MN 55066**

**City of Redwood Falls
333 S. Washington St., P.O. Box 526
Redwood Falls, MN 56283**

**City of Renville
221 North Main Street
P.O. Box 371
Renville, MN 56284**

**City of Sandstone
P.O. Box 641
119 Fourth Street
Sandstone, MN 55072**

**City of Slayton
24224 26th Street
Slayton, MN 56172**

**City of Thief River Falls
405 Third St. E.
PO Box 528
Thief River Falls, MN 56701**

**City of Worthington
303 Ninth Street
Worthington, MN 56187**



City of Windom Staff Report

To: Mayor and Windom City Council
From: Drew Hage, EDA Executive Director
Council Meeting Date: April 19, 2016
Item Title/Subject: **AUTHORIZE SUBMISSION OF THE CITY OF WINDOM'S/EDA'S MINNESOTA INVESTMENT FUND APPLICATION FOR PRIME PORK**

Background:

In September 2015, PM Beef (PM Windom) notified the City of its intent to shut down operations and more than 260 workers lost their jobs in December 2015. The loss of the beef processing facility affected the City of Windom and surrounding agricultural producers. PM Beef was a major employer in the City and the processing facility had been operating for decades.

Prime Pork will fill the employment gap that was left by the shutdown of the PM Beef. Prime Pork is planning to be operational by October 2016. An estimated 260 jobs will be created in the first year of operation at Prime Pork and a total of 360 to 500 new jobs in years three through five.

Prime Pork plans to invest \$20 Million to \$25 Million to convert the old PM Beef processing facility into a state-of-the-art pork processing facility. Prime Pork will be one of the major employers in the City. The Economic Development Authority of Windom is here to support business with government relations, housing issues, employment issues, and other issues as needed. The Windom EDA is currently working with Prime Pork and the Minnesota Department of Employment and Economic Development to assist redevelopment and training costs.

Requested Action: Schedule a public hearing for May 17, 2016, to authorize the EDA to submit a Minnesota Investment Fund Application for Prime Pork.

Respectfully submitted,

Drew Hage, EDA Executive Director

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

**RESOLUTION CALLING FOR PUBLIC HEARING ON
PROPOSED MINNESOTA INVESTMENT FUND APPLICATION**

WHEREAS, Prime Pork, LLC has purchased the former PM Beef (PM Windom) property in Windom, is in the process of conversion of the beef processing plant into a pork processing plant, and has begun demolition activities at the site; and

WHEREAS, the officials from Prime Pork, LLC have requested that the City submit an Application to the Minnesota Department of Employment and Economic Development (DEED) for a grant under the Minnesota Investment Fund (MIF) Program requesting the sum of \$1 Million to assist with the start-up of Prime Pork’s business in Windom, Minnesota, and the creation of jobs; and

WHEREAS, it is necessary to hold a public hearing prior to submission of the proposed MIF Application to provide an opportunity for the public to express comments on the project.

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

1. Public Hearing. A public hearing to consider the proposed submission of a MIF Application, as set forth above, shall be held on Tuesday, May 17, 2016, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 7:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least 10 days, but not more than 30 days, prior to May 17, 2016. The City Administrator is further authorized and directed to place a copy of information related to the proposed MIF Application and supporting documentation on file in the Office of the Economic Development Authority of Windom at City Hall and to make such copy available for inspection by the public.

Adopted this 19th day of April, 2016.

Corey Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: **Aye:**
 Nay:
 Absent:

AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM UNITED DRIVE FOR THE WINDOM FIRE DEPARTMENT

WHEREAS, Minnesota State Statute §465.03 requires that any city accepting a grant or gift of real or personal property shall accept such by resolution of the governing body expressing the terms prescribed by the donor; and

WHEREAS, Windom United Drive supports communities and promotes local philanthropy in southwest Minnesota; and

WHEREAS, the City of Windom has received a donation from Windom United Drive in the amount of \$25.00 for the Windom Fire Department.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$25.00 offered by Windom United Drive to be used by the Windom Fire Department.

Adopted by the Council this 19th day of April, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

MEMORANDUM



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

TO: City Council
FROM: Personnel Committee
DATE: April 13, 2016
RE: Personnel Committee Recommendations for City Council

Police Officer Step Increase

Chief Peterson requested that Officer Landgraf be moved up within the LELS pay plan following his evaluation. The Personnel Committee is recommending to the City Council that Officer Luke Landgraf be advanced from Step 1 \$20.23 per hour to Step 5 \$22.12 per hour of the Law Enforcement Services, Inc. pay plan.

Telecom Position Reclassification

The Telecom Commission has discussed and recommended the reclassification for Jordan Bussa from Grade 6A, Step 4 Installer to Grade 9 Cable Tech at Step 4. The reclassification was requested as the workload for this position has been growing in scope as staff are cross-trained to handle the multiple telecommunications systems. The Personnel Committee is recommending the reclassification of Jordan Bussa from Grade 6A, Step 4 \$17.12 per hour to Grade 9, Step 4 \$19.31 per hour effective retroactively from January 1, 2016.

Memo

To: City Council
Re: Community Center Seasonal Staff Hiring
Date: 4/14/16
From: Brad Bussa – Community Center Director

Department seasonal staffing. My recommendation is to hire.

Gene Flatebo; hourly rate \$10.50
(He was employed with us in 2014 & 2015)

Memo

To: City Council
Re: Swimming Pool Seasonal Staff Hiring
Date: 4/14/16
From: Samantha Harrold Baloun – Pool Manager

Department Seasonal Staffing. My recommendation is to hire.

Head Guard

Emily Axford
Rachel Dukes
Amanda Muller

WSI/Lifeguard

Carmen Syverson
Hannah Kloss
Aaron Axford
Kaitlyn Lohse

Lifeguard

Lydia Hildebrandt
Gabi Stenzel
Londyn Espenson
Olivia Smith
Jordyn Alm
Noah Kloss
Makenna Bucher
Emily Steen



Windom, MN

Expense Approval Report

By Fund

Payment Dates 3/31/2016 - 4/15/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	20160321	03/31/2016	CREDIT CARD - TAX	100-11500	32.56
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	100-11500	-80.20
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	100-20202	72.64
US BANK	20160321	03/31/2016	CREDIT CARD - QUARTERLY P	100-36200	-274.31
					-249.31
Activity: 41110 - Mayor & Council					
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- MAYOR & CO	100-41110-304	1,035.00
US BANK	20160321	03/31/2016	CREDIT CARD - MN LEAGUE C	100-41110-308	400.00
ETHAN CLERC FILMS	20160405	04/12/2016	FILM COUNCIL MEETING	100-41110-350	25.00
US BANK	20160321	03/31/2016	CREDIT CARD - AC ADAPTER	100-41110-480	13.99
					Activity 41110 - Mayor & Council Total: 1,473.99
Activity: 41310 - Administration					
MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	100-41310-200	44.00
CULLIGAN	20160331	04/12/2016	SERVICE #1957	100-41310-200	33.75
INDOFF, INC	2772058	03/21/2016	SUPPLIES	100-41310-200	103.66
SELECTACCOUNT	1141582	04/13/2016	PARTICIPANT FEE	100-41310-217	130.50
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	100-41310-217	5.42
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	100-41310-217	29.45
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	100-41310-301	346.50
STEVE NASBY	20160325	03/31/2016	EXPENSE - SROC BROADBAND	100-41310-308	39.96
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41310-321	118.68
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	100-41310-321	50.77
US BANK	20160321	03/31/2016	CREDIT CARD - CRASH PLAN	100-41310-326	9.99
US BANK	20160321	03/31/2016	CREDIT CARD - SITE LOCK	100-41310-326	10.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41310-326	65.00
CHELSIE CARLSON	20160412	04/12/2016	EXPENSE-INNOVATIVE 4/5 TO	100-41310-331	194.40
STEVE NASBY	20160412A	04/13/2016	EXPENSE-LMCIT LOSS CONTR	100-41310-331	36.18
CHELSIE CARLSON	20160412	04/12/2016	EXPENSE-INNOVATIVE 4/5 TO	100-41310-334	9.50
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	100-41310-480	413.00
					Activity 41310 - Administration Total: 1,640.76
Activity: 41910 - Building & Zoning					
US BANK	20160321	03/31/2016	CREDIT CARD - SHOPKO	100-41910-200	16.92
INDOFF, INC	2770510	03/21/2016	SUPPLIES	100-41910-200	30.70
INDOFF, INC	2772057	03/22/2016	SUPPLIES	100-41910-200	3.87
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- P/Z	100-41910-212	49.21
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41910-321	105.16
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	100-41910-321	16.89
					Activity 41910 - Building & Zoning Total: 222.75
Activity: 41940 - City Hall					
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41940-381	529.43
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41940-382	74.97
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-41940-385	129.91
MELISSA PENAS	20160401	04/04/2016	CLEANING	100-41940-406	410.00
SANDRA HERDER	20160401	04/04/2016	CLEANING	100-41940-406	410.00
KULSETH LAWN LANDSCAPE	275	04/01/2016	FEB-MAR SNOW REMOVAL-O	100-41940-406	464.97
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - CITY HALL	100-41940-409	128.63
					Activity 41940 - City Hall Total: 2,147.91
Activity: 42120 - Crime Control					
INDOFF, INC	2775211	03/29/2016	SUPPLIES	100-42120-200	38.50
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- POLICE	100-42120-212	-19.21
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- POLICE	100-42120-212	1,040.63
US BANK	20160321	03/31/2016	CREDIT CARD - LA POLICE GE	100-42120-218	44.95

Expense Approval Report

Payment Dates: 3/31/2016 - 4/15/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- POLICE	100-42120-304	3,706.00
US BANK	20160321	03/31/2016	CREDIT CARD - MN CHIEF ASS	100-42120-308	355.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-42120-321	67.49
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	100-42120-321	205.29
ALPHA WIRELESS - MANKATO	682519	04/11/2016	SERVICE	100-42120-323	108.00
GALLS, LLC	005058570	03/29/2016	MAINTENANCE	100-42120-404	132.93
GRAFIX SHOPPE	106401	03/21/2016	MAINTENANCE	100-42120-404	660.00
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	100-42120-404	14.73
SATERN	3110	04/13/2016	MAINTENANCE	100-42120-404	195.50
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - POLICE	100-42120-480	45.97
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	100-42120-480	413.00
Activity 42120 - Crime Control Total:					7,008.78
Activity: 42220 - Fire Fighting					
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- FIRE	100-42220-212	35.05
US BANK	20160321	03/31/2016	CREDIT CARD - SCHWALBACH	100-42220-215	29.90
US BANK	20160321	03/31/2016	CREDIT CARD - SCHWALBACH	100-42220-215	89.86
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - FIRE	100-42220-215	20.99
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- FIRE	100-42220-304	180.00
AVERA MEDICAL GROUP	ST2160910008XB	04/12/2016	SERVICE #XB0000001081	100-42220-310	301.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-42220-321	27.88
US BANK	20160321	03/31/2016	CREDIT CARD - MANKATO CIT	100-42220-334	109.28
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	100-42220-404	23.56
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- EMERGENCY	100-42220-439	255.00
STEVE NASBY	20160413	04/13/2016	EXPENSE-STATE BONDING LO	100-42220-439	164.16
FLAHERTY & HOOD, P.A.	8768	04/12/2016	2016 BONDING SERVICES	100-42220-439	1,164.35
US BANK	20160321	03/31/2016	CREDIT CARD - SCHWALBACH	100-42220-480	57.69
Activity 42220 - Fire Fighting Total:					2,458.72
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-42500-381	18.33
Activity 42500 - Civil Defense Total:					18.33
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	154992	03/16/2016	SERVICE #328	100-42700-300	66.00
COTTONWOOD VET CLINIC	155093	03/18/2016	SERVICE #328	100-42700-300	110.00
COTTONWOOD VET CLINIC	155523	03/28/2016	SERVICE #328	100-42700-300	22.00
Activity 42700 - Animal Control Total:					198.00
Activity: 43100 - Streets					
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- STREE	100-43100-212	-19.21
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- STREE	100-43100-212	1,323.58
CLARKE MOSQUITO CONTROL	5069878	03/21/2016	SERVICE #W00444	100-43100-215	8,616.36
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - STREET	100-43100-216	49.99
LOCATORS & SUPPLIES, INC	0243418-IN	03/28/2016	SUPPLIES	100-43100-217	73.06
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - STREET	100-43100-217	27.98
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-217	60.00
WINDOM AREA HOSPITAL	273548215	04/13/2016	SERVICE #30005293	100-43100-217	35.00
MARTIN'S FLAG COMPANY	1148	03/25/2016	SUPPLIES	100-43100-224	122.00
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	100-43100-241	82.99
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-321	63.45
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	100-43100-321	72.82
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-381	258.71
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-381	2,624.81
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-382	20.96
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-43100-385	42.02
ON-SITE FABRICATION, LLC	13307	04/12/2016	MAINTENANCE	100-43100-404	23.40
WINDOM FARM SERVICE	160539	04/04/2016	MAINTENANCE	100-43100-404	281.90
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	100-43100-404	82.97
MACQUEEN EQUIP. CO.	2160900	04/12/2016	MAINTENANCE	100-43100-404	365.52
MACQUEEN EQUIP. CO.	2160949	04/12/2016	MAINTENANCE	100-43100-404	384.29
MACQUEEN EQUIP. CO.	2160950	04/12/2016	MAINTENANCE	100-43100-404	454.85
MACQUEEN EQUIP. CO.	2161045	04/12/2016	MAINTENANCE	100-43100-404	354.01

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MACQUEEN EQUIP. CO.	2161073	04/12/2016	MAINTENANCE	100-43100-404	779.65
MACQUEEN EQUIP. CO.	2161080	04/12/2016	MAINTENANCE	100-43100-404	1,135.40
MACQUEEN EQUIP. CO.	2161117	04/12/2016	MAINTENANCE	100-43100-404	27.48
MACQUEEN EQUIP. CO.	2161639	04/12/2016	MAINTENANCE	100-43100-404	58.65
MACQUEEN EQUIP. CO.	2162311	04/12/2016	MAINTENANCE	100-43100-404	462.48
MACQUEEN EQUIP. CO.	2162362	04/12/2016	MAINTENANCE	100-43100-404	4,234.25
MILLER SELLNER EQUIP	74042B	03/29/2016	MAINTENANCE	100-43100-404	222.70
STAPLES OIL CO	94759	04/13/2016	MAINTENANCE	100-43100-404	365.83
TOPPERS PLUS, INC.	SI-92026	04/13/2016	MAINTENANCE	100-43100-404	32.00
US BANK	20160321	03/31/2016	CREDIT CARD - NORTON REN	100-43100-480	99.90
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	100-43100-480	1,102.50
Activity 43100 - Streets Total:					23,922.30
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20160413	04/13/2016	COMPOST SITE MANAGER	100-43210-307	82.00
Activity 43210 - Sanitation Total:					82.00
Activity: 45120 - Recreation					
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	100-45120-217	14.73
Activity 45120 - Recreation Total:					14.73
Activity: 45202 - Park Areas					
COUNTRY PRIDE SERVICE	67858	04/12/2016	FUEL	100-45202-212	320.00
COUNTRY PRIDE SERVICE	67859	04/12/2016	FUEL	100-45202-212	413.95
SCHRAMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- PARK	100-45202-304	60.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	100-45202-381	278.80
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - PARKS	100-45202-402	7.49
LAMPERTS YARDS, INC.	3964489	03/29/2016	MAINTENANCE	100-45202-402	124.90
US BANK	20160321	03/31/2016	CREDIT CARD - SHOPKO -TEG	100-45202-404	4.80
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	100-45202-404	140.71
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	100-45202-405	70.85
O'REILLY AUTOMOTIVE, INC	4425-160738	04/04/2016	MAINTENANCE	100-45202-405	220.05
O'REILLY AUTOMOTIVE, INC	4425-160813	04/04/2016	MAINTENANCE	100-45202-405	130.28
O'REILLY AUTOMOTIVE, INC	4425-161188	04/04/2016	MAINTENANCE	100-45202-405	28.65
Activity 45202 - Park Areas Total:					1,800.48
Fund 100 - GENERAL Total:					40,739.44
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
ILLINOIS LIBRARY ASSOCIATIO	109191	04/12/2016	IREAD -	211-45501-200	62.75
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON - SU	211-45501-200	14.85
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON - SU	211-45501-200	29.99
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - LIBRARY	211-45501-200	14.27
DEMCO	5829105	04/12/2016	SUPPLIES	211-45501-200	381.98
PLUM CREEK LIBRARY	IV24387	04/13/2016	SUPPLIES	211-45501-200	81.90
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	211-45501-217	7.36
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	211-45501-321	29.35
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	211-45501-326	65.00
NANCY SAJBAN	20160412	04/12/2016	EXPENSE- SRP KICK/TEEN SU	211-45501-331	43.74
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	211-45501-381	205.08
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	211-45501-382	18.84
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	211-45501-385	36.04
SANDRA HERDER	20160401	04/04/2016	CLEANING	211-45501-402	410.00
MELISSA PENAS	20160401	04/04/2016	CLEANING	211-45501-402	410.00
ELECTRIC FUND	20160412G	04/12/2016	LIBRARY - OCTRON 32 WATT	211-45501-402	32.88
KULSETH LAWN LANDSCAPE	275	04/01/2016	FEB-MAR SNOW REMOVAL-O	211-45501-406	464.96
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON - BO	211-45501-435	393.45
INGRAM	20160401	04/12/2016	BOOKS #2004243	211-45501-435	1,571.71
GALE	57772250	03/29/2016	BOOKS	211-45501-435	35.38
GALE	57797714	04/12/2016	BOOKS	211-45501-435	22.79
MICROMARKETING	609517	04/12/2016	BOOKS	211-45501-435	44.99
MICROMARKETING	612958	04/12/2016	BOOKS	211-45501-435	39.99
MICROMARKETING	613065	04/13/2016	BOOKS	211-45501-435	39.99

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MICROMARKETING	615623	04/12/2016	BOOKS	211-45501-435	352.43
MICROMARKETING	616383	04/12/2016	BOOKIS	211-45501-435	74.98
MICROMARKETING	616799	04/12/2016	BOOKS	211-45501-435	67.99
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	211-45501-480	730.00
Activity 45501 - Library Total:					5,682.69
Fund 211 - LIBRARY Total:					5,682.69

Fund: 225 - AIRPORT**Activity: 45127 - Airport**

RED ROCK RURAL WATER	APRIL 2016	04/04/2016	SERVICE	225-45127-200	29.10
MN DEPT OF PUBLIC SAFETY	1712500262015 M-82067	03/15/2016	HAZARDOUS CHEM INVENTO	225-45127-217	25.00
SOUTH CENTRAL ELECTRIC	20160229B	04/04/2016	SERVICE #26-12-112-04 #367	225-45127-381	717.00
SOUTH CENTRAL ELECTRIC	20160229C	04/04/2016	SERVICE #26-12-116-04	225-45127-381	406.10
ELECTRIC FUND	20160412D	04/12/2016	AIRPORT - RUNWAY LAMPS	225-45127-409	18.28
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	225-45127-480	730.00
Activity 45127 - Airport Total:					1,925.48
Fund 225 - AIRPORT Total:					1,925.48

Fund: 230 - POOL**Activity: 45124 - Pool**

TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	230-45124-217	7.36
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	230-45124-381	24.46
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	230-45124-480	730.00
Activity 45124 - Pool Total:					761.82
Fund 230 - POOL Total:					761.82

Fund: 235 - AMBULANCE**Activity: 42153 - Ambulance**

MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	235-42153-200	44.00
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- AMBU	235-42153-212	-19.20
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- AMBU	235-42153-212	611.41
BOUND TREE MEDICAL, LLC	82093635	03/25/2016	SUPPLIES	235-42153-217	380.74
WINDOM AREA HOSPITAL	734-0024-03-2016-06	04/13/2016	AMB NURSING STAFF-#734-00	235-42153-312	425.42
ELÉCTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	235-42153-321	24.84
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	235-42153-321	66.01
ALPHA WIRELESS - MANKATO	200529	04/06/2016	SERVICE	235-42153-323	502.43
ALPHA WIRELESS - MANKATO	682520	04/06/2016	SERVICE-ANNUAL MAINTENA	235-42153-323	1,089.00
REAL TIME TRANSLATION, INC	108663	04/06/2016	SERVICE	235-42153-327	34.00
TIM HACKER	20160413	04/13/2016	EXPENSE - REGIONAL MTG	235-42153-331	34.56
MARK MARCY	20160412	04/12/2016	EXPENSE	235-42153-334	16.90
KIM POWERS	20160412	04/12/2016	EXPENSE	235-42153-334	87.13
CARQUEST AUTO PARTS STOR	393334	04/12/2016	MAINTENANCE	235-42153-404	62.18
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	235-42153-405	175.37
HIGLEY FORD	73474	04/06/2016	SERVICE - UNIT #28	235-42153-405	950.48
MN REVENUE	2016041116	04/12/2016	MINN CARE TAX - Q 1 - ESTIM	235-42153-460	1,410.18
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	235-42153-480	730.00
Activity 42153 - Ambulance Total:					6,625.45
Fund 235 - AMBULANCE Total:					6,625.45

Fund: 250 - EDA GENERAL

ELECTRIC FUND	20160401	04/01/2016	EDA LOAN TO ELECTRIC FUND	250-23900	910.82
Activity: 46520 - EDA					910.82
MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	250-46520-200	44.00
US BANK	20160321	03/31/2016	CREDIT CARD - SHOPKO	250-46520-200	16.93
INDOFF, INC	2770510	03/21/2016	SUPPLIES	250-46520-200	19.25
INDOFF, INC	2772057	03/22/2016	SUPPLIES	250-46520-200	3.87
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	250-46520-301	1,171.94
ZIESKE LAND SURVEYING	20160316	03/21/2016	C 1531 S -PRAIRIE MEADOW S	250-46520-303	998.00
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- EDA	250-46520-304	390.00
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- EDA-PRAIRIE	250-46520-304	855.00

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BRADLEY & DEIKE, P.A.	35053	04/12/2016	SERVICE-GENERAL - TIF MATT	250-46520-304	324.00
BRADLEY & DEIKE, P.A.	35054	04/12/2016	SERVICE -RE: NEW VISION CO	250-46520-304	504.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	250-46520-321	105.17
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	250-46520-321	50.77
FEDERATED RURAL ELECTRIC	20160329	04/01/2016	SERVICE #28-36-30	250-46520-381	15.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	250-46520-381	51.92
US BANK	20160321	03/31/2016	CREDIT CARD - MTG MEAL-G	250-46520-438	33.75
US BANK	20160321	03/31/2016	CREDIT CARD - GODFATHERS	250-46520-438	35.00
COTTONWOOD CO RECORDE	60512	04/12/2016	RECORDING FEE #277408-NW	250-46520-480	56.00
COTTONWOOD CO RECORDE	60547	04/12/2016	RECORDING FEE-#277426-NW	250-46520-480	46.00
COTTONWOOD CO RECORDE	60665	04/12/2016	RECORDING FEE-PRAIRIE MEA	250-46520-480	56.00
COTTONWOOD CO RECORDE	60665A	04/12/2016	RECORDING FEE-PRAIRIE MEA	250-46520-480	46.00
COTTONWOOD CO RECORDE	60733	04/12/2016	RECORDING FEE-PRAIRIE MEA	250-46520-480	46.00
Activity 46520 - EDA Total:					4,868.60
Activity: 49980 - Debt Service					
FULDA CREDIT UNION	20160401	04/01/2016	SPEC BLDG LOAN PRIN	250-49980-602	2,131.87
FULDA CREDIT UNION	20160401	04/01/2016	SPEC BLDG LOAN INTEREST	250-49980-612	1,228.13
ELECTRIC FUND	20160401	04/01/2016	EDA LOAN TO ELECTRIC FUND	250-49980-612	38.67
Activity 49980 - Debt Service Total:					3,398.67
Fund 250 - EDA GENERAL Total:					9,178.09
Fund: 253 - EDA RIVERBLUFF ESTATES					
Activity: 46520 - EDA					
CAPITOL LIEN RECORDS	39831H69685	04/04/2016	UPDATE ABSTRACT-LOT 12, BL	253-46520-480	400.00
Activity 46520 - EDA Total:					400.00
Fund 253 - EDA RIVERBLUFF ESTATES Total:					400.00
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	20160229	03/28/2016	HEATING #367404 #26-24-12	254-46520-381	117.69
Activity 46520 - EDA Total:					117.69
Fund 254 - NORTH IND PARK Total:					117.69
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
FLAHERTY & HOOD, P.A.	8833	04/12/2016	CLASIFICATION & COMPENSA	401-49950-500	718.75
TASER INTERNATIONAL	SI1432291	03/29/2016	TASER REPLACEMENT	401-49950-501	604.44
Activity 49950 - Capital Outlay Total:					1,323.19
Fund 401 - GENERAL CAPITAL PROJECTS Total:					1,323.19
Fund: 601 - WATER					
DAKOTA SUPPLY GROUP	C012634	03/30/2016	EQUIPMENT	601-16400	2,650.60
Activity: 49400 - Water					
MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	601-49400-200	44.00
CENTER STOP	20160310	04/12/2016	FUEL #60	601-49400-212	56.50
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- WATER	601-49400-212	174.73
HAWKINS, INC	3856894	03/28/2016	CHEMICALS	601-49400-216	2,017.51
US BANK	20160321	03/31/2016	CREDIT CARD - PAY PAL	601-49400-217	7.50
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	601-49400-301	1,000.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	601-49400-321	109.76
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	601-49400-321	47.25
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	POSTAGE	601-49400-322	258.49
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	POSTAGE	601-49400-322	254.65
HP SUDS CLUB, LLC	040116	04/04/2016	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	UTILITY BILL - SERVICES	601-49400-326	813.36
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	CONVERSION RECORDS	601-49400-326	62.50
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	UTILITY BILL - SERVICES	601-49400-326	846.96
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	CONVERSION RECORDS	601-49400-326	50.00
DENISE HOUSTON	20160412	04/12/2016	EXPENSE-INNOVATIVE TRAINI	601-49400-334	81.31
FEDERATED RURAL ELECTRIC	20160329A	03/29/2016	SERVICE #28-35-18	601-49400-381	41.00

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ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	601-49400-381	5,013.48
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	601-49400-382	16.57
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	601-49400-385	29.64
MN DEPT OF HEALTH	20160412	04/12/2016	PERMIT #462056	601-49400-386	50.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	601-49400-386	18.00
CONTROLS & METERS, INC	23478	03/31/2016	LANDFILL	601-49400-386	1,086.67
AUTOMATIC SYSTEMS CO	29978	03/28/2016	MAINTENANCE	601-49400-404	1,355.10
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	601-49400-404	5.42
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	601-49400-404	29.45
HD SUPPLY FACILITIES MAINT	819812	04/13/2016	MAINTENANCE	601-49400-404	115.08
HD SUPPLY WATERWORKS LTD	F311997	04/12/2016	MAINTENANCE	601-49400-404	275.64
DEZURIK	RPI/62004094	03/25/2016	MAINTENANCE	601-49400-404	2,509.00
TOPPERS PLUS, INC.	SI-92272	04/13/2016	MAINTENANCE	601-49400-404	174.50
MOSLEY	600308674	04/06/2016	MAINTENANCE	601-49400-409	428.22
MN DEPT OF HEALTH	20160210	03/31/2016	WATER SURCHARGE Q1 #117	601-49400-443	3,223.00

Activity 49400 - Water Total: 21,365.29

Fund 601 - WATER Total: 24,015.89

Fund: 602 - SEWER

Activity: 49450 - Sewer

MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	602-49450-200	44.00
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- SEWER	602-49450-212	396.11
US BANK	20160321	03/31/2016	CREDIT CARD - PAY PAL	602-49450-217	7.50
US BANK	20160321	03/31/2016	CREDIT CARD - HOME DEPOT	602-49450-241	81.23
US BANK	20160321	03/31/2016	CREDIT CARD - HOME DEPOT-	602-49450-241	200.93
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON WEL	602-49450-241	69.96
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	602-49450-301	1,000.00
WINDOM AREA HOSPITAL	273548215	04/13/2016	SERVICE #30005293	602-49450-310	35.00
MN VALLEY TESTING	799203	03/15/2016	TESTING	602-49450-310	347.80
MN VALLEY TESTING	799204	03/15/2016	TESTING	602-49450-310	143.60
MN VALLEY TESTING	799939	03/22/2016	TESTING	602-49450-310	223.60
MN VALLEY TESTING	800188	03/22/2016	TESTING	602-49450-310	143.60
MN VALLEY TESTING	800946	03/28/2016	TESTING	602-49450-310	223.60
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	602-49450-321	152.84
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	602-49450-321	47.25
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	POSTAGE	602-49450-322	258.49
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	POSTAGE	602-49450-322	254.64
HP SUDS CLUB, LLC	040116	04/04/2016	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	CONVERSION RECORDS	602-49450-326	62.50
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	UTILITY BILL - SERVICES	602-49450-326	813.36
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	UTILITY BILL - SERVICES	602-49450-326	846.96
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	CONVERSION RECORDS	602-49450-326	50.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	602-49450-326	60.00
DENISE HOUSTON	20160412	04/12/2016	EXPENSE-INNOVATIVE TRAINI	602-49450-334	81.31
SOUTH CENTRAL ELECTRIC	20160229A	03/28/2016	HEATING #367405 #26-24-12	602-49450-381	157.04
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	602-49450-381	10,183.86
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	602-49450-382	608.75
US BANK	20160321	03/31/2016	CREDIT CARD - SEARS BATTER	602-49450-404	21.86
US BANK	20160321	03/31/2016	CREDIT CARD - USA BLUEBOO	602-49450-404	370.87
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - SEWER	602-49450-404	66.45
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	602-49450-404	23.56
HAWKINS, INC	3857446	04/01/2016	MAINTENANCE	602-49450-404	340.52
TOPPERS PLUS, INC.	SI-92272	04/13/2016	MAINTENANCE	602-49450-404	174.50
WENNER HOLDINGS LLC	2023	04/12/2016	MAINTENANCE	602-49450-408	3,197.36
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - SEWER	602-49450-439	9.98
MN VALLEY TESTING	799205	03/15/2016	TESTING	602-49450-439	126.40
MN VALLEY TESTING	799621	03/21/2016	TESTING	602-49450-439	126.40
MN VALLEY TESTING	800189	03/22/2016	TESTING	602-49450-439	126.40
MN VALLEY TESTING	800739	03/25/2016	TESTING	602-49450-439	126.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	602-49450-480	413.00
				Activity 49450 - Sewer Total:	22,787.63
				Fund 602 - SEWER Total:	22,787.63
Fund: 604 - ELECTRIC					
TELECOM FUND	20160413	04/13/2016	ARP 2016-MONTHLY TRANSFE	604-11500	81.10
WESCO DISTRIBUTION, INC	319970	04/04/2016	ELECTRIC INVENTORY	604-14200	3,237.00
WESCO DISTRIBUTION, INC	319971	04/04/2016	ELECTRIC INVENTORY	604-14200	1,853.40
RESCO	637216-00	04/04/2016	RES STREET LIGHT POLES	604-14200	7,328.26
DAKOTA SUPPLY GROUP	B959109	03/25/2016	ELECTRIC INVENTORY-LED/SE	604-14200	16,210.80
DAKOTA SUPPLY GROUP	B959158	03/21/2016	ELECTRIC INVENTORY	604-14200	8,676.11
IRBY ELECTRICAL DISTRIBUTO	S009457731.001	03/21/2016	ELECTRIC INVENTORY	604-14200	42,128.67
ALTEC INDUSTRIES, INC.	8157166	04/01/2016	NEW TRUCK	604-16440	211,895.00
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	604-20202	17,198.00
CORA VUE	20160412	04/12/2016	REFUND - UTILITY PREPAYME	604-22000	300.00
MALIA BARTAK	20160412	04/12/2016	REFUND-BALANCE OF UTILITY	604-22000	128.51
ELECTRIC FUND	20160412	04/12/2016	UTIL PREPAY-CASSIDY HABER	604-22000	300.00
ELECTRIC FUND	20160412F	04/12/2016	UTIL PREPAY-MALIA BARTAK-T	604-22000	171.49
					309,508.34
Activity: 49550 - Electric					
MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	604-49550-200	44.00
US BANK	20160321	03/31/2016	CREDIT CARD - OFFICE DEPOT	604-49550-200	416.04
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- ELECT	604-49550-212	266.77
US BANK	20160321	03/31/2016	CREDIT CARD - PAY PAL	604-49550-217	7.50
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - ELECTRIC	604-49550-241	26.98
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	604-49550-301	1,000.00
DGR ENGINEERING	00218619	03/23/2016	SERVICE -ELECTRIC MISC #425	604-49550-303	819.00
MN MUNICIPAL UTILITIES ASS	46759	03/21/2016	REGISTRATION -JASON SYKOR	604-49550-308	880.00
WINDOM AREA HOSPITAL	273548215	04/13/2016	SERVICE #30005293	604-49550-310	35.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	604-49550-321	205.97
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	604-49550-321	237.28
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	POSTAGE	604-49550-322	258.49
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	POSTAGE	604-49550-322	254.65
HP SUDS CLUB, LLC	040116	04/04/2016	BILLING CONTRACT SERVICE	604-49550-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	CONVERSION RECORDS	604-49550-326	62.50
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	UTILITY BILL - SERVICES	604-49550-326	1,677.56
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	CONVERSION RECORDS	604-49550-326	50.00
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	UTILITY BILL - SERVICES	604-49550-326	1,746.84
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	604-49550-326	130.84
DENISE HOUSTON	20160412	04/12/2016	EXPENSE-INNOVATIVE TRAINI	604-49550-334	81.31
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	604-49550-381	171.22
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	604-49550-382	18.27
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	604-49550-385	31.24
US BANK	20160321	03/31/2016	CREDIT CARD - CENEX	604-49550-404	25.65
US BANK	20160321	03/31/2016	CREDIT CARD - STAPLES	604-49550-404	80.15
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	604-49550-404	5.42
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	604-49550-404	29.45
US BANK	20160321	03/31/2016	CREDIT CARD - O'REILY	604-49550-405	7.47
US BANK	20160321	03/31/2016	CREDIT CARD - HIGLEY FORD	604-49550-405	1,231.47
US BANK	20160321	03/31/2016	CREDIT CARD - CARQUEST	604-49550-405	5.59
US BANK	20160321	03/31/2016	CREDIT CARD - O'REILY	604-49550-405	59.99
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	604-49550-405	15.81
BRAD BUSSA	20160330	03/31/2016	SERVICE-CLEANING	604-49550-406	184.60
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - ELECTRIC	604-49550-408	1.95
ELECTRIC FUND	20160412A	04/12/2016	ELECTRIC SHOP-PORCELAN LT	604-49550-408	12.29
ELECTRIC FUND	20160412B	04/12/2016	DISTRIBUTION MAINTENANCE	604-49550-408	2,020.17
ELECTRIC FUND	20160412C	04/12/2016	ELECTRIC SHOP-STRP, BOLT, PL	604-49550-408	0.93
ELECTRIC FUND	20160412E	04/12/2016	TRUCK STOCK	604-49550-408	183.53
MN POLLUTION CONTROL AG	10000003263	03/29/2016	AIR ANNUAL FEE-#103 WIND	604-49550-433	25.00
AMERICAN PUBLIC POWER AS	276165	03/07/2016	20% OF BILLED APPA MEMBE	604-49550-433	675.79

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MIN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	604-49550-460	42.02
FINLEY ENGINEERING	07-17443	04/01/2016	PROJECT 07-17443	604-49550-480	2,375.45
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	604-49550-480	1,102.50
WINDOM AREA DEVELOPME	20160401	04/04/2016	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					18,876.69
Fund 604 - ELECTRIC Total:					328,385.03

Fund: 609 - LIQUOR STORE

SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - LIQUOR	609-16460	135.78
SCHWALBACH HARDWARE	20160331	04/13/2016	#72861 FURNACE - RIVER BEN	609-16460	6,760.00
WERNER ELECTRIC	S9089080.002	03/22/2016	LIQUOR STORE-NEW LIGHTS	609-16460	258.06
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	609-20202	12,787.00
					19,940.84

Activity: 49751 - Liquor Store

MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT - DEC 201	609-49751-200	44.00
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - LIQUOR	609-49751-200	26.26
US BANK	20160321	03/31/2016	CREDIT CARD - SMITH APPLIA	609-49751-217	20.30
AH HERMEL COMPANY	566640	03/21/2016	MERCHANDISE	609-49751-217	151.51
SOUTHERN WINE & SPIRITS O	1387902	03/21/2016	MERCHANDISE	609-49751-251	1,479.88
SOUTHERN WINE & SPIRITS O	1387904	03/21/2016	MERCHANDISE	609-49751-251	89.91
PHILLIPS WINE & SPIRITS	2948354	03/25/2016	MERCHANDISE	609-49751-251	4,882.00
JOHNSON BROS.	5394919	03/21/2016	MERCHANDISE	609-49751-251	2,559.04
VINOCOPIA, INC	0147734-IN	03/25/2016	MERCHANDISE	609-49751-252	120.00
BREAKTHRU BEVERAGE MN	1080449841	03/23/2016	MERCHANDISE	609-49751-252	2,964.80
ARTISAN BEER COMPANY	3089549	03/25/2016	MERCHANDISE	609-49751-252	94.60
JOHNSON BROS.	5394921	03/21/2016	MERCHANDISE	609-49751-252	153.00
JOHNSON BROS.	5400129	03/25/2016	MERCHANDISE	609-49751-252	144.00
DOLL DISTRIBUTING, LLC	573233	03/31/2016	MERCHANDISE	609-49751-252	3,763.05
DOLL DISTRIBUTING, LLC	577609	04/12/2016	MERCHANDISE	609-49751-252	4,518.55
BEVERAGE WHOLESALERS	594148	03/31/2016	MERCHANDISE	609-49751-252	7,022.85
BEVERAGE WHOLESALERS	595088	04/12/2016	MERCHANDISE	609-49751-252	11,099.90
VINOCOPIA, INC	0147734-IN	03/25/2016	MERCHANDISE	609-49751-253	88.00
INDIAN ISLAND WINERY	1042	04/12/2016	MERCHANDISE	609-49751-253	236.64
BREAKTHRU BEVERAGE MN	1080449841	03/23/2016	MERCHANDISE	609-49751-253	362.00
SOUTHERN WINE & SPIRITS O	1387904	03/21/2016	MERCHANDISE	609-49751-253	439.20
PHILLIPS WINE & SPIRITS	231718A	04/12/2016	CREDIT TAKEN TWICE	609-49751-253	32.00
PHILLIPS WINE & SPIRITS	234061	04/12/2016	CREDIT - MERCHANDISE	609-49751-253	-79.40
PHILLIPS WINE & SPIRITS	234062	04/12/2016	CREDIT - MERCHANDISE	609-49751-253	-14.00
PHILLIPS WINE & SPIRITS	2948355	03/25/2016	MERCHANDISE	609-49751-253	584.35
JOHNSON BROS.	5394920	03/21/2016	MERCHANDISE	609-49751-253	961.85
JOHNSON BROS.	5400128	03/25/2016	MERCHANDISE	609-49751-253	911.85
JOHNSON BROS.	568481	04/13/2016	CREDIT - MERCHANDISE	609-49751-253	-49.65
WINE MERCHANTS	7073979	03/25/2016	MERCHANDISE	609-49751-253	120.00
PAUSTIS WINE COMPANY	8539682-IN	03/21/2016	MERCHANDISE	609-49751-253	828.00
COCA-COLA BOTTLING COMP	0478509714	04/01/2016	MERCHANDISE	609-49751-254	159.32
PBC - PEPSI BEVERAGES COM	30919106	03/21/2016	MERCHANDISE	609-49751-254	176.60
AH HERMEL COMPANY	566640	03/21/2016	MERCHANDISE	609-49751-254	35.59
BEVERAGE WHOLESALERS	594148	03/31/2016	MERCHANDISE	609-49751-259	17.65
BEVERAGE WHOLESALERS	595088	04/12/2016	MERCHANDISE	609-49751-259	17.65
SOUTHERN WINE & SPIRITS O	1387902	03/21/2016	MERCHANDISE	609-49751-265	273.00
SOUTHERN WINE & SPIRITS O	1387903	03/21/2016	MERCHANDISE	609-49751-265	40.00
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	609-49751-301	1,000.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	609-49751-321	98.78
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	609-49751-321	55.95
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	609-49751-326	130.84
VINOCOPIA, INC	0147734-IN	03/25/2016	MERCHANDISE	609-49751-333	21.00
BREAKTHRU BEVERAGE MN	1080449841	03/23/2016	MERCHANDISE	609-49751-333	60.90
SOUTHERN WINE & SPIRITS O	1387902	03/21/2016	MERCHANDISE	609-49751-333	33.14
SOUTHERN WINE & SPIRITS O	1387903	03/21/2016	MERCHANDISE	609-49751-333	2.05
SOUTHERN WINE & SPIRITS O	1387904	03/21/2016	MERCHANDISE	609-49751-333	14.35

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	2948354	03/25/2016	MERCHANDISE	609-49751-333	99.08
PHILLIPS WINE & SPIRITS	2948355	03/25/2016	MERCHANDISE	609-49751-333	16.70
JOHNSON BROS.	5394919	03/21/2016	MERCHANDISE	609-49751-333	51.22
JOHNSON BROS.	5394920	03/21/2016	MERCHANDISE	609-49751-333	36.74
JOHNSON BROS.	5400128	03/25/2016	MERCHANDISE	609-49751-333	33.40
AH HERMEL COMPANY	566640	03/21/2016	MERCHANDISE	609-49751-333	3.95
JOHNSON BROS.	568481	04/13/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
WINE MERCHANTS	7073979	03/25/2016	MERCHANDISE	609-49751-333	1.67
PAUSTIS WINE COMPANY	8539682-IN	03/21/2016	MERCHANDISE	609-49751-333	10.00
UNIVERSAL PUBLICATIONS	20160328	04/04/2016	ADVERTISING	609-49751-340	175.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	609-49751-381	487.16
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	609-49751-382	20.58
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	609-49751-385	37.32
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	609-49751-404	5.42
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	609-49751-404	29.45
ENVIROMASTER, INC	528977	03/25/2016	SERVICE	609-49751-406	40.88
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	609-49751-460	4.88
BANK MIDWEST	20160405	04/06/2016	NSF-TONY HULM - RIVER BEN	609-49751-480	22.27
Activity 49751 - Liquor Store Total:					46,765.36
Fund 609 - LIQUOR STORE Total:					66,706.20

Fund: 614 - TELECOM

ELECTRIC FUND	20160413	04/13/2016	APR 2016-MONTHLY TRANSFE	614-11500	924.63
HECTOR TREJO	20160413	04/13/2016	REFUND - STATEMENT CREDIT	614-11500	26.42
BRANDON THOMPSON	20160413	04/13/2016	REFUND-STATEMENT CREDIT-	614-11500	18.10
MARTHA GOERTZEN	20160413	04/13/2016	REFUND -STATEMENT CREDIT-	614-11500	14.61
JOSH LOWRY	20160413	04/13/2016	REFUND - STATEMENT CREDIT	614-11500	13.80
INTERNAL REVENUE SERVICE	033116	03/31/2016	EXCISE TAX POSTING -MAR 20	614-20201	895.81
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	614-20202	9,210.00
MN 9-1-1 PROGRAM	20160330	03/31/2016	MAR 911 SERVICE	614-20206	1,162.59
ADVANTAGE COLLECTION PR	20160401	04/12/2016	SERVICE #3796	614-38299	24.95
Activity: 49870 - Telecom					12,290.91

MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	614-49870-200	44.00
ADVANCED SYSTEMS, INC.	465001	03/30/2016	SUPPLIES	614-49870-200	37.41
RAGE INC	03-011030	03/30/2016	SERVICE - WINDOM NET	614-49870-211	21.33
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - TELECOM	614-49870-211	43.98
US BANK	20160321	03/31/2016	CREDIT CARD - KUM & GO	614-49870-212	45.00
WEX BANK	44599108	04/13/2016	CREDIT CARD-MARCH- TELEC	614-49870-212	129.97
CALIX	10010174	03/30/2016	SUPPLIES	614-49870-217	6,000.00
US BANK	20160321	03/31/2016	CREDIT CARD - PAY PAL	614-49870-217	7.50
NATIONAL CABLE TV COOP	SI-483786	04/12/2016	MAINTENANCE	614-49870-227	71.53
NATIONAL CABLE TV COOP	SI-484045	04/12/2016	MAINTENANCE	614-49870-227	24.84
US BANK	20160321	03/31/2016	CREDIT CARD - TOOL SET	614-49870-241	167.45
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	614-49870-301	1,000.00
SCHRAMMEL LAW OFFICE	20160401	04/13/2016	LEGAL SERVICE- TELECOM	614-49870-304	570.00
US BANK	20160321	03/31/2016	CREDIT CARD - MN TELECOM	614-49870-308	205.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	614-49870-321	420.15
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	614-49870-321	237.31
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	POSTAGE	614-49870-322	258.49
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	POSTAGE	614-49870-322	254.64
HP SUDS CLUB, LLC	040116	04/04/2016	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	CONVERSION RECORDS	614-49870-326	62.50
SOURCE ONE SOLUTIONS, LLC	1208	04/13/2016	UTILITY BILL - SERVICES	614-49870-326	1,779.23
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	CONVERSION RECORDS	614-49870-326	50.00
SOURCE ONE SOLUTIONS, LLC	1266	04/13/2016	UTILITY BILL - SERVICES	614-49870-326	1,852.72
US BANK	20160321	03/31/2016	CREDIT CARD - MN TELECOM	614-49870-334	45.00
US BANK	20160321	03/31/2016	CREDIT CARD - IHOP	614-49870-334	23.85
DENISE HOUSTON	20160412	04/12/2016	EXPENSE-INNOVATIVE TRAINI	614-49870-334	81.31
US BANK	20160321	03/31/2016	CREDIT CARD - BUSINESS CAR	614-49870-340	77.67

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Payment Dates: 3/31/2016 - 4/15/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KDOM RADIO	KDOM0073160338957	04/12/2016	ADVERTISING - WINDOM NET	614-49870-340	99.00
KDOM RADIO	KDOM0951160338789	04/12/2016	ADVERTISING -	614-49870-340	346.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	614-49870-381	1,762.83
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	614-49870-382	17.54
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	614-49870-385	29.32
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	614-49870-404	5.21
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	614-49870-404	44.18
US BANK	20160321	03/31/2016	CREDIT CARD - CAR WASH	614-49870-405	10.00
WINDOM AUTO VALU	20160325	03/31/2016	MAINTENANCE #3400540	614-49870-405	6.98
KULSETH LAWN LANDSCAPE	276	04/12/2016	SNOW REMOVAL- FEB-MAR	614-49870-406	347.03
US BANK	20160321	03/31/2016	CREDIT CARD - MN TELECOM	614-49870-433	250.00
CENTURY LINK	428777	03/30/2016	DIRECTORY LISTINGS	614-49870-441	175.74
CENTURY LINK	L040021021-16077	03/30/2016	CABS	614-49870-441	60.85
MLB NETWORK	062787	03/28/2016	SUBSCRIBER	614-49870-442	1,024.80
NATIONAL CABLE TV COOP	16031040	03/31/2016	SUBSCRIBER	614-49870-442	90,523.09
YOUNG BROADCASTING LLC	20160328	03/31/2016	SUBSCRIBER	614-49870-442	6,040.32
DISH NETWORK	20160404	04/13/2016	MONTHLY LOCAL TV- 4/11-5/	614-49870-442	3,400.00
DISPLAY SYSTEMS INTERNATI	25946	04/13/2016	SERVICE	614-49870-442	163.88
SHOWTIME NETWORKS INC	9002731-0216	03/08/2016	SUBSCRIBER	614-49870-442	505.08
FOX SPORTS	K42711	03/31/2016	SUBSCRIBER	614-49870-442	20,824.18
BTN - BIG TEN NETWORK	K44518	03/31/2016	SUBSCRIBER	614-49870-442	4,221.24
UNIVERSAL SERVICE ADMIN C	UBDI0000832010	03/25/2016	499A CONTRIBUTION	614-49870-443	1,484.57
WOODSTOCK COMMUNICATI	10053233	04/13/2016	SPEC ACCESS CIRCUTIS 4/1-4/	614-49870-445	205.10
ONVOY VOICE SERVICES	160402008508	04/13/2016	SS7 SERVICES - 4/2-5/1	614-49870-445	1,365.45
E-911 - INDEPENDENT EMERG	20160401	04/12/2016	MONTHLY 911 SERVICE	614-49870-445	40.00
GOLDEN WEST TECH & INT SO	160310384	04/12/2016	SERVICE	614-49870-447	121.06
US BANK	20160321	03/31/2016	CREDIT CARD - DREAM HOST	614-49870-447	139.00
COGENT COMMUNICATIONS,	20160401	04/13/2016	SERVICE 2/21-3/20	614-49870-447	1,750.00
MANKATO NETWORKS, LLC	387299	04/04/2016	SERVICE	614-49870-447	4,396.05
SOUTHWEST WEST CENTRAL	49479	03/09/2016	ON CALL SUPPORT	614-49870-447	935.00
HURRICANE ELECTRIC LLC	9819391-IN	04/13/2016	10 GB INT CONNECT @ 511 -	614-49870-447	4,000.00
ONVOY VOICE SERVICES	160402009023	04/13/2016	SWITCHING SERVICES- 4/1/20	614-49870-451	4,212.85
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	614-49870-460	13.66
SOUTHWEST MN BROADBAN	20160401	04/04/2016	QVC COMMISSONS - FEB 201	614-49870-480	80.30
NATIONAL CABLE TV COOP	SI-484102	04/12/2016	SUPPLIES-SMBS	614-49870-480	118.29

Activity 49870 - Telecom Total: 163,399.48

Fund 614 - TELECOM Total: 175,690.39

Fund: 615 - ARENA

Activity: 49850 - Arena

MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	615-49850-200	44.00
CULLIGAN	20160328	04/12/2016	SERVICE #15261	615-49850-200	428.00
US BANK	20160321	03/31/2016	CREDIT CARD - CENEX - LP	615-49850-212	144.00
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	615-49850-217	26.51
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - ARENA	615-49850-241	27.98
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	615-49850-301	730.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	615-49850-321	118.11
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	615-49850-321	67.64
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	615-49850-326	130.84
KDOM RADIO	KDOM0113160338953	04/04/2016	ADVERTISING - ARENA	615-49850-340	82.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	615-49850-381	7,037.25
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	615-49850-382	228.16
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	615-49850-385	27.08
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - ARENA	615-49850-406	49.84
LAMPERTS YARDS, INC.	39164272	03/29/2016	MAINTENANCE	615-49850-406	181.51
LAMPERTS YARDS, INC.	39164360	03/29/2016	MAINTENANCE	615-49850-406	16.98
SCHWALBACH HARDWARE	20160325	04/13/2016	MAINTENANCE - ARENA	615-49850-409	31.92
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	615-49850-460	183.00

Activity 49850 - Arena Total: 9,554.82

Fund 615 - ARENA Total: 9,554.82

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 617 - M/P CENTER					
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	617-20202	314.40
					<u>314.40</u>
Activity: 49860 - M/P Center					
MANTRONICS MAILING SYSTE	20151101	03/31/2016	SERVICE CONTRACT -DEC 201	617-49860-200	44.00
COLE PAPERS INC.	20160412	04/12/2016	CREDIT TAKEN TWICE - INV 91	617-49860-211	33.86
COLE PAPERS INC.	9189479	03/28/2016	SUPPLIES	617-49860-211	60.52
US BANK	20160321	03/31/2016	CREDIT CARD - SHOPKO-PUM	617-49860-217	17.08
US BANK	20160321	03/31/2016	CREDIT CARD - SHOPKO -DVD	617-49860-217	169.99
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON -VO	617-49860-217	74.88
US BANK	20160321	03/31/2016	CREDIT CARD - SCHWALBACH	617-49860-217	14.95
US BANK	20160321	03/31/2016	CREDIT CARD - PORTER ATHL	617-49860-217	299.16
AH HERMEL COMPANY	566639	04/01/2016	MERCHANDISE	617-49860-217	81.36
RIVER BEND LIQUOR	20160413	04/13/2016	COMM CENTER	617-49860-252	52.80
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	617-49860-301	730.00
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	617-49860-321	109.53
VERIZON WIRELESS	9762442079	03/31/2016	TELEPHONE 2/21 TO 3/20	617-49860-321	16.87
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	617-49860-326	60.00
KDOM RADIO	kdom0563160338954	04/04/2016	ADVERTISING - COMM CENTE	617-49860-340	498.50
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	617-49860-381	892.24
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	617-49860-382	68.41
ELECTRIC FUND	20160413A	04/13/2016	MONTHLY UTILITY & TELECO	617-49860-385	67.87
US BANK	20160321	03/31/2016	CREDIT CARD - HERITAGE FOO	617-49860-404	140.94
US BANK	20160321	03/31/2016	CREDIT CARD - AMAZON-ICE	617-49860-404	87.84
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 2/20 - 3/20	617-49860-404	14.73
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	301148201	03/31/2016	COPIER LEASE 3/20 TO 4/20 -	617-49860-404	5.42
RAGE INC	03-011029	03/22/2016	SERVICE - COMM CENTER	617-49860-406	61.50
MARTIN'S FLAG COMPANY	1148	03/25/2016	SUPPLIES	617-49860-406	485.48
MN REVENUE	20160331	04/12/2016	SALES TAX - MARCH 2016	617-49860-460	123.60
				Activity 49860 - M/P Center Total:	4,271.53
				Fund 617 - M/P CENTER Total:	4,585.93
Fund: 651 - RIVERLBUFF TOWNHOMES					
Activity: 46520 - EDA					
CLIFTON-LARSON-ALLEN, LLP	1217196	04/12/2016	SERVICE #094-082822	651-46520-480	730.00
				Activity 46520 - EDA Total:	730.00
				Fund 651 - RIVERLBUFF TOWNHOMES Total:	730.00
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000789	04/01/2016	Federal Tax Withholding	700-21701	9,840.77
Internal Revenue Service-Payr	INV0000800	04/15/2016	Federal Tax Withholding	700-21701	10,218.62
Minnesota Department of Re	INV0000788	04/01/2016	State Withholding	700-21702	3,966.04
Minnesota Department of Re	INV0000799	04/15/2016	State Withholding	700-21702	4,106.31
Internal Revenue Service-Payr	INV0000790	04/01/2016	Social Security	700-21703	10,376.32
Internal Revenue Service-Payr	INV0000801	04/15/2016	Social Security	700-21703	10,899.02
MN Pera	INV0000780	04/01/2016	PERA	700-21704	11,738.33
MN Pera	INV0000781	04/01/2016	PERA	700-21704	5,631.07
MN Pera	INV0000782	04/01/2016	PERA	700-21704	440.46
MN Pera	INV0000783	04/01/2016	PERA	700-21704	15.00
MN Pera	INV0000791	04/15/2016	PERA	700-21704	12,268.34
MN Pera	INV0000792	04/15/2016	PERA	700-21704	5,404.41
MN Pera	INV0000793	04/15/2016	PERA	700-21704	423.30
MN Pera	INV0000794	04/15/2016	PERA	700-21704	20.00
Minnesota State Deferred	INV0000784	04/01/2016	Deferred Compensation	700-21705	4,290.00
Minnesota State Deferred	INV0000785	04/01/2016	Deferred Roth	700-21705	775.00
Minnesota State Deferred	INV0000795	04/15/2016	Deferred Compensation	700-21705	4,290.00
Minnesota State Deferred	INV0000796	04/15/2016	Deferred Roth	700-21705	775.00
BLUE CROSS/BLUE SHIELD	20160329	04/04/2016	INSURANCE PREM- MAY 2016	700-21706	40,785.50
Minnesota Department of Re	20160318	03/31/2016	WAGE LEVY 3-18-16	700-21709	124.59
Minnesota Department of Re	20160330	03/30/2016	WAGE LEVY	700-21709	124.59

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLLECTION SERVICES CENTE	20160401	04/01/2016	#CDDM013726	700-21709	930.23
MN Child Support Payment C	INV0000786	04/01/2016	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000787	04/01/2016	Medicare Withholding	700-21711	2,995.28
Internal Revenue Service-Payr	INV0000798	04/15/2016	Medicare Withholding	700-21711	3,096.52
SELECTACCOUNT	38172264	04/13/2016	FLEX SPENDING	700-21712	242.43
SELECTACCOUNT	38176747	04/13/2016	FLEX SPENDING	700-21712	1,447.63
COLONIAL LIFE INSURANCE	8182644-0412290	04/02/2016	BCN E8182644 INSURANCE	700-21714	8.82
MII LIFE	20160401	04/13/2016	VEBA - APRIL 2016	700-21720	11,404.38
					157,045.43
Fund 700 - PAYROLL Total:					157,045.43
Grand Total:					856,255.17

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	40,739.44
211 - LIBRARY	5,682.69
225 - AIRPORT	1,925.48
230 - POOL	761.82
235 - AMBULANCE	6,625.45
250 - EDA GENERAL	9,178.09
253 - EDA RIVERBLUFF ESTATES	400.00
254 - NORTH IND PARK	117.69
401 - GENERAL CAPITAL PROJECTS	1,323.19
601 - WATER	24,015.89
602 - SEWER	22,787.63
604 - ELECTRIC	328,385.03
609 - LIQUOR STORE	66,706.20
614 - TELECOM	175,690.39
615 - ARENA	9,554.82
617 - M/P CENTER	4,585.93
651 - RIVERLBUFF TOWNHOMES	730.00
700 - PAYROLL	157,045.43
Grand Total:	856,255.17

Account Summary

Account Number	Account Name	Payment Amount
100-11500	Accounts Receivable	-47.64
100-20202	Sales Tax Payable	72.64
100-36200	Other Income	-274.31
100-41110-304	Legal Fees	1,035.00
100-41110-308	Training & Registrations	400.00
100-41110-350	Printing & Design	25.00
100-41110-480	Other Miscellaneous	13.99
100-41310-200	Office Supplies	181.41
100-41310-217	Other Operating Supplie	165.37
100-41310-301	Auditing & Consulting Se	346.50
100-41310-308	Training & Registrations	39.96
100-41310-321	Telephone	169.45
100-41310-326	Data Processing	84.99
100-41310-331	Travel Expense	230.58
100-41310-334	Meals/Lodging	9.50
100-41310-480	Other Miscellaneous	413.00
100-41910-200	Office Supplies	51.49
100-41910-212	Motor Fuels	49.21
100-41910-321	Telephone	122.05
100-41940-381	Electric Utility	529.43
100-41940-382	Water Utility	74.97
100-41940-385	Sewer Utility	129.91
100-41940-406	Repairs & Maint - Groun	1,284.97
100-41940-409	Repairs & Maint - Utilitie	128.63
100-42120-200	Office Supplies	38.50
100-42120-212	Motor Fuels	1,021.42
100-42120-218	Uniforms	44.95
100-42120-304	Legal Fees	3,706.00
100-42120-308	Training & Registrations	355.00
100-42120-321	Telephone	272.78
100-42120-323	Radio Units	108.00
100-42120-404	Repairs & Maint - M&E	1,003.16
100-42120-480	Other Miscellaneous	458.97
100-42220-212	Motor Fuels	35.05
100-42220-215	Materials & Equipment	140.75

Account Summary

Account Number	Account Name	Payment Amount
100-42220-304	Legal Fees	180.00
100-42220-310	Lab Testing	301.00
100-42220-321	Telephone	27.88
100-42220-334	Meals/Lodging	109.28
100-42220-404	Repairs & Maint - M&E	23.56
100-42220-439	Special Projects	1,583.51
100-42220-480	Other Miscellaneous	57.69
100-42500-381	Electric Utility	18.33
100-42700-300	Charges for Services	198.00
100-43100-212	Motor Fuels	1,304.37
100-43100-215	Materials & Equipment	8,616.36
100-43100-216	Chemicals and Chemical	49.99
100-43100-217	Other Operating Supplie	196.04
100-43100-224	Street Maint Materials	122.00
100-43100-241	Small Tools	82.99
100-43100-321	Telephone	136.27
100-43100-381	Electric Utility	2,883.52
100-43100-382	Water Utility	20.96
100-43100-385	Sewer Utility	42.02
100-43100-404	Repairs & Maint - M&E	9,265.38
100-43100-480	Other Miscellaneous	1,202.40
100-43210-307	Management Fees	82.00
100-45120-217	Other Operating Supplie	14.73
100-45202-212	Motor Fuels	733.95
100-45202-304	Legal Fees	60.00
100-45202-381	Electric Utility	278.80
100-45202-402	Repairs & Maint - Struct	132.39
100-45202-404	Repairs & Maint - M&E	145.51
100-45202-405	Repairs & Maint - Vehicl	449.83
211-45501-200	Office Supplies	585.74
211-45501-217	Other Operating Supplie	7.36
211-45501-321	Telephone	29.35
211-45501-326	Data Processing	65.00
211-45501-331	Travel Expense	43.74
211-45501-381	Electric Utility	205.08
211-45501-382	Water Utility	18.84
211-45501-385	Sewer Utility	36.04
211-45501-402	Repairs & Maint - Struct	852.88
211-45501-406	Repairs & Maint - Groun	464.96
211-45501-435	Books and Pamphlets	2,643.70
211-45501-480	Other Miscellaneous	730.00
225-45127-200	Office Supplies	29.10
225-45127-217	Other Operating Supplie	25.00
225-45127-381	Electric Utility	1,123.10
225-45127-409	Repairs & Maint - Utilitie	18.28
225-45127-480	Other Miscellaneous	730.00
230-45124-217	Other Operating Supplie	7.36
230-45124-381	Electric Utility	24.46
230-45124-480	Other Miscellaneous	730.00
235-42153-200	Office Supplies	44.00
235-42153-212	Motor Fuels	592.21
235-42153-217	Other Operating Supplie	380.74
235-42153-312	Nursing	425.42
235-42153-321	Telephone	90.85
235-42153-323	Radio Units	1,591.43
235-42153-327	Interpretation Fees	34.00
235-42153-331	Travel Expense	34.56
235-42153-334	Meals/Lodging	104.03

Account Summary

Account Number	Account Name	Payment Amount
235-42153-404	Repairs & Maint - M&E	62.18
235-42153-405	Repairs & Maint - Vehicl	1,125.85
235-42153-460	Miscellaneous Taxes	1,410.18
235-42153-480	Other Miscellaneous	730.00
250-23900	Notes Payable - Noncurr	910.82
250-46520-200	Office Supplies	84.05
250-46520-301	Auditing & Consulting Se	1,171.94
250-46520-303	Engineering and Surveyi	998.00
250-46520-304	Legal Fees	2,073.00
250-46520-321	Telephone	155.94
250-46520-381	Electric Utility	66.92
250-46520-438	Meeting Expense	68.75
250-46520-480	Other Miscellaneous	250.00
250-49980-602	Other Long-Term Obliga	2,131.87
250-49980-612	Other Interest	1,266.80
253-46520-480	Other Miscellaneous	400.00
254-46520-381	Electric Utility	117.69
401-49950-500	Capital Outlay - Office	718.75
401-49950-501	Capital Outlay - Police	604.44
601-16400	Machinery & Equipment	2,650.60
601-49400-200	Office Supplies	44.00
601-49400-212	Motor Fuels	231.23
601-49400-216	Chemicals and Chemical	2,017.51
601-49400-217	Other Operating Supplie	7.50
601-49400-301	Auditing & Consulting Se	1,000.00
601-49400-321	Telephone	157.01
601-49400-322	Postage	513.14
601-49400-326	Data Processing	2,942.82
601-49400-334	Meals/Lodging	81.31
601-49400-381	Electric Utility	5,054.48
601-49400-382	Water Utility	16.57
601-49400-385	Sewer Utility	29.64
601-49400-386	Landfill	1,154.67
601-49400-404	Repairs & Maint - M&E	4,464.19
601-49400-409	Repairs & Maint - Utilitie	428.22
601-49400-443	Intergovernmental Fees	3,223.00
602-49450-200	Office Supplies	44.00
602-49450-212	Motor Fuels	396.11
602-49450-217	Other Operating Supplie	7.50
602-49450-241	Small Tools	352.12
602-49450-301	Auditing & Consulting Se	1,000.00
602-49450-310	Lab Testing	1,117.20
602-49450-321	Telephone	200.09
602-49450-322	Postage	513.13
602-49450-326	Data Processing	3,002.82
602-49450-334	Meals/Lodging	81.31
602-49450-381	Electric Utility	10,340.90
602-49450-382	Water Utility	608.75
602-49450-404	Repairs & Maint - M&E	997.76
602-49450-408	Repairs & Maint - Distrib	3,197.36
602-49450-439	Special Projects	515.58
602-49450-480	Other Miscellaneous	413.00
604-11500	Accounts Receivable	81.10
604-14200	Inventory	79,434.24
604-16440	Motor Vehicles	211,895.00
604-20202	Sales Tax Payable	17,198.00
604-22000	Prepayments	900.00
604-49550-200	Office Supplies	460.04

Account Summary

Account Number	Account Name	Payment Amount
604-49550-212	Motor Fuels	266.77
604-49550-217	Other Operating Supplie	7.50
604-49550-241	Small Tools	26.98
604-49550-301	Auditing & Consulting Se	1,000.00
604-49550-303	Engineering and Surveyi	819.00
604-49550-308	Training & Registrations	880.00
604-49550-310	Lab Testing	35.00
604-49550-321	Telephone	443.25
604-49550-322	Postage	513.14
604-49550-326	Data Processing	4,837.74
604-49550-334	Meals/Lodging	81.31
604-49550-381	Electric Utility	171.22
604-49550-382	Water Utility	18.27
604-49550-385	Sewer Utility	31.24
604-49550-404	Repairs & Maint - M&E	140.67
604-49550-405	Repairs & Maint - Vehicl	1,320.33
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-408	Repairs & Maint - Distrib	2,218.87
604-49550-433	Dues & Subscriptions	700.79
604-49550-460	Miscellaneous Taxes	42.02
604-49550-480	Other Miscellaneous	3,477.95
604-49550-491	Payments to Other Orga	1,200.00
609-16460	Furniture & Fixtures	7,153.84
609-20202	Sales Tax Payable	12,787.00
609-49751-200	Office Supplies	70.26
609-49751-217	Other Operating Supplie	171.81
609-49751-251	Liquor	9,010.83
609-49751-252	Beer	29,880.75
609-49751-253	Wine	4,420.84
609-49751-254	Soft Drinks & Mix	371.51
609-49751-259	Non- Alcoholic	35.30
609-49751-265	Merchandise Returned f	313.00
609-49751-301	Auditing & Consulting Se	1,000.00
609-49751-321	Telephone	154.73
609-49751-326	Data Processing	130.84
609-49751-333	Freight and Express	382.53
609-49751-340	Advertising & Promotion	175.00
609-49751-381	Electric Utility	487.16
609-49751-382	Water Utility	20.58
609-49751-385	Sewer Utility	37.32
609-49751-404	Repairs & Maint - M&E	34.87
609-49751-406	Repairs & Maint - Groun	40.88
609-49751-460	Miscellaneous Taxes	4.88
609-49751-480	Other Miscellaneous	22.27
614-11500	Accounts Receivable	997.56
614-20201	Excise Tax Payable	895.81
614-20202	Sales Tax Payable	9,210.00
614-20206	911 TAP & TACIP Fees CI	1,162.59
614-38299	Cable Other Income	24.95
614-49870-200	Office Supplies	81.41
614-49870-211	Cleaning Supplies	65.31
614-49870-212	Motor Fuels	174.97
614-49870-217	Other Operating Supplie	6,007.50
614-49870-227	Utility System Maint Sup	96.37
614-49870-241	Small Tools	167.45
614-49870-301	Auditing & Consulting Se	1,000.00
614-49870-304	Legal Fees	570.00
614-49870-308	Training & Registrations	205.00

Account Summary

Account Number	Account Name	Payment Amount
614-49870-321	Telephone	657.46
614-49870-322	Postage	513.13
614-49870-326	Data Processing	4,914.45
614-49870-334	Meals/Lodging	150.16
614-49870-340	Advertising & Promotion	522.67
614-49870-381	Electric Utility	1,762.83
614-49870-382	Water Utility	17.54
614-49870-385	Sewer Utility	29.32
614-49870-404	Repairs & Maint - M&E	49.39
614-49870-405	Repairs & Maint - Vehicl	16.98
614-49870-406	Repairs & Maint - Groun	347.03
614-49870-433	Dues & Subscriptions	250.00
614-49870-441	Transmission Fees	236.59
614-49870-442	Subscriber Fees	126,702.59
614-49870-443	Intergovernmental Fees	1,484.57
614-49870-445	Switch Fees	1,610.55
614-49870-447	Internet Expense	11,341.11
614-49870-451	Call Completion	4,212.85
614-49870-460	Miscellaneous Taxes	13.66
614-49870-480	Other Miscellaneous	198.59
615-49850-200	Office Supplies	472.00
615-49850-212	Motor Fuels	144.00
615-49850-217	Other Operating Supplie	26.51
615-49850-241	Small Tools	27.98
615-49850-301	Auditing & Consulting Se	730.00
615-49850-321	Telephone	185.75
615-49850-326	Data Processing	130.84
615-49850-340	Advertising & Promotion	82.00
615-49850-381	Electric Utility	7,037.25
615-49850-382	Water Utility	228.16
615-49850-385	Sewer Utility	27.08
615-49850-406	Repairs & Maint - Groun	248.33
615-49850-409	Repairs & Maint - Utilitie	31.92
615-49850-460	Miscellaneous Taxes	183.00
617-20202	Sales Tax Payable	314.40
617-49860-200	Office Supplies	44.00
617-49860-211	Cleaning Supplies	94.38
617-49860-217	Other Operating Supplie	657.42
617-49860-252	Beer	52.80
617-49860-301	Auditing & Consulting Se	730.00
617-49860-321	Telephone	126.40
617-49860-326	Data Processing	60.00
617-49860-340	Advertising & Promotion	498.50
617-49860-381	Electric Utility	892.24
617-49860-382	Water Utility	68.41
617-49860-385	Sewer Utility	67.87
617-49860-404	Repairs & Maint - M&E	308.93
617-49860-406	Repairs & Maint - Groun	546.98
617-49860-460	Miscellaneous Taxes	123.60
651-46520-480	Other Miscellaneous	730.00
700-21701	Federal Withholding	20,059.39
700-21702	State Withholding	8,072.35
700-21703	FICA Tax Withholding	21,275.34
700-21704	PERA Contributions	35,940.91
700-21705	Retirement	10,130.00
700-21706	Medical Insurance	40,785.50
700-21709	Wage Levy	1,586.88
700-21711	Medicare Tax Withholdi	6,091.80

Account Summary

Account Number	Account Name	Payment Amount
700-21712	Flex Account	1,690.06
700-21714	Individual Insurance-Col	8.82
700-21720	VEBA Contributions	<u>11,404.38</u>
	Grand Total:	856,255.17

Project Account Summary

Project Account Key	Payment Amount
None	<u>856,255.17</u>
Grand Total:	856,255.17

4.15.16
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