Council Meeting
Tuesday, August 16, 2016
City Council Chambers
7:30 p.m.
AGENDA

CITY OF WINDOM

Call to Order
Pledge of Allegiance

1. Approval of Minutes
   - Council Minutes–August 2, 2016

2. Consent Agenda
   - Minutes
     - Community Center Commission – August 8, 2016
     - Economic Development Commission – August 8, 2016
     - Emergency Services Building Committee – August 8, 2016
     - Planning Commission – August 9, 2016
     - Utility Commission Meeting – August 10, 2016

3. Coalition of Greater MN Cities Presentation – Marty Seifert

4. Department Heads

5. Planning Commission – Conditional Use Permit – 2355 Cottonwood Lake Drive

6. Substandard Building Resolution

7. Resolution Sanitary Sewer Line Plans and Specifications and Call For Bids

8. Emergency Services Facility
   - Review Bid Information

9. Resolution Calling for Public Hearing – Vacating Witt Park

10. Personnel – Building Official – Employment Offer

11. Building Inspection Contract

12. New Business

13. Old Business

14. Regular Bills

15. Contractor Payments
    - 2016 Sealcoat Project - Caldwell Asphalt Co., Inc. – Pay Request # 1 $53,539.15
    - Water Tower Project- MK Painting Inc. – Pay Request #3 $271,075.00

16. Council Concerns

17. Adjourn

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

Preliminary

Regular Council Meeting
Windom City Hall, Council Chamber
August 2, 2016
7:30 p.m. Regular Meeting

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, Dominic Jones, Paul Johnson, Bryan Joyce and JoAnn Ray
Council Absent:	None
Student Representative:	None
City Staff Present:	Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, EDA Director; Mike Haugen, Water\Wastewater Superintendent; Al Baloun, Recreation Director; Dan Ortmann, Fire Chief and Tim Hacker, Ambulance Director

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Joyce second by Johnson to approve the City Council minutes from July 19, 2016. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Community Center Commission – July 25, 2016
- Telecom Commission – July 25, 2016
- Utility Commission – July 27, 2016
- Street Committee – July 27, 2016

Joyce said that the Telecom Commission had discussed the outage that occurred a few weeks ago and are working on a plan for replacement of end of life equipment. They are getting costs and an implementation plan to present to City Council and are also working on a possible conversion of the television system.

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

Maricle said there was a license application for a Business Solicitation License from Kristupas Drulia for Southwest Sales. This had the review of the Windom Police Department as required.

Motion by Johnson second by Cooley to approve the Business Solicitation License as presented. Motion carried 5 – 0.

6. Public Comment – Bob Lindaman – Emergency Services Facility:

Mr. Lindaman said that he is representing approximately 600 citizens who signed a petition on the proposed Emergency Services Facility. He noted that none of them are against the fire or ambulance services but they do not want the Witt Park site used for the building and they are concerned about the cost and process. The park is a block away from the Courthouse square which is a gem and having it in this same area is an asset. An 1881 deed states that this land is for park use and people do use the park. He feels there are safety issues with the ambulance putting 700 plus service calls onto 10th Street and the days of being centrally located are horse and buggy thinking cars and cell phones are used now. Other communities have fire departments on the outskirts of town and no downtown. He noted Jackson has one downtown and they do not like it. The school and hospital are on the outsides of the community and close to highways as to avoid the congestion of downtown. The amount of money used to tear up the park is too high and people cannot afford the project. He stated that Windom cannot afford it and there is already debt on the telecom system for $10 million and other projects. Lindaman stated that a reputable person looked at the City finances and state the City could only do $1 to $2 million more of debt and there are other projects to consider such as the pool and the arena. He said another concern is not enough public input and no vote on the project. A township group has sent the City a legal document saying they are not going to participate in the project. The community meeting that was held showed that the 300 people that attended do not support the project and cannot afford it. He said to put up a new building for $2 million and build it someplace else. He has also heard that people will move if the project goes ahead. He asked Council not to move forward.

Maricle thanked Mr. Lindaman for the comments and submission of the petition.

7. Department Heads:

Al Baloun, Recreation Director, said that the Windom Recreational Area (WRA) cook-out went well and about $1,500 was raised. After expenses $1,000 is available to do improvements at the WRA which is the intent of the fund raising. He asked that these funds be used to purchase some safety equipment to be placed on the outfield fencing on Legion Field at an estimated cost of $956.04.

Motion by Joyce second by Jones to approve the use of the WRA cook-out proceeds for safety improvements at Legion Field as proposed. Motion carried 5 – 0.

Baloun said that the Windom Pool and Library are going an event with a movie in the park on August 8 from 6:30 to 8:30 pm for swimming and the movie at dusk. About 150 people attended last year and there will be contests and prizes for costumes. The movie is Horton Hears a Who. The cost of the event is $5 and he encouraged everyone to attend.

Joyce thanked the Pool Manager and lifeguards for their work on the project and at the pool this season.

Baloun noted the pool will be closing on August 22. The County fair is August 15-21 and the pool hours will be 12 noon to 5 pm.

Joyce noted the announcement of the Mighty Ducks grants for the Arena. Baloun said he had the information and is working on an application, which is due in early October.

Jones asked about the pool feasibility study. Baloun replied that the consultant visited the site and the information is coming to the Parks & Recreation Commission in September.

8. Electric Substation Equipment Replacement Project – Resolution Approving Plans and Specs:

Nasby said there was a memorandum in the Council packet that outlines the timeline for the bidding and award. The proposal is to purchase equipment as part of the substation rebuild project. The current substation is approaching 30-40 years old and transformers, breakers and other components need to be replaced. The Utility Commission is recommending the approval of plans and specifications for the project and proceeding to bidding.

Council member Jones introduced the Resolution No. 2016-47, entitled "RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE ELECTRIC SUBSTATION EQUIPMENT RELACEMENT PROJECT" and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Johnson, Jones, Joyce, Ray and Cooley: No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Disposition of Surplus Equipment Telecom - Van:

Nasby said that there is a memorandum in the packet from the Telecom Manager regarding this item. The City Council had previously discussed the replacement of the van and approved buying a replacement vehicle as the engine is failing on the van. The Telecom Commission is recommending disposition of the van.

Motion by Joyce second by Jones to approve the declaration of surplus and disposition of the Telecom van. Motion carried 5 – 0.

10. Resolution Calling for a Public Hearing on Proposed Vacation of Ash Street:

Drew Hage, EDA Executive Director, said that there are several streets platted in this area by Dino's Diner, Phat Pheasant, Windom Floor and Sleep and Runnings. With the development in this area anticipated to increase due to the Highway 60 construction there is a request by a property owner for the City to vacate an unopened street which is Ash Street. In 1955 and 2001 the City vacated parts of Arlington Avenue. The City would keep the utility easement on Ash Street but vacate the street. Ash Street is split between two owners.

Jones noted the whole part of Ash Street would be vacated. Hage agreed.

Johnson said there is an unopened street platted by Runnings, Inc. Hage said they have had discussions about this area and the street is to stay to provide additional access in the future.

Council member Johnson introduced the Resolution No. 2016-48, entitled "RESOLUTION CALLING FOR A PUBLIC HEARING ON A PROPOSED VACATION OF ASH STREET" and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Jones, Joyce, Ray, Cooley and Johnson: No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

11. Naming Rights Policy:

Nasby said that there will likely be fund raising activities in the future for the parks, arena, swimming pool or other City facilities. Both the Community Center and Windom Recreation Area had donations and sponsors for items, which were handled on a case by case basis. He said a naming rights policy is proposed so there is a formal structure in obtaining donations or sponsorships. This is a sample policy from the League of Minnesota Cities and his recommendation is to give this sample to the Boards and Commissions for their input.

Maricle and Joyce thought it was a good idea to have a policy and be proactive.

City Council consensus to proceed with the discussion phase on a possible naming rights policy.

12. Second Readings of Ordinances:

Nasby said Ordinance 155, 2nd Series is an opt-out of the State's requirements regulating temporary housing. The Planning and Zoning Commission has recommended its approval. He added that this State law would allow drop houses in any residential zone in communities statewide regardless of existing regulations, but cities had an option to opt-out by September 1. He recommended approval of this ordinance opting out to allow the Planning Commission time to consider adding language or modifying language to allow drop homes.

Motion by Johnson second by Joyce to approve the 2nd Reading of Ordinance 155, 2nd Series as presented. Motion carried 5 – 0.

Nasby said that Ordinance 156, 2nd Series relates to the regulation of solar panels. This issue was discussed by the Utility Commission. The Planning and Zoning booth reviewed and recommended for approval the ordinance. The intent is to protect citizens and the utility against unsafe practices.

Motion by Joyce second by Ray to approve the 2nd Reading of Ordinance 156, 2nd Series as presented. Motion carried 5 – 0.

Motion by Joyce second by Johnson to approve the Title and Summary publication for 2nd Reading of Ordinance 156, 2nd Series as presented. Motion carried 5 – 0.

13. Resolution Appointing Additional Election Judges:

Council member Joyce introduced the Resolution No. 2016-49, entitled "A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE FORTHCOMING ELECTIONS IN 2016" and moved its adoption. The resolution was seconded by Jones and on roll call vote: Yes: Joyce, Ray, Cooley, Johnson and Jones: No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

14. New Business:

None.

15. Old Business:

Maricle said that the interviews for the Building Official positon were held and they are planning on a recommendation for August 16, 2016.

Jones asked for the bid information for the Emergency Services Facility.

Maricle said the information was sent out to the Council and the architects are still verifying the bid numbers.

Jones noted it is public information and thinks that should be shown and they were good bids.

Maricle read the bid numbers of $3.12 million for Gosewich Construction; $3.214 million for Apx Construction; $3.206 million for Met Con Construction; $3.387 million for Kue Construction and $3.444 million for Mohs Construction.

Maricle suggested a work session for the Council to discuss the project bids and financing. Consensus was to set a meeting for 5:30 pm on August 9, 2016.

Jones asked that this meeting be televised. Consensus by Council to televise the work session.

Joyce asked about the progress on the rental housing ordinance. Maricle said that it would likely be on hold until a new Building Official is hired.

Jones asked that the Emergency Services Building Committee provide any meeting minutes as it had done in the past. Ortmann noted the committee had not met since the last minutes.

Jones asked about appropriation bonds and the State statute authorizing them. Nasby said that was an option provided by the financial consultants and he would get the answer to Jones.

16. Regular Bills:

Motion by Ray second by Joyce to approve the regular bills as presented. Motion carried 5 – 0.

17. Contractor Payments:

Mike Haugen, Water\Wastewater Superintendent, said that the work on the east tower is about 80 percent complete. The contractor is a bit behind schedule due to poor weather and storm damage, but with a couple weeks of good weather it should be back on schedule.

Joyce asked if there was going to be a delay in the project completion for both towers. Haugen replied that no schedule change has been proposed.

Motion by Jones second by Ray to approve Pay Request #1 for M & K painting for $81,700. Motion carried 5 – 0.

Motion by Johnson second by Jones to approve Pay Request # for M & K painting for $369,645. Motion carried 5 – 0.

18. Council Concerns:

Joyce said he was at an LMC workshop on effective meetings and encouraged others to attend. He noted a good crowd at the Night to Unite and thanked the organizers and participants. Joyce said that the heard the concerns of the citizen group regarding the proposed Emergency Services Facility and he has spent many hours considering the concerns and the project.

Johnson said Night to Unite was a success and he had the Emergency Communications rig present. He also wanted to clarify that as Emergency Management Coordinator he is a County employee, not a fire fighter and does not work for the City nor would have an office in the proposed Emergency Services Facility.

Jones asked that the City Council packet have a link on the City web home page as only the agenda is there. He has been researching the City Charter and noted the appointees have expired terms. He feels there needs to be an update or consideration of changing to a statutory city. Jones thanked the citizens for their input earlier this evening. He asked if the City had received a letter from the townships specifically stating they are not going to contribute to the proposed building. Maricle and Nasby replied that no letter stating that had been provided to the City.

19. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 8:33 pm.

_____
Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes
Monday August 8, 2016

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:30 p.m.

2. Roll Call:

President:	Wayne Maras
CC Director:	Brad Bussa
Commission Members:	Linda Stuckenbroker
	Kelly Woizeschke
	Mitch Voehl
	Lenny Thiner
Commission Liaisons:	Brian Cooley-Absent
	Bruce Caldwell-Absent
	Paul Johnson-Absent
EDA Director:	Drew Hage-Absent
Public:	

3. Director's Report:

WCC Director Bussa informed Commission of costs involved in October Festival/Concert. WCC Director Bussa stated he would be soliciting funding to help defray those costs. WCC Commission agreed with additional sponsors, tickets sales, and money taken in from bar sales, they would like to go ahead with the event in hopes of bigger and better event next year. **Motion by Linda Stuckenbroker, 2nd by Lenny Thiner to present the event to City Council for approval of Beer Tasting and Back to My Roots Concert. Motion carried 5-0.**

11. Next Meeting:

Monday August 22, 2016 @ 5:30 pm

Adjourn:

Motion by Kelly Woizeschke, seconded by Lenny Thiner, to adjourn the meeting at 6:15 pm. Motion carried 5-0.

_____
Wayne Maras, WCC President

_____
Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
AUGUST 8, 2016

1. Call to Order: The meeting was called to order by President Espenson at 12:03 p.m.

2. Roll Call & Guest Introductions:

   EDAWN Commissioners: Justin Espenson, Betsy Herding, Rick Clerc, Paul Johnson, and Dominic Jones.

   Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, and WADC Liaison Tara Christensen.

3. Approval of Minutes:

   Motion by Commissioner Clerc, seconded by Commissioner Johnson, to approve the Minutes of the EDA Meeting held on July 11, 2016. Motion carried 4-0. (Commissioner Jones was not present for this vote.)

4. North Windom Industrial Park – Drainage System
   A. Potential Drainage Improvement Proposals: Due to recent rain events and potential future expansion of NWIP, options for water drainage from NWIP and the Ray Watershed were discussed. Executive Director Hage reviewed maps of the NWIP showing an existing tile line and proposed location of a new tile line and other drainage information, including an existing easement and possible reuse of the water.

5. Highway 71 Property
   A. Inquiries: Executive Director Hage related the contacts he had received from two different property owners who own property adjacent to Highway 71 South of Windom. The Gilmore Estate will be selling two parcels (located just east of the railroad track and north of Highway 71) in November and were inquiring about the EDA's possible interest in this property. Another property owner on the south side of Highway 71 had inquired about possible areas and assistance for a potential drag strip. The EDA Board had reviewed the development potential of the Gilmore property previously; and because of drainage issues and cost factors, had decided to enter into an expansion option for property south of the NWIP. It was the consensus of the Board not to act on either inquiry. Director Hage will update the property owners.

6. Active Living Plan
   A. Second Meeting – Summary & Next Steps: The second meeting for the Active Living Plan was held on Monday, August 1st, at 8:00 p.m. following the "Night to Unite" celebration in Courthouse Square. Results of the survey and next steps had been discussed at the second meeting. Director Hage will be completing the plan by the end of August for presentation to the Parks & Recreation Commission and City Council in September for their ranking of infrastructure and non-infrastructure projects.

   B. Citizen – Guest Column (7-27-16): Executive Director Hage was a guest columnist for the July 27th edition of the Cottonwood County Citizen. His column entitled, "Why do we need an Active Living Plan for Windom?", outlined the reasons, strategy, impact and planning for the Plan.

7. EDA Spec Building
   A. Update & Future Plans: Executive Director Hage updated the Board concerning the showings of the Spec Building to potential buyers/tenants and reviewed options with the Board. It was the

consensus of the Board to market the property through the end of 2016; and then if the property is still available, reconnect with the County concerning options.

B. Improvement Bids: The EDA is still waiting for repair bids from contractors and will provide that information when available.

8. Redevelopment TIF District

A. Potential New District and B. Steps/Schedule: Executive Director Hage advised that the EDA is considering the possibility of establishing a new redevelopment TIF district in Windom in the area of the former Dino's Diner property and possibly including adjoining properties if there is interest in participating in the district. He reviewed information concerning potential reuse of the Dino's Diner site and benefits of establishing a TIF district in that area.

Motion by Commissioner Johnson, seconded by Commissioner Clerc, to proceed with negotiations and steps to establish a new redevelopment TIF district in the 2200 and 2300 blocks on the north side of Highway 60 East. Motion carried 5-0.

9. Cottonwood County Tax Abatement Program

A. Programs – Other Counties: Executive Director Hage reported that preliminary information concerning a potential Tax Abatement Program to encourage construction of new homes and new rental units in Windom and Cottonwood County was presented to the City Council in July and also to the School Board's July work session. Both the Council and School Board were open to further research and discussion concerning such a program. Director Hage is in the process of contacting other areas of the State to obtain information concerning any tax abatement programs which they are currently using to encourage residential growth. It was the consensus of the EDA Board to support a tax abatement program but specifically for new construction of residential homes and rental units and not for other uses.

10. Unfinished Business

A. Highway 60 – Approach/Frontage Road Update: Executive Director Hage updated the Board concerning the status of Scott Veenker's Highway 60 access for his new truck wash.

11. River Bend Center – Closed Session

A. Parcel 3 – Negotiations: President Espenson announced that the purpose of this closed session was to discuss the terms of a potential sale of Parcel 3 of the EDA's River Bend Center property located south of the River Bend Liquor Store.

Motion by Commissioner Clerc, seconded by Commissioner Johnson, authorizing the Board to go into closed session. Motion carried 5-0.

President Espenson closed the meeting to the public at 1:05 p.m.

Motion by Commissioner Clerc, seconded by Commissioner Johnson, authorizing the EDA President to re-open the meeting to the public. Motion carried 5-0.

President Espenson re-opened the meeting to the public at 1:18 p.m.

Recap of Closed Session: The EDA reviewed information concerning an inquiry Executive Director Hage had received regarding Parcel 3 of the EDA's River Bend Center property (south of the Liquor Store) and discussed a range for the sales price of the property.

12. Miscellaneous Information

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

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

13. Adjourn: On consensus, President Espenson adjourned the meeting at 1:19 p.m.

_____
Rick Clerc, EDA Secretary-Treasurer

Attest:_____
Drew Hage, EDA Executive Director

Emergency Services Building Committee Minutes
August 8, 2016

The Windom Emergency Services Building Committee met on August 8, 2016, at 5:30 p.m. in Fire Hall Meeting Room. Members present were Dan Ortmann, Tim Hacker, Kevin Heggeseth, Mark Stevens, Gary Olson and Brian Cooley. City Staff – Steve Nasby and Denise Nichols. Absent: Mayor Corey Maricle and Jim Axford. Also present was Dirk Abraham, KDOM Radio. Public present were Jordan Bussa and Ben Derickson.

1. **Call to Order** – Chair Ortmann called the meeting to order.

2. **Approval of Minutes – M/S/P: Motion made by Hacker, seconded by Olson, to approve the Minutes of the May 31, 2016, meeting as written. Ayes – 6, Nays – 0.**

3. **Bid Review & City Council Recommendations:**

Bid Review – Chair Ortmann reviewed with the Committee the bids that were received for the Emergency Services Facility. He reported that five bids were received and the base bid amounts ranged from $3,120,000 to $3,440,000 plus the cost for any bid alternates that are included with the project. Gosewisch Construction was the apparent low bidder. There were eight alternates included in the bids received.

Alternate Recommendations – Chair Ortmann requested that the Committee review the alternate bids and make a recommendation to the City Council for alternates to include with the project. The alternates included in the bids were as follows:

Alternate #1	$99,000	4th Ambulance Bay
Alternate #2	$24,200	Front entrance canopy
Alternate #3	$38,000	Monument wall
Alternate #4	$64,100	Glass O.H. doors
Alternate #5	$43,100	TPO roof
Alternate #6	$2,000	Wiring for future generator
Alternate #7	$10,900	Radiant heat
Alternate #8	($30,200)	Deduct-Eliminate limestone block form liner

The Committee reviewed and discussed all the alternate bids and recommended including in the project bid amount: Alternate #1-$99,000 adding a 4th Ambulance Bay, Alternate #6-$2,000 adding wiring for future generator and Alternate #8-deduction of $30,200 to eliminate limestone block form liner. The alternate bids recommended by the Committee totaled $70,800. Olson questioned if the architectural fees included in the Project Development Cost worksheet had already been paid. City Administrator Nasby confirmed that most of the architectural fees listed on the worksheet have already been paid by the City.

Questions were asked regarding clarification of other fees listed on the Project Development Worksheet for Data Low Voltage item of $30,800. It was agreed that additional information will need to be obtained regarding clarification of the Data Low Voltage line item included on the worksheet. The Committee also discussed the quote received for site preparation. Ortmann confirmed that the contractor had been contacted and his quote of $49,500 for site preparation had remained the same.

4. **Other Business** – Brian Cooley requested the Committee provide additional information for questions that have been asked regarding items included in the building. Items discussed were why a separate Lounge/Living area was needed instead of combining the space with the meeting room. The need, number and size of the sleeping rooms (4- 7x8 rooms) with bare essentials in each room which includes a single bed, small dresser and closet. The cost to redesign the second story and additional cost for precast if sections were the not the same uniform size and additional molds would need to be made to accommodate alternate size sections which would increase the cost of the precast.

5. **Next Meeting Date** – No date was set for the next meeting.

6. **Adjourn – M/S/P: Motion made by Hacker, seconded by Stevens, to adjourn the meeting at 6:05 p.m.**

CITY OF WINDOM
PLANNING COMMISSION
MINUTES
AUGUST 9, 2016

1. Call to Order: The meeting was called to order by Chairperson Wahl at 7:01 p.m.

2. Roll Call & Guest Introductions:

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

   Also Present: Zoning Admin. Asst. Mary Hensen, Craig Thompson, and Leona Thompson.

3. Approval of Minutes:

   Motion by Commissioner Harries, seconded by Commissioner Rose, to approve the Planning Commission Minutes for the meeting held on July 12, 2016. Motion carried 6-0.

4. Public Hearing – 7:05 P.M.: Zoning Application – Conditional Use Permit – 2355 Cottonwood Lake Drive - (Applicants/Owners: Craig & Leona Thompson): Chairperson Wahl opened the public hearing at 7:05 p.m. The Commissioners had received copies of the Application submitted by the Thompsons, notice of hearing, aerial photo of the property, two site plans, and photos showing stakes of proposed location of new garage. (The property is located in an R-2 Zoning District.) Chairperson Wahl stated that the public hearing concerns a Conditional Use Permit Application filed by Craig and Leona Thompson regarding a proposed second garage on their property at 2355 Cottonwood Lake Drive. (Chairperson Wahl and several other Commissioners had driven by the location to see the layout of the property and the proposed site of the new garage.) Admin. Asst. Hensen advised that the Assessor's Office indicates that the dimensions of the Thompsons' property are 75' frontage X 208' depth for an area of 15,375 square feet. The Thompsons have an existing 14' X 24' garage on their property and a storage shed/dog kennel that is 10' X 12'. There are also two storage sheds on the southern edge of their property which they will be removing. They are proposing to construct a second garage (32' X 40'). Hensen further reported that one neighbor had come to the Building & Zoning Office to review the site plan regarding the location of the proposed second garage, but expressed no objections to the project.

   In the City Code section covering "Accessory Structures in Residential Districts", Section 152.327 provides that (1) any lots which are not at least 100 feet wide at the front yard setback require a conditional use permit for any additional garage or additional accessory building. City Code Section 152.327 provides that for lots this size, the total floor area of any garage and accessory building may not exceed 1,150 square feet except by conditional use permit. The total accessory space (garage, storage shed/kennel and second garage) would be 1,736 square feet. They are requesting a conditional use permit to allow them to have accessory (garage and storage) space of 586 square feet more than specified in the Code. City Code Section 152.327 also provides that the total floor area of any garage and accessory building may not exceed the ground coverage of the dwelling, less any attached garage, except by conditional use permit. They are also requesting the conditional use permit to allow them to have accessory (garage and storage building) space that exceeds the ground coverage of the dwelling on the property.

   In response to questions from the Commissioners, Craig and Leona Thompson verified that they will be removing the two storage sheds on the southern end of the property as there will be room in the new garage to store items currently in those sheds; those two sheds are actually situated on the vacant lot to the south and Thompsons want to remove them; they will not be using any of the accessory space (including the new garage) for any commercial purposes; they will be retaining the portable storage shed/dog kennel in the back yard; none of the neighbors have expressed to them any concerns about the second garage; they are working with their neighbor, Craig Hettenbach, regarding the water drainage from their property. Mr. Thompson said that their property was the first parcel developed in that area; that originally it had been the site of the old brick plant; and the property was higher than surrounding properties. He said that the depth of the property should actually be 308 feet because when the property was in the township there was a 100 setback from the shoreline, and that setback is no longer in effect. The Thompsons were directed to the County Assessor's Office for their questions concerning the depth of the lot.

Chairperson Wahl asked if anyone else from the audience wished to comment on the zoning application and there were no additional comments. All public testimony was completed and Chairperson Wahl closed the public hearing and referred the matter to the Planning Commission for consideration at 7:11 p.m. After a brief discussion, the following action was taken.

Motion by Commissioner McNamara, seconded by Commissioner Rose, and carried to recommend to the City Council the approval of the application, submitted by Craig Thompson and Leona Thompson, requesting a conditional use permit to allow the construction of a 32' X 40' second garage on property situated in an R-2 District which is on a lot with a frontage of less than 100 feet, which (with the existing garage and one storage building) will have 586 square feet more than provided in City Code and greater floor area than the ground coverage of the dwelling on the property. The recommendation to approve the application is subject to the following conditions: The property owners shall remove the two storage sheds located on the southern edge of the property and shall work with the neighbors concerning water drainage from the property. Thompsons' property is located at 2355 Cottonwood Lake Drive and is described as: Lot 17, Except the South 20 Feet, and Lot 18, Except the North 5 Feet, of Warren Beach in the City of Windom, Cottonwood County, Minnesota. (abbreviated description) **(Parcel No. 25-831-0110.)**

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

<u>Findings of Fact for Conditional Use Permit</u>:
1. As stated in the narrative herein.
2. That the proposed use is not in conflict with the Comprehensive Plan.
3. That the proposed use is not in conflict with the stated intent of the Zoning District in which it is to be located.
4. That the proposed use will not unreasonably harm the public health, safety, and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.
5. That the proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.
6. That the proposed use will not interfere with the provision of a reasonable economic benefit to the community.
7. That the provisions for interrelationship between the proposed development and contiguous and noncontiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.

Motion was declared carried 6-0.

Chairperson Wahl and the Commissioners advised that these recommendations will now come before the Windom City Council at its meeting next Tuesday night, August 16, 2016; and the Council will make the final decision concerning this application.

5. <u>Unfinished Business</u>: Admin. Asst. Hensen advised that Steve Carson had been hired by the City as an interim Building Inspector through the month of August. Negotiations concerning the Building & Zoning Official position are still ongoing.

6. <u>New Business</u>: Admin. Asst. Hensen reported that it appears there will be a public hearing on a variance regarding side yard setback at the September 13th Planning Commission Meeting.

7. <u>Adjourn</u>: By consensus, Chairperson Wahl adjourned the meeting at 7:21 p.m.

_____
Marilyn Wahl, Chairperson

Attest:_____
Mary Hensen, Admin. Asst.

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
August 10, 2016

Call Meeting to Order: The Utility Commission meeting was called to order at 12:00 p.m. in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis and Tom Riordan
Member Absent: None.
City Council Liaison: Dominic Jones (absent)
Staff Present: Mike Haugen, Water / Wastewater Superintendent; Chelsie Carlson, Finance Director

APPROVE MINUTES

Motion by Riordan, seconded by Francis, to approve the July 27, 2016 Utility Commission minutes. Motion carried 3 – 0.

WATER\WASTEWATER ITEMS

Review Plans and Specs - Hwy 60 Sewer Line

Travis Winter and Kelly Yanke from Bolton & Menk, Inc. presented the 2016 Sanitary Sewer Rehabilitation Project to the Utility Commission. Three areas were identified as being included in the project scope. These include removing and replacing a portion of the Highway 60 Sewer Interceptor line and lining one section on Highway 60 sewer line by 1st Avenue and 16th Street, as well as lining one section on Plum Avenue sewer line. The replacement sewer line would be an 18" line. Additionally, the project includes monitoring and sampling stations for Prime Pork operations as well as Truck Wash operations.

The engineer's estimate for the project was $607,557.00. This includes $90,000 for separate monitoring manholes for Prime Pork and the Truck wash and a joint sampling station building for $35,000. These costs are the responsibility of the Industrial User and will be incorporated into the Significant Industrial User (SIU) Agreements for Prime Pork and the Truck Wash. The Commission is in favor allowing the Industrial Users to pay over 3 years instead of fronting the full cost upfront. Yanke indicated he is working on drafts for the SIU agreements and will have them for the next Commission meeting.

The Commission questioned the $35,000 costs for the sampling station building and if fiberglass is needed. Haugen and the engineers agreed to research cheaper options for the sampling station building. The Commission also inquired about the periodic odor that is coming from the sewer line when the processing plant is in operation. Yanke indicated there are additional chemicals that can be added to control the odor and it will be incorporated into the plan.

The Commission discussed water access to the sampling station and requested the necessary precautions be taken to ensure the City would have access even if the Truck Wash was not operating.

Schwalbach inquired about Plum Avenue work also being in the 2017 street project. Haugen reported the 2017 Street Project engineers (DGR) have removed this work from their scope.

Motion by Francis, seconded by Riordan, to recommend approval of 2016 Sanitary Sewer Rehabilitation Project plans with the additional items discussed incorporated. Motion carried 3 – 0.

If the Council approves the project, the Commission would like to open bids September 2, 2016 at 12:00 p.m. and have a recommendation to Council at September 6, 2016 council meeting.

WWTP Facility Plan – Yanke discussed with Commission the need to request a limit from MPCA for a point source nutrient. PM Windom was determined in the past to be the source of nitrite/nitrate nutrient. Now that Prime Pork will be operating the plant, Yanke is recommending a limit of 10 be requested from the MPCA. The Commission was in favor of requesting this limit.

Water Tower Update – Haugen reported the contractors are finishing up a punch list for the water tower this week. The contractors do not have equipment for power washing the interior so $1100 will be deducted from the contract and the City will pay $1100 to another provider to do the power washing.

Haugen provided information on licensing for staff. He reported that Dunse has taken 3 tests in 4 years. Dunse has a C license in Wastewater and a D license in Water. Haugen would like to see Colton Dunse raised two steps on the pay scale as opposed to the one because of his hard work and dedication to his job. The topic will be revisited at the next meeting.

REGULAR BILLS

OLD BUSINESS
None.

NEW BUSINESS
None.

ADJOURN
Schwalbach adjourned the meeting at 1:10 p.m.

_____
Mike Schwalbach, Chairperson

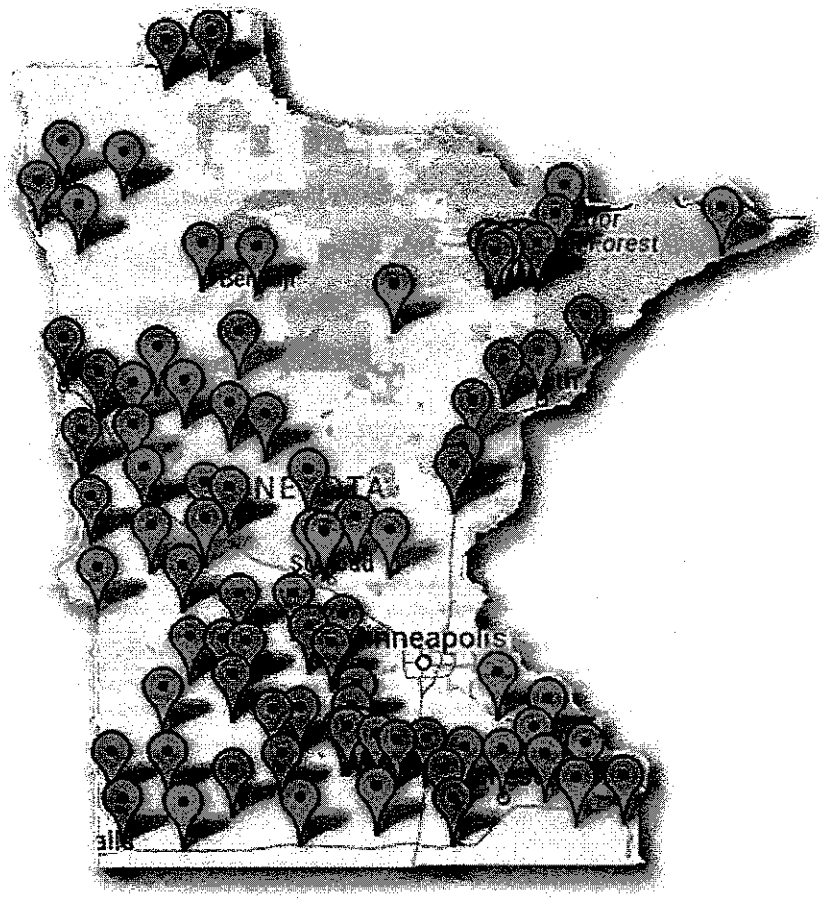
Attest: _____
Steve Nasby, City Administrator

2016 City Visit and Legislative Update

City of Windom

CGMC Represents 88 Cities Across the State

- LGA/Property Taxes
- Economic Development
- Annexation and Land Use
- Transportation
- Environmental Regulation

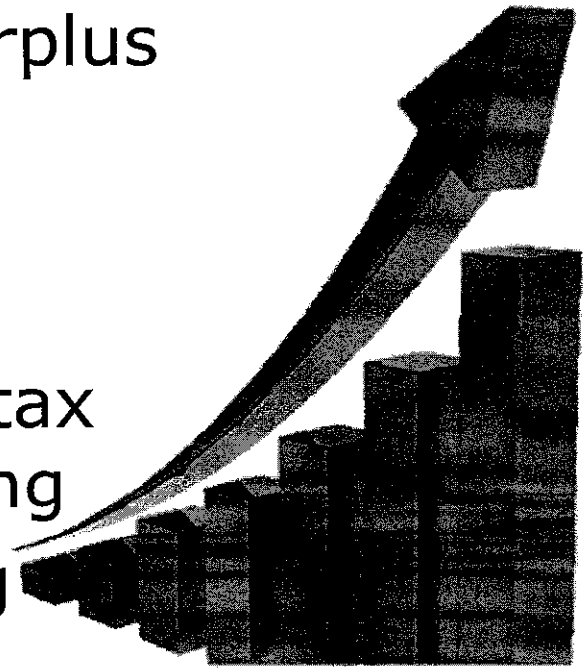


2016 Session Tackles Big Agenda of Unfinished Business, Bonding Bill

- 2015 fails to complete tax bill or comprehensive transportation package
- 2016 also year for big bonding bill
- Sharp divisions between GOP House and DFL Senate & Governor
- Very short session of only 10 weeks

Budget Forecast Continues to Show Surplus

- Session starts with $900M surplus
- Concerns over economic downturn make lawmakers cautious
- GOP favors using surplus for tax cuts and transportation funding
- DFL favors one-time spending and finding new dollars for transportation



CGMC Goals

- Return LGA to 2002 funding level
- Pass Greater MN economic development programs
  - Workforce housing
  - Greater MN Business Development Public Infrastructure Grant Program ("BDPI")
  - Broadband
- Comprehensive transportation package
- Funding for water and wastewater infrastructure

Where LGA Stood as 2016 Began

- 2015 LGA proposal to get back to 2002 level
  - Increase yearly appropriation by $45.5M to get back to $565M
- Senate supported this proposal
  - Increase phased in over 2 years
- House proposal undermines LGA
  - Cuts $84M from Mpls, St. Paul and Duluth
  - No new money for any other cities
- No tax bill in 2015

CGMC Combats LGA Myths and Misconceptions

- LGA is not property tax relief
- LGA was only meant for small rural cities to take care of infrastructure
- Minneapolis and St. Paul get disproportionate share of LGA
- 2013 reform a "bad deal" for Greater Minnesota
- Why is CGMC defending Minneapolis and St. Paul?

CGMC LGA Activity Between Sessions

- 75+ LGA resolutions
- Statewide press conference call on CGMC priorities and LGA
- 16+ LGA editorials
- Meetings with Speaker Daudt, Majority Leader Peppin, others
- Meetings with legislators in their districts with their cities
  - Breckenridge, Fergus Falls, Slayton, Hutchinson, Sandstone, East Grand Forks, Sleepy Eye, Albert Lea, Willmar, Preston, Marshall, Granite Falls, Little Falls

Tax Bill Expectations Come into Focus

- CGMC makes LGA focus of Lobby Day and other efforts at Capitol
- House backs away from huge tax cuts to focus on more modest goals
- General belief that tax bill could be easiest of "big bills" to find agreement on

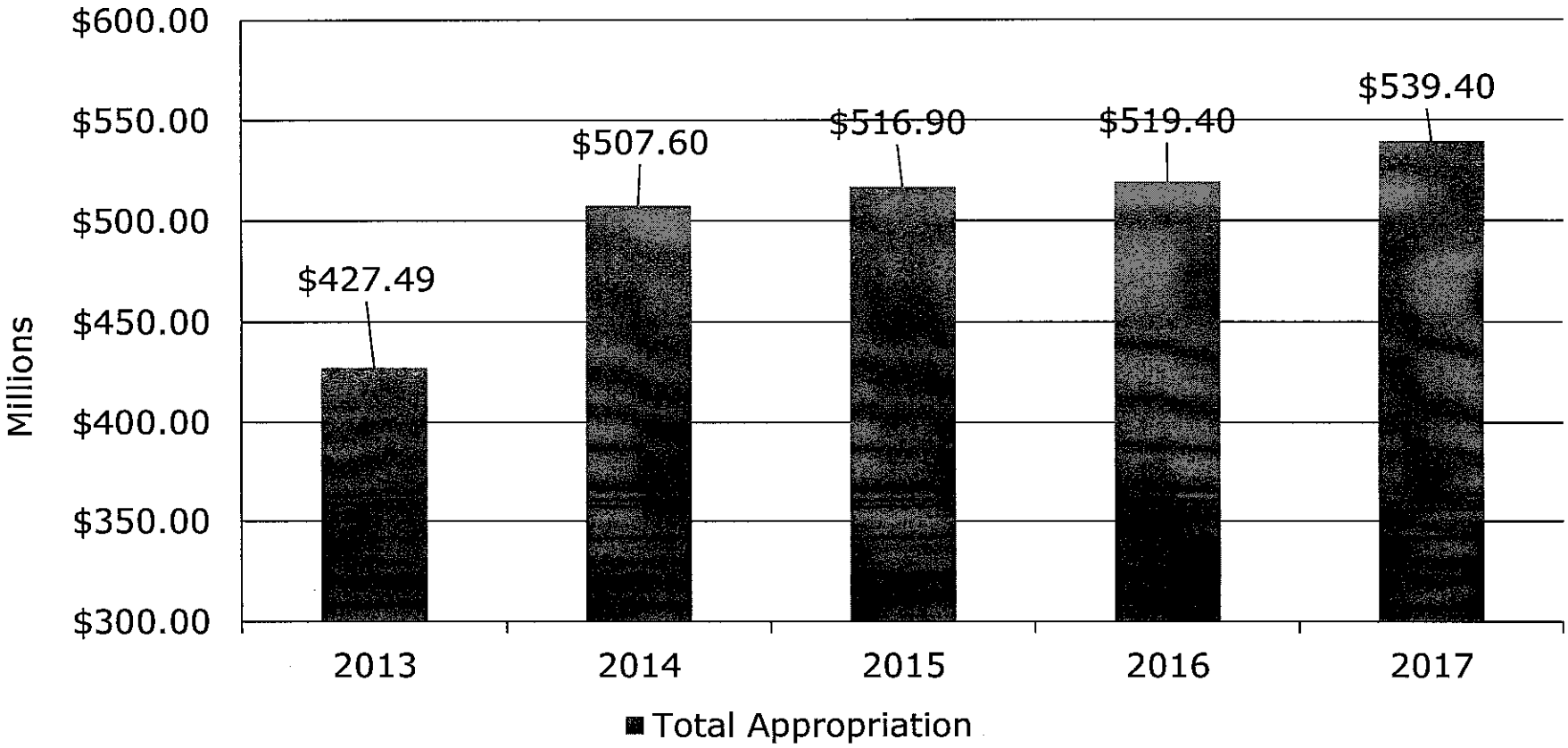
Tax Bill Included Ongoing $20M LGA Increase

- LGA went up 3.85% to $539.4M -- $25.58M short of the 2002 LGA level.
- Greater MN got 56.3% of new money, and the metro got 43.7%.
- The share going to Minneapolis, St. Paul and Duluth fell from 32.62% to 32.58%.

Other Tax Bill Items

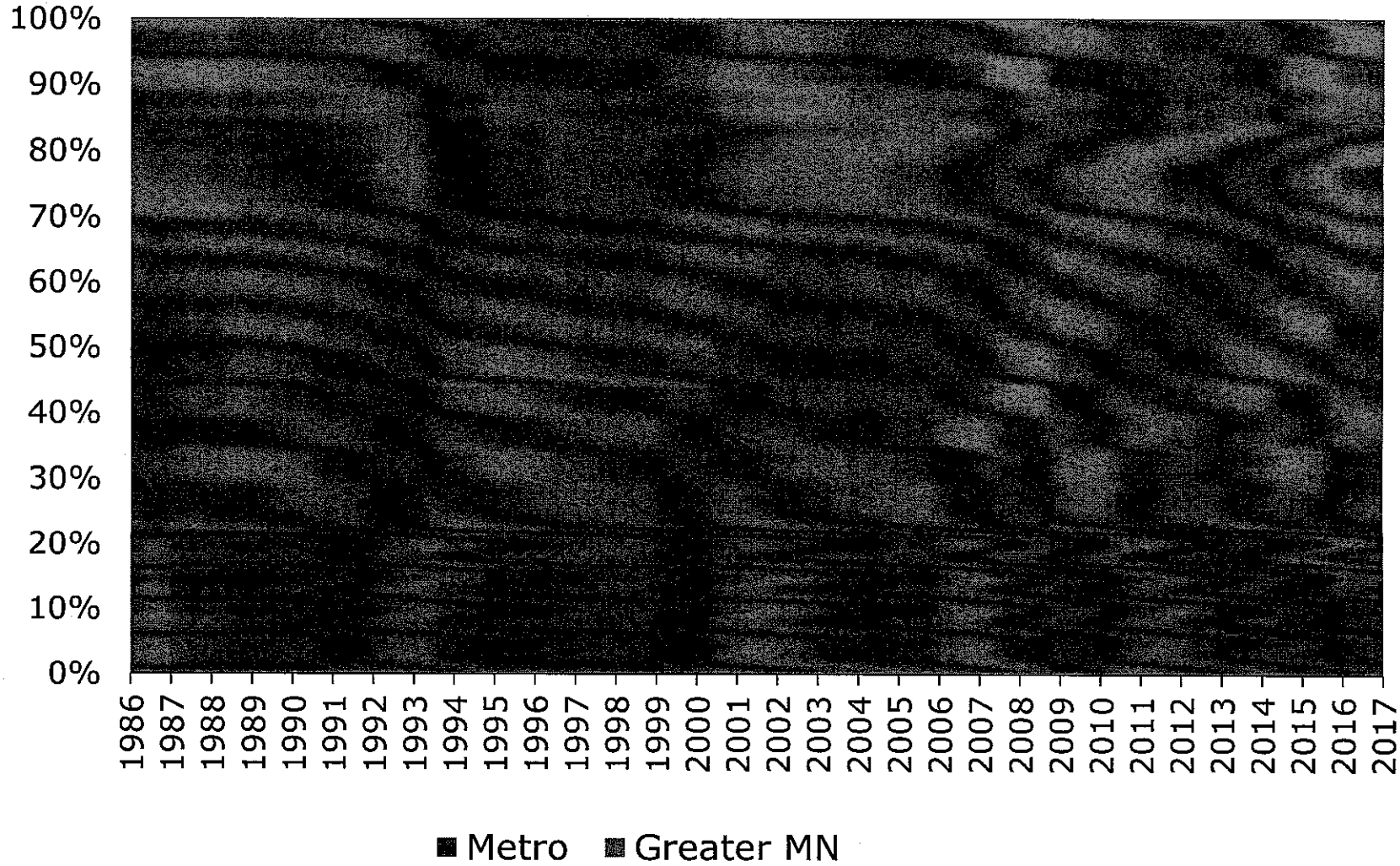
- Workforce Housing Tax Credit stalls in conference committee – Senate had provision, House did not
- Tax bill included CGMC-supported provision to exclude first $100K in value from State C/I Property Tax – Big benefit to small business in Greater Minnesota

LGA Appropriation

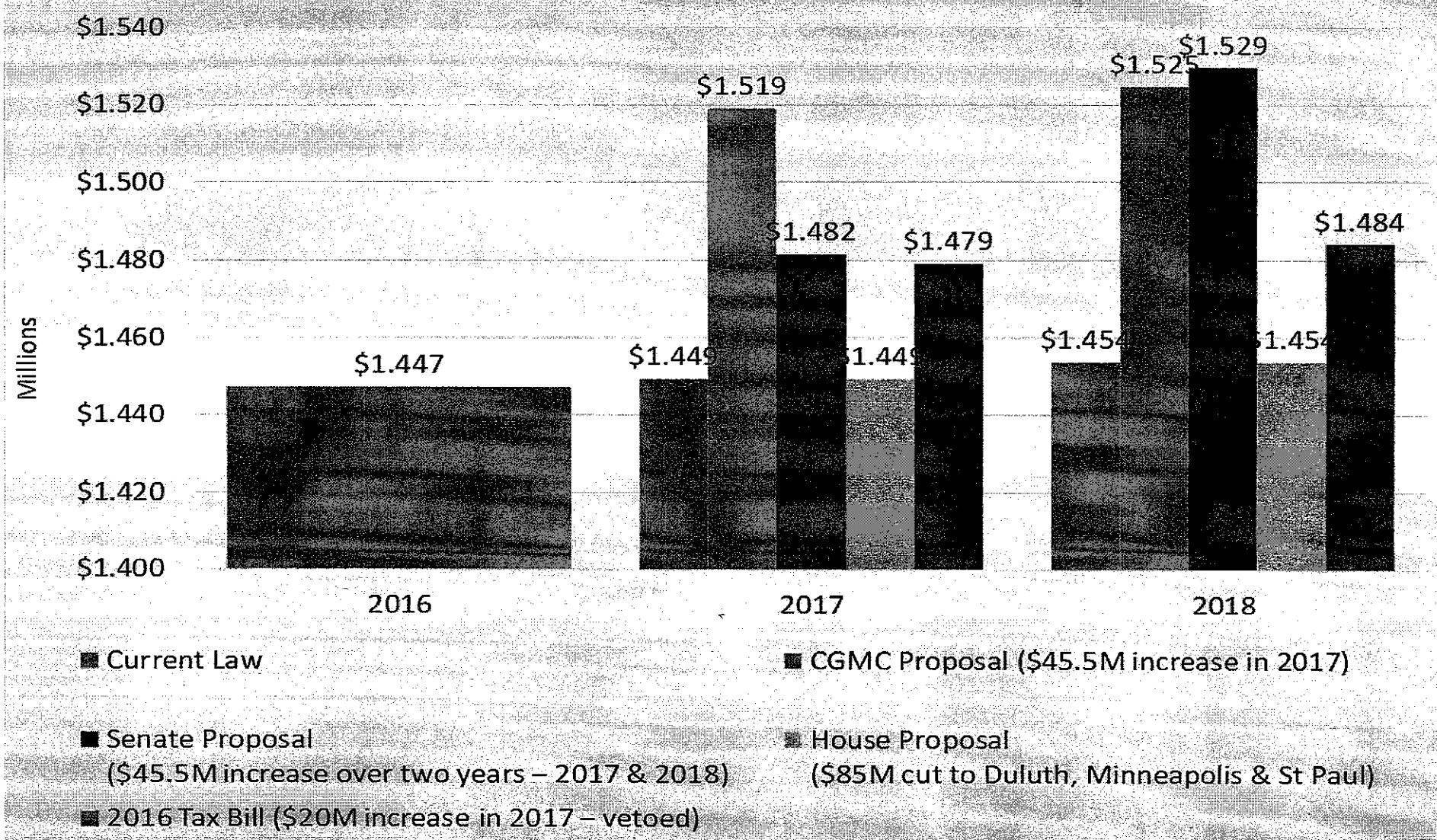


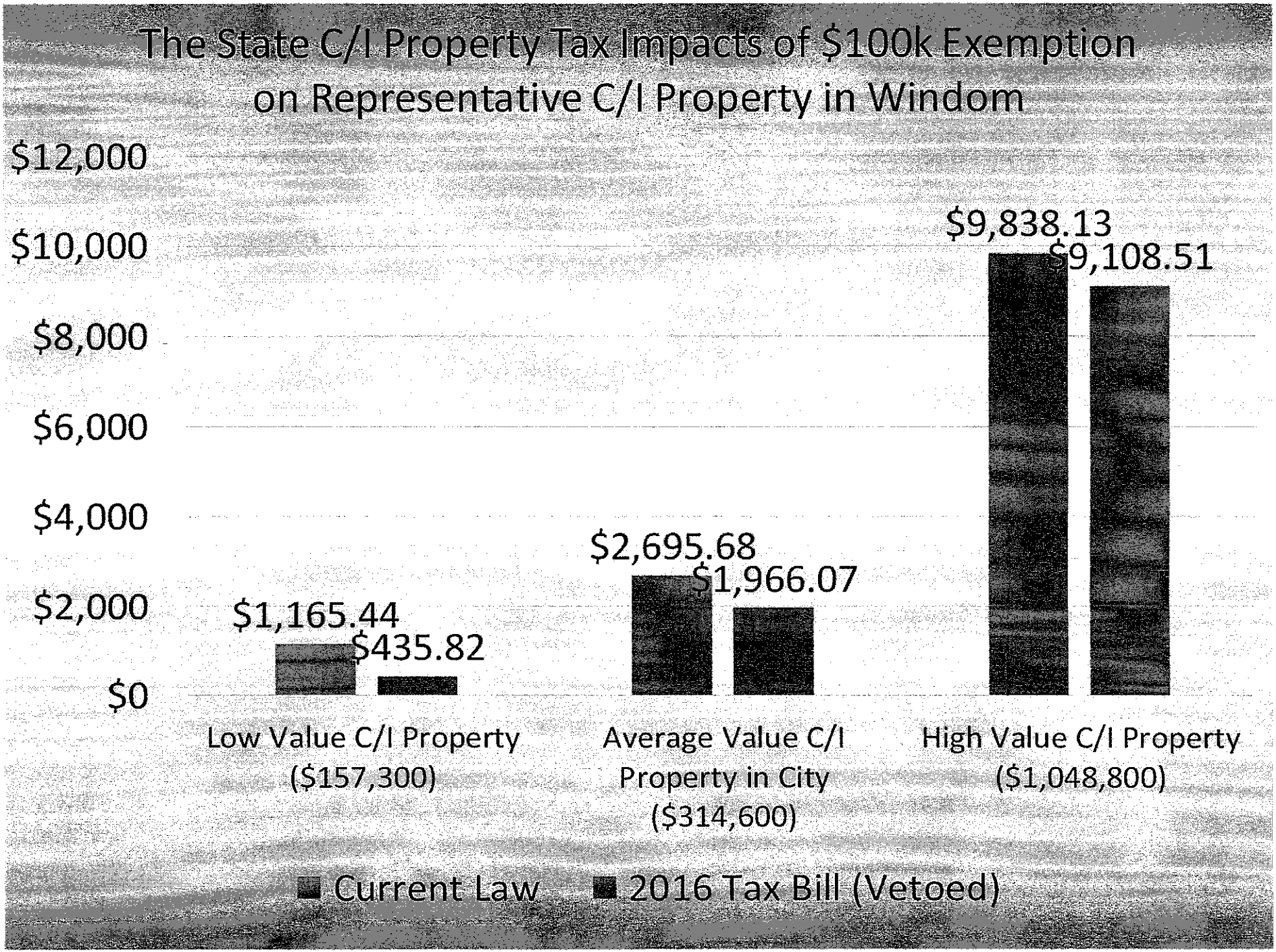
LGA Appropriation History

Greater MN Still Receives Most LGA



Impacts of LGA Proposals on the City of Windom



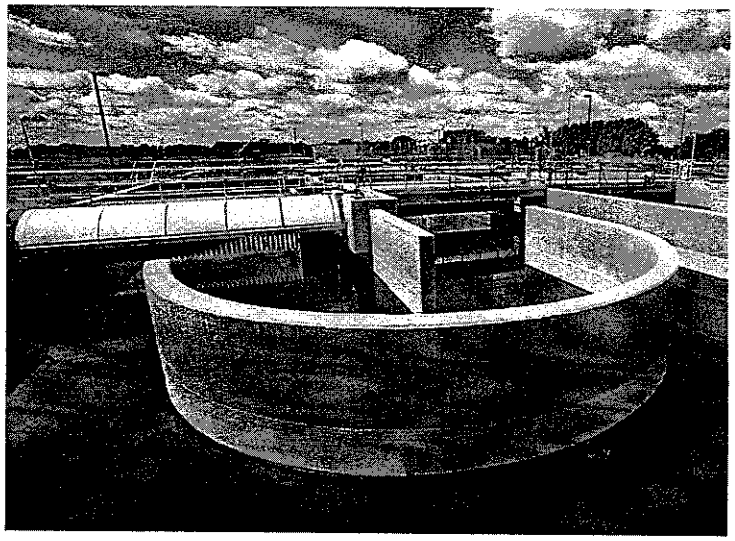

The State C/I Property Tax Impacts of $100k Exemption on Representative C/I Property in Windom
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$0
$1,165.44
$435.82
$2,695.68
$1,966.07
$9,838.13
$9,108.51
Low Value C/I Property ($157,300)
Average Value C/I Property in City ($314,600)
High Value C/I Property ($1,048,800)
Current Law
2016 Tax Bill (Vetoed)

Tax Bill Vetoed

- Governor vetoed tax bill due to drafting error that would have cost the state $101M in lost revenue
- Debate between state leaders about whether this could be fixed without a special session – and about what a special session should and should not cover (just the tax bill – or other items, too?)
- LGA funding is flat at $519M unless new tax bill signed

2015 Efforts Set Stage for Clean Water Funding Discussion

- 2015 CGMC focused on challenging new water quality standards that lacked scientific basis – passed some modest improvements, but most important elements vetoed
- 2016 bonding year gives opportunity to address new regulations and funding for aging plants



Governor's Bonding Bill Leads Discussion

- Governor recommends funding for three key clean water infrastructure programs
  - Point Source Implementation Grant (PSIG)
  - Wastewater Infrastructure Fund (WIF)
  - Federal EPA Matching Grants
- Programs also made more flexible through increased cap in funding, increase in state share of projects, more flexibility for drinking water projects

CGMC Lobbies Aggressively

- CGMC argues that clean water infrastructure programs should be foundation of balanced bonding bill
- CGMC makes water funding focus of media efforts including statewide column by Albert Lea Mayor Vern Rasmussen in Star Tribune and several other papers across MN
- Lobbies to ensure both funding and policy changes included in bonding bill

Clean Water Programs Embraced by House and Senate

- House and Senate include significant funding for clean water programs in their various bonding proposals (though not as much as Governor)
- Bonding bill on last night of session includes $133.5M
- Bonding bill runs out of time, victim of disagreement over SW Light Rail Transit

CGMC Pushes for Business Development Infrastructure Program

Funding and policy changes needed to make more useful

- Increase grant cap from $1M to $2M
- Require DEED to fund 50% of projects unless lessor amount requested
- Flexibility to use for "expected" projects

BDPI Funding and Policy Advance

- Policy language included in supplemental finance bill (which became law)
  - Cap increased to $2M
  - Flexibility for "expected" projects
  - DEED must notify applicant why less than 50% of amount granted

Governor	Senate	House	Final Failed Bill
$21M	$15M	$10M	$12M

Expanding Broadband to Greater MN

- Broadband grant program overview
  - Assists providers – public or private – with upgrades or expansions where providers cannot or will not get the job done
- Where things stood at start of session
  - Despite press attention, CGMC members noticed broadband grants had been going to the very smallest communities and most remote parts of the state
- …This makes sense: Providers fear grants will encourage competition – something they rarely face in local markets. This impacts business growth and quality of life.

Broadband: What Happened in 2016

- CGMC and GMNP worked with a broad coalition, including township and school organizations, to push for funding only if eligibility was expanded to larger cities
- Proposals: Senate bill expanded eligibility and added $100M to program, House reduced eligibility and proposed $28M. Governor pushed for $100M, but silent on eligibility.
- What Passed:
  - $35M, with $5M for areas with poor service – newly redefined to expand eligibility
  - However, new harmful challenge process gives big providers power to challenge another's grant if provider makes "promise" to provide better service

Transportation Continues to be a Muddle

- No solution in 2015
- Major debate continues to be new revenue (Gov & Senate DFL) vs. existing revenue & bonding (House GOP)
- Agreement that we need $600M to $700M per year for 10 years
- Controversy over funding state share of SW Light Rail Transit to leverage federal match

Nothing Happens in Transportation

- Governor proposes last-minute compromise … but it goes nowhere
- Bonding bill includes some transportation … but that went nowhere

Everything Blows Apart

- No comprehensive transportation package
- Bonding bill fails in chaotic last minutes of session over disagreement on transit
- Tax bill passed by wide margins but gets pocket-veto because of $100M drafting error

Without Special Session, Little to Show for 2016

- No tax bill
  - No LGA increase
- No bonding bill
  - No additional BDPI funding
  - No additional clean water funding
- No transportation package

Lessons from 2016

- Active lobbying by members made big difference on LGA and other issues
- Significant effort will continue to be needed to make progress on LGA
- Aggressive media efforts continue to be effective
- Environment programs show that progress sometimes takes years

Upcoming Events

- CGMC Summer Conference, July 20-22 (Austin)
- Candidate Forums (TBD)
- CGMC Fall Conference, November 17-18 (Alexandria)

THANK YOU!

www.greatermncities.org

MEMO

To: Mayor and City Council

FROM: Windom Community Center Commission and Director Brad Bussa

CC: Steve Nasby, City Administrator

RE: Ein Bier Bitte Tasting Festival and Back to My Roots Concert

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Background

The Windom Community Center Director Brad Bussa and Commission have been working the past year on bringing some new event to the Community Center. With WCC Director Bussa working with Liquor Store Manager Joe Audette, it was decided to pursue a Beer Tasting Festival.

After reviewing other venues and how they are done it was agreed upon to add a concert to draw more people and make the event last longer. It is the WCC Commissions wishes to bring in a yearly event such as this and build upon it to make it a total community event.

Recommendation:

Windom Community Center Commission recommends to Windom City Council for approval to hold the Ein Bier Bottle Tasting Festival and Back to My Roots Concert. **Motion by Linda Stuckenbroker, 2nd by Lenny Thiner to present event to City Council for approval of Beer Tasting and Back to My Roots Concert. Motion carried 5-0.**

MEMO

To:	Mayor and City Council
From:	Mary Hensen, Admin. Asst. - Building & Zoning Department
Council Meeting Date:	August 16, 2016
Re:	Planning Commission Meeting – August 9, 2016

At its regular meeting on August 9, 2016, the Planning Commission held a public hearing and made the following recommendations concerning the application which came before the meeting:

1. CONDITIONAL USE PERMIT APPLICATION:

Applicants & Owners:	**Craig Thompson & Leona Thompson**
Address of Property:	**2355 Cottonwood Lake Drive, Windom, MN**
Legal Description:	Lot 17, Except the South 20 Feet, and Lot 18, Except the North 5 Feet, of Warren Beach in the City of Windom, Cottonwood County, Minnesota. (*abbreviated description*)
Parcel ID#:	25-831-0110.

The Applicants propose to construct a 32' X 40' second garage on property in an R-2 District. The City Code requires a conditional use permit for a second garage on a lot with a frontage of less than 100 feet, and requires a conditional use permit to exceed the maximum accessory ground coverage (in this case by 586 square feet) and for the accessory space to exceed the ground coverage of the dwelling.

THE PLANNING COMMISSION RECOMMENDS TO THE CITY COUNCIL:

Approval of the application, submitted by Craig Thompson and Leona Thompson, requesting a conditional use permit to allow the construction of a 32' X 40' second garage on their property at 2355 Cottonwood Lake Drive which is on a lot with a frontage of less than 100 feet, which will have 586 square feet more accessory space than provided in City Code, and greater accessory floor area than the ground coverage of the dwelling on the property. The recommendation to approve the application is subject to the following conditions: The property owners shall remove the two storage sheds located on the southern edge of the property and shall work with the neighbors concerning water drainage from the property.

The motion includes that the jurisdictional documents and findings of fact be made a part of the hearing record.

(Please refer to the Planning Commission Minutes for further details and discussion on these matters.)

I plan to be present at the City Council Meeting on August 16th to address any questions the Council may have at that time. Prior to that time if there are any questions, please contact the Building and Zoning Office at 832-8659. Thank you.

mah

Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125

CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT
(SECOND GARAGE & ACCESSORY FLOOR AREA)

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545–152.551, notice is hereby given that the Applicants and Owners, CRAIG THOMPSON and LEONA THOMPSON, of 2355 Cottonwood Lake Drive, Windom, Minnesota, have submitted a zoning application for a conditional use permit concerning property located at 2355 Cottonwood Lake Drive. This property is located in an R-2 District. The Applicants request a conditional use permit to allow construction of a second garage on the property. The second garage would be a detached garage. The total floor area of all accessory buildings would exceed the maximum floor area for accessory buildings which also requires a conditional use permit as set forth in City Code Sections 152.327 and 152.328. The existing structure, setbacks, lot area, and proposed placement of the detached garage are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, August 9, 2016, at 7:05 p.m.**

Those persons wishing to be heard on this application for consideration of a conditional use permit are requested to be at this meeting. The setbacks and lot coverage are shown on the plot plan and the application which may be reviewed in the Building & Zoning Office at City Hall prior to the Public Hearing.

Legally described as follows:	Lot 17, Except the South 20 Feet, and Lot 18, Except the North 5 Feet, of Warren Beach in the City of Windom, Cottonwood County, Minnesota. (abbreviated description)
Parcel ID #:	25-831-0110
Address of the Property is:	2355 Cottonwood Lake Drive, Windom, MN 56101

By Order of the City of Windom
James Kartes, Zoning Administrator

Published: Cottonwood County Citizen (July 27, 2016)

CITY OF WINDOM, MINNESOTA
444 9th Street
Windom, MN 56101
507-831-6125

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Craig & Leona Thompson
Address 2355 Cottonwood Lake Drive
City Windom State MN Zip 56101 (Phone: 507-822-6344)

Owner(s): (If other than Applicant)
Name(s) _____
Address _____
City _____ State _____ Zip _____ (Phone: _____)

Property Address: 2355 Cottonwood Lake Drive

Legal Description of Property: Lot(s) 17+18 Block(s) _____ Addition _____
17 Ex S 20 ft Lot 18 Ex N 5 ft
Parcel No. 25831010 25-831-0110
(If metes and bounds, attach description.)

Existing Use of Property: Residential Present Zoning: ~~Residential~~ R-2

Action Requested: Conditional Use Permit X Variance _____
Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required)
Construction of a 32 x 40 garage

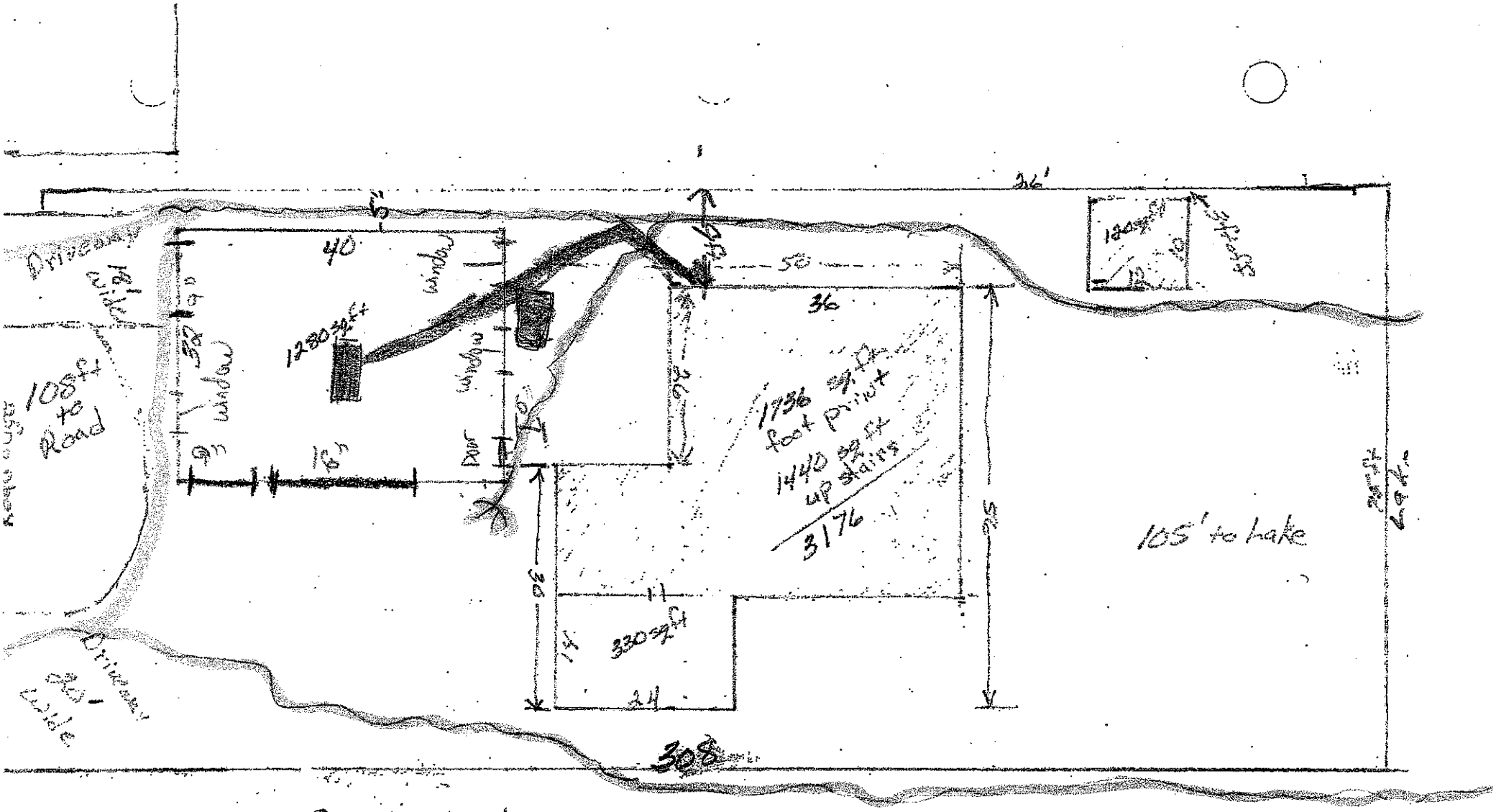
In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

X Craig Thompson X Leona Thompson
[SIGNATURES OF APPLICANT(S)]
Date: 7-8-16

Fee: $150.00 Paid: Ck. 1433 Date: 7-8-16 (mk)

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 13 day of July, 2016.

WINDOM BUILDING & ZONING OFFICIAL: _____



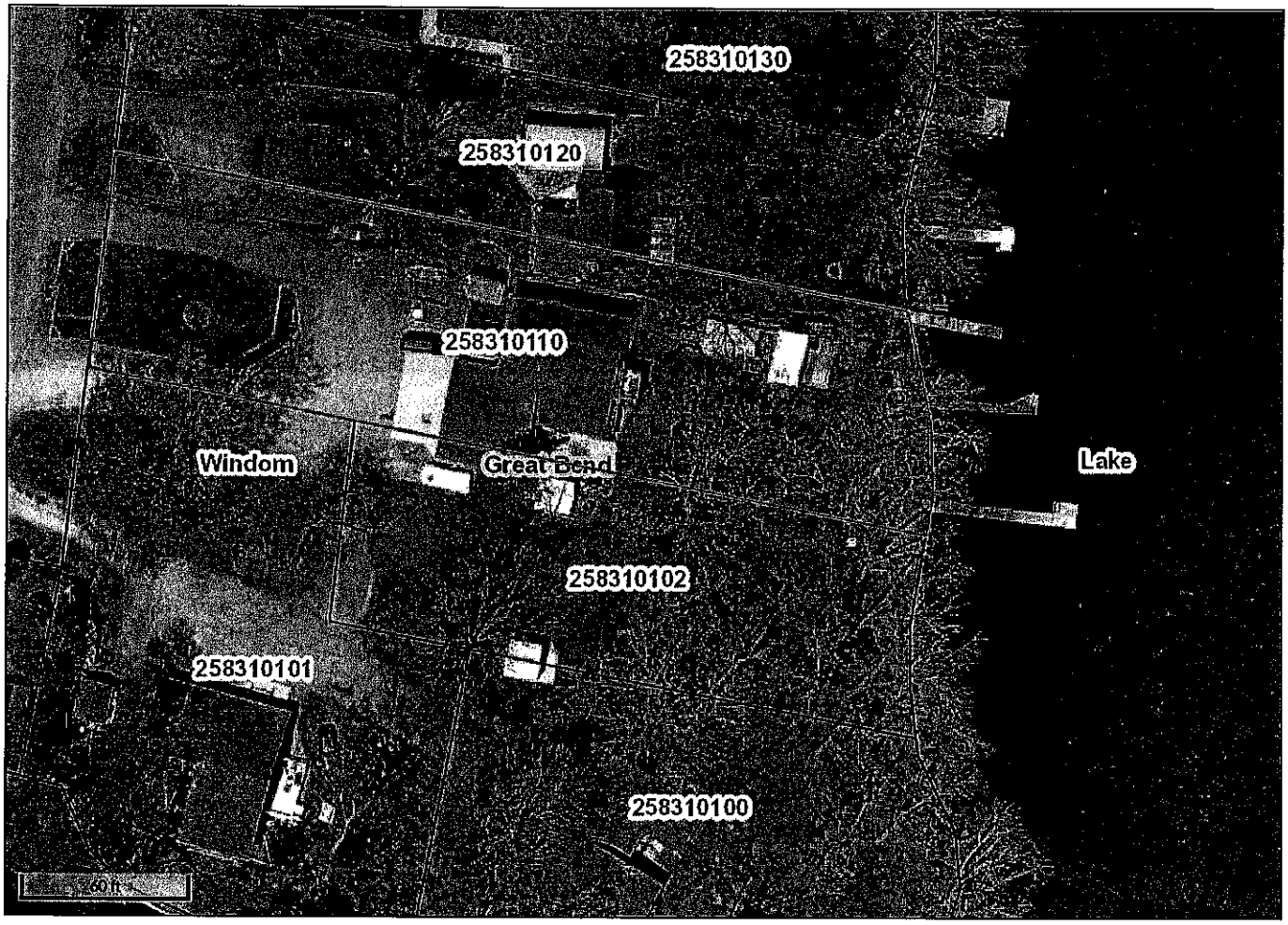
Lot size from road edge to Lake 75 w x 308 Long
23100 sq ft lot

1610 sq ft without dog kennel (120 sq ft portable shed)
other small sheds would be removed
From Southeast side of property

Water (all water shows Previous flow patterns prior to new building.)

Sewer

Beacon™ Cottonwood County, MN



Parcel ID	258310110	**Alternate ID**	n/a	**Owner Address**	THOMPSON/CRAIG & LEONA 2355 COTTONWOOD LAKE DR WINDOM MN 56101
Sec/Twp/Rng	0-0-0	**Class**	RESIDENTIAL\SINGLE UNIT		
Property Address	2355 COTTONWOOD LAKE DR 56101	**Acreage**	n/a		
District	n/a				
Brief Tax Description	LOT 17 EX S20'; LOT 18 EX N5' (Note: Not to be used on legal documents)				

Date created: 8/5/2016

Developed by
The Schneider Corporation

07/13/2016

RESOLUTION # 2016-

INTRODUCED:
SECONDED:
VOTED: AYE:
NAY:
ABSENT:

RESOLUTION FINDING A PARCEL TO BE OCCUPIED BY IMPROVEMENTS AND A SUBSTANDARD BUILDING

WHEREAS, a proposal is now under consideration to create a new tax increment financing ("TIF") district in an area within the City of Windom to be designated as a redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10; and

WHEREAS, in order to create this type of TIF district, the City Council for the City of Windom, Minnesota, (the "City") must make a determination that before the demolition or removal of a substandard building, certain conditions existed; and

WHEREAS, this Resolution addresses the conditions found on Parcel No. 25-752-0020 located at 2270 Highway 60 East to potentially be included in the proposed TIF district (the "Parcel"); and

WHEREAS, a building that housed a former garage station and restaurant, known as "Dino's Diner", is situated on the Parcel; and

WHEREAS, inspections of the Parcel and the building on the Parcel have been completed and said inspections find that at least 15 percent of the area of the Parcel is occupied by the building, utilities, and gravel parking areas; that the building is structurally substandard and functionally obsolete to a degree requiring substantial renovation or clearance; that the building is not in compliance with the building code applicable to new buildings and could not be modified to satisfy the building code at a cost of less than 15 percent of the cost of constructing a new structure of the same square footage and type on this site; and

WHEREAS the City intends to consider including the Parcel within a new TIF district.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Windom that at least 15 percent of the area of the Parcel identified herein contains improvements and is occupied by a building that is structurally substandard; and that the City intends to consider including this area within a new TIF district. Nothing in this Resolution is intended to constitute an approval of any project that may take place on the Parcel or an agreement regarding any such project.

Dated this 16th day of August, 2016.

_____
Corey Maricle, Mayor

ATTEST:_____
Steven Nasby, City Administrator

STAFF REPORT

To: Mayor and Windom City Council
From: Drew Hage, EDA Executive Director
Council Meeting Date: August 16, 2016
Item Title/Subject: **SUBSTANDARD BUILDING RESOLUTION**

Background:

The EDA is considering a request for establishment of a new tax increment (TIF) district on property located on Highway 60 East. The district would be a "redevelopment" TIF district.

The EDA is still in the process of contacting property owners in the area to determine their interest in having their property included in the potential TIF district.

One of the prerequisites to establish a redevelopment TIF district is a finding that the building located on the property is "substandard" pursuant to criteria in MN Statutes and also the MN State Building Code, etc.

The property under consideration for the new TIF district includes the parcel located at 2270 Highway 60 East (former gas station/Dino's Diner Restaurant building). Steve Carson, Interim Building Official for Windom, has made the required inspection of the building and prepared his Substandard Building Inspection Report. A copy of this report together with parcel information are attached for your reference. If you have further questions concerning the inspection, copies of the photos and inspection documentation are available for review in the Building & Zoning Office. In addition to the building's condition as "substandard", the building is also functionally obsolete.

Also attached for your review is a copy of a proposed Resolution Finding A Parcel to be Occupied by Improvements and a Substandard Building. This Resolution simply finds that the building on the property is substandard. Adoption of this Resolution does not obligate the City to establish a TIF district nor does it constitute approval by the City of any project that may occur on the Parcel.

Requested Action: Adopt Substandard Building Resolution.

Should you have any questions prior to the August 16th City Council Meeting, please do not hesitate to contact me.

I plan to attend the August 16th City Council Meeting to answer any questions concerning the proposed Resolution that you may have at that time.

Thank you for your consideration of these matters.

Respectfully submitted,

Drew Hage, EDA Executive Director

DH:mah

Attachments

CITY OF WINDOM

August 10, 2016

Re: Substandard Building Inspection
Property Address: 2270 Highway 60 East
Property Owner: J.R.K.K. Properties, LLC
Parcel No.: 25-752-0020

TO WHOM IT MAY CONCERN:

On August 5, 2016, I conducted an inspection of a building that was previously used as a gas station and restaurant (known as "Dino's Diner") located at 2270 Highway 60 East.

The building was constructed in 1954 and has a block exterior that was covered with Masonite siding. The portion of the building that was used as the gas station is approximately 1,436 square feet and the restaurant portion is approximately 1,452 square feet.

My inspection revealed the following deficiencies in this building:

1. There are cracks in some of the block by the foundation and mortar is missing which are structural defects.
2. The exterior wooden stairway does not meet Minnesota Building Code ("Code") requirements, there are no footings under the landing, and it appears that the 4 X 4's do not reach the ground or provide any support. The stairway is unsafe.
3. Under the exterior stairway, some of the siding is missing and styrofoam insulation had been added which creates a fire hazard.
4. The windows are not safety glazed. Some of the exterior windows have been boarded up. One window was simply boarded up using two wooden doors.
5. The majority of the ceiling has been removed in the building and would need to be replaced. There is mold in the rim joist cavities in some locations.
6. The restroom is not handicapped accessible and there is not sufficient space to make appropriate modifications to bring the restroom up to Code.
7. There are electrical code violations. At least one of the electrical conduits has been cut off leaving exposed wires.
8. There is a stand pipe vent that was apparently previously connected to a stand-alone heater which has since been cut off and the heater removed.
9. There is no heating in the building or ventilation.
10. There are no current water or sewer services in the building.
11. In the office area, it appears that there were leaks in the ceiling from upstairs plumbing fixtures.
12. There is a cast iron clean out pipe that is connected to a plastic pipe which does not meet Code.
13. One of the vent pipes was cut off and capped with a plastic bottle.
14. With one window air conditioner, the cooling for the building is undersized.
15. There is an old fan outside the building which does not meet Code.
16. There is moldy wall insulation in the front of the retail area of the gas station.
17. The kitchen does not have a grease trap and the hood is not NSF approved.

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM ✦ BUILDING AND ZONING OFFICE
444 Ninth Street • PO Box 38 • Windom, MN 56101
Phone: 507-831-6125 Fax: 507-831-6142

18. There is inadequate lighting in the building.

From my inspection, I have made the following findings: More than 70 percent of the parcel is occupied by the building and gravel parking areas. The building does not meet current Minnesota Building Code, Plumbing Code, Mechanical Code, Electrical Code, or Energy Code requirements. The building is structurally substandard and functionally obsolete to a degree requiring substantial renovation or replacement. The building could not be brought up to the current Minnesota State Codes, as listed herein, for less than 15 percent of the cost of a new building of the same size and type.

Attached are copies of pictures taken of the existing building.

Should you have any questions concerning this report, please contact me.

Respectfully submitted,

Steve Carson, Certified Building Official
Acting as "Interim Building Official" for the City of Windom, Minnesota

SC:mah

Attachments

August 10, 2016

REPLACEMENT COST CALCULATIONS

Property: 2270 Highway 60 East, Windom, MN 56101
Parcel No.: 25-752-0020

There is one building on this Parcel. The building was constructed in 1954 and previously used as a gas station and restaurant (known as "Dino's Diner"). The portion of the building that was used as the gas station is approximately 1,436 square feet and the restaurant portion is approximately 1,452 square feet.

The undersigned has calculated the cost of a new building of the same size and type to be (at minimum) as follows:

Existing Building Square Footage: 2,888
Replacement Cost Per Square Foot: $ 110.15 (2015 Schedule Per MN Bldg. Code)
Estimated Total Replacement Cost: $318,113.20 (B);

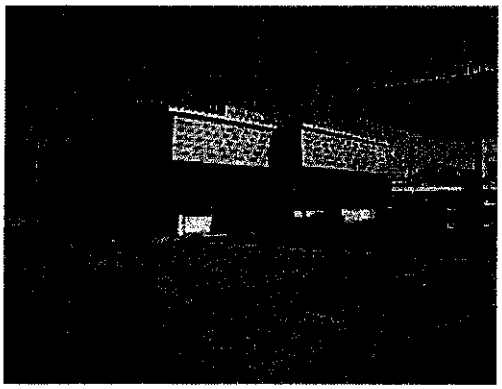
and has also estimated that the cost of bringing the existing building up to current code would be $286,301.88 (A).

Therefore, since $286,301.88 (A) divided by $318,113.20 (B) is equal to 90%, the existing building **could not** be brought up to current code (including Minnesota State Building Code, Electrical Code, Plumbing Code, Mechanical Code, and Energy Code) for less than 15% of the costs of a new building.

Steve Carson, Certified Building Official
Acting as "Interim Building Official"
for the City of Windom, Minnesota

Beacon™ Cottonwood County, MN

Summary



Parcel ID	257520020
Property	2270 HWY 60
Address	56101
Sec/Twp/Rng	0-0-0
Lot/Block	Lot 3/Block 3
Plat	TIBODEAU'S CENTER.
Brief	ALL VAC ARLINGTON AVE BTW BLK 1 & 3; ALL BLK 1;
Tax Description	LOTS 1,2,3 BLK 3 EX DOT PAR 207E; ALL BLK 5; VAC ALLEY BTW BLK 3 & 5 (Note: Not to be used on legal documents)
Deeded Acres	0.00
CER	N/A
Class	COMM LAND/BLD
Homestead	NON HOMESTEAD
Twp/City	25
School District	177

Owner

Taxpayer
J.R.K.K. Properties LLC
605 5th St
Windom MN 56101

Land

Record #	Item	Description	Type	Units	Depth
1	LOT TYPE	LOT TYPE	25CGR-OB	20,000.0	.00
1	LOT TYPE	LOT TYPE	25C>20SF	20,000.0	.00
1	LOT TYPE	LOT TYPE	25CXLAND	52,125.0	.00

Buildings

RESOLUTION #2016-

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE SANITARY SEWER LINE REPLACEMENT PROJECT

WHEREAS, pursuant to direction from the Windom Utility Commission, the plans and specifications for Sanitary Sewer Line Replacement Project have been prepared and such plans and specifications have been presented to the Windom Utility Commission; and

WHEREAS, at its meeting held August 10, 2016, the Windom Utility Commission reviewed and approved plans and specifications for the project and recommends approval of the same by the City Council.

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

1. Such plans and specifications for the above project, 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 project, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.

3. Bids for the project will be received and accepted by the City Administrator until 2:00 p.m. on September 1, 2016. At said time, the bids will be publicly opened by the City Administrator in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the Windom Utility Commission and 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 project will be awarded on or before September 20, 2016, at the City Council Meeting scheduled for 7:30 p.m.

Adopted by the Council this 16th day of August, 2016.

_____
Corey J. Maricle, Mayor

Attest:_____
Steven Nasby, City Administrator

PROJECT BID TABULATION

Project: **Windom EMS Building**
Bid Date & Time: **July 27, 2016 @ 2:00 pm**

CONTRACTORS	*Add 1*	*Add 2*	*Add 3*	*Add 4*	*Add 5*	*Bid Bond*	*Base Bid*	*Alt 1*	*Alt 2*	*Alt 3*	*Alt 4*	*Alt 5*	*Alt 6*	*Alt 7*	*Alt 8*	*Notes*
Met-Con Construction	X	X	X	X	X	X	$ 3,206,000.00	$ 109,000.00	$ 27,000.00	$ 40,000.00	$ 66,500.00	$ 40,500.00	$ 5,300.00	$ 10,000.00	$ (30,200.00)	W/ SIGNATURES
Kue Contractors	X	X	X	X	X	X	$ 3,387,949.00	$ 101,163.00	$ 23,675.00	$ 45,262.00	$ 38,340.00	$ 39,192.00	$ 36,050.00	$ 7,183.00	$ (30,200.00)	W/ SIGNATURES
Brennan Construction	NO BID RECEIVED															
Mohs Construction	X	X	X	X	X	X	$ 3,444,000.00	$ 91,000.00	$ 30,000.00	$ 44,000.00	$ 40,900.00	$ 63,400.00	$ 1,800.00	$ 9,900.00	$ (30,200.00)	W/ SIGNATURES
Gosewisch Construction	X	X	X	X	X	X	$ 3,120,700.00	$ 99,000.00	$ 24,200.00	$ 38,000.00	$ 64,100.00	$ 43,100.00	$ 2,000.00	$ 10,900.00	$ (30,200.00)	W/ SIGNATURES
Tri-State General Contracting	NO BID RECEIVED															
Ram General Contracting	NO BID RECEIVED															
APX Construction Group	X	X	X	X	X	X	$ 3,214,700.00	$ 91,405.00	$ 26,825.00	$ 35,078.00	$ 61,580.00	$ 45,572.00	$ 2,500.00	$ 9,740.00	$ (31,800.00)	W/ SIGNATURES
END OF BIDDERS LIST																

PROJECT DEVELOPMENT COST FOR:

Windom EMS Building

BRUNTON ARCHITECTS & ENGINEERS

Date: 8/8/2016

Development Name		Cost	Description/notes
CONSTRUCTION COSTS			
Base Bid	$3,120,700.00	$3,120,700.00	Gosewisch Construction 7/27/2016
Alternate #1	$99,000.00	$99,000.00	4th Ambulance bay
Alternate #2	$24,200.00	$24,200.00	Front entrance canopy
Alternate #3	$38,000.00	$38,000.00	Monument wall
Alternate #4	$64,100.00	$64,100.00	Glass O.H. doors
Alternate #5	$43,100.00	$43,100.00	TPO Roof
Alternate #6	$2,000.00	$2,000.00	Future generator
Alternate #7	$10,900.00	$10,900.00	Radiant heat
Alternate #8	-$30,200.00	$0.00	Limestone block form liner
Contract Amount	$3,371,800.00	$3,402,000.00	
Contingency	5.0%	$170,100.00	
	Total Construction Cost	**$3,572,100.00**	
PROFESSIONAL FEES			
Architecture & Eng. Fe	6.6%	$222,538.80	base bid + all alternates
Architectural C/A	1.5%	$50,577.00	Estimated costs
Architectural Reimbursables		$2,500.00	Printing, mileage
Building Permits			Included in base bid
Soil Borings/ Testing			Included in arch. fee
Asbestos/ Lead Testing			N/A
Other	Predesign	$7,950.00	
Other	Special Inspections	$21,000.00	
Other			
	Total Professional Fees	**$304,565.80**	
OTHER FEES			
Bonding Cost			
Title Fees			
Inpection Fees			
Other	Furniture		
Other	Data Low Voltage	$30,800.00	
Other	Tennis Court re-location	$150,000.00	
Other	Site Prep Allowance	$50,000.00	
	Total Other Fees	**$230,800.00**	
TOTAL DEVELOPMENT COSTS			
	Total Development Costs	**$4,107,465.80**	

PROJECT DEVELOPMENT COST FOR:

Windom EMS Building - Committee Recommendation

BRUNTON ARCHITECTS & ENGINEERS

Date: 8/8/2016

Development Name		Cost	Description/ notes
CONSTRUCTION COSTS			
Base Bid	$3,120,700.00	$3,120,700.00	Gosewisch Construction 7/27/2016
Alternate #1	$99,000.00	$99,000.00	4th Ambulance bay
Alternate #2	$24,200.00	$0.00	Front entrance canopy
Alternate #3	$38,000.00	$0.00	Monument wall
Alternate #4	$64,100.00	$0.00	Glass O.H. doors
Alternate #5	[illegible]	$0.00	TPO Roof
Alternate #6	$2,000.00	$2,000.00	Future generator
Alternate #7	$10,900.00	$0.00	Radiant heat
Alternate #8	-$30,200.00	-$30,200.00	Limestone block form liner
Contract Amount	$3,371,800.00	$3,191,500.00	
Contingency	5.0%	$159,575.00	
	Total Construction Cost	**$3,351,075.00**	
PROFESSIONAL FEES			
Architecture & Eng. Fe	6.6%	$222,538.80	base bid + all alternates
Architectural C/A	1.5%	$50,577.00	Estimated costs
Architectural Reimbursables		$2,500.00	Printing, mileage
Building Permits			Included in base bid
Soil Borings/ Testing			Included in arch. fee
Asbestos/ Lead Testing			N/A
Other	Predesign	$7,950.00	
Other	Special Inspections	$21,000.00	
Other			
	Total Professional Fees	**$304,565.80**	
OTHER FEES			
Bonding Cost			
Title Fees			
Inpection Fees			
Other	Furniture		
Other	Data Low Voltage	$30,800.00	
Other	Tennis Court re-location	$150,000.00	
Other	Site Prep Allowance	$50,000.00	
	Total Other Fees	**$230,800.00**	
TOTAL DEVELOPMENT COSTS			
	Total Development Costs	**$3,886,440.80**	

Note: ESF Building Committee did not make a recommendation on the roof alternate. Council decision.

RESOLUTION #2016-

INTRODUCED:
SECONDED:
VOTED: **AYE:**
NAY:
ABSENT:

RESOLUTION CALLING FOR A PUBLIC HEARING ON A PROPOSED VACATION OF WITT PARK

WHEREAS, pursuant to Minnesota Statute §412.851, the Windom City Council desires to consider vacating Witt Park located in Windom Third Addition, City of Windom, legally described as:

> Block 23, Except the South 95 Feet thereof, in Windom Original Townsite and Windom Third Addition in the City of Windom, Cottonwood County, Minnesota.

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

1. That the City Council will consider the vacation of Witt Park, described herein, at a public hearing which shall be held on September 6, 2016, in the Council Chambers at 444 9th Street in the City of Windom, Minnesota, at the City Council Meeting which begins at 7:30 P.M.

2. That the City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Adopted this 16th day of August, 2016.

_____
Corey J. Maricle, Mayor

Attest:_____
Steve 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: City Administrator

DATE: August 11, 2016

RE: Building Official Position – Update and Employment Offer

As previously discussed, the City had advertised for this positon and received several applications. None of the applicants were Certified Building Officials. The direction from the City Council was to proceed with hiring and training an individual if the opportunity presented itself.

The interview committee consisted of Mayor Maricle (Planning Commission Liaison), Ben Derickson, Planning & Zoning Commission member, Drew Hage, EDA Executive Director and myself. Interviews were completed on August 2, 2016. The interview committee is recommending that the positon of Building Official be offered to Andy Spielman (please see attached Employment Offer).

The plan for this positon is hire Mr. Spielman and then he would attend the State's training for certification as a Building Official. Upon successful completion of the training and testing Mr. Spielman should receive a Limited Building Official Certification in December 2016. Then on-the-job experience and additional training\testing would be completed in 2017 for full Certification.

To provide the City with uninterrupted service of a Certified Building Official we have obtained a proposal from Inspectron Inc. This proposal contains an option to terminate the agreement with a 30-day notice so when our staff person is able to do inspections or if another option becomes available the City can opt out of the agreement. Inspectron, Inc. does support and encourage the City to have our staff included on their inspections as a learning tool and mentoring opportunity.

MEMORANDUM

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

TO: Andy Spielman
FROM: Steve Nasby, City Administrator
DATE: August 11, 2016
RE: Building Official – Terms of Employment

The Planning & Zoning Commission and I are excited about having you on board as our Building Official. Per our discussion, I have outlined terms of the employment offer. These terms and the formal offer of employment are subject to final approval by the City Council on August 16, 2016.

Salary	$53,414 Grade 20, Step 2 on the 2016 Supervisory pay scale. After completion of the training and passage of the Limited Building Official license (approximately December 2016) go to $54,766 which is Step 3. Then upon successful completion of the 6 month probation period (approximately March 2017) go to $56,077 which is Step 4.
Starting Date	On or before October 10, 2016.
Vacation Accrual	One week paid vacation Year 1. Vacation accrual according to City Policy.
Holidays	Eleven paid holidays (City Policy)
Sick Leave	One day per month (City Policy). Any accrued sick leave stays in employee's account.
Retirement	State of Minnesota – PERA
Deferred Compensation	State of Minnesota (employee's option – no City matching)
Health Insurance	City Health Plan w\ VEBA (City pays 75% of Premium – Employee 25%)
Medical\Dependent Care Flex Acct	Available (employee's option – no City contribution)
Life Insurance	City Plan (decreasing term life policy for employee & family)
Probation Period	6 months (terms according to City Policy)

I acknowledge that I have read the employment offer as outlined above and the terms are acceptable to me.

Steve Nasby, City Administrator

Andy Spielman

Inspectron, Inc.
Code Compliance Inspections
15120 Chippendale Ave.
Suite 202
Rosemount, MN 55068
Phone 651-322-6626
Toll Free 800-322-6153
Fax 651-322-7580

August 11, 2016

Mr. Steven Nasby
City Manager
City of Windom
444 9th Street
Windom MN 56101-0038

Dear Mr. Nasby

It is my pleasure to submit to you a proposal for building department administration for the City of Windom. Inspectron Inc. is proposing to provide the services for Building Official and Building Inspector as outlined in the Scope of Work section of the proposal.

We are currently serving the Cities of St. James and Butterfield in this south west area. We are extremely interested in establishing a strong presence in the area. In the mean time we do have a toll free number for all customers and their constituents to contact us. That number is 1-800-322-6153.

We look forward to an opportunity to demonstrate our professionalism and effective code enforcement program. Please contact me at any of the numbers or e-mail address on my enclosed business card.

Thank you for the opportunity to submit a proposal for your consideration.

Sincerely,

Ron Wasmund

Ron Wasmund
President
Inspectron Inc.

Inspectron, Inc.
Code Compliance Inspections
15120 Chippendale Ave.
Suite 104
Rosemount, MN 55068
Phone 651-322-6626
Toll Free 800-322-6153
Fax 651-322-7580

Proposal for Building Inspection Services

To

City of Windom

August 11, 2016

Proposal to the City of Windom

This proposal is being submitted for professional building inspection services.

We propose to serve as the Building Official fulfilling all the responsibilities customary to the position of Building Official. This includes:

Building Inspection Scope of Services

Inspectron, Inc. proposes to provide professional building department administration appraisal including review of the Department's plan review, permit issuance, field inspections, correction notice issuance and re-inspection, certificate of occupancy issuance and record keeping procedures. We will also review the adoptive ordinance language, office code documents, intake forms, correction notices and inspection record keeping. We will provide assistance in developing fee schedules, forms, and record keeping procedures and development of monthly, quarterly and annual reports to City Council, Planning Commission and outside agencies. All records will be maintained in accordance with the City's adopted record retention schedule. We will assist in an Informational Meeting to interact with contractors and general public on complaints and code questions. To accomplish this we will proceed by:

1. Meeting with property owners, contractors, architects, material suppliers and subcontractors as necessary to insure accurate building permit applications and plans necessary for issuance of building permits.

2. Perform detailed plan reviews on residential, commercial, industrial and institutional construction plans with written comments to the applicant.

3. Interact with the City's Fire Marshall or designated authority on all matters of commercial plan review and coordination of fire code and fire suppression items.

4. Perform and document field inspections, including plumbing, mechanical, footing, framing, insulation, fire rated assemblies, final inspections and re-inspections as necessary. The permit applicant shall notify Inspectron when the work is ready for required inspections. A 24-hour notice is required for all inspections. All inspections shall be performed within 24 hours of the time requested.

5. Issue Certificates of Occupancy and carbon copy the City.

6. Provide all correspondence to the permit applicants and permit holders requesting additional information for permit review in a timely manner.

7. Track all project status for current inspections and send all correspondence to permit holders requesting progress inspections or required inspections if delinquent.

8. Provide monthly activity reports to the City Administrator that detail the permits issued and inspections performed year to date activity for the first

City Council meeting of the month. The reports will be the standard reports capable of being generated with the permit issuance and tracking software used by Inspectron Inc. The reports shall be provided the week preceding the meeting.

9. Assist in the completion and filing of the, monthly census reports, county assessor reports and any other required standard reports.

10. Respond to and follow up on public complaints regarding building permits or housing issues for quick effective resolution and carbon copy city.

11. We will provide a mentorship for City staff members in preparation for more direct involvement in the Building Code enforcement activities.

The expected outcome is to develop processes and procedures supported with the necessary ordinances, forms and documents for the solid foundation of a dependable, efficient, effective and respected building code enforcement department.

To complete this service period, Mr. Harry Jenness will be the inspector performing all plan reviews and permit inspections.

Ron Wasmund will serve as the project coordinator, representing Inspectron, Inc. in any disputes or requests for additional service. It is the intent of this proposal to provide the service required for effective code administration.

Terms

Inspection, Inc. will provide this service for a guaranteed price of $8000.00 per month billed monthly. Inspectron will provide the tools and manpower needed to complete the assignment for the services outlined above up to 40 hours per week. Any work required and authorized by the City Administrator beyond the 40 hours per week will be performed in stride with the same professionalism as the normal work activity. The additional time will be billed at $65.00 per hour of service.

Respectfully submitted,

Ron Wasmund

Ron Wasmund
President
Inspectron, Inc.

BUILDING INSPECTION SERVICES CONTRACT

This agreement is entered into this __th day of_____, 2016 by and between Inspectron Inc., a Minnesota corporation with its principle place of business located 15120 Chippendale Ave., Rosemount, MN 55068 hereinafter "Inspectron" and (City name) MN a Statutory Minnesota City, with its principle offices located at (address) (hereinafter "City").

WHEREAS, the City has enacted the Minnesota Building Code (the "Code");

WHEREAS, the City requires building inspection services to ensure compliance with the Code;

WHEREAS, Inspectron and or its employees are licensed to provide such inspection services;

WHEREAS, the City desires to enter into an agreement for the purchase of building inspection services with Inspectron; and

WHEREAS, Inspectron desires to provide such services to the City,

NOW THEREFORE, upon adequate consideration, the receipt and sufficiency of which is acknowledged, the parties hereto agree as follows:

1. Inspection Services. During the term of this agreement, Inspectron agrees to perform the following services:

a. Providing Building Code inspections as required by Minnesota Statutes and local ordinance;
b. Providing re-inspections as required;
c. Issuing occupancy permits upon final completion of the structure.
d. Review of building plans for compliance with building code requirements.
e. Other responsibilities as outlined in proposal dated ...
(attached as Exhibit A)

City agrees to provide Inspectron with access to pertinent information, records, systems and data, as determined necessary in the discretion of Inspectron. The City shall provide all required forms. Inspectron shall assist in the responsibilities of administration and enforcement of its zoning ordinance, initiating and reviewing all building permits for final zoning approval and land use. City shall hold Inspectron harmless and indemnify Inspectron from any and all claims that arises or may arise from zoning, land use, ordinances or incomplete or incorrect information on the permit application. Such indemnification and hold harmless shall specifically include damages, claims, costs and reasonable attorney fees.

Inspectron shall perform the services under this contract at such location and at such times as Inspectron deems appropriate while providing up to 40 hours of coverage per week.

Inspectron shall provide all tools, transportation, and communication devices it deems necessary to carry out the field services of this agreement.

Inspectron agrees to proceed diligently and in accordance with its usual course and manner of business. Inspectron may at its discretion retain subcontractors in the performance of this agreement. Inspectron agrees to perform additional services, to which the parties agree during the term of this contract, under the terms and conditions of this agreement.

2. Term of Agreement. This agreement is effective commencing (date) and shall consist of a period of 12 months of service. This agreement may be automatically extended each upon such terms and conditions as contained herein.

3. Payment. In consideration of such consulting work, the City agrees to pay to Inspectron under the following schedule:

a. $ fee

Additional work agreed to by the parties shall be paid at the rate of $55.00 per hour of services. All work shall be billed on a monthly basis and shall be due and payable within 30 days of receipt of such billing.

4. Confidentiality. City agrees that it will not reveal, divulge or make known to any person, firm, or corporation any secret or confidential information during or after the term of this agreement. Confidential information shall be defined as knowledge, systems, practices, forms and written plan review format used by Inspectron in the delivery of service under this contract. The City shall use such confidential information for the limited purposes of this agreement.

5. Relationship. Nothing in this agreement shall be construed to create employment, a partnership, joint venture, license or agency relationship and neither party shall have the right or authority to bind the other. The City agrees that it will not hire any of Inspectron's employees, who have provided services under this agreement, during the term of this contract or for a period of one year after the expiration or termination of this agreement, without the express written consent of Inspectron. In the event the City hires such Inspectron employee(s) (with or without express written consent of Inspectron); the City shall notify Inspectron and pay a fee of ten (10%) percent of the employee's 1st year annual salary with the City. Such payment shall be due upon commencement of employment with the City.

6. Termination. This agreement may be terminated by either party upon thirty (30) days written notice. Such termination shall not affect the rights and obligations of the parties accrued prior to the termination date or rights under paragraph 3 and 4.

7. Assignability. This agreement shall not be assignable by either party without the written consent of the non-assigning party.

8. Law. This contract shall be governed by the law of the State of Minnesota. The parties agree that the venue of any legal action arising under the agreement shall be Dakota County, Minnesota. The parties further agree that in the event either party brings an action against the other to enforce any condition or covenant of this agreement the prevailing party shall be entitled to recover its court costs and reasonable attorney fees in the judgement rendered in such action.

9. Severability. If any provision of this agreement shall be held by any court to be illegal, invalid or unenforceable, such provision shall be construed and enforced as if it had been more narrowly drawn so as to be legal, valid or enforceable. Such illegality, invalidity or unenforceability shall not have effect upon or impair the enforceability of any other provision of this agreement.

10. Entire Agreement. This agreement constitutes the entire agreement between the parties. This agreement may be amended only by written agreement of both the City and Inspectron.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first written above.

City	Inspectron, Inc.
By:_____	By:_____
Its:_____	Its:_____

INSPECTRON, INC.
A COMPANY PROFILE

City of Windom, MN

August 11, 2016

INSPECTRON, INCORPORATED

Inspectron Incorporated is a Minnesota S Corporation organized in 1996 and recorded in 1997. Inspectron Inc. is a small privately owned company created to provide quality building inspection services to local units of government at affordable pricing. With offices established at 15120 Chippendale Ave., Suite 104, Rosemount MN and 4, 13th Ave. Waite Park, Minnesota we are readily situated to serve our clients and their constituents.

Ron Wasmund, the company president and lead contact is a Minnesota Certified Building Official (Certificate MN903), and a MPCA certified and licensed ISTS Professional (License #1916). The friendly, professional staff is MPCA, ICC and Minnesota certified.

Professional liability including Bodily Injury, Property Damage and Personal Injury, Workers Compensation Insurance and Errors and Omission insurance with $2,000,000 coverage is maintained. A $15,000 license bond is also maintained. Inspectron Inc. has no company vehicles.

Inspectron Inc. is represented by the accounting firm of Doug Schluter P.L.C., the law firm of Stephenson and Sanford P.L.C., and the Hatzung Insurance Agency

Inspectron Inc. combined years in public service provides the experience necessary to help identify the needs of the entity and work with the leaders and elected officials to deliver friendly, professional service to the building community. Inspectron Inc. works with the community leaders, property owners, and contractors to insure the health, safety and welfare of the community is protected.

Inspectron, Inc. provides different levels of service to local units of government designed to meet their needs and desires. The service varies from full time building department administration including collecting and accounting for permit fees, filing surcharge reports, plan reviews and inspections to temporary staffing helping local units of government meet the demands of the peak construction season. Inspectron Inc. has served as interim Building Official for Goodhue County, the City of Northfield, the City of Farmington, the City of Rosemount, the City of Waite Park and the City of Ramsey during their search for a qualified full time Building Official. Inspectron, Inc. has 4 facets to our service offering.

First, we provide full Building and Zoning Department administration through enforcement of the Minnesota State Building Code and local Zoning Ordinance. We are fully computerized for the issuance of building permits; scheduling and tracking of inspections; generating monthly, quarterly and annual permit activity reports, state surcharge reports and census reports. This software allows closer tracking of open permits, daily cash receipts, permit activity reports and inspection history while providing consistent form design to those jurisdictions desiring this service. We are set up to function as an entity's Building Department handling everything from permit application through certificate of occupancy, tracking and recording every step in between. Zoning administration includes checking all building permit applications for compliance with zoning district standards including

permitted uses, dimensional standards, and recommending variances when appropriate. We coordinate with and assist the planner and Planning Commission in zoning matters. We have the capabilities to perform site plan reviews, plat reviews and other zoning reviews.

The second facet is temporary staffing. We provide building inspectors to jurisdictions with staffing needs resulting from vacations, illness or staff turnover. Our services as interim Building Official and Building Official mentoring have set us apart from other firms. The State Building Code and Standards Division has recommended Inspectron, Inc. to several jurisdictions requiring this service.

The third facet is Rental Housing Inspection. We can manage the entire rental inspection process starting with a kick off meeting with rental property owners including sending inspection notification letters, scheduling and performing inspections, documenting corrections and issuing rental licenses. Our software automates the entire rental inspection process and generates status reports.

The fourth facet of our business is on-site Sewage Treatment System review, inspection and approval. We currently have three MPCA fully certified and licensed inspectors.

Our office is fully integrated, using a local area network. Each inspector utilizes the full Microsoft Office Suite for word processing, electronic spreadsheets and scheduling work assignments, meetings and tasks. Remote access allows the individual inspector to monitor and edit their schedule as well as send and receive email messages off site. We are able to load a jurisdiction's property data into our permit issuance and tracking software thereby fully automating the permit process for that jurisdiction for efficient and effective account management. Our office is staffed with an office assistant and office manager. Our office assistant is responsible for data processing, inspection scheduling, and permit processing and record retention. Our office manager is also our financial officer, managing all account billings, receivables and report generation. She manages the company I.S. implementing software and integrating client's property data into our permit and inspection software.

Inspectron utilizes "Permit Works" software to generate all permits and inspection records. All inspections required for a specific permit are recorded, maintained and tracked in the software system. The results of the inspection, date and time it was performed and the name of the inspector performing the inspection are all recorded. We can generate reports that show the inspection status for a specific project, the total number of inspection performed for any specified time or inspector and the percentage of inspections that pass or fail. Permit activity reports are provided with each monthly billing to keep the client informed. Three-part (NCR) Inspection Reports are used for field documentation of the inspections performed. One copy is left on site informing the permit holder of the corrective action necessary, if any to pass the inspection.

The software also allows for tracking and reporting permit activity. The name and address of the property owner, property I.D. number, description of the project, valuation of the project and fees associated with the permit are all recorded. The software is used to accurately report permit activity levels to the City in a timely manner.

Inspectron Inc. has on going agreements with the following list of entities:

City of Butterfield - Full Time Building Inspection, Building Department Administration
Contact – Leslie Heffele, City Clerk 507-956-2501
City of Farmington – Building Official Mentoring, inspection assistance
Contact Ken Lewis, Building Official 651-463-1860
City of Kimball – Full Time Building Inspection, Building Department Administration, Rental Housing Inspections
Contact Nicole Pulaski City Clerk 320-398-2725
City of Lexington – Building Inspection, Building Department Administration, Rental Housing Inspections, Nuisances Code Enforcement
Contact Bill Petracek, City Administrator 763-784-2792
City of Ramsey – Building inspection Assistance, Plan Review
Contact Tim Gladhill, 763-576-4308
City of Richmond - Full Time Building Inspection, Building Department Administration,
Contact Martin Bode, City Administrator 320-597-2075
City of Rockville - Full Time Building Inspection, Building Department Administration, Rental Housing Inspections
Contact Martin Bode, City Administrator 320-251-5836
City of St. James - Building Inspection, Building Department Administration
Contact Joe McCabe, City Manager 507-375-3241
City of St. Joseph – Full Time Building Inspection, Building Department Administration, Zoning Administration, Rental Housing Inspections, and Planning reviews.
Contact Judy Weyrens, City Administrator 320-363-7201
City of St. Augusta – Commercial Plan Review and Commercial Inspections
Contact Steve Hagman, Building Official 320-252-6556
City of Sunfish Lake – ISTS review and inspection
Contact Cathy Iago – City Clerk
City of Vermillion – Full Time Building Inspection, Plan Review and Administration
Contact Renee Voight, City Clerk 651-437-2865
Goodhue County – Building Official Mentoring, Commercial Plan Review
Contact Doug Morem, Building Official 651-385-3110
Empire Township – Full time Building Inspection, Plan review and Administration
Contact Kathy Krippner Town Clerk 651-463-4494
Marshan Township – Full time Building Inspection, Plan Review, and Administration
Contact Jerry Bauer, Board Supervisor 651-437-5664
Nininger Township - Full time Building Inspection, Plan Review, and Administration
Contact Bob Rotty, Board Supervisor 651-437-5690
Ravenna Township – Full time Building Inspection, Plan Review, and Administration
Contact Caroline Spurgeon Town Clerk 651-480-1902
Treasure Island Casino- Special Projects, Code Consultation
Contact Dennis Jensen Project Design Manager 651-388-2493
University of Minnesota – Plan review, Inspection Assistance, ISTS reviews and inspection
Contact Dale Gronberg Building Inspector 612-799-8832

Project Examples

Major projects that Inspectron Inc. has been engaged to provide complete plan review and inspections in the last eight years include:

New $50 Million-dollar, 230 room – 7 story motel, 30,000 square foot event center and 24,000 square foot family fun center addition to the Treasure Island Casino for the Prairie Island Indian Community.

New 7 million dollar Kennedy Elementary School for the City of St. Joseph.

New $34 Million-dollar, 120,000 square foot addition to the Treasure Island Casino for the Prairie Island Indian Community

New 7.4 Million-dollar, 174,000 square foot, three story Red Wing Fairview Hospital and Medical Center.

New 5 million-dollar Dittman Center for the Arts on the campus of St. Olaf College, Northfield MN.

New 40 million-dollar 160,000 square foot Science Building campus of St. Olaf College

New 3.7 million dollar 70,000 square foot Central Maintenance Facility for Dakota County.

New 5.7 million dollar 130,000 square foot Elementary School for City of Farmington ISD 192.

New 72 million dollar addition to the Empire Waste Water Treatment Plant

New 1 million dollar 44 unit apartment building St. Joseph MN

New 4 million dollar Mayo Clinic and Supervised Living facility addition to the Kenyon Sunset Nursing Home.

New .5 million dollar 6930 square foot Fairview Clinic in City of Zumbrota

New 76,000 Sq. Ft. Manufacturing Facility for Harris Mechanical in the City of Zumbrota.

Reference List for Inspectron Inc.

This list is provided for your convenience. Please feel free to contact any of the local units of government served by Inspectron Inc. for their reactions

Joe McCabe
City Manager
St. James, MN 55081
PH 507-375-3241

Doug Morem
Building Official
Goodhue County
509 W. 5th Street
Red Wing, MN 55066
PH 1-651-385-3110

Judy Weyrens
City Administrator
City of St. Joseph
PO Box 668
St. Joseph, MN 56374
PH. 320-363-7201

Inspectron Inc. constantly works for service improvement and welcomes comments from all clients and permit applicants served to achieve improvement. We employ voice messaging, cellular communication devices and email messaging to assist in availability to the public when we are not able to be in the office. Our toll free number is available to all customers and permit applicants outside our area code. Regular Office hours are maintained from 8:00 a.m. to 4:30 p.m. Monday through Friday. We are open everyday except for New Years Day, Memorial Day, July 4th, Labor Day, 2 days for Thanksgiving and 2 days for Christmas.

Informational handouts are placed at the local jurisdiction as well in the office of Inspectron Inc. and on line from our website.

Inspectron Inc. establishes annual goals for planned growth and service enhancements. The accomplished goals include launching our new website www.inspectroninc.com. We also developed additional handout materials to be displayed on the new website.

2009 was a year for fiscal control. Our goal was to develop new accounts and reduce overhead where possible. Remodeled office space has created more efficiency while reducing fixed costs. Inspectron continues to be a viable company providing quality service to its current and future clients.

Inspectron Inc. hires only Building Inspection Technology graduates or MN Certified Building Officials. Inspectron Inc. has established relationships with consultants specialized in Fire Code requirements, fire suppression systems and fire alarms. Consultants are also available for specialized building and mechanical code requirements on specific projects.

Inspectron Inc. Personnel List

Ron Wasmund **President**
Minnesota Certified Building Official. Minnesota Pollution Control Agency (MPCA) Licensed and Certified Individual Sewage Treatment System Inspector. American Concrete Institute certified, MNDOT registered concrete inspector. Civil Technology graduate of Mankato Technical College. Forty-four year career as an inspector for municipal projects, City ordinance and building code enforcement.

Member of International Code Congress, Member of Minnesota 10,000 Lakes Chapter of Building Officials. Past member of Institute of Civil Engineering Technicians.

Gary Utsch **Building and Rental Inspector**
Minnesota Certified Building Official. Former City Council Member and Planning Commission Chair. Completed the core studies in Building Inspection Technology program at North Hennipen Community College. Ten year career in Rental Inspections and Building Inspections. 26 year career in business management.

Member of International Code Congress, Member of Minnesota 10,000 Lakes Chapter of Building Officials.

Harry Jenness **Building Inspector**

Minnesota Certified Building Official. Extensive career in County Zoning Administration and Municipal Code Enforcement. 10 Years as Building Inspector for City of West St. Paul. Member of International Code Congress, Member of Minnesota 10,000 Lakes Chapter of Building Officials.

A. David Drenth **Part Time Building Inspector**

Minnesota Certified Building Official. International Conference of Building Officials certified Building Inspector. Instructor in Building Inspection Technology at Inver Hills Community College. Thirty-year career as an inspector for building code enforcement.
Member of Minnesota 10,000 Lakes Chapter of Building Officials. Active Member of International Code Congress Concrete Standards Committee. Active committee member of the Minnesota Masonry Institute.

Steven Landry **Fire Marshal**

25 year veteran of fire suppression and fire prevention activities. Experienced fire fighter and Emergency Medical Technician. Founder of Landry Consulting Services specializing in fire and building code enforcement. Many committee affiliations for the development and coordination of building and fire codes. Committee participation includes Fire Marshals Association of Minnesota (FMAM), Minnesota State Fire Chiefs Association (MSFCA), MSFCA Code Committee, State Building Code Advisory Committee, Minnesota Building Officials Code Committee, Governor's Construction Codes Advisory Council.

Joy Johnson **Office Manager**

Business Administration/Accounting 12 years banking industry. 10 years Landscape Business Manager

Member of MN Building Permit Technician Association

Internships **Building Inspectors**

Inspectron Inc. hires and trains Building Inspection Technology students and contractors interested in becoming certified in the field of building code enforcement. These positions are temporary and typically occur during the peak summer months of construction. Interns are selected based on their scholastic achievements and or construction experience and willingness to learn and contribute.

Contracted labor

Inspectron also uses select Certified individuals as seasonal inspection staff to meet peak demands. We currently have 3 qualified individuals under contract that have served us for over 3 years each.

Full resumes are available upon request

Key Resumes

RONALD E. WASMUND
8634 EMERSON AVENUE SOUTH
BLOOMINGTON, MN 55420
PHONE: (612) 719-3370

PROFESSIONAL EXPERIENCE

JULY 1996 - Present INSPECTRON INCORPORATED

Owner/President

Responsible for the development, marketing and implementation of a contract inspection services company specializing in building code compliance and onsite sewage treatment system evaluation and inspection.

Train inspection staff; supervise inspection performance, reporting, and record maintenance. Perform on site sewage treatment evaluations, inspections and compliance reports. Maintain business records and financial reports.

1995 - 1998 CITY OF EDINA, EDINA, MN

Chief Building Official - July 1995 – December 1998

Responsible for direction and supervision of a building department of 6 staff members, coordinating the review and inspection of 70 million dollars of construction annually.

Develop, promote and recommend adoption of operational policies, procedures and ordinances related to the enforcement of building, plumbing, and mechanical codes.

Develop and administer a department budget of $1,000,000 in revenues and $430,000 expenditures.

Serve, as the designated responsible agent to Minnesota Pollution Control Agency for the City's few remaining onsite sewage treatment systems. Reviewing and administering the mandatory maintenance ordinance.

1985 - 1995 CITY OF ROSEMOUNT, ROSEMOUNT, MN

Community Development Director - 1991 - 1995

Responsible for directing and coordinating development activities within the City of Rosemount, including building inspections, planning, zoning, economic development, and recycling activities.

Develop and manage community development and port authority budgets with responsibility for 9 personnel.

Interface with potential developers to coordinate the establishment of Tax Increment Plans and Development Agreements identifying other local financial incentives. Guide developers through the land use approval process leading the development team, creating a one stop shopping opportunity.

Attend Council and Port Authority meetings to provide staff recommendations for decision making on development proposals, subdivision approvals, code and ordinance interpretations and adoptions.

Provide interpretation assistance on complicated building plan reviews and backup field inspections as needed.

Public Works Director - 1991 - 1994

Responsible for directing all aspects of the Public Works Department including engineering, utilities, maintenance, solid waste and building inspections. Managed $1,950,000 operating budget with responsibility for 18 personnel.

Developed 5-year capital improvement project schedules with a budget of $2.5 million annually.

Facility Manager for City Hall, Fire Hall and City Garage, including negotiation of contracts for repair and services for buildings.

Attended Council meetings to provide staff recommendations for decision making on projects

Acted as City's agent to comply with Minnesota Pollution Control Agency regulations regarding clean up of contaminated property, a landfill closure plan, and in gaining commercial facility compliance with MPCA regulations.

Building Official 1985 - 1995

Responsible for all zoning and building code compliance and inspections for residential and commercial properties for the City of Rosemount.

Performed in depth plan reviews for construction of new elementary school, petro chemical packaging company and City Hall.

Reviewed and inspected the installation of over 200 new private on site sewage treatment systems including standard trench designs and mound systems. Evaluated and inspected the replacement of over 100 failing existing systems.

Reviewed and wrote ordinances for mandatory fire suppression, zoning and City building code adoption.

Established policies and procedures for building department operation. Selected and worked with a consultant to develop a computer program for issuing and tracking building permits.

Supervised inspection and clerical staff supporting $250,000 revenue of the City.

1979 - 1985 CITY OF MANKATO, MANKATO, MN

Building Inspector/Rehabilitation Supervisor

Responsible for inspections of residential and light commercial properties for compliance with State codes including preparation of detailed construction plans and specifications to eliminate deficiencies.

Division head responsible for more than $6 million in loan proceeds for rehabilitation of residential and commercial properties.

Duties included specification writing, quote solicitation, contractor selection, contract execution, inspections, payment requests and project close out.

Coordinated physical modifications to City Hall including plans for data processing facility.

Supervised and provided work direction for two inspectors.

EDUCATION

Hennepin Technical College - Frontline Leadership Skills.	1995
University of St. Thomas - Mini MBA Program.	1994
Inver Hills Community College - Building Inspection Technology.	1981 - 1982
University of Wisconsin - Building Inspections and Specification Writing.	1981
Mankato State University - Construction Management Courses.	1980 - 1984
Mankato Area Vocational Technical Institute - Civil Engineering.	1971 - 1972
Worthington Community College - General Education Courses.	1969 - 1970

LICENSES AND CERTIFICATIONS HELD

Class I Building Official - State of Minnesota - 1981
Class II Building Official - State of Minnesota - 1982
On Site Sewer Design and Inspection - Minnesota Pollution Control - 1986

Appendix

Work Examples

Report Samples

Work Examples

Plan Review Memo
Building Valuation Calculation
Building Permit fee Calculation

MEMORANDUM

To: Applicant

From: Ron Wasmund Building Official

Date: May 18, 2009

Subject: Plan Review Comments

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These comments are based upon review of plans submitted by applicant. The plan review was performed for compliance with the latest edition of the Minnesota State Building Code as adopted by the Denmark Township Board. Omission or oversight by the Inspector does not relieve the applicant from compliance with all applicable codes.

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PROJECT ADDRESS: 12981 60th St S Afton MN.55001

OWNER'S NAME: Michael Murphy

APPLICANT: Michael Murphy

CONTRACTOR: James Langenfeld Lic # BC20188832

PROJECT DESCRIPTION: New Single Family Dwelling

1. All inspections must be called for a minimum of 24 hours in advance. MSBC 1300.0210

2. * Provide a list of the subcontractor's names and phone numbers.

3. Post inspection cards in a protected and accessible location for the inspector's signature.
   MSBC 1300.0210 Subd. 3

4. Post address of dwelling prior to footing inspection so it is visible and readable from the street in front of the house.

5. Install Class V rock driveway for site approach and material delivery to prevent tracking mud and soil onto public right of way.

6. Install silt fence along and adjacent to the public right of way and established yards. **Failure to do so can result in suspension of building permit.**

7. Keep all construction traffic off of yard area. Limit access to crushed rock driveway so mud is not tracked onto public right of way. **Failure to do so can result in suspension of building permit.**

8. All construction debris and trash must be contained in a dumpster and prevented from blowing around. **Failure to do so can result in suspension of building permit.**

9. Plan was reviewed with no basement finish shown. ***Any Finish of the basement requires a separate permit.***

10. Approved plate straps must be installed along the foundation according to manufacturer's specifications, or provide .5" diameter anchor bolts with a maximum of 6' o.c., beginning 4-12 inches from the end of each section of plate and within 12 inches of every splice. Anchors shall be embedded 7" in solid concrete or grouted hollow masonry at location of grouted vertical cores. IRC Sections 403.1.6

11. Foundation wall reinforcing must comply with 2006 IRC Table 404.1.1(1) Through 404.1.1(8) Vertical core fill of masonry walls is required at location of anchor bolts and all concentrated loads. IRC Section 404.1.1

12.* An exterior foundation drainage system is required around the entire perimeter of walls enclosing useable space. Systems can be drain tile, clean rock, or perforated tile which drains to daylight or drains to a basket to be removed by mechanical means. IRC Section R405.1 the exterior drain is required; the interior is optional at this time.

13. Minnesota Code requires damp proofing or waterproofing of the exterior of foundation walls from footing to grade prior to backfilling. IRC Section R406.1 and R406.1 and R406.2.

14 * Minnesota Energy Code requires all Foundation walls must be insulated from footing to top of foundation wall to conform to the energy calculation supplied with the application and approved by the Building Official. MN Energy Code. The energy Calculations submitted with the plans specify R-20 in foundation walls. Provide Insulation to comply with the submitted documents or provide new calculations.

15. Provide a vapor retarder between all concrete floors and the sand base course. Edges must be lapped a minimum of 6". IRC section R506.2.3

16. If foam plastic is used on the exterior of the rim area, and additional fiberglass insulation is added to fully insulate the rim; a sealed vapor barrier is required on the warm side of the rim area. MN Rules Section 7672.0600 Subpart 7.

17. All exposed foam plastic, including the rim area of open webbed floor trusses must be rated for exposure, or be covered with a 15-minute thermal barrier. IRC Section R314.4

18.* Provide details of the proposed floor framing members. Will the floor joist be Solid sawn members, I-joist, or parallel cord trusses? Provide information from the Manufacturer for all I-Joists or Truss certificate for all trusses.

19. An exterior water resistive barrier free of holes and breaks, complying with ASTM D226 shall be installed over the entire exterior walls. This approver material must be continuous to the top of the walls and terminate at penetrations and openings with flashings to prevent reentry of water to the wall envelope. A rigid wind wash barrier must be installed at the vertical edge of the exterior wall top plate, extending vertically to the underside of the truss top chord. IRC Section R703.2

20. First Three joist spaces parallel to full height foundation walls must be blocked at location of anchor bolts with solid blocking. IRC Section R404.1 subpart 4

21. Approved metal angle clips are required to fasten floor joists, trusses, or blocking panels to the sill plate at anchor bolt locations. IRC Section R404.1 subpart 2

22.* Provide details including size of members, number of plies, and type of materials proposed for headers over openings in all bearing walls. Headers must comply with IRC Table 502.1
Provide calculations for sizing of microlam beams. MSBC 1300.0130

23.* Provide engineering certification on manufactured Floor and roof trusses. Design sheets must be submitted and approved by the building official prior to installation. The design sheets delivered with the trusses must remain on site for framing inspection. IRC Section R502.11.4 and R802.10.1

24. Point loads from girder truss, headers, and beams must be transferred to footings by solid blocking between. IRC Section R301.1

25. Ice barrier minimum two layers of underlayment cemented together or a self-adhesive polymer modified bitumen sheet to point 24 inches inside plate line is required. The same product is required under metal valley flashing on roofs with slopes less than 7:12. IRC Section R905.2.7.1 & R905.4.6

26. Provide attic ventilation equal to 1 square foot of vent for each 300 square feet of attic area split equally between the ridge and soffit. IRC Section R806.2

27. All engineered lumber must be installed according to the manufacturer's recommendations.

28. Attic access – in buildings with combustible ceiling or roof construction. An attic access opening shall be provided to attic areas exceeding 30 square feet and have a vertical height of 30 inches or greater. The rough-framed opening shall not be less than 22 inches by 30 inches. A 30 inch minimum unobstructed headroom in the attic space shall be provided at some point above the access opening. IRC Sec R807.1

29. Any door between the house and it's attached garage must be solid wood not less than 1 3/8" thickness, solid or honeycomb core steel door not less than 13/8 thickness, or a 20 minute fire rated door. IRC Sec. R309.1

30. Garage side of common wall of house and garage must be covered with ½ inch gypsum board applied on the garage side from floor to bottom of roof sheathing. If the ceiling is used as part of the required separation, all bearing walls must also be protected. The maximum spacing for supports is 24" o.c. IRC Sec R309.2

31. Slope garage floor to drain toward overhead doors, or install a floor drain. Floor drains located in the garage must exit the building and run to daylight or be connected to a municipal sewer system. Floor drains in the garage cannot be connected to a septic system.

32. Provide a smoke detector in every bedroom, one centrally located in hallway outside the bedrooms, and one on each level. When more than one smoke alarm is required the alarm devices shall be connected such that one alarm activated will activate all alarms within the structure. All smoke alarms shall be listed by NFPA72. IRC Section R313.2

33. Provide one window in the basement and in every sleeping room, which measures 5.7-sq. ft. of net operable area with a sill height not more than 44 inches above the finished floor. The minimum net operable width is 20", the minimum net operable height is 24" for egress windows. . Windows located below grade must be equipped with a window well that measures 9-sq. ft. with a minimum dimension of 3 ft. If the bottom of the window well is more than 44 inches below grade the well must have a permanently installed ladder or steps. The ladder or steps must be a minimum 12 inch clear width with 3 inches of toe clearance and have a vertical spacing not exceeding 18 inches IRC Sec. R310.1 through R310.2.1

34. Habitable spaces shall be provided with natural light equal to 8% of the floor area. Natural ventilation shall be provided to all habitable areas equal to 4% of the floor area. IRC Sec. R303.1

35. No deck shown or included in this permit. Patio door must be blocked to a maximum opening of less than 4" or a 36" guard installed at final inspection. IRC Sec. R316 A ***A separate permit will be required for future deck construction.***

36. Gas fireplace must be installed according to the manufacturer's specifications. Manufacturers' installation and specifications manuals must be on site for inspections. MSMC Section 903.1 Separate permits and inspections are required by this jurisdiction.

37. All glass within 24" of either edge of a door in the closed position, or within 5' of the top or bottom of a stair landing enclosure must be safety tempered. Exposed glazing within 18" of the floor and over 9 square feet in area must also be safety tempered. Provide safety glass in sidelights of main entry door. IRC Sec. R308.4

38. Provide mechanical ventilation capable of providing 50 CFM or an openable

window in rooms with tub or shower having not less than 3 square feet, one half of which is openable. IRC Sec. R303.3

39. Water-resistant gypsum board shall not be used as backing board for tile or wall panels in the following locations: a) over a vapor barrier, b) in areas with high humidity, or c) on ceilings. Gypsum Association Specification.

40. Vapor barrier behind tub and shower enclosures against exterior walls must be protected with solid sheathing or similar material. MSBC Chapter 7672

41. Wood in direct contact with concrete or masonry shall be treated for ground contact per the manufacturer's specifications or be naturally resistive to rot and decay. IRC Section 323.1. 2 and 3.

42. The chemical compounds used to treat pressure treated lumber may be corrosive to the fasteners and connectors. Check with your supplier to verify the proper coatings on the fasteners and connectors

43. Provide a continuous handrail on all stairs with four or more risers. Handrail must be located 34-38 inches above the nose of the stairs, ends must be returned to the wall, or terminate into a newel post or safety terminal. Maintain a minimum of 1 ½ inches clearance between the wall and the inside edge of the handrail. IRC Section R311.5.6 through R311.5.6.2

44. All required Handrails shall be graspable and comply with one of the following options.
IRC Section 311.5.6.3
    - Type I Circular cross section with a diameter not less than 1¼ inch nor greater than 2 inches or if non circular it has a perimeter dimension of at least 4 inches and not greater than 6 ¼ inches with a maximum cross section of not greater than 2 ¼ inches.
    - Type II Handrails with a perimeter exceeding 6 ¼ inches must provide a graspable finger recess on both sides of the profile. The finger recess must begin within ¾ inch if the top and achieve a depth of 5/16 within 7/8 inch below the widest point and maintain that depth a not less than 1 ¾ inch below the top. The graspable port6ion shall be not less than 1 ¼ inch wide nor greater than 2 ¾ inches wide.

45. The minimum width of a residential stairway is 36 inches. Maximum allowable step rise is 7 3/4". Minimum allowable step run is 10". A maximum difference of 3/8" is allowed between the largest and smallest step rise, and between the largest and smallest step run. IRC Sec R311.5.

46. Minimum required headroom in all parts of a stairway shall not be less than 6' 8" measured vertically from a plane in line with the tread nosing. IRC Sec. R311.5.2

47. Enclosed accessible space under stairs shall have walls, under stair surface and any soffits protected on the enclosed side with ½" gypsum board. IRC R311.2.2

48. All stairs shall be provided a means to illuminate the stairs including the landings and treads. IRC Section R303.6

49. Porches, balconies, ramps, open sides of stairs and raised floor areas more than 30 inches above adjacent floor or grade must be provide a guard measuring a minimum 36 inches in height above the higher floor surface. The guard shall have intermediate rails or ornamental closures which do not allow for the passage of a 4 inch sphere. IBC Section R312.1& R312.2

50. Fire blocking shall be provided to cut off all concealed draft openings both vertical and horizontally in the following locations. Intersections of the walls and ceiling, at intersections of vertical walls and soffits, cove ceilings, and at dropped ceiling levels. IRC Section R602.8

51. Draft stopping is required within the concealed space of floor/ceiling assemblies using open web floor trusses. Draft stopping shall be installed so that the areas are approximately equal in area, however no area shall exceed 1000 square feet. IRC Section R502.12

52. Vinyl siding shall be fastened with corrosion resistant nails with a minimum 3/8" diameter head. Nails must penetrate studs a minimum of ¾" with spacing not exceeding 16" o.c. IRC Table R703.4

53. Provide combustion air to mechanical room. MSMC Section 701.2

54. Maintain required separation between fresh air intakes and vent terminations of all power-vented appliances, exhaust ducts and sewer vents. MSMC Section 401.5.1

55. Plastic pipe used for above ground horizontal plumbing drains is limited to 35 feet in total length. No stack may exceed 35 feet in height unless an approved expansion and contraction joint is installed. MN Plumbing Code Section 4715.0580.

56. Two layers of Grade D paper are required over wood based sheathing behind adhered veneer such as cultured and stucco. IRC R703.6.3.

57. Provide positive drainage away from structure with final grade, while maintaining 6" separation between grade and siding. IRC R404.1.6

58. Builder/Owner is responsible for complying with grading plan to insure proper drainage.

59.. Separate permits are required for plumbing, HVAC, fireplaces, and electrical. Plumbing, HVAC, and fireplace permits are issued through Inspectron, Inc. Electrical permits are issued through the Minnesota State Board of Electricity.

Please mail answers to all * questions to Inspectron Inc. ***prior to first inspection.***

Ron Wasmund
Inspectron Inc.
15120 Chippendale Ave. Suite 104
Rosemount, MN 55068

OWNER:Michael Murphy

Denmark Township

PIN #

LOT BLOCK

DATE 5/17/09

SUBD.

ADDRESS: 12981 60th St Afton Mn.

DWELLING VALUATION WORKSHEET

CONSTRUCTION TYPE	SIZE (Ft X Ft)	SQUARE FOOTAGE	MULTIPLIER	SUBTOTAL
Main Floor - Wood		1650	$ 79.78	**$ 131,637.00**
Second Floor			$ 79.78	**$ -**
Basement - Finished			$ 26.19	**$ -**
Basement - Unfinished		1650	$ 15.50	**$ 25,575.00**
Basement Remodel			$ 11.19	**$ -**
Garage		928	$ 33.68	**$ 31,255.04**
Pole Barn			$ 10.00	**$ -**
3 Season Porch			$ 56.13	**$ -**
Deck			$ 15.00	**$ -**
Fireplaces		1	$ 3,500.00	**$ 3,500.00**
			TOTAL	**$ 191,967.04**

INSPECTOR COMPLETING Larry Wasmund

REV - BUILDING VALUATION
DATA 2006

Building Permit Fee Calculation for Michael Murphy

Computed Valuation $191,967.04

Building Permit	$887.25	887.25 first $100,000
	$459.84	$5.00 for each additional 1000 or fraction
Subtotal	$1,347.09	
Plan Review	$875.61	65% of Building Permit Fee
State Surcharge	$95.98	Valuation x .0005
Total Building Permit	**$2,318.67**	

Calculation Made using 1994 UBC Table 1-A

Report Examples

Inspection Statistics Report - Detail

Actual Date From: 9/1/2008 To: 9/30/2008

Permit Type: All Property Type: All Construction Type: All

Inspection Type	Pass	Fail	No Status	Reinsp	Period Total
Building Final	10	2	0	0	12
Certificate of Occupancy	0	0	0	0	0
Driveway Final	0	0	0	0	0
Electrical Rough-In	0	1	0	0	1
Electrical Final	0	0	0	0	0
Fireplace Final	1	0	0	0	1
Footing - Soil	3	1	0	0	4
Foundation	0	0	0	0	0
Framing	8	0	0	0	8
Fireplace Rough-In	1	0	0	0	1
Gas Piping	2	0	0	0	2
HVAC Rough-In	1	0	0	0	1
HVAC Final	1	0	0	0	1
Insulation	0	0	0	0	0
Plumbing Final	0	0	0	0	0
Plumbing Rough-In	1	0	0	0	1
Plumbing, Underground	0	0	0	0	0
Poured Wall	1	0	0	0	1
Progress	1	0	0	0	1
Radiant Heating Final	0	0	0	0	0
Radiant Heating Rough In	0	0	0	0	0
Permit Renewal Fee	0	0	0	0	0
Sheathing	0	0	0	0	0
Fire-Rated Sheetrock	0	0	0	0	0
Tear-Off	8	0	0	0	8
Underfloor Vapor Barrier	0	0	0	0	0
Report Totals	**38**	**4**	**0**	**0**	**42**

Windom, MN

Expense Approval Report
By Fund

Payment Dates 7/31/2016 - 8/10/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - MAYOR & COUN	100-41110-304	330.00
COALITION OF GREATER MN C	20160728	08/01/2016	REGISTRATION-STEVE NASBY	100-41110-308	275.00
US BANK	20160720	07/20/2016	CREDIT CARD - MARRIOT HOT	100-41110-331	411.10
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	100-41110-350	552.90
ETHAN CLERC FILMS	20160802	08/09/2016	SERVICE - FILM COUNCIL MEE	100-41110-350	25.00
				Activity 41110 - Mayor & Council Total:	**1,594.00**
Activity: 41310 - Administration					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	100-41310-133	80.00
CULLIGAN	20160729A	08/09/2016	SERVICE #1957	100-41310-200	33.75
INDOFF, INC	2825332	07/20/2016	SUPPLIES	100-41310-200	8.70
INDOFF, INC	2828404	07/26/2016	SUPPLIES	100-41310-200	3.38
SELECTACCOUNT	1152053	07/29/2016	ADM FEE	100-41310-217	138.33
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	100-41310-217	29.45
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	100-41310-321	50.78
US BANK	20160720	07/20/2016	CREDIT CARD - CRASH PLAN P	100-41310-326	378.79
STEVE NASBY	20160809	08/09/2016	EXPENSE-SRDC MUNICIPAL IN	100-41310-331	40.50
US BANK	20160720	07/20/2016	CREDIT CARD - HARDEE'S	100-41310-334	14.69
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	100-41310-480	413.00
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	100-41310-480	413.00
				Activity 41310 - Administration Total:	**1,604.37**
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	100-41910-133	24.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	100-41910-321	16.93
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	100-41910-350	224.70
				Activity 41910 - Building & Zoning Total:	**265.63**
Activity: 41940 - City Hall					
FREDIN CONSTRUCTION/CABI	20160724A	07/29/2016	MAINTENANCE	100-41940-406	310.76
SANDRA HERDER	20160801	08/01/2016	CLEANING	100-41940-406	360.00
MELISSA PENAS	20160801	08/01/2016	CLEANING	100-41940-406	360.00
				Activity 41940 - City Hall Total:	**1,030.76**
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	100-42120-133	160.00
INDOFF, INC	2825292	07/21/2016	SUPPLIES	100-42120-200	38.50
INDOFF, INC	2825330	07/21/2016	SUPPLIES	100-42120-200	21.98
INDOFF, INC	2828398	08/03/2016	SUPPLIES	100-42120-200	26.99
WEX BANK	46341828	08/10/2016	CREDIT CARD- POLICE	100-42120-212	1,036.49
WEX BANK	46341828	08/10/2016	CREDIT CARD- POLICE CREDIT	100-42120-212	-19.60
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - POLICE	100-42120-304	4,218.75
MN BUREAU OF CRIMINAL AP	36649-092716MC	08/09/2016	REGISTRATION-DEBRA NESSET	100-42120-308	115.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	100-42120-321	205.31
ALPHA WIRELESS - MANKATO	684547	08/10/2016	SERVICE	100-42120-323	108.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	100-42120-404	14.73
FLEET SERVICES DIVISION	2016120003	07/26/2016	SERVICE	100-42120-419	1,122.60
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	100-42120-480	413.00
				Activity 42120 - Crime Control Total:	**7,461.75**
Activity: 42220 - Fire Fighting					
US BANK	20160720	07/20/2016	CREDIT CARD - SHOPKO	100-42220-200	81.20
WEX BANK	46341828	08/10/2016	CREDIT CARD- FIRE	100-42220-212	164.82
MN STATE FIRE CHIEFS ASSOC	200000968	08/09/2016	REGISTRATION - MARK MARC	100-42220-308	350.00
MN FIRE SERVICE CERTIFICATI	20160809	08/09/2016	CERTIFICATION-MARK MARCY	100-42220-308	125.00
AVERA MEDICAL GROUP	ST2162130007XB	08/09/2016	SERVICE #XB000001081	100-42220-310	399.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MARK MARCY	20160725	07/29/2016	EXPENSE-HOSE TESTER-MILEA	100-42220-331	46.44
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	100-42220-404	23.56
WINDOM FARM SERVICE	26968	08/09/2016	MAINTENANCE	100-42220-405	759.77
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - EMERGENCY SER	100-42220-439	1,245.00
				Activity 42220 - Fire Fighting Total:	**3,194.79**
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	160243	08/09/2016	SERVICE	100-42700-300	11.00
COTTONWOOD VET CLINIC	160244	08/09/2016	SERVICE	100-42700-300	11.00
				Activity 42700 - Animal Control Total:	**22.00**
Activity: 43100 - Streets					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	100-43100-133	80.00
US BANK	20160720	07/20/2016	CREDIT CARD - CENEX	100-43100-212	66.00
WEX BANK	46341828	08/10/2016	CREDIT CARD- CREDIT - STREE	100-43100-212	-19.60
WEX BANK	46341828	08/10/2016	CREDIT CARD- STREET	100-43100-212	1,168.87
US BANK	20160720	07/20/2016	CREDIT CARD - CROWDER PO	100-43100-215	2,100.00
LAMPERTS YARDS, INC.	20160725	07/29/2016	MAINTENANCE - STREET	100-43100-241	42.39
O'REILLY AUTOMOTIVE, INC	4425-170908	08/09/2016	SMALL TOOLS	100-43100-241	6.99
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	100-43100-321	72.83
US BANK	20160720	07/20/2016	CREDIT CARD - HANCOR, ADS	100-43100-402	211.62
GDF ENTERPRISES, INC	A10497	08/09/2016	MAINTENANCE	100-43100-404	417.13
RDO EQUIPMENT CO	P60738	08/09/2016	MAINTENANCE	100-43100-404	625.89
ASA AUTO PLAZA	126639	08/09/2016	MAINTENANCE	100-43100-405	24.75
WENCK ASSOCIATES, INC.	11604996	08/03/2016	2016 SEALCOAT	100-43100-407	1,871.80
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	100-43100-480	413.00
				Activity 43100 - Streets Total:	**7,081.67**
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20160809	08/09/2016	COMPOST SITE MANAGER	100-43210-307	205.00
				Activity 43210 - Sanitation Total:	**205.00**
Activity: 45120 - Recreation					
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	100-45120-217	14.73
US BANK	20160720	07/20/2016	CREDIT CARD - HY VEE	100-45120-260	472.30
				Activity 45120 - Recreation Total:	**487.03**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	100-45202-133	16.00
EXPRESSWAY WINDOM	3468	08/09/2016	FUEL -	100-45202-211	9.00
EXPRESSWAY WINDOM	3468	08/09/2016	FUEL -	100-45202-211	51.60
COLE PAPERS INC.	9221450	07/19/2016	SUPPLIES	100-45202-211	64.92
COLE PAPERS INC.	9224856	07/29/2016	SUPPLIES	100-45202-211	508.32
COUNTRY PRIDE SERVICE	70517	08/09/2016	FUEL	100-45202-212	559.94
COUNTRY PRIDE SERVICE	70518	08/09/2016	FUEL	100-45202-212	639.00
NORTH STAR LUMBER & SUPP	131694	07/29/2016	MAINTENANCE-REMICK PARK	100-45202-402	2,477.80
LAMPERTS YARDS, INC.	20160725	07/29/2016	MAINTENANCE - PARK-REMIC	100-45202-402	2,455.62
US BANK	20160720	07/20/2016	CREDIT CARD - GEMPLER	100-45202-404	223.70
LAMPERTS YARDS, INC.	20160725	07/29/2016	MAINTENANCE - PARK	100-45202-404	154.92
BSN SPORTS, LLC	98064638	07/29/2016	MAINTENANCE- 2016 WRA F	100-45202-404	956.04
				Activity 45202 - Park Areas Total:	**8,116.86**
				Fund 100 - GENERAL Total:	**31,063.86**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	211-45501-133	16.00
US BANK	20160720	07/20/2016	CREDIT CARD - TONER	211-45501-200	66.44
DEMCO	5913252	07/19/2016	SUPPLIES	211-45501-200	355.49
PLUM CREEK LIBRARY	IV24431	08/10/2016	SUPPLIES	211-45501-200	242.47
PLUM CREEK LIBRARY	IV24434	08/10/2016	SUPPLIES	211-45501-200	11.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	211-45501-217	7.36
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	211-45501-350	-100.00
SANDRA HERDER	20160801	08/01/2016	CLEANING	211-45501-402	360.00
MELISSA PENAS	20160801	08/01/2016	CLEANING	211-45501-402	360.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	20160720	07/20/2016	CREDIT CARD - VICTORIA MA	211-45501-433	36.00
US BANK	20160720	07/20/2016	CREDIT CARD - POPULAR MEC	211-45501-433	29.97
US BANK	20160720	07/20/2016	CREDIT CARD - TASTE OF HO	211-45501-433	7.00
US BANK	20160720	07/20/2016	CREDIT CARD - BOOKS	211-45501-435	268.66
MICROMARKETING	631063	08/03/2016	BOOKS	211-45501-435	40.00
				Activity 45501 - Library Total:	**1,700.39**
				Fund 211 - LIBRARY Total:	**1,700.39**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	20160803	08/03/2016	SERVICE	225-45127-200	32.20
SOUTH CENTRAL ELECTRIC	20160630A	08/03/2016	SERVICE #26-12-116-04	225-45127-381	102.76
SOUTH CENTRAL ELECTRIC	20160630B	08/03/2016	SERVICE #26-12-112-04	225-45127-381	154.00
				Activity 45127 - Airport Total:	**288.96**
				Fund 225 - AIRPORT Total:	**288.96**
Fund: 230 - POOL					
Activity: 45124 - Pool					
US BANK	20160720	07/20/2016	CREDIT CARD - SHOPKO	230-45124-200	33.98
HAWKINS, INC	3916612	07/21/2016	CHEMICALS	230-45124-216	578.84
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	230-45124-217	7.36
HORIZON CHEMICAL CO. INC	160707003	07/26/2016	MAINTENANCE	230-45124-404	757.40
				Activity 45124 - Pool Total:	**1,377.58**
				Fund 230 - POOL Total:	**1,377.58**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
WEX BANK	46341828	08/10/2016	CREDIT CARD- AMBULANCE C	235-42153-212	-19.60
WEX BANK	46341828	08/10/2016	CREDIT CARD- AMBULANCE	235-42153-212	1,118.79
EXPRESSWAY WINDOM	9197	08/09/2016	FUEL	235-42153-212	49.00
ZOLL MEDICAL CORPORATION	2405515	08/01/2016	SUPPLIES	235-42153-217	94.00
PRAXAIR DISTRIBUTION INC	73926410	08/09/2016	SUPPLIES- #71709956	235-42153-217	490.02
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - AMBULANCE	235-42153-304	390.00
MARK MARCY	20150802	08/03/2016	NREMT REGISTRATION	235-42153-308	15.00
MEMSA	20160801	08/01/2016	MEMSA CONF - WINDOM SQ	235-42153-308	1,505.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	235-42153-321	66.01
REAL TIME TRANSLATION, INC	109331	08/09/2016	SERVICE -	235-42153-327	34.00
JOLYNN NERHUS	20160801	08/01/2016	EXPENSE	235-42153-334	124.51
HEATHER JANSSEN	20160801	08/01/2016	EXPENSE - EMT PICNIC	235-42153-334	37.71
TIM HACKER	20160801	08/01/2016	EXPENSE	235-42153-334	31.55
JIM AXFORD	20160801	08/01/2016	EXPENSE	235-42153-334	60.79
JUSTIN HARRINGTON	20160801	08/01/2016	EXPENSE	235-42153-334	7.11
KIM POWERS	20160801	08/01/2016	EXPENSE - EMT PICNIC	235-42153-334	8.00
ZOLL MEDICAL CORPORATION	90018415	07/29/2016	ANNUAL MAINT-DEFIB MONIT	235-42153-404	765.00
WINDOM FARM SERVICE	162242	08/09/2016	MAINTENANCE - UNIT #27	235-42153-405	72.25
HIGLEY FORD	75243	08/09/2016	MAINTENANCE - UNIT 27	235-42153-405	677.67
GRAHAM TIRE	8489501	08/03/2016	MAINTENANCE UNIT #27	235-42153-405	476.76
				Activity 42153 - Ambulance Total:	**6,003.57**
Activity: 49950 - Capital Outlay					
ARROW MANUFACTURING IN	3533	08/09/2016	GEN 2 AMB -40% DOWN	235-49950-500	38,636.80
				Activity 49950 - Capital Outlay Total:	**38,636.80**
				Fund 235 - AMBULANCE Total:	**44,640.37**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	250-46520-133	8.00
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - EDA	250-46520-304	1,440.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	250-46520-321	26.87
DREW HAGE	20160726	08/02/2016	EXPENSE - DEED MTG	250-46520-331	38.88
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	250-46520-340	106.95
KDOM RADIO	KDOM0361160740142	08/09/2016	ADVERTISING - ECONOMIC DE	250-46520-340	210.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING - WEBSITE	250-46520-350	79.50
FEDERATED RURAL ELECTRIC	20160727	08/02/2016	HEATING #28-36-30	250-46520-381	14.00
HANEFELD CUSTOM BUILDER	20160724	08/03/2016	MAINTENANCE	250-46520-402	1,368.00
HANEFELD CUSTOM BUILDER	20160726	08/03/2016	MAINTENANCE	250-46520-402	108.09
US BANK	20160720	07/20/2016	CREDIT CARD - SUBWAY	250-46520-438	50.78
COTTONWOOD CO RECORDE	62444	08/09/2016	#624 DOC 278163 DEV AG W/	250-46520-480	46.00
COTTONWOOD CO RECORDE	62634	08/09/2016	62634 DOC #278223 EASEME	250-46520-480	46.00
				Activity 46520 - EDA Total:	**3,543.07**
Activity: 49980 - Debt Service					
FULDA CREDIT UNION	20160803	08/03/2016	SPEC BLDG LOAN - PRINCIPAL	250-49980-602	2,025.25
FULDA CREDIT UNION	20160803	08/03/2016	SPEC BLDG LOAN - INTEREST	250-49980-612	1,334.75
				Activity 49980 - Debt Service Total:	**3,360.00**
				Fund 250 - EDA GENERAL Total:	**6,903.07**
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	20160630	08/03/2016	SERVICE #26-24-123-04 #367	254-46520-381	90.08
				Activity 46520 - EDA Total:	**90.08**
				Fund 254 - NORTH IND PARK Total:	**90.08**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
FLAHERTY & HOOD, P.A.	20160803	08/09/2016	CLASSIFICATION -COMPENSAT	401-49950-500	517.50
				Activity 49950 - Capital Outlay Total:	**517.50**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**517.50**
Fund: 601 - WATER					
HD SUPPLY WATERWORKS LTD	F870960	08/09/2016	INVENTORY	601-14200	465.17
HD SUPPLY WATERWORKS LTD	F870962	08/09/2016	INVENTORY	601-14200	315.31
M. K. PAINTING, INC.	20160729	08/03/2016	WATER TOWER PAINTING -PAY	601-16400	369,645.00
M. K. PAINTING, INC.	20160729A	08/03/2016	WATER TOWER PAINTING-PAY	601-16400	81,700.00
INNOVATIVE SYSTEMS	28809	07/22/2016	INSTALL-BILLING-TRAINING	601-16420	867.03
MN PUBLIC FACILITIES AUTHO	20160630	07/03/2016	BOND PAYMENT - 1999 WA FI	601-29102	126,439.94
MN PUBLIC FACILITIES AUTHO	20160630	07/03/2016	BOND PAYMENT- 1999 WA TO	601-29103	79,000.00
					658,432.45
Activity: 49400 - Water					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	601-49400-133	40.00
WEX BANK	46341828	08/10/2016	CREDIT CARD- WATER	601-49400-212	343.05
HAWKINS, INC	3916607	07/20/2016	CHEMICALS	601-49400-216	283.50
COTTONWOOD CO RECORDE	62812	08/09/2016	WATER EASEMENT RESEARCH	601-49400-304	25.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	601-49400-321	96.35
HP SUDS CLUB, LLC	20160801	08/03/2016	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
INNOVATIVE SYSTEMS	28415	07/06/2016	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
FEDERATED RURAL ELECTRIC	20170727	08/09/2016	SERVICE #28-35-15	601-49400-381	17.49
LUCAN COMMUNITY TV INC	25820	08/03/2016	MAINTENANCE	601-49400-402	75.00
FLAGSHOOTER LLC	160511226	07/29/2016	MAINTENANCE	601-49400-404	257.98
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	601-49400-404	29.45
				Activity 49400 - Water Total:	**3,098.32**
Activity: 49980 - Debt Service					
MN PUBLIC FACILITIES AUTHO	20160630	07/03/2016	BOND PAYMENT -1999 WA TO	601-49980-611	3,721.25
MN PUBLIC FACILITIES AUTHO	20160630	07/03/2016	BOND PAYMENT - 1999 WAL F	601-49980-611	1,624.75
				Activity 49980 - Debt Service Total:	**5,346.00**
				Fund 601 - WATER Total:	**666,876.77**
Fund: 602 - SEWER					
INNOVATIVE SYSTEMS	28809	07/22/2016	INSTALL-BILLING-TRAINING	602-16420	867.03
					867.03
Activity: 49450 - Sewer					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	602-49450-133	56.00
INDOFF, INC	2825334	07/20/2016	SUPPLIES	602-49450-200	249.14

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	46341828	08/10/2016	CREDIT CARD- SEWER	602-49450-212	315.71
HAWKINS, INC	3916621	07/20/2016	CHEMICALS	602-49450-216	598.50
SANFORD LABORATORIES	282691384	08/09/2016	SERVICE #70000675	602-49450-310	82.36
MN VALLEY TESTING	817181	07/12/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	818365	07/18/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	818553	07/19/2016	TESTING	602-49450-310	238.00
MN VALLEY TESTING	818554	07/19/2016	TESTING	602-49450-310	120.00
MN VALLEY TESTING	819113	07/29/2016	TESTING	602-49450-310	158.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	602-49450-321	147.25
HP SUDS CLUB, LLC	20160801	08/03/2016	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
INNOVATIVE SYSTEMS	28415	07/06/2016	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
GLENN LUND	20160809	08/09/2016	EXPENSE-MWOA ANNUAL CO	602-49450-331	344.52
US BANK	20160720	07/20/2016	CREDIT CARD - HY VEE	602-49450-334	55.00
SOUTH CENTRAL ELECTRIC	20160730	08/09/2016	SERVICE #26-24-125-04 #367	602-49450-381	76.99
MTI DISTRIBUTING, INC	1077879-00	07/29/2016	MAINTENANCE -	602-49450-404	66.99
US BANK	20160720	07/20/2016	CREDIT CARD - DOLLAR GENE	602-49450-404	8.02
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	602-49450-404	23.56
MTI DISTRIBUTING, INC	1077879-00	07/29/2016	MAINTENANCE - WINDOM CE	602-49450-480	67.00
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	602-49450-480	-826.00
				Activity 49450 - Sewer Total:	**4,027.54**
				Fund 602 - SEWER Total:	**4,894.57**
Fund: 604 - ELECTRIC					
MBS - MULTI-BANK SECURITIE	20160801	08/09/2016	ACH FUNDS TO MBS	604-10400	250,000.00
B & B TRANSFORMER	22934	07/21/2016	INVENTORY	604-14200	595.00
DAKOTA SUPPLY GROUP	C190885	06/14/2016	CREDIT - INVENTORY	604-14200	-1,080.51
DAKOTA SUPPLY GROUP	C190893	06/14/2016	CREDIT - INVENTORY	604-14200	-1,042.03
DAKOTA SUPPLY GROUP	C281984	07/19/2016	ELECTRIC INVENTORY	604-14200	2,100.00
DAKOTA SUPPLY GROUP	C308894	07/21/2016	INVENTORY	604-14200	18,621.56
J. H. LARSON	S101250006.001	07/20/2016	INVENTORY	604-14200	241.36
J. H. LARSON	S101261579.001	07/29/2016	INVENTORY	604-14200	37.71
ELECTRIC FUND	SO-000130	08/02/2016	NEW CONSTRUCTION 12 & 13	604-16300	18,879.86
ELECTRIC FUND	SO-000130	08/02/2016	NEW CONSTRUCTION 12 & 13	604-16300	18,048.00
ELECTRIC FUND	SO-000131	08/02/2016	NEW RL SERVICE	604-16300	442.74
INNOVATIVE SYSTEMS	28809	07/22/2016	INSTALL-BILLING-TRAINING	604-16420	3,468.10
					310,311.79
Activity: 49550 - Electric					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	604-49550-133	96.00
ELECTRIC FUND	SO-000130	08/02/2016	NEW CONSTRUCTION 12 & 13	604-49550-150	-18,048.00
COLE PAPERS INC.	9225158	08/09/2016	SUPPLIES	604-49550-211	111.62
WEX BANK	46341828	08/10/2016	CREDIT CARD- ELECTRIC	604-49550-212	719.98
TRI-STATE BATTERY CO	1912999016816	07/29/2016	SUPPLIES	604-49550-217	23.41
US BANK	20160720	07/20/2016	CREDIT CARD - CENEX-LAMPE	604-49550-217	268.66
GRAYBAR ELECTRIC CO	986271897	07/29/2016	SUPPLIES	604-49550-217	60.99
RDO EQUIPMENT CO	P60486	07/29/2016	SUPPLIES	604-49550-217	86.80
MN DEPT OF NAT RES - ECO-	20160804	08/09/2016	LICENSE #UWAT010696 - WIN	604-49550-304	124.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	604-49550-321	120.83
HP SUDS CLUB, LLC	20160801	08/03/2016	BILLING CONTRACT SERVICE	604-49550-326	1,170.00
INNOVATIVE SYSTEMS	28415	07/06/2016	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
FREDIN CONSTRUCTION/CABI	20160724	07/29/2016	MAINTENANCE	604-49550-402	344.87
BRAD BUSSA	20160728	08/02/2016	CLEANING	604-49550-402	184.60
TRI-STATE RENTAL CENTER	86233	07/29/2016	MAINTENANCE	604-49550-402	295.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	604-49550-404	29.45
RAGE INC	07-011589	07/29/2016	SERVICE - POWER PLANT	604-49550-406	34.17
COTTONWOOD CO HWY DEPT	20160725	08/02/2016	SERVICE	604-49550-408	300.00
RESCO	651741-00	08/03/2016	MAINTENANCE	604-49550-408	96.12
DAKOTA SUPPLY GROUP	C303818	07/21/2016	MAINTENANCE	604-49550-408	22.81
ELECTRIC FUND	SO-000101	08/09/2016	DISTRBUTION MAINTENANCE	604-49550-408	743.56
ELECTRIC FUND	SO-000132	08/02/2016	DISTRIBUTION MAINTENANCE	604-49550-408	129.03
ELECTRIC FUND	SO-000135	08/02/2016	ELECTRIC SHOP	604-49550-408	11.22

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	SO-000138	08/02/2016	TRUCK STOCK	604-49550-408	61.74
RETROFIT RECYCLING, INC	0087654-IN	08/09/2016	CONSERVATION	604-49550-450	597.68
JUDITH HINTZE	20160727	08/01/2016	ENERGY REBATE	604-49550-450	55.00
KEITH ANDERSON	20160729	07/29/2016	ENERGY REBATE	604-49550-450	300.00
BRENT BROWN	20160809	08/09/2016	ENERGY REBATE	604-49550-450	126.57
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	604-49550-480	413.00
				Activity 49550 - Electric Total:	**-9,999.89**
				Fund 604 - ELECTRIC Total:	**300,311.90**
Fund: 609 - LIQUOR STORE					
MBS - MULTI-BANK SECURITIE	20160801	08/09/2016	ACH FUNDS TO MBS	609-10400	246,031.25
DUERKSEN ELECTRIC	2373	08/09/2016	DOORS	609-16200	221.23
TROY WEBER	389133	08/03/2016	SERVICE - FLOORING - DOWN	609-16200	816.00
					247,068.48
Activity: 49751 - Liquor Store					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	609-49751-133	32.00
CITIZEN PUBLISHING CO	07312016	08/09/2016	COMPUTER SUPPORT	609-49751-200	85.48
CULLIGAN	20160729	08/09/2016	SERVICE #15331	609-49751-200	8.98
US BANK	20160720	07/20/2016	CREDIT CARD - HY VEE	609-49751-217	17.57
VINOCOPIA, INC	0156261-IN	07/21/2016	MERCHANDISE	609-49751-251	583.25
BREAKTHRU BEVERAGE MN	1080498453	07/19/2016	MERCHANDISE	609-49751-251	2,056.04
SOUTHERN GLAZER'S OF MN	1433091	07/29/2016	MERCHANDISE	609-49751-251	2,812.80
PHILLIPS WINE & SPIRITS	2008746	07/20/2016	MERCHANDISE	609-49751-251	2,701.88
PHILLIPS WINE & SPIRITS	2008747	07/20/2016	MERCHANDISE	609-49751-251	126.50
BREAKTHRU BEVERAGE MN	2080119543	07/25/2016	CREDIT - MERCHANDISE	609-49751-251	-18.19
BREAKTHRU BEVERAGE MN	2080125572	07/25/2016	CREDIT - MERCHANDISE	609-49751-251	-521.16
BELLBOY CORP	54535800	07/25/2016	MERCHANDISE	609-49751-251	457.75
JOHNSON BROS.	5489584	07/20/2016	MERCHANDISE	609-49751-251	1,505.47
JOHNSON BROS.	5494953	07/26/2016	MERCHANDISE	609-49751-251	1,104.46
BREAKTHRU BEVERAGE MN	1080498564	07/19/2016	MERCHANDISE	609-49751-252	101.50
ARTISAN BEER COMPANY	3112749	07/19/2016	MERCHANDISE	609-49751-252	331.00
ARTISAN BEER COMPANY	3114245	07/25/2016	CREDIT - MERCHANDISE	609-49751-252	144.00
JOHNSON BROS.	5489586	07/20/2016	MERCHANDISE	609-49751-252	21.99
JOHNSON BROS.	5494955	07/26/2016	MERCHANDISE	609-49751-252	128.00
BEVERAGE WHOLESALERS	611452	08/02/2016	MERCHANDISE	609-49751-252	10,302.40
BEVERAGE WHOLESALERS	612489	08/09/2016	MERCHANDISE	609-49751-252	7,963.20
DOLL DISTRIBUTING, LLC	645600	08/02/2016	MERCHANDISE	609-49751-252	19,264.50
DOLL DISTRIBUTING, LLC	649895	08/09/2016	MERCDHANDISE	609-49751-252	9,018.30
VINOCOPIA, INC	0156261-IN	07/21/2016	MERCHANDISE	609-49751-253	160.00
BREAKTHRU BEVERAGE MN	1080498453	07/19/2016	MERCHANDISE	609-49751-253	496.00
SOUTHERN GLAZER'S OF MN	1433092	07/26/2016	MERCHANDISE	609-49751-253	240.00
PHILLIPS WINE & SPIRITS	2008747	07/20/2016	MERCHANDISE	609-49751-253	307.60
MORGAN CREEK VINEYARDS	3966	07/21/2016	MERCHANDISE	609-49751-253	84.00
BELLBOY CORP	54535800	07/25/2016	MERCHANDISE	609-49751-253	608.00
JOHNSON BROS.	5489585	07/20/2016	MERCHANDISE	609-49751-253	1,233.17
JOHNSON BROS.	5494954	07/26/2016	MERCHANDISE	609-49751-253	369.87
PAUSTIS WINE COMPANY	8555285-IN	07/21/2016	MERCHANDISE	609-49751-253	746.75
PAUSTIS WINE COMPANY	8555625-CM	08/03/2016	CREDIT - MERCHANDISE	609-49751-253	-84.00
BREAKTHRU BEVERAGE MN	1080498453	07/19/2016	MERCHANDISE	609-49751-254	80.13
AH HERMEL COMPANY	590126	07/19/2016	MERCHANDISE	609-49751-254	90.92
AMERICAN BOTTLING CO	7428038812	07/19/2016	MERCHANDISE	609-49751-254	63.36
PBC - PEPSI BEVERAGES COM	96537904	07/12/2016	MERCHANDISE	609-49751-254	259.00
RED BULL DISTRIBUTION CO, I	K-17944805	07/21/2016	MERCHANDISE	609-49751-254	128.60
AH HERMEL COMPANY	590126	07/19/2016	MERCHANDISE	609-49751-256	81.03
BEVERAGE WHOLESALERS	611452	08/02/2016	MERCHANDISE	609-49751-259	43.60
DOLL DISTRIBUTING, LLC	645600	08/02/2016	MERCHANDISE	609-49751-259	20.45
DOLL DISTRIBUTING, LLC	649895	08/09/2016	MERCDHANDISE	609-49751-259	117.15
BELLBOY CORP	94282200	07/29/2016	MERCHANDISE	609-49751-261	27.60
SCHRAMEL LAW OFFICE	20160809	08/09/2016	LEGAL FEES - LIQUOR	609-49751-304	60.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	609-49751-321	55.95

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VINOCOPIA, INC	0156261-IN	07/21/2016	MERCHANDISE	609-49751-333	27.00
BREAKTHRU BEVERAGE MN	1080498453	07/19/2016	MERCHANDISE	609-49751-333	43.32
SOUTHERN GLAZER'S OF MN	1433091	07/29/2016	MERCHANDISE	609-49751-333	49.40
SOUTHERN GLAZER'S OF MN	1433092	07/26/2016	MERCHANDISE	609-49751-333	4.10
PHILLIPS WINE & SPIRITS	2008746	07/20/2016	MERCHANDISE	609-49751-333	35.07
PHILLIPS WINE & SPIRITS	2008747	07/20/2016	MERCHANDISE	609-49751-333	15.31
BELLBOY CORP	54535800	07/25/2016	MERCHANDISE	609-49751-333	24.00
JOHNSON BROS.	5489584	07/20/2016	MERCHANDISE	609-49751-333	31.73
JOHNSON BROS.	5489585	07/20/2016	MERCHANDISE	609-49751-333	48.43
JOHNSON BROS.	5494953	07/26/2016	MERCHANDISE	609-49751-333	12.24
JOHNSON BROS.	5494954	07/26/2016	MERCHANDISE	609-49751-333	15.03
AH HERMEL COMPANY	590126	07/19/2016	MERCHANDISE	609-49751-333	3.95
PAUSTIS WINE COMPANY	8555625-CM	08/03/2016	CREDIT - MERCHANDISE	609-49751-333	-1.25
BELLBOY CORP	94282200	07/29/2016	MERCHANDISE	609-49751-333	2.13
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	609-49751-340	513.60
WINDOM FIRE DEPT.	20160801	08/01/2016	ADVERTISING-CALENDAR AD-	609-49751-340	175.00
KDOM RADIO	KDOM0229160740088	08/09/2016	ADVERTISING - RIVER BEND LI	609-49751-340	675.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	609-49751-404	29.45
RAGE INC	07-011149	07/21/2016	SERVICE - RIVER BEND LIQUO	609-49751-406	38.40
ENVIROMASTER, INC	531296	07/20/2016	SERVICE	609-49751-406	40.88
BANK MIDWEST	20160802	08/02/2016	NSF - DALE & KEIDA PFUNDT -	609-49751-480	29.52
BANK MIDWEST	20160802A	08/02/2016	NSF-MICHAEL GOLINGHORST	609-49751-480	17.49
BANK MIDWEST	20160810	08/10/2016	NSF MICHAEL GOLINGHORST-	609-49751-480	22.95
BANK MIDWEST	20160810A	08/10/2016	NSF-KAYLEE KOCH -RIVER BEN	609-49751-480	100.00
				Activity 49751 - Liquor Store Total:	**65,369.65**
				Fund 609 - LIQUOR STORE Total:	**312,438.13**
Fund: 614 - TELECOM					
MN 9-1-1 PROGRAM	20160801	08/10/2016	JULY 911 SERVICE	614-20206	1,110.87
					1,110.87
Activity: 49870 - Telecom					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	614-49870-133	64.00
US BANK	20160720	07/20/2016	CREDIT CARD - HY VEE	614-49870-200	44.90
ADVANCED SYSTEMS, INC.	486639	07/29/2016	SUPPLIES	614-49870-200	37.41
RAGE INC	06-010893	07/29/2016	SERVICE - WINDOM NET	614-49870-211	21.33
RAGE INC	07-011591	08/09/2016	SERVICE - WINDOM NET	614-49870-211	21.33
US BANK	20160720	07/20/2016	CREDIT CARD - DREAM HOST	614-49870-212	139.00
WEX BANK	46341828	08/10/2016	CREDIT CARD- TELECOM	614-49870-212	362.29
HEARTLAND SECURITY SERVIC	436608	08/09/2016	SERVICE #602016517	614-49870-217	345.63
US BANK	20160720	07/20/2016	CREDIT CARD - NEW EGG	614-49870-227	284.99
OLSEN THIELEN & CO.,LTD	29323	08/09/2016	SERVICE #947000	614-49870-304	745.00
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	614-49870-321	383.52
HP SUDS CLUB, LLC	20160801	08/03/2016	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
INNOVATIVE SYSTEMS	28415	07/06/2016	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
GODFATHER'S PIZZA	145385	08/09/2016	EXPENSE- MEETING	614-49870-334	39.73
WINDOM FIRE DEPT.	20160801A	08/10/2016	ADVERTISING - CALENDAR-WI	614-49870-340	300.00
KDOM RADIO	KDOM0073160740145	08/10/2016	ADVERTISING - WINDOM NET	614-49870-340	99.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	614-49870-404	44.18
CENTURY LINK	433515	07/21/2016	DIRECTORY LISTINGS	614-49870-441	170.06
MLB NETWORK	067271	07/26/2016	SUBSCRIBER	614-49870-442	1,011.78
NATIONAL CABLE TV COOP	16070977	08/01/2016	SUBSCRIBER	614-49870-442	88,956.15
DISPLAY SYSTEMS INTERNATI	26685	08/10/2016	SERVICE	614-49870-442	163.88
SHOWTIME NETWORKS INC	9002731-0616	07/21/2016	SUBSCRIBER	614-49870-442	539.56
UNIVERSAL SERVICE ADMIN C	UBDI0000854952	08/09/2016	499A CONTRIBUTION	614-49870-443	1,849.10
WOODSTOCK COMMUNICATI	10057333	08/09/2016	SPEC ACCESS CIRCUITS 8/1 - 8	614-49870-445	205.10
E-911 - INDEPENDENT EMERG	20160801	08/10/2016	MONTHLY 911 SERVICE 8/1 -	614-49870-445	40.00
COGENT COMMUNICATIONS,	20160801	08/10/2016	1 GB INT CONN AT 511	614-49870-447	1,750.00
MANKATO NETWORKS, LLC	387481	08/10/2016	SERVICE	614-49870-447	2,952.95
HURRICANE ELECTRIC LLC	98223053-IN	08/10/2016	10 GB INT CONN AT 511	614-49870-447	4,000.00
JORDAN BUSSA	20160809	08/09/2016	INTERNET SUPPORT - MAY-JU	614-49870-448	80.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CENTURY LINK	20160716	08/09/2016	SERVICE 831-1075 104	614-49870-451	77.91
ZAYO BANDWIDTH	20160801	08/10/2016	TRANSPORT 8/1 - 8/31	614-49870-451	381.36
SOUTHWEST MN BROADBAN	20160803	08/03/2016	QVC COMMISSION- JUNE 201	614-49870-480	59.67
				Activity 49870 - Telecom Total:	**107,860.83**
				Fund 614 - TELECOM Total:	**108,971.70**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	615-49850-133	32.00
WEX BANK	46341828	08/10/2016	CREDIT CARD- ARENA	615-49850-212	79.87
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	615-49850-217	26.51
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	615-49850-321	67.67
				Activity 49850 - Arena Total:	**206.05**
				Fund 615 - ARENA Total:	**206.05**
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	617-49860-133	48.00
COLE PAPERS INC.	9221450	07/19/2016	SUPPLIES	617-49860-211	64.91
COLE PAPERS INC.	9224856	07/29/2016	SUPPLIES	617-49860-211	115.00
WEX BANK	46341828	08/10/2016	CREDIT CARD- MP	617-49860-212	65.01
US BANK	20160720	07/20/2016	CREDIT CARD - HY VEE	617-49860-254	91.99
VERIZON WIRELESS	9769014505	08/01/2016	TELEPHONE	617-49860-321	16.87
CITIZEN PUBLISHING CO	07312016	08/09/2016	ADVERTISING -	617-49860-340	168.00
WINDOM AREA CHAMBER OF	1638	08/01/2016	ADVERTISING - ICE CREAM SO	617-49860-340	25.00
KDOM RADIO	KDOM0563160740141	08/09/2016	ADVERTISING - COMM CENTE	617-49860-340	157.00
US BANK	20160720	07/20/2016	CREDIT CARD - WINDOM FAR	617-49860-404	992.00
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20	617-49860-404	14.73
TOSHIBA FINANCIAL SERVICES	309858389	08/01/2016	COPIER LEASE 7/20 - 8/20 CO	617-49860-404	60.00
RAGE INC	07-011590	07/29/2016	SERVICE - COMM CENTER	617-49860-406	61.50
US BANK	20160720	07/20/2016	CREDIT CARD - RUNNINGS	617-49860-406	21.35
FEDER MECHANICAL INC	381	07/19/2016	SERVICE	617-49860-409	292.25
COLE PAPERS INC.	9221450	07/19/2016	SUPPLIES	617-49860-480	64.92
				Activity 49860 - M/P Center Total:	**2,258.53**
				Fund 617 - M/P CENTER Total:	**2,258.53**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000882	08/05/2016	Federal Tax Withholding	700-21701	11,908.48
MN Department of Revenue -	INV0000881	08/05/2016	State Withholding	700-21702	4,920.35
Internal Revenue Service-Payr	INV0000883	08/05/2016	Social Security	700-21703	13,477.00
MN Pera	INV0000874	08/05/2016	PERA	700-21704	12,780.01
MN Pera	INV0000875	08/05/2016	PERA	700-21704	5,389.24
MN Pera	INV0000876	08/05/2016	PERA	700-21704	661.48
MN State Deferred	INV0000877	08/05/2016	Deferred Compensation	700-21705	4,515.00
MN State Deferred	INV0000878	08/05/2016	Deferred Roth	700-21705	775.00
BLUE CROSS/BLUE SHIELD	20160727	08/01/2016	INSURANCE PREM- SEPT 2016	700-21706	43,540.00
MN Department of Revenue -	20160806	08/09/2016	WAGE LEVY	700-21709	124.59
MN Child Support Payment C	INV0000879	08/05/2016	Child Support Payment	700-21709	286.10
Internal Revenue Service-Payr	INV0000880	08/05/2016	Medicare Withholding	700-21711	3,694.14
SELECTACCOUNT	38247417	08/03/2016	FLEX SPENDING	700-21712	1,180.57
SELECTACCOUNT	38250578	08/09/2016	FLEX SPENDING	700-21712	523.43
COLONIAL LIFE INSURANCE	8182644-0812055	08/03/2016	BCN E8182644 INSURANCE	700-21714	8.82
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	700-21718	16.00
NCPERS MINNESOTA	8446816	07/29/2016	INSURANCE #844600 - JAN 20	700-21718	16.00
					103,816.21
				Fund 700 - PAYROLL Total:	**103,816.21**
				Grand Total:	**1,586,355.67**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	31,063.86
211 - LIBRARY	1,700.39
225 - AIRPORT	288.96
230 - POOL	1,377.58
235 - AMBULANCE	44,640.37
250 - EDA GENERAL	6,903.07
254 - NORTH IND PARK	90.08
401 - GENERAL CAPITAL PROJECTS	517.50
601 - WATER	666,876.77
602 - SEWER	4,894.57
604 - ELECTRIC	300,311.90
609 - LIQUOR STORE	312,438.13
614 - TELECOM	108,971.70
615 - ARENA	206.05
617 - M/P CENTER	2,258.53
700 - PAYROLL	103,816.21
Grand Total:	**1,586,355.67**

Account Summary

Account Number	Account Name	Payment Amount
100-41110-304	Legal Fees	330.00
100-41110-308	Training & Registrations	275.00
100-41110-331	Travel Expense	411.10
100-41110-350	Printing & Design	577.90
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	45.83
100-41310-217	Other Operating Supplie	167.78
100-41310-321	Telephone	50.78
100-41310-326	Data Processing	378.79
100-41310-331	Travel Expense	40.50
100-41310-334	Meals/Lodging	14.69
100-41310-480	Other Miscellaneous	826.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-321	Telephone	16.93
100-41910-350	Printing & Design	224.70
100-41940-406	Repairs & Maint - Groun	1,030.76
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	87.47
100-42120-212	Motor Fuels	1,016.89
100-42120-304	Legal Fees	4,218.75
100-42120-308	Training & Registrations	115.00
100-42120-321	Telephone	205.31
100-42120-323	Radio Units	108.00
100-42120-404	Repairs & Maint - M&E	14.73
100-42120-419	Vehicle Lease	1,122.60
100-42120-480	Other Miscellaneous	413.00
100-42220-200	Office Supplies	81.20
100-42220-212	Motor Fuels	164.82
100-42220-308	Training & Registrations	475.00
100-42220-310	Lab Testing	399.00
100-42220-331	Travel Expense	46.44
100-42220-404	Repairs & Maint - M&E	23.56
100-42220-405	Repairs & Maint - Vehicl	759.77
100-42220-439	Special Projects	1,245.00
100-42700-300	Charges for Services	22.00
100-43100-133	Employer Paid Insurance	80.00
100-43100-212	Motor Fuels	1,215.27

Account Summary

Account Number	Account Name	Payment Amount
100-43100-215	Materials & Equipment	2,100.00
100-43100-241	Small Tools	49.38
100-43100-321	Telephone	72.83
100-43100-402	Repairs & Maint - Struct	211.62
100-43100-404	Repairs & Maint - M&E	1,043.02
100-43100-405	Repairs & Maint - Vehicl	24.75
100-43100-407	Repairs & Maint - Seal C	1,871.80
100-43100-480	Other Miscellaneous	413.00
100-43210-307	Management Fees	205.00
100-45120-217	Other Operating Supplie	14.73
100-45120-260	Concessions	472.30
100-45202-133	Employer Paid Insurance	16.00
100-45202-211	Cleaning Supplies	633.84
100-45202-212	Motor Fuels	1,198.94
100-45202-402	Repairs & Maint - Struct	4,933.42
100-45202-404	Repairs & Maint - M&E	1,334.66
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	675.40
211-45501-217	Other Operating Supplie	7.36
211-45501-350	Printing & Design	-100.00
211-45501-402	Repairs & Maint - Struct	720.00
211-45501-433	Dues & Subscriptions	72.97
211-45501-435	Books and Pamphlets	308.66
225-45127-200	Office Supplies	32.20
225-45127-381	Electric Utility	256.76
230-45124-200	Office Supplies	33.98
230-45124-216	Chemicals and Chemical	578.84
230-45124-217	Other Operating Supplie	7.36
230-45124-404	Repairs & Maint - M&E	757.40
235-42153-212	Motor Fuels	1,148.19
235-42153-217	Other Operating Supplie	584.02
235-42153-304	Legal Fees	390.00
235-42153-308	Training & Registrations	1,520.00
235-42153-321	Telephone	66.01
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	269.67
235-42153-404	Repairs & Maint - M&E	765.00
235-42153-405	Repairs & Maint - Vehicl	1,226.68
235-49950-500	Capital Outlay	38,636.80
250-46520-133	Employer Paid Insurance	8.00
250-46520-304	Legal Fees	1,440.00
250-46520-321	Telephone	26.87
250-46520-331	Travel Expense	38.88
250-46520-340	Advertising & Promotion	316.95
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	14.00
250-46520-402	Repairs & Maint - Struct	1,476.09
250-46520-438	Meeting Expense	50.78
250-46520-480	Other Miscellaneous	92.00
250-49980-602	Other Long-Term Obliga	2,025.25
250-49980-612	Other Interest	1,334.75
254-46520-381	Electric Utility	90.08
401-49950-500	Capital Outlay - Office	517.50
601-14200	Inventory	780.48
601-16400	Machinery & Equipment	451,345.00
601-16420	Office Equipment	867.03
601-29102	Bond Payable - Noncurre	126,439.94
601-29103	Bond Payable - Noncurre	79,000.00

Account Summary

Account Number	Account Name	Payment Amount
601-49400-133	Employer Paid Insurance	40.00
601-49400-212	Motor Fuels	343.05
601-49400-216	Chemicals and Chemical	283.50
601-49400-304	Legal Fees	25.00
601-49400-321	Telephone	96.35
601-49400-326	Data Processing	1,930.50
601-49400-381	Electric Utility	17.49
601-49400-402	Repairs & Maint - Struct	75.00
601-49400-404	Repairs & Maint - M&E	287.43
601-49980-611	Bond Interest	5,346.00
602-16420	Office Equipment	867.03
602-49450-133	Employer Paid Insurance	56.00
602-49450-200	Office Supplies	249.14
602-49450-212	Motor Fuels	315.71
602-49450-216	Chemicals and Chemical	598.50
602-49450-310	Lab Testing	914.36
602-49450-321	Telephone	147.25
602-49450-326	Data Processing	1,930.50
602-49450-331	Travel Expense	344.52
602-49450-334	Meals/Lodging	55.00
602-49450-381	Electric Utility	76.99
602-49450-404	Repairs & Maint - M&E	98.57
602-49450-480	Other Miscellaneous	-759.00
604-10400	Investments - Current	250,000.00
604-14200	Inventory	19,473.09
604-16300	Improvements Other Th	37,370.60
604-16420	Office Equipment	3,468.10
604-49550-133	Employer Paid Insurance	96.00
604-49550-150	Capitalized Labor	-18,048.00
604-49550-211	Cleaning Supplies	111.62
604-49550-212	Motor Fuels	719.98
604-49550-217	Other Operating Supplie	439.86
604-49550-304	Legal Fees	124.00
604-49550-321	Telephone	120.83
604-49550-326	Data Processing	2,691.00
604-49550-402	Repairs & Maint - Struct	824.47
604-49550-404	Repairs & Maint - M&E	29.45
604-49550-406	Repairs & Maint - Groun	34.17
604-49550-408	Repairs & Maint - Distrib	1,364.48
604-49550-450	Conservation	1,079.25
604-49550-480	Other Miscellaneous	413.00
609-10400	Investments - Current	246,031.25
609-16200	Buildings	1,037.23
609-49751-133	Employer Paid Insurance	32.00
609-49751-200	Office Supplies	94.46
609-49751-217	Other Operating Supplie	17.57
609-49751-251	Liquor	10,808.80
609-49751-252	Beer	47,274.89
609-49751-253	Wine	4,161.39
609-49751-254	Soft Drinks & Mix	622.01
609-49751-256	Tobacco Products	81.03
609-49751-259	Non- Alcholic	181.20
609-49751-261	Other Merchandise	27.60
609-49751-304	Legal Fees	60.00
609-49751-321	Telephone	55.95
609-49751-333	Freight and Express	310.46
609-49751-340	Advertising & Promotion	1,363.60
609-49751-404	Repairs & Maint - M&E	29.45

Account Summary

Account Number	Account Name	Payment Amount
609-49751-406	Repairs & Maint - Groun	79.28
609-49751-480	Other Miscellaneous	169.96
614-20206	911 TAP & TACIP Fees Cl	1,110.87
614-49870-133	Employer Paid Insurance	64.00
614-49870-200	Office Supplies	82.31
614-49870-211	Cleaning Supplies	42.66
614-49870-212	Motor Fuels	501.29
614-49870-217	Other Operating Supplie	345.63
614-49870-227	Utility System Maint Sup	284.99
614-49870-304	Legal Fees	745.00
614-49870-321	Telephone	383.52
614-49870-326	Data Processing	2,691.00
614-49870-334	Meals/Lodging	39.73
614-49870-340	Advertising & Promotion	399.00
614-49870-404	Repairs & Maint - M&E	44.18
614-49870-441	Transmission Fees	170.06
614-49870-442	Subscriber Fees	90,671.37
614-49870-443	Intergovernmental Fees	1,849.10
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	8,702.95
614-49870-448	On-Call Support	80.00
614-49870-451	Call Completion	459.27
614-49870-480	Other Miscellaneous	59.67
615-49850-133	Employer Paid Insurance	32.00
615-49850-212	Motor Fuels	79.87
615-49850-217	Other Operating Supplie	26.51
615-49850-321	Telephone	67.67
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	179.91
617-49860-212	Motor Fuels	65.01
617-49860-254	Soft Drinks & Mix	91.99
617-49860-321	Telephone	16.87
617-49860-340	Advertising & Promotion	350.00
617-49860-404	Repairs & Maint - M&E	1,066.73
617-49860-406	Repairs & Maint - Groun	82.85
617-49860-409	Repairs & Maint - Utilitie	292.25
617-49860-480	Other Miscellaneous	64.92
700-21701	Federal Withholding	11,908.48
700-21702	State Withholding	4,920.35
700-21703	FICA Tax Withholding	13,477.00
700-21704	PERA Contributions	18,830.73
700-21705	Retirement	5,290.00
700-21706	Medical Insurance	43,540.00
700-21709	Wage Levy	410.69
700-21711	Medicare Tax Withholdi	3,694.14
700-21712	Flex Account	1,704.00
700-21714	Individual Insurance-Col	8.82
700-21718	Individual Insurance-NC	32.00
	Grand Total:	**1,586,355.67**

Project Account Summary

Project Account Key	Payment Amount
None	1,370,636.31
1999WaFilInt	1,624.75
1999WaFilPrin	126,439.94
1999WaTowInt	3,721.25
1999WaTowPrin	79,000.00
Park Equip	4,933.42

Project Account Summary

Project Account Key		Payment Amount
Park Equip		
	Grand Total:	1,586,355.67

USDA-FmHA Form FmHA 1924-18 **PARTIAL PAYMENT ESTIMATE** ( )	CONTRACT NO. 0045-50 PAYMENT ESTIMATE #1 PAGE 1 OF 2

OWNER: 2016 SEALCOAT WINDOM, MN	CONTRACTOR: CALDWELL ASPHALT CO. INC. HAWICK, MN 56273	PERIOD OF ESTIMATE FROM 7/1/2016 TO 7/19/2016

CONTRACT CHANGE ORDER SUMMARY

NO.	FmHA Approval Date	Amount Additions	Amount Deductions
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
TOTALS		$0.00	$0.00
NET CHANGE		$0.00	

ESTIMATE

1. Original Contract	$60,467.00
2. Change Orders	$0.00
3. Revised Contract (1+2)	$60,467.00
4. Work Completed*	$56,357.00
5. Stored Materials*	$0.00
6. Subtotal (4+5)	$56,357.00
7. Retainage*	$2,817.85
8. Previous Payments	$0.00
9. Amount Due (6-7-8)	$53,539.15

** Detailed breakdown attachment*

CONTRACT TIME

Original (days) 75		Starting Date	7/1/2016
Revised	On Schedule ☐ Yes	Projected Completion	
Remaining	☐ No		

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Caldwell Asphalt Co. Inc.
Hawick, MN
By: Brenda Caldwell
Date: 7/29/16

ARCHITECT OR ENGINEER'S CERTIFICATION:

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Architect or Engineer: WENCK ASSOCIATES
By:
Date: 7/26/16

APPROVED BY OWNER

Owner: CITY OF WINDOM
By:
Date:

ACCEPTED BY FmHA:

The review and acceptance of this estimate by FmHA does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.

By:
Date:

2016 SEAL COAT
WINDOM, MINNESOTA 56101

PAY REQUEST #1

	CONTRACT				THIS PERIOD		TOTAL TO DATE	
ITEM	APPROX. QUANTITY	UNIT	UNIT COST	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
BITUMINOUS MATERIAL	14,300	GAL	$ 3.49	$ 49,907.00	13,300	$ 46,417.00	0	$ 46,417.00
RED ROCK	660	TON	$16.00	$ 10,560.00	621.25	$ 9,940.00	0	$ 9,940.00
TOTAL				$ 60,467.00		$ 56,357.00		$ 56,357.00

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
12224 Nicollet Avenue • Burnsville, MN 55337
Phone (952) 890-0509 • Fax (952) 890-8065
www.bolton-menk.com

August 9, 2016

Via Email

Mr. Mike Haugen
Water – Sewer Superintendent
444 9th Street
PO Box 38
Windom, MN 56101

RE: Application for Payment No. 3
Water Tower Painting

Dear Mike,

Please find attached Application for Payment No. 3 from M.K. Painting, Inc. for the work completed to date for the painting of the Water Towers. We reviewed this application and find it acceptable for payment. We recommend making a payment of $271,075.00 to M.K. Painting, Inc. Please sign the first page, forward copy along with the payment to M.K. Painting, Inc., a copy to Bolton & Menk, and keep one copy for your records.

Sincerely,

BOLTON & MENK, INC.

R. Kelly Yahnke
Project Manager

RKY

Enclosure

H:\WIND\T221102254\7_Construction\B_Pay Applications\Pay App 3\Letter for Payment Application No 3.doc

Texas Satellite Site
17946 Roberts Road
Hockley, Texas 77447
(281) 475-6239 office/cell
(281) 758-0794 fax

mkpaintinginc@aol.com
www.mkpaintinginc.com

August 9, 2016

Mr. Kelly Yahnke
Bolton & Menk, Inc.
12224 Nicollet Avenue
Burnsville, MN 55337

Mr. Yahnke,

Enclosed please find our Pay Application No. 3 for the Water Tower Rehabilitation & Repainting project located in Windom, Minnesota.

Please contact our office if you require additional information.

Sincerely,

Genevieve Reed
Office Manager

Contractor's Application for Payment No. 3

	Application Period: June 20 - August 9, 2016	Application Date: August 9, 2016
To (Owner): City of Windom 444 9th Street, P.O. Box 38, Windom, MN 56101	From (Contractor): M. K. Painting, Inc. 4157 Seventh Street, Wyandotte, MI 48192	Via (Engineer):Bolton & Menk, Inc. 1960 Premier Drive, Mankato, MN 56001
Project: Water Tower Rehabilitation and Repainting	Contract:	
Owner's Contract No.:	Contractor's Project No.: 758	Engineer's Project No.: T22.110254

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE..... $ $909,000.00
2. Net change by Change Orders..... $
3. Current Contract Price (Line 1 ± 2)..... $ $909,000.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... $ $671,500.00
5. RETAINAGE:
   a. 500% X $671,500.00 Work Completed..... $ $33,575.00
   b. X Stored Material..... $
   c. Total Retainage (Line 5a + Line 5b)..... $ $33,575.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... $ $637,925.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... $ $451,345.00
8. AMOUNT DUE THIS APPLICATION..... $ $186,580.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... $ $271,075.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Harry Elmazar Date: 8/9/2016

Payment of: 271,075.00 _____ (Reduction of the other amount)

is recommended by: R Kelly Gadd 8-9-2016 (Date)

Payment of: _____ (Reduction of the other amount)

is approved by: _____ (Date)

Approved by: _____ (Date)

Endorsed by the Construction Specifications Institute.

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Progress Estimate

Contractor's

For (contract): Water Tower Rehabilitation and Repainting of 500,000 Gallon Legged Tank and 1,000,000 Gallon Fluted Column Tank

Application Number: THREE

Application Period: June 20 - August 9, 2016

Application Date: August 9, 2016

A		B	Work Completed		E	F	
Item			C	D			
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F) B
1	500,000 Gallon Legged Tank Wet Interior						
	A - Surface Preparation	$30,000.00					
	B - Prime Coat	$13,000.00					
	C - Intermediate Coat	$13,000.00					
	D - Topcoat	$14,000.00					
2	500,000 Gallon Legged Tank Exterior						
	A - Containment	$70,000.00					
	B - Surface Preparation	$30,000.00					
	C - Prime Coat	$20,000.00					
	D - Intermediate Coat	$20,000.00					
	E - Topcoat	$20,000.00					
3	1,000,000 Gallon Fluted Column Tank Wet Interior						
	A - Surface Preparation	$60,000.00	$60,000.00			$60,000.00	100.0%
	B - Prime Coat	$26,000.00	$26,000.00			$26,000.00	100.0%
	C - Intermediate Coat	$26,000.00	$26,000.00			$26,000.00	100.0%
	D - Topcoat	$28,000.00	$28,000.00			$28,000.00	100.0%
4	1,000,000 Gallon Fluted Column Tank Dry Interior						
	A - Surface Preparation	$24,000.00	$24,000.00			$24,000.00	100.0%
	B - Prime Coat	$12,000.00	$12,000.00			$12,000.00	100.0%
	C - Intermediate Coat	$12,000.00	$12,000.00			$12,000.00	100.0%
	D - Topcoat	$12,000.00	$12,000.00			$12,000.00	100.0%
5	1,000,000 Gallon Fluted Column Tank Exterior						
	A - Containment	$140,000.00	$140,000.00			$140,000.00	100.0%
	B - Surface Preparation	$129,000.00	$90,300.00	$38,700.00		$129,000.00	100.0%
	C - Prime Coat	$64,000.00	$44,800.00	$19,200.00		$64,000.00	100.0%
	D - Intermediate Coat	$64,000.00		$64,000.00		$64,000.00	100.0%
	E - Topcoat	$68,000.00		$68,000.00		$68,000.00	100.0%
6	Repairs/Miscellaneous						
	A - Riser pipe insulation and jacket	$5,000.00					
	B - Recycle pump	$6,000.00		$6,000.00		$6,000.00	100.0%
	C - Dehumidification in vault	$1,000.00		$500.00		$500.00	50.0%
	D - Up to 20 lineal feet of welding in roof	$2,000.00					
	Totals	$909,000.00	$475,100.00	$196,400.00		$671,500.00	

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