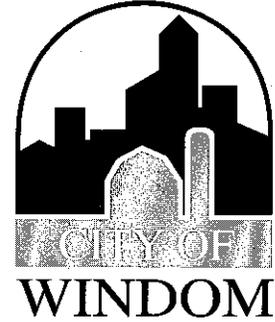


Council Meeting
Tuesday, August 2, 2016
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–July 19, 2016
2. Consent Agenda
 - Minutes
 - Community Center Commission - July 25, 2016
 - Telecommunications Commission _ July 25, 2016
 - Utility Commission – July 27, 2016
 - Street Committee – July 27, 2016
 - License
 - Business Solicitation – Kristupas Drulia
3. Agenda Request – Robert Lindaman – Witt Park – EMS Building
4. Department Heads
5. Electric Substation Equipment Replacement Project –Resolution Approving Plans and Specs
6. Disposition of Surplus Equipment Telecom - Van
7. Resolution Calling for A Public Hearing on Proposed Vacation of Ash Street
8. Naming Rights Policy
9. Second Reading Ordinance
 - 155, 2nd Series –Opting-Out of Requirements Regulating Temporary Housing
 - 156, 2nd Series – Solar Systems Ordinance
 - Title and Summary Ordinance 156, 2nd Series – Solar Systems Ordinance
10. Resolution Appointing Additional Election Judges
11. New Business
12. Old Business
 - Building Official Update
13. Regular Bills
14. Contractor Payments – Water Tower Project – MK Painting Inc. - Pay Request #1 - \$81,700.00
Pay Request #2 – \$369,645.00
15. Council Concerns
16. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
July 19, 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: Dominic Jones, Paul Johnson and Bryan Joyce

Council Absent: Brian Cooley and JoAnn Ray

Student Representative: None

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, EDA Director; Jeff Dahna, Windomnet General Manager; Brent Brown, Electric Utility Manager; Tim Hacker, Ambulance Director

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Jones second by Joyce to approve the City Council minutes from June 21, 2016. Motion carried 3 – 0 (Cooley and Ray absent).

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Utility Commission – June 22, 2016
- Telecom Commission – June 27, 2016
- Economic Development Authority – July 11, 2016
- Planning & Zoning – July 12, 2016
- Library Board – July 12, 2016
- Park & Recreation Commission – July 13, 2016

Motion by Joyce second by Jones to approve the Consent agenda board and commission minutes. Motion carried 3 – 0 (Cooley and Ray absent).

Maricle said there was a license application from St. Francis Xavier Church for an Exempt Gaming Permit.

Motion by Jones second by Johnson to approve the Exempt Gaming Permit for St. Francis Xavier Church. Motion carried 3 – 0 (Cooley and Ray absent).

6. Department Heads:

Jeff Dahna, Windomnet General Manager, said that the service outage was caused by a catastrophic failure of a central processing unit server, failure of the back-up unit and error in a memory card. This triple failure of systems is extremely rare and due to the memory card error all the services for those customers effected from the outage had to be rebuilt. He thanked his staff for all of their work and the additional hours they spent working to get the system up and running. He noted the equipment is 11 years old and in need of upgrading. Fortunately, they were able to purchase some equipment from another Minnesota telco and now have the system restored, back-up parts and have a chassis for testing. The core system; however, needs to be upgraded as what we have is end of life and there is no support.

Joyce said the Telecom Commission looked at quotes for the upgrade at their last meeting. Dahna replied that the system is from 2005 and anticipated having a path to migration for the equipment back to the Council in the near future.

Maricle also thanked the Telecom staff and Dahna for their work responding to the situation.

Jones asked about the preliminary estimates for an upgrade. Dahna said the cost of an upgrade is \$500,000 to \$750,000 and could go up from that with other options.

7. Proclamation for Years of Service – Jim Kartes:

Council member Joyce introduced the Resolution No. 2016-44, entitled “A RESOLUTION EXPRESSING SINCERE APPRECIATION TO JIM KARTES FOR HONORABLE AND DEVOTED PUBLIC SERVICE TO THE CITY OF WINDOM, MINNESOTA” and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Yes: Joyce, Johnson and Jones: No: None. Absent: Cooley and Ray. Abstain: None. Resolution passed 3 – 0.

8. 2015 – 2016 Hospital Audit:

Shelby Medina, CEO; Kim Armstrong, CFO and Korey Boelter, Clifton Larson Allen, said that the 2015 – 2016 audit has been completed and they presented it to the Hospital Board.

Some notable points for the audit included the following:

- GASB 68 standards reduced the net equity by about \$5.5 million
- There was a large adjustment to third party pay estimates
- The hospital has \$17.6 million in net equity
- Net increases were \$692,000 in 2014, \$863,000 in 2016 and \$768,000 in 2016
- Windom was assessed against similar hospitals and is in strong positions
- Windom’s 4.3% margin is higher than similar hospitals
- EBDITA is about 11% which is a positive cash flow indicator
- The discount Windom has is 36% from billed services which is in line or lower than similar hospitals that are at 46%
- Windom’s cash on hand is 258 days

Joyce asked about Windom's comparison to other hospitals. Boelter replied that Windom's cash on hand is very strong compared to the averages of 127 – 139 for other hospitals. The days in Accounts Receivable is 49 compared to 52 for other hospitals; debt coverage is 5.1 versus comparable of 2.4 to 2.8. The debt capitalization at Windom is 22% compared to 30-32% for others. The average age of the plant is 9.8 years and that is right at the average for other hospitals.

Jones asked about the decrease in days in Accounts Receivable. Armstrong said that the electronic medical coding gets the billings completed faster so that has helped reduce the lag in billing to payment.

Medina noted that the electronic records do automatic submission to the billing system.

Jones asked for specific graphs the auditor has that compare municipal owned hospitals only. Boelter said they do not have those comparisons.

Jones asked about the debt capacity available at the Windom hospital and what projects they have earmarked for those funds. Medina said that they have to maintain cash to support the bond requirements and to guard against slow pay or no pay situations. The new outpatient area will require major equipment purchases and they also need to rehab some space in the existing facility that was abandon when the new area was completed. They are doing an assumptive analysis and want to keep a competitive edge so they would want to build new facilities.

Jones noted the 5.1 debt coverage ratio shows financial capability. Boelter agreed.

Medina said the hospital has been changing their budget process to do more of a month to month look at it so there is true data versus the estimates they currently use.

9. Night to Unite Proclamation:

Alexandra Leland, Windom Area Chamber Director, said that they have been working with community partners and the City on organizing the Night to Unite for August 1st. The event will be on Monday evening from 5 – 7 pm.

Council member Johnson introduced the Resolution No. 2016-45, entitled “WINDOM’S NIGHT TO UNITE PROCLAMATION” and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Johnson, Jones and Joyce: No: None. Absent: Cooley and Ray. Abstain: None. Resolution passed 3 – 0.

Maricle said that street closure request is for 4th Avenue between 9th and 10th Streets for Night to Unite on August 1, 2016 from 4:30 pm to 7:30 pm.

Motion by Jones second by Johnson to approve a street closure on 4th Avenue between 9th and 10th Streets for Night to Unite on August 1, 2016 from 4:30 pm to 7:30 pm. Motion carried 3 – 0 (Cooley and Ray absent).

10. Red Rock Rural Water – Water Agreement Addendum:

Jones said that he has a conflict of interest with this item and would be abstaining from the discussion and vote. He left the Council table.

Nasby said the Utility Commission has been working on a rate change for several months. The proposed rate of \$2.61/1,000 gallons is a flat rate for all water used and would replace the graduated rate in the old agreement that ranged from \$1.80/1,000 gallons to \$2.25/1,000 gallons. This new rate would be effective January 1, 2016. The Utility Commission is recommending it.

Johnson said he has an issue with retro-actively applying a rate change to a user. Nasby said that the parties had been discussing this for a number of months and both had reached an agreement that January 1, 2016 would be an acceptable effective date.

Joyce asked how much water Red Rock had used this last year. Nasby said about 40 million.

Motion by Joyce second by Johnson to approve Addendum #2 to the Agreement between the City of Windom and Red Rock Rural Water as presented. Motion carried 2 -0 – 2 – 1 (Cooley and Ray absent and Jones abstaining).

11. Building Inspection Services – Temporary Services Agreement:

Nasby said that due to the timing of the hiring process there would be a 15-30 day gap in coverage for building official services. The proposed agreement with Steve Carson would cover this anticipated gap from August 1 to August 30. Mr. Carson does inspections via contract for the City of Mt. Lake as well.

Motion by Joyce second by Johnson to approve the Temporary Services Agreement between the City of Windom and Steve Carson for Building Inspection Services. Motion carried 3 – 0 (Cooley and Ray absent).

Nasby said the job posting for the Building Official position closed on July 18. Three applications were received and two of those had experience in the building trades, but none were certified building inspectors. This causes a problem with coverage as Mr. Carson has noted he would not continue after August 30. Nasby said options include re-advertising, contracting with a firm to provide the services or a combination of splitting the job into code enforcement and building inspections.

Jones asked why only three applicants. Nasby said it is a hard to fill position in greater Minnesota.

Maricle said he did not think it was the salary as the Personnel Committee looked at several other job postings and Windom's salary was within the market range.

Preliminary

Joyce asked what other communities do until they find a certified building inspector. Nasby replied that they work to contract for the service or try to get the State to cover. He had contacted the State and they were too busy to fill in.

Joyce said that he would consider training someone to fill the position if the right person can be found that can grow into the job.

Maricle suggested interviewing some or all the applicants and then determining if there was someone who is interested in the training and could eventually fill the position. The interviewers could be representatives from the Planning Commission, the EDA Director and Nasby.

12. Temporary Apprentice Lineman Recommendation:

Brent Brown, Electric Utility Manager, said that he has been working with the union on establishing an apprentice program. Until that is done he is wanting to hire seasonal, temporary help. Since the jobs are technical and require education and/or experience he is proposing wages to be prorated to the starting wage of a lineman. Brown said that a person with one year of school would be 66% of the wage and someone with two years of school would be at 80% of the wage rate. He has two people this would apply to for temporary help. One or both of these people could move into being a lineman eventually and this would be good for our utility.

Jones asked if the positions would be limited to hours or time. Brown replied that they would be limited to no more than six months.

Motion by Jones second by Johnson to approve Lane Anderson for the 66% level and Levi Bunting for the 80% level. Motion carried 3 – 0 (Cooley and Ray absent).

13. Ambulance Replacement Quotes:

Tim Hacker, Ambulance Director, said that Unit 27 is a 2010 vehicle with 130,000 miles and it will have 145,000 to 150,000 miles by the time the new rig is ready. The 2016 chassis for the new unit will be from Chevy and the box will be refurbished from Arrow.

Maricle noted the same box is sought for standardization of equipment between ambulances.

Jones asked about bidding. Nasby and Hacker noted the chassis and box are from different vendors, there are limited suppliers of the ambulance boxes and the estimated price with the trade is under \$100,000.

Motion by Joyce second by Johnson to approve the quote for the 2016 Chevy chassis for \$43,364. Motion carried 3 – 0 (Cooley and Ray absent).

Motion by Jones second by Johnson to approve the quote from Arrow for the refurbished ambulance box as presented. Motion carried 3 – 0 (Cooley and Ray absent).

14. Minnesota Investment Fund (MIF) Grant – Resolution Accepting Grant:

Drew Hage, EDA Executive Director, said that the State DEED office had finished the paperwork on the MIF grant and City staff had attended a meeting with DEED to review the requirements. The City Attorney had also reviewed the documents and approved. Hage noted that both the City and the representatives from Prime Pork would be signing the documents.

Council member Jones introduced the Resolution No. 2016-46, entitled “RESOLUTION ACCEPTING MIF GRANT AWARD, APPROVING GRANT CONTRACT AND AUTHORIZING EXECUTION OF GRANT CONTRACT” and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Johnson, Jones and Joyce: No: None. Absent: Cooley and Ray. Abstain: None. Resolution passed 3 – 0.

15. Housing Initiative Tax Abatement Program Discussion:

Hage said that Nobles County and the City of Waseca have tax abatement programs to help stimulate the construction of new housing. The idea had been discussed by the City, County and School district related to the goal of growing Windom and the area. Nobles County anticipates 10 units per year and an estimated \$279,000 of taxes abated over the project life. The tax abatement used by Nobles County is for a 5 year period.

Jones said the Joint Government Meeting group discussed it and felt it was worthy of more research. The new jobs coming to Windom impacts the housing situation in the area and there is a need to attract more housing development to grow. He suggested that the Council seriously consider looking at a similar program. If there were five years of abatements the total for a \$200,000 to \$250,000 home would be about \$10,000 to \$15,000. He noted the School and County seemed to also support this idea.

Joyce said that he would like to see programs for redevelopment or rehabilitation as well as fixing up housing stock is very important and can assist lower income households too.

Jones said that he did not feel that a household putting on a new deck was the intent for this type of program.

Hage said any new construction of homes, either single-family or multi-family is eligible.

Joyce said that TIF can be used for housing rehabilitation and wanted to look into that more.

Maricle said an abatement program for rehabilitation could be unworkable and an endless cycle if a property owner kept doing a project every five years the taxes would be frozen.

Jones asked if there were housing rehabilitation funds. Hage replied that the Small Cities Development Program has rehabilitation funds and the City has accessed these several times in the past. He noted that it could be part of an application in 2017 too.

Preliminary

Hage said that the housing study showed a need for 16 new units and that was prior to the Prime Pork project and other job creation in Windom.

Maricle said that he sees a consensus to move forward with additional research. Council agreed.

Joyce noted the Livability meeting that was held and the next one is August 1 at 8 pm. Hage noted that 11 persons attended the first meeting and there is a survey on-line.

16. First 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 1st Reading of Ordinance 155, 2nd Series as presented. Motion carried 3 – 0 (Cooley and Ray absent).

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

Jones noted that this is not a prohibition, but rules on how to do solar properly. Brown agreed.

Joyce said that he is glad the City and staff are being proactive.

Motion by Joyce second by Jones to approve the 1st Reading of Ordinance 156, 2nd Series as presented. Motion carried 3 – 0 (Cooley and Ray absent).

17. Semi-Annual Update Report – SMART Goals:

Nasby said that there was a memo showing actions taken to support the goal of growing the community. In addition, there is a dashboard report showing the progress on the SMART goals adopted. He noted that the Council's SMART goals were handed out as well.

Joyce said that he would like to discuss how to fund large projects.

Jones agreed and questioned how the City Council is going to fund the large projects. The proposed Emergency Services Facility would impact the Council's ability to fund other projects.

18. Mayor Appointments:

Maricle said that he is proposing appointing Orville Klassen to the Airport Commission upon his acceptance and Dr. Michael B. Fisher to the Hospital Board.

Preliminary

Motion by Johnson to approve the contingent appointment of Orville Klassen to the Airport Commission. Motion carried 3 – 0 (Cooley and Ray absent).

Motion by Jones second by Johnson to approve the appointment of Dr. Michael B. Fisher to fill the unexpired term of Dr. Michael R. Fisher to the Hospital Board. Motion carried 3 – 0 (Cooley and Ray absent).

19. New Business:

None.

20. Old Business:

Nasby said there is a memorandum in the Council packet with the timeline for the Emergency Services Facility bid. The first official action is planned for August 16, 2016.

Jones asked if the bid advertisement was in the local newspaper. Nasby replied that he had that conversation with the Architect and provided the newspaper contact information. He would follow up with the Architect.

21. Regular Bills:

Motion by Johnson second by Joyce to approve the regular bills as presented. Motion carried 3 – 0 (Cooley and Ray absent).

22. Council Concerns:

Joyce encouraged everyone to attend the Night to Unite. He also noted the Green Step Cities program and thought that would be beneficial for the City to pursue.

Johnson said the communications truck would be at Night to Unite and he thanked the community for supporting law enforcement officers.

Jones said that Coffee with Council went well at Hardees and he talked to 30 people. The primary conversations were about the cost and location of the Emergency Services Facility and concerns or disagreement with the dog park discussion. He felt this is a good way to get public input and encouraged people to attend the sessions.

23. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 9:15 pm.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes
Monday July 25, 2016

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:37 p.m.

2. Roll Call:

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

3. Approval of Minutes:

Motion by Lenny Thiner, seconded by Kelly Woizeschke to approve the May 23, 2016 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:

Nothing to Report

5. Correspondence Comments:

All comments were good for Rental Surveys

6. President's Report:

Nothing to Report

7. Director's Report:

- Shrub Barrier installed for aesthetics and will double as snow fence. It was funded by donations for outdoor area.
- Discussion was held on holding an event with River Bend Liquor.

8. Resource Management:

Schedule of Events: Reviewed Schedule of Events

Income & Expense: Reviewed Income and Expense

9. Miscellaneous:

Information was provided EDA Director Drew Hage to classify Tegels Park, Community Center, and Windom Recreational Area together to apply for legacy funding through the DNR for outdoor amenities. **Motion by Lenny Thiner, seconded by Mitch Voehl to pursue funding after approval at Park and Rec Commission. Motion carried 4-0.**

10. Open Forum:

Nothing to Report

11. Next Meeting:

Monday August 8, 2016 @ 5:30 pm

Adjourn:

Motion by Lenny Thiner, seconded by Kelly Woizeschke, to adjourn the meeting at 6:01 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

TELECOM COMMISSION MEETING AGENDA

July 25th, 2016

6:00 P.M.

City of Windom Community Center
1750 Cottonwood Lake Drive
Windom, MN 56101

I. Call to Order

Lund Calls meeting to order at 6:07pm

II. Roll Call

Members Present: Bryan Joyce, Jerry White, Travis Eichstadt, Jeremy Lund

Members Absent: Dominic Jones

Staff Present: Jeff Dahna, Windomnet Operations Manager, Steven Nasby, City Administrator

Others Present: Dirk Abraham, Nancy Wepplo, Kelly the intern

III. Approval of Minutes – June 27th, 2016

Motion by Joyce, seconded by Eichstadt, to approve the minutes from the June 27th, 2016 meeting.

Motion carries 4-0.

IV. SMBS Liaison Report

Joyce gives the commission an update on SMBS. Joyce shared that SMBS discussed at length the different cable TV options and that SMBS would be on board with Skitter if Windomnet was committed. Joyce states SMBS customers are upset with the quality of the current cable offering. Joyce emailed Dahna looking for more information on having a potential Skitter representative visit in August. Joyce shares that initially the cost of Skitter TV was a concern of SMBS, but the SMBS commission realizes something needs to be done. Joyce states that SMBS may seek a way to get out of Master Service Agreement with Windomnet if it needs to look for another cable TV offering.

Dahna shares he's looking into better offerings for improved reception of the current cable TV channels. Dahna states Skitter TV could end up using the same current feeds from a number of local channels which would leave customers with the same issues they have now. Dahna offers this is a concern of his and is looking into other options.

V. CATV-MDU Rate

Nancy Wepplo, Windom Good Samaritan Administrator, shares her concerns with Windomnet's proposed MDU rate increase. Wepplo shares that Good Sam offers a DirecTV product with a cost is per unit around \$10/month. Wepplo states she would like to stay with Windomnet and strongly believes in supporting local businesses. Wepplo shares that Good Sam could absorb some of the MDU cost increase but anything significant would require her to further look into the DirecTV option. Wepplo offers

Good Sam could absorb a cost of up to \$12/unit which would be \$2 more than the current Good Sam DirecTV offering. Joyce states he had a discussion with HRA and shared with them the MDU rate could be doubling to around \$16-\$17 per unit. Joyce states he would like to see a decision made by the August meeting if decision isn't made tonight. Eichstadt asks Wepplo about the Good Sam DirecTV offering, Wepplo states it is a complete cable lineup with local channels coming through antenna.

VI. Project Updates

Dahna shares the new billing system is going well with the records portion continuing to be added on. Dahna offers he would like to get special circuits identified with customers having their own ID with locations.

Dahna states the Metaswitch is powered up and required to realign a lot of IP addressing on the platform with 2 different IPs needed, will also need a new IP scope. Power panel needed to be swapped as well.

Dahna offers an update on the co-location racks, with one needing to be put in yet. Two racks are up. Great Plains out of Nebraska is one of 2 customers and was very appreciative to have the space. Current equipment going in for circuit for T-Mobile. NOC Techs working on Gigacenter software loads and customer interfaces and hoping to get tested out this week with an install into testing houses next week. Fiber jumpers still are coming in for Gigacenters.

VII. Manager's Report

Dahna shares his Windomnet manager's report. Dahna states he's looking to get more training for the techs on staff and recently had a fiber optic restoration seminar from 1230 to 130 with all attending. Pizza helped. Dahna shares that part of his manager goals was to do continuing education and cross train the techs. Currently sitting at 3 of 4 goals completed. Dahna offers the new hire still needs to be trained and will take advantage of the training certificates through Calix.

Dahna stated he went in front of the City council to explain the recent Windomnet outage. Dahna shared he's warned something like this would happen with the aging Fiber Drive system. Dahna offered he's purchased used equipment to get system up and working and techs met to pick up equipment from Brainerd.

Dahna shares the DVD decks used to play on Channel 3 are showing signs of potential failure. The decks are used to play any public type format, such as videos for local churches. Dahna states one of his techs mentioned the EDA Director got funds from churches to purchase replacement decks the last time they started failing with the price round \$525 per deck.

Joyce asks if a file could be ripped from a DVD and played on the local channel. Dahna states new hardware would need to be purchased to extract the video file but would be an option with Skitter TV. Dahna states he will look into that option more.

Joyce clarifies the timeline for replacement of the current decks. Dahna states he'd like to see it replaced by the end of the year unless Windomnet moves forward with the Skitter TV option.

Dahna states Windomnet outage could have been far worse and was fortunate to obtain replacement parts. Dahna warned an outage could happen again and the current

replacement and backup parts are the same age as the currently installed parts. Dahna offers that Windomnet is now redundant in all 3 FD-500 systems.

VIII. New Business

Service Outage

Dahna states the outage Windomnet experienced is a key example of what could happen with a dated system. Dahna shares the company had deemed Windomnet's current system as end of life so manufacturer parts and support are no longer active and Windomnet is on its own. Dahna offers the current system could run as is for 1, 2, 3 years but could also go out again next week. Dahna states replacement of the system is needed.

Dahna offers there are multiple options available to replace the current system. Dahna states one option would be to put the Calix 800 series Gigacenter into homes. Dahna shares the Wi-Fi features would give the customer a better overall experience, but the product is then inside house opening up the potential for theft, damage from pet dander, etc. Joyce asks if both systems, potentially Skitter TV and the Gigacenter, could be rolled out together to take advantage of techs going into the homes since Skitter TV would require a rewire inside the home along with a new box. Dahna explains the Skitter TV offering and how it works, including both wired and wireless options. Dahna shares transitioning to a complete IPTV signal would save money from both Skitter and Internet expenses. White clarifies that each customer would need a box at each TV, unlike Windomnet's current RF package. Dahna states that is true. Dahna shares he would like to make the transition to IPTV to save money as long as current customers are satisfied with current offerings. Dahna states a Roku or Western Digital TV device would be the Skitter Slice OTT set top box. Joyce asks if replacing both services at once would be an option. Dahna states it would and add some difficulty. Dahna states Skitter shared that one customer had a lot of success rolling out both an increased internet package and the Skitter Slice offering to customers. Joyce asks who the customer was; Dahna states Skitter wouldn't release that information. Joyce shares SMBS thought the Skitter Slice wouldn't be a good offering for their primary areas, due to good reception of local channels. Dahna states Windom has poor antenna signal reception, so it may be a better sell here.

Nasby requests permission from Lund to offer a question to Dahna. Lund approves the request. Nasby asks what the advantage is of one GigaCenter over the other. Dahna states the Gigacenters differ by some are Ethernet fed others are fiber fed and have an RF port and others having no RF ports but all with built-in Wi-Fi. Dahna offers he would like to see Windomnet transition away from the RF feed and go exclusively to IPTV. Dahna shares the Gigacenters can also be managed remotely requiring less truck rolls. Joyce asks if the \$761,000 quote would be enough for a complete conversion to a new replacement system. Dahna states that that is for component parts, not installation. Joyce states both Internet and TV systems need to be upgraded and the commission has been talking about this but needs to act, it is very apparent. Dahna states he will talk with Calix to get a better number. Joyce states he would like to see a capital and implementation plan created specifying specifically what would be required.

Dahna states the operational expense of the headend and going to the Skitter platform would free up some capital. Dahna offers the costs would need to be clarified. Dahna states the core system upgrade (E7) would need to be upgraded to get to IPTV, which would allow the transition to Skitter TV, which would then allow for the cost savings Joyce states he would like to have an implementation timeline to see what would be feasible.

Lund states figuring Skitter out should be the first priority, if Windomnet doesn't move forward with Skitter TV other options would need to be sought out.

Dahna states he looked into covering the costs of the replacement and it require an additional \$2 per service per subscriber to cover the costs of upgrading the system.

Nasby explains the math behind finding that number.

Dahna shares the current system was installed in 2005 and EOL notice in 2007 and is at its end of life. SMBS has installed an E7 system. Eichstadt asks if SMBS has put plans in place of budgeting for a new system. Dahna and Joyce share that they aren't aware of any SMBS replacement plans.

Discussion among the Commission regarding which system would be the most efficient for the longest period of time.

White asks about bringing a recommendation to the City council. Joyce states capital fund requests need to be put in soon for the council to weigh in, an option to levy costs and put on property taxes is available, though the council is looking to do that for the fire hall right now.

Joyce shares he would like to see a grant looked at as an option and Jeffers should be considered as an option as well. Joyce states that widening the customer base should be considered to help offset costs going forward. Dahna shares he believes Jeffers would be seen as an option for a grant. Joyce asks if Jeffers has been contacted to gauge their interest. Dahna states his predecessor had talked about looking into Jeffers but he hadn't heard anything. Dahna states he will look into Jeffers further.

White asks about the next step of voting and going to council at next meeting. Nasby states bidding laws may require Windomnet to get bids because it is a capital purchase over \$100,000. Dahna shares it is replacing old equipment, expanding an existing E7 system not a totally new equipment purchase. Nasby offers he will discuss with Ron Schramel to verify whether or not it needs to be open to bids.

Joyce states he would like a Skitter TV representative to be at the next meeting to discuss the Skitter product. Dahna shares Skitter TV is holding a webinar on August 10th. Nasby states it could be a joint SMBS meeting to see the Skitter presentation.

Dahna clarifies the expenses of Skitter TV, with a \$30,000 buy in with capital expenses of the set top boxes. Joyce states the numbers were around 3.2 boxes per household and with 1100 cable customers it would be around 3300 boxes needed. Dahna states the boxes are around \$140 each meaning a \$462,000 expense for the cable boxes.

Joyce states selling an enterprise fund could be an option, such as selling Windomnet though he doesn't feel he's onboard with that idea. Dahna states in 3 years he hopes to have the upgrade paid for, turn the fund around with better management, items that haven't been properly billed as well as having proper plans in place for these upgrade expenditures.

Nasby asks about the projected scope of work for installing the Gigacenter into customer's homes. Dahna states consent from the customer would be needed and from

the techs he's talked to the time ranges between 1.5 to 2 hours per house. Joyce states he would like see a cost comparison between Windomnet techs doing the install and an outsourced provider doing the install.

A variety of other topics were discussed by the commission.

Pricing

Dahna shares he would like the Windomnet pricing streamlined for items such as additional emails and static IP addresses. Joyce states Dahna should make a list of the pricing to go before the council. Dahna states he would like to make the list with the intention of reviewing the pricing twice a year due to the constant changes in the telecom business and worries about being locked into unfavorable pricing for any longer term agreements.

Old van

Dahna states that parts have been pulled off the old van so it's ready for sale or disposal. The van is still able to move, but barely.

Motion by Joyce, seconded by Lund, for a declaration of surplus regarding the service van that is out of commission.

Motion carries 4-0.

IX. Old Business

CATV-MDU rate for Expansion Basic increase

Joyce asks Nancy Wepplo if service from DirecTV would be comparable to the Windomnet expanded basic package. Wepplo states the packages are similar. Joyce asks Dahna about the cost of providing the service. Discussion was held regarding Windomnet's cost of MDU rate and how it is calculated. Dahna states he did look at an MDU tier with select channels to try to lower the cost. Channels would include local channels and some of the expanded basic channels but would need to be digital delivered via set top boxes. Nasby shares the cost of channels has increased substantially since the MDU rate was set year ago. Joyce states he would like to cover costs and doesn't see the MDU as a substantial source of income. Dahna offers to look further into the MDU numbers to see what number it would take for a break even point.

X. Commissioners concerns and questions

Joyce asks about TV Anywhere and how many customers use the service. Dahna states there's about 44 broadcasters on there and he's not sure how many customers are currently using it, perhaps around 100 customers.

XI. Lund adjourns the meeting at 8:11pm.

UTILITY COMMISSION MINUTES

City Hall, Council Chamber

July 27, 2016

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m. in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis and Tom Riordan (arrives 10:05 am)
Member Absent: None.
City Council Liaison: Dominic Jones (arrives 10:10 am)
Staff Present: Steve Nasby, City Administrator; Brent Brown, Electric Utility Manager; and Mike Haugen, Water / Wastewater Superintendent; Drew Hage, Economic Development Executive Director; Bruce Caldwell, Street Superintendent

APPROVE MINUTES

Motion by Francis, seconded by Schwalbach, to approve the June 22, 2016 Utility Commission minutes. Motion carried 2 – 0 (Riordan absent).

ELECTRIC ITEMS

Joel LaCanne – Classification Discussion – LaCanne became a Demand customer when the Utility Commission lowered the threshold from 75kw to 50kw. He installed new equipment at his business and it raised his electric usage and peaking. LaCanne was inquiring about being lowered back down to a Small Commercial customer now that the issue with electric usage was resolved. Brown installed a recorder on the meter to provide a more detailed reading of the usage, and these gave LaCanne a better understanding of how to modify his equipment to keep it under the 50kw range that switches his status to Demand. After 2 months of being set as a Demand customer, LaCanne has the issue resolved and has not gone over since; for this reason, LaCanne asked for the tracking period of 12 months to be lifted since he was unaware of the drastic change this status made to his bill. Schwalbach asked if LaCanne if he knew that most comparable communities have their limit set lower than 50kw, and there is a chance in the future that Windom's rates would drop lower than 50kw as well, LaCanne understood this. Riordan asked Brown how confident he was that the readings would stay below the rate of a Demand account, and Brown was confident that with the changes worked out between himself and LaCanne it would not be an issue in the future. Price differences between Demand and Small Commercial were discussed and how there was a proportionate amount of money being discussed. An agreement was reached stating LaCanne would be dropped back to Small Commercial customer (beginning July 1), but if he went over the rate one time he would be bumped back to a Demand Customer.

Motion by Schwalbach second by Francis to approve the classification of a Small Commercial customer beginning July 1, 2016, but if the use goes over 50kw at any time the account goes back to Demand. Motion carried 3 – 0.

Substation Equipment Replacement Project – 4 pieces of equipment are to be ordered for the Electric Department, they are being considered now due to the long delivery times. A 1528 Substation Transformer would be ordered to replace the current transformer being used. This transformer would deliver 99% of the City's energy. There are both no-load and copper losses on these types of transformers and weighing both institutes the ordering of a new transformer. It was asked if Brown wanted to remove the old transformer himself or have it be removed by the manufacturers of the new one. He would prefer it be taken out by the manufacturers. Both transformers cannot be left on the pad at the same time, which would remove redundancy for a period of time. A 5-Year In-and-Out Warranty would be asked for with the transformer which would cover

any maintenance that would need to be performed, and it all would be done onsite as opposed to having to move the transformer which can be difficult.

Schwalbach inquired as to how many bids would be expected on a transformer of this caliber, and was informed that Mt. Lake recently received 4 bids for the replacement of their transformer; in which the lowest bid came from a company in Ohio. Jones asked if the lowest bid had to be accepted and it was discussed that the lowest bid need not be accepted, but Brown believed over-ship is a factor that needs to be considered.

Other pieces of equipment that bids will be taken for include new metering for transformers as well as a 69KV Circuit Board and Breakers. The breakers would be stackable and interchangeable making them efficient and stream-lined. Riordan asked about the price of breakers and was informed that each breaker is worth roughly \$1,500. The life expectancy of the Substation Transformer was also discussed and the 30 year expectancy was considered reasonable before general wear is noticeable. Jones wondered if all 4 items had to be bid on and it was decided that all items would be bid on separately providing more competitive outcomes and better results. Nasby asked Brown if there was capacity in the new transformer that left room to grow and add more if needed, Brown was confident that the transformer would be able to cover the existing usage as well as have room to cover more usage if need be.

Brown proposed moving the bid opening to Sept. 8 and adding a meeting with the Utility Commission on Sept. 14 before the bid award goes to City Council on Sept. 20.

Motion by Riordan second by Francis to approve the plans and specifications for the Substation Project and proceed. Motion carried 3 – 0.

WATER\WASTEWATER ITEMS

2017 Street Project – DGR Engineering presented plans for the 2017 Street Project, stating that some roads would be receiving complete reconstruction, while others would just receive new curb and gutter or resurfacing. Any sanitary sewer clay piping would be replaced with plastic, and cast-iron water main would be replaced as well. Nasby made sure to clarify that the projected prices that were presented covered strictly water and wastewater costs, and did not include a prorated share of the actual cost of the streets, curb or gutter. All streets will receive an asphalt covering.

Brian Avenue will receive a full reconstruction to remove old cast-iron pipe and sewer drains, this road will also receive new sewer mains. Schwalbach asked if anything would be done to compensate piping for the change in water pressure and was answered by DGR stating that any piping connected to a fire hydrant would need 8in piping while any other piping would need to be a minimum of 6inch. It was noted that there is not a huge difference in price between the 6inch and 8inch piping. Schwalbach also asked if the citizens would be able to hook sump pumps up to the storm sewer mains and Caldwell gave the idea of putting a T for each intersection of a property, giving the ability to connect down the road. 17th Avenue would receive new water and wastewater services. 15th Avenue will replace cast-iron mains and add storm sewer. Plastic sewer piping is already in place here which would save money. 17th Street would receive new water and wastewater services and a new easement for the subdivision being established. There is a possibility of adding storm sewer and better draining at the intersection of 17th Street and 16th Avenue. An alternate option that may be utilized is adding a section of street to 7th Avenue that runs in the Hoffman LaCanne Subdivision to the already existing six lots that have utilities. 5th Street will receive complete reconstruction including adding 8inch piping and removing cast-iron. New storm sewer and curb/gutter will be added. 7th Street center section will receive new wastewater services while the East and West ends will receive new storm sewer. The entire street will have new curb and gutter. Possibility to replace the mains that run down the street as well. Plum Avenue will have a pipe that is lined with fiberglass replacement as opposed to digging up the whole pipe because of its location through a citizen's property. All new wastewater services will be provided for the rest of the street, replacing cast-iron with 6inch plastic piping. On 5th Street there will also be a replacement of the cast-iron mains, new curb/gutter, and the addition of storm sewer. 6th Avenue will require more work as there are two options available; one that requires similar work as the rest of the streets being modified, but the other option includes widening the street

all the way to Highway 60. There are issues being discussed with the Great Bend Township, as the road is shared, about the cost and the project will determine what can be done.

16th Street will receive new plastic piping to replace the clay and new curb/gutter. The 12inch main on this street will remain, but the 4inch main will be abandoned and replaced. The alley and parking lot for the city office will receive new storm sewer. Schwabach asked if the replacements could be done the entire length of the alley to help with buildup of ice and water from the drains of businesses. Efforts will be made to businesses to use this line. The last segment of the project will be the alley behind the Citizen building, which will include new storm sewer and asphalt; businesses will also be allowed to tap in if requested. Prices of the project range from \$4,472,000.00 up to \$6,870,00.00 depending on which options are chosen.

Sanitary Survey Report – The State was pleased with the condition of everything, but did recommend upgrading to 6in minimum piping when convenient. With the upcoming street project it works cohesively says Haugen.

Water Tower Update – Haugen said they are completed with the interior wet portion of the tower, and roughly 80% completed with the riser pipes. Only 40% of the exterior has been completed as of July 20, but Haugen believes that the priming will be done within a few days and that everything is going as well as it could considering the weather issues. If the project is behind schedule the idea of reducing the skirting for the North Tower was discussed. If the skirting is reduced then a deduction would occur on the bill. Scandia is becoming concerned with the idea of being able to finish both towers in the allotted time frame.

Significant Industrial User Negotiations – There are 2 different agreements being made with Prime Pork and the truck wash. Both are being monitored by the water and wastewater department. There is a possibility of a pond being added to the area for waste from the truck wash but as of now storage tanks are looking to be more likely. Haugen believes that within 2 weeks numbers will be provided for the 2 agreements. Engineers are working to complete these agreements.

Motion by Riordan second by Francis to accept the agreement from Bolten & Menk, Inc. as proposed for the SIU agreements. Motion carried 3-0.

WWTP Facility Plan – Bolten and Menk will provide services for facility plan preparation, a compliance schedule, and a variety of meetings. The meetings would include a Kickoff Meeting, Facility Plan Completion Meeting with Staff, Facility Completion Meeting with Staff, Facility Plan Presentation to Public Utility's Board and City Council, as well as a Public Hearing. All of these services would be provided on an hourly pay basis with a not to exceed fee of \$25,000.

Motion by Francis second by Riordan to accept the agreement from Bolten & Menk, Inc. as proposed for the completion of a facilities plan. Motion carried 3-0.

Other Water/Wastewater Items – Lining and Sewer Trunk Main line from the lagoons by Prime Pork to Runnings. Haugen would like plans of this approved to go to Council on August 16. Haugen proposed to add a special meeting of the Utility Commission on August 10 and 12 p.m.

Motion by Riordan second by Francis to accept the quote to do plans and specifications for this project and add a Utility Commission meeting. Motion carried 3-0.

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. Nasby inquired if Dunse was ahead of where he should be in his licensing or just at a normal pace. Haugen said it is hard to determine whether he is ahead or not because of the system they have to go through for licensing. Schwabach and Riordan asked to see more documentation of licensing procedures and verification of where Dunse is on the scale. The topic will be revisited at the next meeting.

REGULAR BILLS

Nasby proposed an assessment on the 2016-2017 MESERB membership and advised maintaining membership. **Motion by Schwalbach second by Riordan to approve the renewal of the MESERB membership. Motion carried 3 – 0.**

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURN

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

Mike Schwalbach, Chairperson

Attest: _____

Steve Nasby, City Administrator

STREET COMMITTEE

Meeting Minutes July 27, 2016

Call to Order: The meeting was called to order at 1:30 P.M. at the street shop

Members Attending: Committee Members Attending - Brian Cooley & JoAnn Ray

City Staff Present: Street Superintendent Bruce Caldwell, Water Waste Water Superintend
Mike Haugen, EDA Director Drew Hage & Engineering Company DGR
Representative Dan Van Schepen

Public: None

Agenda Items;

1. Ash Street Vacation Request; Mr. Hage submitted a request for vacation from a property owner next to Ash Street. This tract of land is located east of the Cottonwood Veterinary Clinic along highway 60, the former Dino's Diner & Sinclair Truck Stop. This property owner would like to have Ash Street vacated for future development that would benefit the community. The committee stated they see no reason to not to approve this request but need to retain a utility easements as there is a sanitary sewer on that tract.
2. Discussion on the preliminary plans for the 2017 Street Project; Dan Van Schepen and the participants reviewed the preliminary plans and costs for the project. After some discussion due to the cost reductions will need to be done. Every street scheduled for reconstruction test borings have been completed in order to see what type of sub soils exists. South 6th Avenue was a major concern due to the lack of good sub soil materials. The committee members did state that they would like to see the Safe Routes to School sidewalk extended on 17th Street by the school running track to 17th Avenue during the reconstruction on 17th Street. It might be possible to get grants through the Safe Routes to School Program to fund the additional sidewalk. Caldwell & Haugen will work on which streets that have the highest priority for recon and related that back to the Street Committee and DGR for further review. The Street Committee stated that they would like to see south township portion of 6th Avenue right-of-way annex into the city and the costs of the reconstruction be determined at a later date. According to DGR the underground materials on south 6th Avenue are poor which will require a major reconstruction. This street is ranked in the top two streets for reconstruction. ½ of the road surface on south 6th Avenue starting just north of Rainbow Stables south to the city limits is owned by Greatbend Township. So details will need to be worked out to accomplish annexation of the townships portion of the roadway.
3. Meeting Adjourned at 3:25 p.m.

CITY OF WINDOM
APPLICATION FOR BUSINESS SOLICITATION
RE: City Code, TITLE XI BUSINESS REGULATIONS, CHAPTER 114

Solicitor's Name: ~~DR~~ DRULIA KRISTUPAS
Last First Middle

Date of Birth: 17/09/1944

Driver's License Number: 00282117 State of Issue: International Lithuania

Address: (Street, City, State, Zip) 2034 Taylor Ct. Northfield, MN 55057

Name of Business or Organization: Southwestern Advantage

Contractor's License Number: _____

Address of Business or Organization: 2451 Atrium Way, Nashville TN 37214 Phone#() _____

Purpose of SOLICITATION: Educational Material

If door to door solicitation indicate area to be solicited: Residential District
 Commercial District

If Transient merchant - state location from which merchandise will be sold _____

If Telephone solicitation - state location from which calls will be made _____

Informed Consent Form completed
Initial Investigation Fee - \$20.00 Annual License Fee - \$40.00
07/26/2016 Date [Signature] Applicant's Signature

I have on July 26, 2016 collected from applicant \$ 100.00 as prescribed in City Code, TITLE XI BUSINESS REGULATIONS, CHAPTER 114.

City Clerk

Referred to the Police Chief on July 26, 2016
Recommendation: Approved Disapproved If disapproved give reason: _____

7/29/16 Date [Signature] Chief Police Chief

Approved by the City Council on _____, 20____.

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45 counties of Middle Tennessee and Southern Kentucky

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BBB ACCREDITED BUSINESS SINCE 10/01/1961

Southwestern Advantage

(615) 391-2801

View Additional Phone Numbers
 2451 Atrium Way, Nashville, TN 37214
 Send email to Southwestern Advantage
www.southwesternadvantage.com



On a scale of A+ to F
 Reason for Rating
 BBB Ratings System
[Overview](#)

BBB Business Reviews may not be reproduced for sales or promotional purposes.

Description

Southwestern Advantage is a direct seller and publisher of educational and reference products including books, CD-ROMs and a subscription-based website. Southwestern is America's oldest direct selling company, established in 1855 in Nashville, Tennessee. Since 1868, Southwestern has helped college students run their own business to offset their educational expenses. Students from over 300 colleges and universities in North and South America and Europe participate, many earning college credit hours as an internship opportunity.

Between 2,500 and 3,000 students participate in marketing and selling books and software each summer. The student representatives have over 4 million personal interactions with families and customers each summer all over the United States and Canada. When reviewing complaint information as outlined in the "Customer Complaints Summary" below, please take into consideration the company's volume of door-to-door transactions in relation to the number of complaints filed with BBB.

BBB Accreditation

A BBB Accredited Business since 10/01/1961

BBB has determined that Southwestern Advantage meets BBB accreditation standards, which include a commitment to make a good faith effort to resolve any consumer complaints. BBB Accredited Businesses pay a fee for accreditation review/monitoring and for support of BBB services to the public.

BBB accreditation does not mean that the business' products or services have been evaluated or endorsed by BBB, or that BBB has made a determination as to the business' product quality or competency in performing services.

Reason for Rating

BBB rating is based on 13 factors. Get the details about the factors considered.

Factors that raised Southwestern Advantage's rating include:

- Length of time business has been operating.
- Complaint volume filed with BBB for business of this size.
- Response to 147 complaint(s) filed against business.
- Resolution of complaint(s) filed against business.

Customer Complaints Summary

[Read complaint details](#)

147 complaints closed with BBB in last 3 years 32 closed in last 12 months	
Complaint Type	Total Closed Complaints

Advertising / Sales Issues	22
Billing / Collection Issues	53
Delivery Issues	9
Guarantee / Warranty Issues	2
Problems with Product / Service	61
Total Closed Complaints	147

Customer Reviews Summary

[Read customer reviews](#)

52 Customer Reviews Customer Reviews on Southwestern Advantage	
Customer Experience	Total Customer Reviews
Positive Experience	33
Neutral Experience	1
Negative Experience	18
Total Customer Reviews	52 Customer Reviews

Government Actions

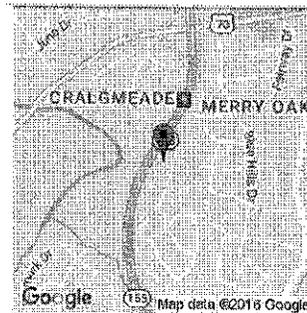
BBB knows of no government actions involving the marketplace conduct of Southwestern Advantage.

What government actions does BBB report on?

Advertising Review

BBB has nothing to report concerning Southwestern Advantage's advertising at this time.

What is BBB Advertising Review?



Additional Information

INFORMATION FOR STUDENTS & PARENTS:

Students are interviewed and recruited by Southwestern Sales Leaders and local student leaders during the fall and spring. If selected for the program, the students may begin initial training to know what to expect, and informal product training. Students, although legally classified as adults, are endorsed into the program by their parents through a parental support letter.

The students attend a five-day training course in Nashville that covers business management, product knowledge, sales presentations, success principles, safety and ethics among other things critical to running a successful business. Similar to other direct selling companies students are independent contractors, NOT employees of Southwestern Advantage. After training they are provided a suggested sales area in which to work. They typically live with a host family and 1 to 3 other student representatives of the same gender. Housing is not guaranteed, but students receive training and advice from the company. Housing is part of the set up of their business. Many host families do house year-to-year and consist of both alumni and non-alumni. Students are financially responsible for the lodging, food and travel expenses during the training and summer time.

Southwestern Advantage suggests students bring approximately \$500 with them to sales training. The total expenses incurred throughout the summer vary according to the individual, but range from \$1,500 to \$3,000. Students generally pay their expenses from down payments collected from sales of product and remit the rest to the company where it is recorded on their company account to cover the wholesale cost of the products.

The most successful student dealers work a rigorous schedule of 72 or more hours a week, Monday through Saturday, typically 8 am to 9 pm. The students talk to families in their homes through cold calls and referrals. Although students work independently during the day, a student leader is close by to mentor, support, answer questions and even follow or be followed to offer advice from his/her previous experience. Student leaders meet with the students each Sunday and someone from Southwestern calls each host home at night to collect stats for inventory and make sure the students returned safely.

There are no sales quotas set by Southwestern Advantage, as the representative is an independent contractor. At the end of the summer, students deliver the product to their customers, collect the balances due and return to Nashville to reconcile their accounts. They remit the remaining money, return left over product for full credit, and receive a check for their credit balance.

INFORMATION FOR CUSTOMERS:

By Federal law, customers who purchase Southwestern Advantage products from the student representatives have three days from the date of purchase to cancel their order. Saturday is included by Federal law as a business day. Southwestern Advantage is a third party to the contract between the students and customer and can only act on the student's behalf within the three-day cooling off period.

After ordering products, be sure to keep the sales receipt given to you by the student. It is a contract with the student of your intentions to purchase the product. If in the event you do not receive the product you ordered, Southwestern Advantage will guarantee delivery if you have a valid receipt. Call the Southwestern Advantage Customer Contact Center at 888-551-5901 or e-mail at customercontactcenter@southwestern.com.

BBB file opened: 10/01/1961
Business started: 01/01/1855

Contact Information

Principal: Mr. Trey Campbell (Director of Communications)
Mr. Dan Moore (President)

Business Category

Publishers - Book, Sales Training, Sales Presentations, Direct Sales, Sales Organizations

Alternate Business Names

Southwestern

Customer Review Rating plus BBB Rating Summary

Southwestern Advantage has received 4.5 out of 5 stars based on 52 Customer Reviews and a BBB Rating of A+.

BBB Customer Review Rating plus BBB Rating Overview

As a matter of policy, BBB does not endorse any product, service or business.

BBB Business Reviews are provided solely to assist you in exercising your own best judgment. Information in this BBB Business Review is believed reliable but not guaranteed as to accuracy.

BBB Business Reviews generally cover a three-year reporting period. BBB Business Reviews are subject to change at any time.

Date/Time received: 8:15 A.m 7/29/13

Agenda Request Form

(This form can be used only once a month by the same individual(s). It is not a venue to bypass policies and procedures of city commissions and committees.)

Name: Robert LINDAMAN Telephone No: 507 221-0217

Address: 91259 500th Ave

Date of Council Meeting: 08/02/16 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: ES Bldg Present petitions

Have you brought this to the attention of the appropriate department head? _____
Committee? _____

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): _____

This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. No more than two (2) people should speak on the same topic at one meeting. Remarks should not exceed five (5) minutes per person. They should be directed to the council as a whole and not to any individual member or department head.

Robert Lindaman
Signature

RESOLUTION #2016-

INTRODUCED:

SECONDED:

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

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR THE ELECTRIC SUBSTATION
EQUIPMENT REPLACEMENT PROJECT**

WHEREAS, pursuant to direction from the Windom Utility Commission, the plans and specifications for Electric Substation Equipment Replacement Project have been prepared and such plans and specifications have been presented to the Windom Utility Commission; and

WHEREAS, at its meeting held July 27, 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 8, 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 2nd day of August, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

Memo

To: Utility Commission
From: Brent Brown
cc: City Council
Date: July 12, 2016
Re: Time Line for Electric Substation Equipment Replacement Project

The Electric Department has developed the following schedule for the Electric Substation Equipment Replacement Project.

July 27 - Utility Commission approves the plans and specifications and advertise for bids.

August 2 - City Council approves the plans and specifications and advertise for bids.

The bid advertisement would be posted immediately following the approval. I suggest we advertise in the local Windom paper and Finance and Commerce Inc., 222 South 9th Suite 2300, Minneapolis, MN. The ad in the Minneapolis paper would reach additional vendors and contractors who would be interested in bidding on the project.

September 8 - Bid Opening 2:00 P.M. at Windom City Hall.

We would request either moving the date for the Utility Commission or calling a special meeting for September 14th at which time the bids would be reviewed and approved.

September 20 – City Council Award Bid for the Project

MEMORANDUM



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

TO: Windom City Council
FROM: Jeff Dahna, General Manager Telecom
DATE: July 28, 2016
RE: Telecom Dept. Committee declaration of surplus equipment

The Telecom General Manager has taken the service van 2005 Ford van out of service due to unreliability issues. Telecom staff is using the manager's truck and another truck has been ordered. The Telecom Committee met on July 25, 2016 and voted unanimously to declare the van as surplus for disposal. The Telecom Committee and I are recommending that the van be declared surplus and be disposed of.



Jeff Dahna, Telecom General Manager

7-28-16
Date

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

RESOLUTION CALLING FOR A PUBLIC HEARING ON A PROPOSED VACATION OF ASH STREET

WHEREAS, pursuant to Minnesota Statute §412.851, the Windom City Council desires to consider vacating Ash Street located in Tibodeau's Center, City of Windom legally described as:

All of Ash Street within the Plat of Tibodeau's Center 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 Ash Street, 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.

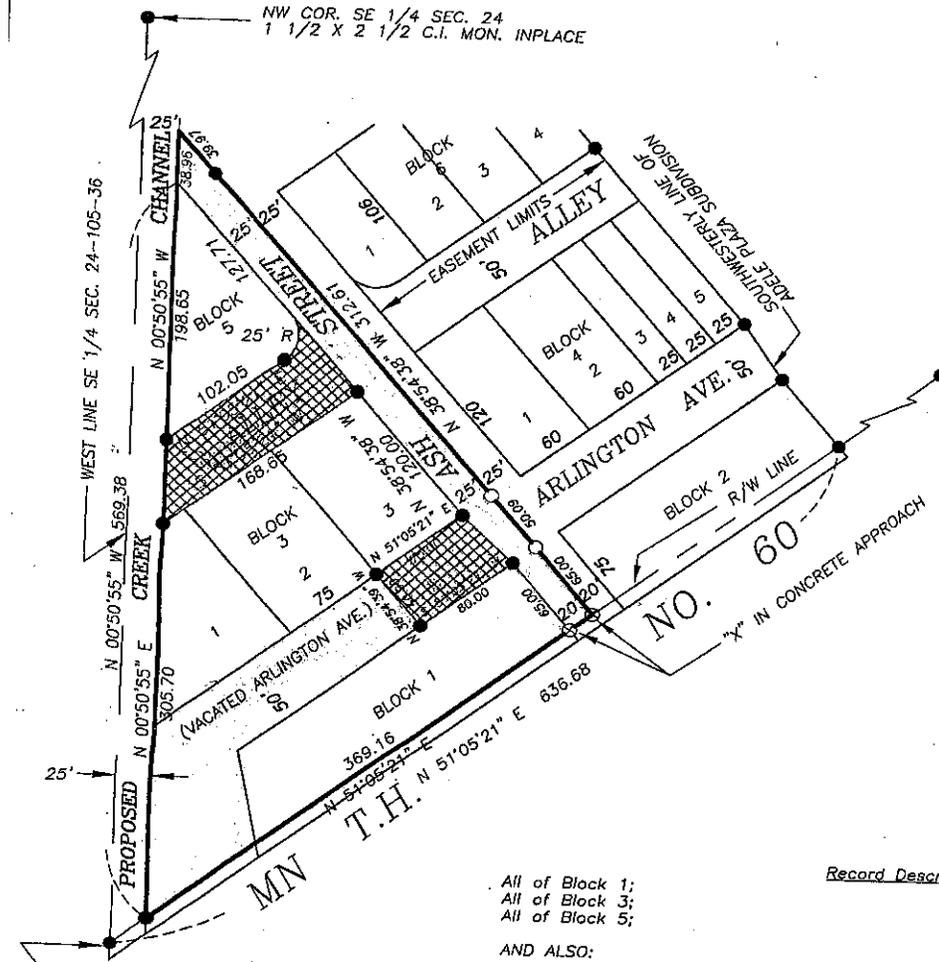
2. That the City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Adopted this 2nd day of August, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

PARTS OF BLOCK 1, 3, AND 5 AND PART OF VACATED ARLINGTON AVENUE IN TIBODEAU'S CENTER, CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA.



MN DOT R/W
MON. B 815



SCALE 1" = 100'

- = MONUMENTS FOUND
- = MONUMENTS SET
- 5/8" IRON STAKE W/CAP NO: 43803

= AREAS VACATED BY THE CITY OF WINDOM, JANUARY, 2001.

All of Block 1;
All of Block 3;
All of Block 5;

Record Description

AND ALSO:

All that portion of Arlington Avenue lying and being westerly and southerly of a line extending from the most Southerly corner of Lot 3, Block 3, Tibodeau's Center, thence Southeasterly at right angles with most Southerly boundary line of said Lot 3 to a point where said line intersects with the most Northerly boundary line of Block 1 in said Tibodeau's Center which said point is 80 feet Southwesterly from the most Northerly point of said Block 1, said line being an extension of the boundary line which divides Lots 2 and 3 in said Block 3;

AND ALSO:

All that portion of Arlington Avenue (now vacated) lying between Lot 3, Block 3 and the northeasterly 80 feet of Block 1, Tibodeau's Center;

AND ALSO:

All of vacated alley lying between Block 5 and Block 3;

AND ALSO:

All of the reversionary interest originally running in favor of Arthur Tibodeau and Gertrude Tibodeau (as was reserved by the Plat for Tibodeau's Center, Plat No. 153) in and to the fee title underlying all that part of Ash Street lying southwesterly of the center of said Ash Street, according to the Plat of Tibodeau's Center on file and of record in the office of the County Recorder of Cottonwood County, Minnesota;

EXCEPT that part of Block 1 and that part of vacated Arlington Avenue shown as Parcel 207E on Minnesota Department of Transportation Right-of-Way Plat Numbered 17-8 as the same is on record and of record in the office of the County Recorder in Cottonwood County, Minnesota.

All in Tibodeau's Center, Cottonwood County, Minnesota.



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signature
Dennis Ray Esplan

Date 6/12/15 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Perry L. Zieske P.L.S.
Dennis Ray Esplan P.L.S.

225 Ninth Street, Box 94
Windom, MN 56101
Phone: (507) 831-0100

SURVEY FOR: James Johnson
PROJECT NUMBER: C 1533 S

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 *Jee*
DATE: July 26, 2016
RE: Discussion – Naming Rights Policy

Through the years the City had accepted donations for various activities and facilities such as the Community Center, Windom Recreational Area, parks, benches and other items. However, no formal policy or parameters are in place to help fundraisers or staff provide guidance to possible donors.

As we look ahead to municipal projects such as the Windom Pool, Arena, Library and park improvements it is very likely organizations and support groups will be raising funds to assist with these projects. To be pro-active and provide structure to these future conversations staff is requesting discussion on a policy. I am suggesting that if the City Council feels this is important that the proposed policy should be disseminated to the City's Boards and Commissions for their review and input before a final version is returned to the City Council for consideration.

NAMING RIGHTS POLICY

City of Windom

August 2016

1.0 POLICY

These criterion will be used a general guidelines when naming or renaming parks, park trails, recreational facilities, and city facilities.

2.0 ORGANIZATIONS AFFECTED:

Community-wide

3.0 PROCEDURE:

3.1 The naming of city parks and city facilities will be give consideration by the City Council based on:

- Geographic Location – a name representative of neighborhood, street, subdivision, natural habitat, outstanding feature, nearby landmark, or other characteristics of the site.
- Contributor – an individual or organization who has donated and or made a significant financial contribution (50% or greater) towards a park or facility.
- Donor – an individual organization or corporation that has made a significant contribution to a city facility may have a room, area, event or object named for a period of time at the discretion of the City Council.
- Famous American or Occasion – state or federal leaders or a historical event

3.2 Recognition of an individual, business or organization can be made in the form of a memorial (i.e. trees, park bench, flag pole, plaque or art object displayed on city property). The donor is responsible for the cost of the object and installation. Plaques shall not exceed 225 square inches. Other memorial will also be limited in size dependent upon the item and location.

3.3 Renaming of a city park will only be considered if the neighborhood changes in nature either by composition or residents or the composition of the surrounding area.

3.4 The City Council has authority to make exceptions to the policy.

ORDINANCE NO. 155, 2ND SERIES

CITY OF WINDOM

**AN ORDINANCE OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA
STATUTES, SECTION 462.3593**

WHEREAS, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings; and

WHEREAS, subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations; and

WHEREAS, after further review of the existing legislation by the Planning Commission, it has been determined that opting-out of Minn. Stat. § 462.3593, as allowed under subdivision 9, is in the best interests of the City of Windom and its citizens.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WINDOM,
MINNESOTA, DOES ORDAIN:**

OPT-OUT OF MINNESOTA STATUTES, SECTION 462.3593:

Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Windom opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER
ORDAINS:**

This ordinance shall be published in the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective immediately upon publication.

Adopted by the City Council of the City of Windom, Minnesota, this 2nd day of August, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: July 19, 2016
2nd Reading: August 2, 2016
Adoption: August 2, 2016
Published: August 10, 2016



MEMO

TO: Mayor & City Council

FROM: Denise Nichols, Assistant City Clerk

DATE: July 28, 2016

RE: Ordinance No. 156, 2ND Series – Second Reading

State law requires the City to publish new ordinances in the local newspaper. However, the Legislature recognized the fact that the cost for publication of lengthy ordinances would be prohibitive. Therefore, they have included a provision in the law which allows the City to publish a title and summary of the ordinance.

A proposed Title and Summary has been prepared and the City Attorney has reviewed the document.

Attached for your review is a copy of the proposed “Title and Summary of Ordinance No. 156, 2nd Series”. Pursuant to State law, the Council needs to approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance. Approval of the Title and Summary requires a 4/5 vote of the Council.

Requested Action:

- 1.** Approve the second reading of Ordinance No. 156, 2nd Series and adopt the ordinance.

- 2.** Review the “Title and Summary of Ordinance No. 156, 2nd Series” for publication. Approve by motion: Publication of a title and summary of Ordinance No. 156, 2nd Series and determine that the text of the proposed summary will clearly inform the public of the intent and effect of the ordinance.

Thank you.

ORDINANCE NO. 156, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA,
AMENDING CITY CODE CHAPTER 152
BY ADDING NEW SECTIONS ON SOLAR SYSTEMS

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the science and equipment for the collection and use of solar energy have been refined over the last few years to a level at which solar energy is accessible to businesses and residences; and

WHEREAS, it is necessary that the City adopt an ordinance governing “solar systems” within the city limits; and

WHEREAS, the Planning Commission has reviewed a proposed “solar systems” ordinance and recommended its adoption by the City Council; and

WHEREAS, it is in the best interests of the citizens of Windom that Chapter 152 be amended to add new sections on “solar systems” as set forth herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, ORDAINS:

THE CITY CODE OF THE CITY OF WINDOM IS HEREBY AMENDED BY INSERTING THE FOLLOWING SECTIONS IN CHAPTER 152:

SOLAR SYSTEMS

The requirements of this Ordinance shall apply to all small-scale solar energy systems (residential, commercial, multi-family and condominium).

§ 152.390 PURPOSE AND INTENT.

Windom (“City”) believes it is in the public interest to encourage renewable energy systems that have a positive impact in energy conservation with limited adverse impact on the community. While Windom strongly encourages increased energy conservation and improved energy efficiency, the city also finds that increased use of appropriate renewable energy systems will be an important part of improving urban sustainability.

The renewable energy regulations are intended to supplement existing zoning ordinances and land use practices and ensure these systems are appropriately designed, sited, and installed. These regulations are in place to balance the need to improve energy sustainability through increased use of renewable energy systems with concerns for preservation of public health, welfare, and safety, as well as environmental quality, visual and aesthetic values, and existing neighborhood social and ecological stability.

§ 152.391 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ACTIVE/SOLAR ENERGY EQUIPMENT/SYSTEM. A solar energy system whose primary purpose is to harvest energy by transforming solar energy into another form of energy or transferring heat from a collector to another medium using mechanical, electrical, or chemical means.

BUILDING-INTEGRATED PHOTOVOLTAIC (BIPV) SYSTEMS. A solar energy system that consists of integrating photovoltaic modules into the building structure by replacing typical building material, such as the roof or the façade and which does not alter the relief of the roof.

FLUSH-MOUNTED SOLAR PANEL. Photovoltaic panels and tiles that are installed flush to the surface of a roof and which cannot be angled or raised.

FREESTANDING OR GROUND-MOUNTED SOLAR ENERGY SYSTEM. A solar energy system that is installed directly in the ground or by means of brackets or poles and is not attached or affixed to an existing structure.

PHOTOVOLTAIC (PV) SYSTEMS. A solar energy system that produces electricity by the use of semiconductor devices, called photovoltaic cells, that generate electricity whenever light strikes them.

QUALIFIED SOLAR INSTALLER. A person who has skills and knowledge related to the construction and operation of solar electrical equipment and installations and has received safety training on the hazards involved. Such training shall include the proper use of special precautionary techniques and personal protective equipment, as well as the skills and techniques necessary to distinguish exposed energized parts from other parts of electrical equipment and to determine the nominal voltage of exposed live parts.

ROOF OR BUILDING-MOUNTED SOLAR SYSTEM. A solar power system in which solar panels are mounted on top of the structure of a roof either as a flush-mounted system or as modules fixed to frames which can be tilted toward the south at an optimal angle.

SOLAR COLLECTOR. A solar photovoltaic cell, panel, or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for the generation of electricity or transfer of stored heat.

SOLAR ENERGY SYSTEM. A set of devices whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating, cooling, electricity generation, or water heating.

SOLAR FARM. A commercial facility that converts sunlight into electricity, whether by photovoltaics (PV), concentrating solar thermal devices (CST), or other conversion technology, for the primary purpose of wholesale sales of generated electricity. A solar farm is the principal land use for the parcel on which it is located.

SOLAR PANEL. A device for the direct conversion of solar energy into electricity.

SOLAR THERMAL SYSTEMS. Solar thermal systems directly heat water or other liquid using sunlight. The heated liquid is used for such purposes as space heating and cooling, domestic hot water, and heating pool water.

§ 152.392 PERMITS AND STANDARDS.

(A) *Rooftop and Building-Mounted Solar Collectors.* Rooftop and building-mounted solar collectors are permitted in all zoning districts in the City subject to the following conditions:

(1) Building permits shall be required for installation of all rooftop and building-mounted solar collectors.

(2) Notwithstanding the height limitations of the zoning district, roof or building-mounted solar energy systems shall not extend higher than three (3) feet above the ridge level of a roof on a structure with a gable, hip or gambrel roof and shall not extend higher than ten (10) feet above the surface of the roof when installed on a flat or shed roof.

(3) An engineer licensed with the State of Minnesota shall be required to determine whether or not the roof system is structurally capable of supporting the solar collectors.

(B) *Ground-Mounted and Freestanding Solar Collectors.* Ground-mounted and freestanding solar collectors are accessory structures in all zoning districts. No permit may be issued for ground-mounted and freestanding solar collectors except by conditional use permit, except for lots in excess of 20,000 square feet which meet the following conditions. All ground-mounted and freestanding solar collectors shall comply with the following conditions:

(1) Building permits are required for the installation of all ground-mounted or freestanding solar collectors.

(2) The location of the solar collector shall meet all applicable setback requirements for accessory structures in the zoning district in which it is located.

(3) The height of the solar collector and any mounts shall not exceed 15 feet when oriented at maximum tilt.

(4) Solar energy equipment shall be located in a manner to reasonably minimize view blockage for surrounding properties and shading of property to the north, while still providing adequate solar access for collectors.

(5) Solar energy collectors shall be screened when possible and practicable through the use of architectural features, earth berms, landscaping, or other screening which will harmonize with the character of the property and surrounding area.

(6) Solar energy systems are to be located in the rear yard only.

(C) *Solar Thermal Systems.* Solar thermal systems are permitted in all zoning districts subject to the following condition: Building permits are required for the installation of all solar thermal systems.

(D) *Solar Farms.* No permits may be issued for any type of solar farm except by conditional use permit. All solar farms shall comply with the following conditions:

- (1) Building permits are required for solar farms.
- (2) No solar farm may be erected on less than ten (10) acres.
- (3) All solar farms will require a perimeter fence no less than 6 feet in height.

§ 152.393 PLANNING, DESIGN, AND COMPLIANCE.

(A) *Plan Applications.* Plan applications for solar energy systems shall be accompanied by to-scale horizontal and vertical (elevation) drawings. The drawings must show the location of the system on the building or the property for a ground-mounted or freestanding system, including property lines.

(1) *Pitched Roof - Mounted Solar Energy Systems.* For all roof-mounted systems, except those on a flat roof, the elevation must show the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.

(2) *Flat Roof - Mounted Solar Energy Systems.* For flat roof applications, a drawing shall be submitted showing the distance to the roof edge and any parapets on the building, and shall identify the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof.

(B) *Plan Approvals.* Applications that meet the design requirements of this ordinance, and do not require a conditional use permit, shall be granted administrative approval by the zoning official and shall not require Planning Commission review. Plan approval does not indicate compliance with Building Code or Electric Code.

(C) *Compliance with Building Code.* All active solar energy systems require approval of the local building code official pursuant to provisions of the State of Minnesota Building Code, and solar thermal systems shall comply with the HVAC-related requirements of the Energy Code.

(D) *Compliance with State Electric Code.* All photovoltaic systems shall comply with the State of Minnesota Electric Code.

(E) *Compliance with State Plumbing Code.* Solar thermal systems shall comply with applicable Minnesota State Plumbing Code requirements.

(F) *Utility Notification.* The owner of a solar energy system that will physically connect to a house or other building's electrical system and/or the electric utility grid must

enter into a signed interconnection agreement with the local utility provider prior to the issuance of a building permit.

(G) *Feeder Lines.* All power exterior electrical or other service lines must be buried below the surface of the ground.

(H) *Exemptions* – Building-integrated solar energy systems are exempt from the requirements of this section and shall be regulated as any other building element.

§ 152.394 SAFETY.

(A) Solar energy systems and equipment shall be permitted only if they are determined by the City not to present any unreasonable safety risks including, but not limited to, the following:

(1) Weight load

(2) Wind resistance

(3) Ingress (entrance) or egress (an exit) in the event of fire or other emergency.

(B) All solar collector installations must be performed by a qualified solar installer.

(C) Solar energy system components shall be certified by Underwriters Laboratories Inc. and the Solar Rating and Certification Corporation. The City reserves the right to deny a building permit for proposed solar energy systems deemed to have inadequate certification.

(D) Prior to operation, electrical connections must be inspected by an appropriate electrical inspection person or agency as determined by the City.

(E) Any connection to the public utility grid must be inspected by the appropriate public utility.

(F) Solar energy systems shall be maintained in good working order.

(G) Rooftop and building-mounted solar collectors shall meet Minnesota's Fire Safety Code and Building Code standards.

(H) If solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure meeting the requirements of the Minnesota State Building Code when in use; and when no longer used, shall be disposed of in accordance with the laws and regulations of City and other applicable laws and regulations.

§ 152.395 APPEALS.

(A) If an individual is found to be in violation of the provisions of this Ordinance, appeals should be made in accordance with the established procedures of the City Code.

(B) If a building permit for a solar energy device is denied because of a conflict with other goals of the City, the applicant may seek relief by appealing to the City Council, which shall regard solar energy as a factor to be considered, weighed and balanced along with other factors.

§ 152.396 ABANDONMENT.

(A) If a solar collector ceases to perform its originally-intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment by no later than 90 days after the end of the twelve-month period.

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS:

This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 2nd day of August, 2016.

Corey Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: July 19, 2016
2nd Reading: August 2, 2016
Adoption: August 2, 2016
Published: August 10, 2016

**TITLE AND SUMMARY
OF
ORDINANCE NO. 156, 2ND SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE
CHAPTER 152 BY ADDING NEW SECTIONS ON SOLAR SYSTEMS**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:
TO REVISE CHAPTER 152: ZONING,
BY INSERTING THE FOLLOWING SECTIONS.**

SOLAR SYSTEMS

The requirements of this Ordinance shall apply to all small-scale solar energy systems (residential, commercial, multi-family and condominium).

§ 152.390 PURPOSE AND INTENT.

Windom (“City”) believes it is in the public interest to encourage renewable energy systems that have a positive impact in energy conservation with limited adverse impact on the community. While Windom strongly encourages increased energy conservation and improved energy efficiency, the city also finds that increased use of appropriate renewable energy systems will be an important part of improving urban sustainability.

The renewable energy regulations are intended to supplement existing zoning ordinances and land use practices and ensure these systems are appropriately designed, sited, and installed. These regulations are in place to balance the need to improve energy sustainability through increased use of renewable energy systems with concerns for preservation of public health, welfare, and safety, as well as environmental quality, visual and aesthetic values, and existing neighborhood social and ecological stability.

§ 152.391 DEFINITIONS.

§ 152.392 PERMITS AND STANDARDS.

§ 152.393 PLANNING, DESIGN, AND COMPLIANCE.

§ 152.394 SAFETY.

§ 152.395 APPEALS.

§ 152.396 ABANDONMENT.

Adopted by the City Council of Windom, Minnesota, on the 2nd day of August, 2016.
Publication and effective date: August 10, 2016.

NOTICE: A PRINTED COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 156, 2ND SERIES AND A COPY OF THE ENTIRE CODE OF ORDINANCES FOR THE CITY OF WINDOM, MINNESOTA, ARE AVAILABLE ON THE CITY’S WEBSITE AT

WWW.WINDOM-MN.COM OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION
BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101

During regular office hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

AND AT: Windom Public Library
904 4th Avenue
Windom, MN 56101

During regular library hours: Monday – 9:00 a.m. to 7:00 p.m.
Tuesday through Friday – 9:00 a.m. to 5:30 p.m.
Saturday – 9:00 a.m. to 1:00 p.m.

This “Title and Summary” approved for publication by the Windom City Council on August 2,
2016.

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE FORTHCOMING ELECTIONS IN 2016

WHEREAS, pursuant to Minnesota Statutes, a Primary Election will be held on August 9, 2016 and a General Election will be held on November 8, 2016; and

WHEREAS, it is necessary that additional election judges be appointed.

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

1. The following additional election judges are hereby appointed to serve at the above-mentioned elections.

Lisa Farag	837 Prospect Avenue
Carol Jansen	410 1 st Street
Susan Ebeling	440 6 th Street S.
Carmen Elston	1331 2 nd Avenue N.
Elwood Johnson	3125 Matthew Drive
Deb Minion	1527 17 th Street
Karla Sorenson	1128 River Road

Adopted this 2nd day of August, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator



Windom, MN

Expense Approval Report

By Fund

Payment Dates 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
FLAHERTY & HOOD, P.A.	20160708	07/19/2016	LABOR-EMPLOYMENT CONSU	100-41110-304	86.25
STEVE NASBY	20160725	07/26/2016	EXPENSE-LMC POLICY COMM	100-41110-331	206.28
STEVE NASBY	20160725	07/26/2016	EXPENSE-LMC POLICY COMM	100-41110-334	20.77
STEVE NASBY	20160725	07/26/2016	EXPENSE-LMC POLICY COMM	100-41110-334	231.76
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	100-41110-350	1,487.50
WINDOM AREA HOSPITAL	20160720	07/20/2016	MMB-STATE OF MN - PERA	100-41110-480	7,002.00
CONVENT. & VISITOR BUREAU	20160727	07/27/2016	LODGING TAX - GUARDIAN IN	100-41110-491	1,733.98
CONVENT. & VISITOR BUREAU	20160727A	07/27/2016	LODGING TAX - RED CARPET I	100-41110-491	951.00
Activity 41110 - Mayor & Council Total:					11,719.54
Activity: 41310 - Administration					
ROBIN SHAW	20160721	07/21/2016	EXPENSE - OFFICE SUPPLIES	100-41310-200	15.57
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41310-321	139.37
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41310-326	65.00
HY-VEE, INC.	20160719	07/22/2016	COOKING CLASS-SPIRALIZER	100-41310-480	40.00
Activity 41310 - Administration Total:					259.94
Activity: 41910 - Building & Zoning					
INDOFF, INC	2822346	07/20/2016	SUPPLIES	100-41910-200	25.99
CENTURY BUSINESS PRODUCT	332906	07/19/2016	SUPPLIES	100-41910-200	26.49
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41910-321	114.20
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	100-41910-350	224.70
MN DEPT OF LABOR & INDUS	25232033125	07/20/2016	QUARTERLY BLDG PERMIT SU	100-41910-443	3,728.86
Activity 41910 - Building & Zoning Total:					4,120.24
Activity: 41940 - City Hall					
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41940-381	767.85
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41940-382	79.43
MN ENERGY RESOURCES	20160712	07/21/2016	HEATING #0505105084	100-41940-383	80.34
HOMETOWN SANITATION SER	0000192849	07/06/2016	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-41940-385	130.45
Activity 41940 - City Hall Total:					1,143.11
Activity: 42120 - Crime Control					
BANK MIDWEST	20160719	07/26/2016	EXPENSE-INVESTIGATION -	100-42120-200	56.25
WINDOM AREA HOSPITAL	280530803	07/20/2016	SERVICE	100-42120-305	68.50
MN D.A.R.E. INC.	3071	07/20/2016	REGISTRATION-DANA WALLAC	100-42120-308	200.00
BARBARA SCHNEIDER FOUND	459	07/20/2016	REGISTRATION-LUKE LANDGR	100-42120-308	150.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-42120-321	68.42
VERIZON WIRELESS	9768317271	07/21/2016	SERVICE FOR LAP TOPS #9867	100-42120-321	93.53
MIKE'S LLC	17	07/12/2016	SERVICE	100-42120-323	72.50
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	100-42120-325	275.00
LEASE FINANCE PARTNERS	20160720	07/27/2016	SERVICE #3250	100-42120-326	433.00
DANA WALLACE	20160720	07/20/2016	EXPENSE - ADV SRO TRAINING	100-42120-334	45.01
WINDOM AUTO VALU	20160625	07/21/2016	MAINTENANCE #3400540 -	100-42120-405	4.99
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	RENT	100-42120-412	1,850.00
Activity 42120 - Crime Control Total:					3,317.20
Activity: 42220 - Fire Fighting					
MUNICIPAL EMERGENCY SER	IN1044092	07/12/2016	SUPPLIES	100-42220-215	3,955.38
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-42220-321	27.92
VERIZON WIRELESS	9768317271	07/21/2016	SERVICE FOR LAP TOPS #9867	100-42220-321	21.14
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	100-42220-325	212.50
VERIZON WIRELESS	9768317271	07/21/2016	SERVICE FOR LAP TOPS #9867	100-42220-326	10.02
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	100-42220-404	95.88
ALEX AIR APPARATUS, INC	30206	07/12/2016	MAINTENANCE	100-42220-404	657.28

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCOTT VEENKER	24063	07/20/2016	SERVICE	100-42220-480	350.00
Activity 42220 - Fire Fighting Total:					5,330.12
Activity: 42500 - Civil Defense					
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	100-42500-325	12.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-42500-381	20.40
Activity 42500 - Civil Defense Total:					32.90
Activity: 43100 - Streets					
M-R SIGNS CO., INC	191458	07/20/2016	MATERIALS & EQUIPMENT	100-43100-215	147.44
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-217	60.00
UNIQUE PAVING MATERIALS	256272	07/20/2016	MAINTENANCE	100-43100-224	501.90
DUININCK	522134	07/19/2016	MAINTENANCE	100-43100-224	555.37
DUININCK	522214	07/19/2016	MAINTENANCE	100-43100-224	575.91
DUININCK	522280	07/19/2016	SERVICE	100-43100-224	581.44
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	100-43100-225	68.39
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-321	58.91
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	100-43100-325	125.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-381	237.20
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-381	2,177.57
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-382	22.64
MN ENERGY RESOURCES	20160708A	07/21/2016	HEATING #0505064121	100-43100-383	57.46
HOMETOWN SANITATION SER	0000192850	07/06/2016	GARBAGE SERVICE - STREET D	100-43100-384	84.73
HOMETOWN SANITATION SER	0000192851	07/06/2016	GARBAGE SERVICE - SQUARE	100-43100-384	46.12
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-43100-385	45.31
WINDOM FARM SERVICE	160065	07/20/2016	MAINTENANCE	100-43100-404	105.27
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	100-43100-404	18.51
WINDOM AUTO VALU	20160625	07/21/2016	MAINTENANCE #3400540 -	100-43100-404	145.97
WINDOM AUTO VALU	20160625	07/21/2016	MAINTENANCE #3400540 -	100-43100-405	110.36
Activity 43100 - Streets Total:					5,725.50
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20160719	07/19/2016	COMPOST SITE MANAGER	100-43210-307	164.00
Activity 43210 - Sanitation Total:					164.00
Activity: 45120 - Recreation					
MT LAKE BASEBALL ASSOCIATI	20160711	07/12/2016	2 -30/60 3RD & 4TH GRADE T	100-45120-217	80.00
MT LAKE BASEBALL ASSOCIATI	20160711	07/12/2016	2 -30/60 3RD & 4TH GRADE T	100-45120-217	80.00
GODFATHER'S PIZZA	145372	07/20/2016	EXPENSE- BASEBALL	100-45120-260	90.00
GODFATHER'S PIZZA	145375	07/20/2016	EXPENSE- BASEBALL	100-45120-260	20.00
GODFATHER'S PIZZA	145376	07/20/2016	EXPENSE- BASEBALL	100-45120-260	20.00
GODFATHER'S PIZZA	145379	07/22/2016	BASEBALL	100-45120-260	70.00
GODFATHER'S PIZZA	145380	07/22/2016	BASEBALL	100-45120-260	20.00
GODFATHER'S PIZZA	145381	07/22/2016	BASEBALL	100-45120-260	60.00
GODFATHER'S PIZZA	145382	07/22/2016	BASEBALL	100-45120-260	20.00
GODFATHER'S PIZZA	145383	07/22/2016	BASEBALL	100-45120-260	20.00
GODFATHER'S PIZZA	145384	07/22/2016	BASEBALL	100-45120-260	20.00
AH HERMEL COMPANY	587401	07/03/2016	MERCHANDISE	100-45120-260	44.10
Activity 45120 - Recreation Total:					544.10
Activity: 45202 - Park Areas					
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	100-45202-211	19.99
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	100-45202-325	37.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-45202-381	597.24
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-45202-382	268.39
HOMETOWN SANITATION SER	0000192859	07/06/2016	GARBAGE SERVICE - ISLAND P	100-45202-384	85.70
HOMETOWN SANITATION SER	0000192860	07/06/2016	GARBAGE SERVICE - TEGELS P	100-45202-384	37.00
HOMETOWN SANITATION SER	0000192861	07/06/2016	GARBAGE SERVICE - WRA	100-45202-384	60.40
HOMETOWN SANITATION SER	0000192862	07/06/2016	GARBAGE SERVICE - KASTLE KI	100-45202-384	25.00
HOMETOWN SANITATION SER	0000192871	07/06/2016	GARBAGE SERVICE -MAYFLO	100-45202-384	35.10
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	100-45202-385	214.87
MTI DISTRIBUTING, INC	1075977-00	07/12/2016	MAINTENANCE	100-45202-405	395.36

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NORTH STAR LUMBER & SUPP	131686	07/20/2016	PLAYGROUND MATERIAL	100-45202-480	2,240.00
				Activity 45202 - Park Areas Total:	4,016.55
				Fund 100 - GENERAL Total:	36,373.20

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

ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	211-45501-321	29.87
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	211-45501-326	65.00
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	211-45501-350	167.80
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	211-45501-381	348.87
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	211-45501-382	18.61
MN ENERGY RESOURCES	20160711	07/21/2016	HEATING #0504542703	211-45501-383	65.54
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	211-45501-385	35.39
STAR TRIBUNE	20160718	07/20/2016	SUBSCRIPTION #9905542	211-45501-433	78.78
MICROMARKETING	629133	07/20/2016	BOOKS	211-45501-435	39.99
MICROMARKETING	629325	07/20/2016	BOOKS	211-45501-435	85.98
MICROMARKETING	630140	07/27/2016	BOOKS	211-45501-435	40.00
				Activity 45501 - Library Total:	975.83
				Fund 211 - LIBRARY Total:	975.83

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

SOUTHWEST MN BROADBAN	20160714	07/21/2016	SERVICE #WIND-001-0018	225-45127-321	26.55
				Activity 45127 - Airport Total:	26.55
				Fund 225 - AIRPORT Total:	26.55

Fund: 230 - POOL

JAYME BUCKENTIN	20160720	07/20/2016	REFUND - SWIMMING LESSO	230-34721	25.00
KRISTINE EVANS	20160720	07/20/2016	REFUND - SWIMMING LESSO	230-34721	50.00
					75.00

Activity: 45124 - Pool

HAWKINS, INC	3908573	07/12/2016	CHEMICALS	230-45124-216	148.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	230-45124-217	154.14
AH HERMEL COMPANY	577089	07/03/2016	MERCHANDISE	230-45124-260	264.19
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	230-45124-321	90.02
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	230-45124-381	828.44
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	230-45124-382	3,392.22
MN ENERGY RESOURCES	20160712C	07/21/2016	HEATING #0504917677	230-45124-383	959.36
HOMETOWN SANITATION SER	0000192863	07/12/2016	GARBAGE SERVICE - SWIMMI	230-45124-384	81.90
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	230-45124-385	27.08
HAWKINS, INC	3908573	07/12/2016	CHEMICALS	230-45124-404	186.00
HAWKINS, INC	3909259	07/12/2016	POOL CHLORINATOR-CHEMIC	230-45124-404	1,116.86
HD SUPPLY WATERWORKS LTD	F571837	07/20/2016	MAINTENANCE	230-45124-404	327.67
				Activity 45124 - Pool Total:	7,575.88
				Fund 230 - POOL Total:	7,650.88

Fund: 235 - AMBULANCE

NATIONAL GOVERNMENT SER	20160608	07/26/2016	REFUND-JOANNE CRANFORD	235-34205	613.86
NATIONAL GOVERNMENT SER	20160609	07/26/2016	REFUND-SUSAN VEENKER 100	235-34205	589.22
					1,203.08

Activity: 42153 - Ambulance

ONE SOURCE. ONE SOLUTION	1542301-0	07/20/2016	SUPPLIES	235-42153-200	379.00
ONE SOURCE. ONE SOLUTION	1542382-0	07/20/2016	SUPPLIES	235-42153-200	27.08
LEWIS FAMILY DRUG, LLC	150633	07/20/2016	SUPPLIES	235-42153-217	11.98
PRAXAIR DISTRIBUTION INC	73631897	07/22/2016	SUPPLIES	235-42153-217	439.84
BOUND TREE MEDICAL, LLC	82191384	07/12/2016	SUPPLIES	235-42153-217	335.25
JODI JOHNSON	20160720	07/20/2016	NATIONAL REGISTRY FEE-	235-42153-308	15.00
TIM HACKER	20160720	07/20/2016	NREMT REGISTRATION FEE	235-42153-308	15.00
KIM POWERS	20160720A	07/20/2016	NREMT REGISTRATION	235-42153-308	15.00
DONNA MARCY	20160727	07/27/2016	EXPENSE - NREMT - REGISTRA	235-42153-308	15.00
WINDOM AREA HOSPITAL	20160720A	07/20/2016	NURSING FEES	235-42153-312	716.62

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	235-42153-321	24.89
VERIZON WIRELESS	9768317271	07/21/2016	SERVICE FOR LAP TOPS #9867	235-42153-321	123.49
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	235-42153-325	200.00
EXPERT T BILLING	2876	07/27/2016	EXPENSE - BILLING	235-42153-326	1,593.00
EXPERT T BILLING	2901	07/12/2016	SERVICE	235-42153-326	1,242.00
KIM POWERS	20160720	07/20/2016	EXPENSE	235-42153-334	50.77
JIM AXFORD	20160720	07/20/2016	EXPENSE	235-42153-334	63.32
JOLYNN NERHUS	20160720	07/20/2016	EXPENSE	235-42153-334	7.82
BERGEN MEAT PROCESSORS L	20160722	07/27/2016	EXPENSE - EMT PICNIC	235-42153-334	337.48
LONDON JOHNSON	20160727	07/27/2016	EXPENSE - EMT PICNIC	235-42153-334	23.69
ROBIN SHAW	20160727	07/27/2016	EXPENSE - EMT PICNIC	235-42153-334	62.10
DONNA MARCY	20160727A	07/27/2016	EXPENSE - EMT PICNIC	235-42153-334	29.22
ARROW MANUFACTURING IN	3471	07/12/2016	MAINTENANCE	235-42153-404	96.05
				Activity 42153 - Ambulance Total:	5,823.60
				Fund 235 - AMBULANCE Total:	7,026.68
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
INDOFF, INC	2822346	07/20/2016	SUPPLIES	250-46520-200	25.99
CENTURY BUSINESS PRODUCT	332906	07/19/2016	SUPPLIES	250-46520-200	52.99
EHLERS & ASSOC., INC.	70901	07/19/2016	SERVICE	250-46520-301	215.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	250-46520-321	114.20
DREW HAGE	20160714	07/19/2016	EXPENSE-SRDC ANNUAL MTG-	250-46520-331	72.90
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	250-46520-340	83.70
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	250-46520-350	79.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	250-46520-381	231.37
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	250-46520-381	27.17
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	250-46520-382	16.74
EDA	20160721	07/21/2016	PRAIRIE MEADOW SUBDIVISI	250-46520-480	300.00
				Activity 46520 - EDA Total:	1,219.56
				Fund 250 - EDA GENERAL Total:	1,219.56
Fund: 253 - EDA RIVERBLUFF ESTATES					
Activity: 46520 - EDA					
SCHRAMMEL LAW OFFICE	20160713	07/20/2016	SERVICE - 433 RIVER BLUFF D	253-46520-304	250.00
				Activity 46520 - EDA Total:	250.00
				Fund 253 - EDA RIVERBLUFF ESTATES Total:	250.00
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SCOTT VEENKER	24065	07/20/2016	SERVICE	254-46520-406	300.00
				Activity 46520 - EDA Total:	300.00
				Fund 254 - NORTH IND PARK Total:	300.00
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
DGR ENGINEERING	00219897	07/21/2016	2017 STREET PROJECT	401-49950-303	9,779.10
FLAHERTY & HOOD, P.A.	20160708	07/19/2016	LABOR-EMPLOYMENT CONSU	401-49950-500	1,507.05
FLAHERTY & HOOD, P.A.	20160708A	07/19/2016	LASSIFICATION-COMPENSATI	401-49950-500	1,718.30
WERNER ELECTRIC	S9249480.001	07/20/2016	2016 CIP ISLAND PARK	401-49950-504	555.39
WERNER ELECTRIC	S9249481.002	07/20/2016	2016 CIP ISLAND PARK	401-49950-504	4,558.95
				Activity 49950 - Capital Outlay Total:	18,118.79
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	18,118.79
Fund: 601 - WATER					
HD SUPPLY WATERWORKS LTD	F806541	07/26/2016	INVENTORY	601-14200	395.39
				Activity 49400 - Water	395.39
HAWKINS, INC	3908562	07/12/2016	CHEMICALS	601-49400-216	3,263.76
LOCATORS & SUPPLIES, INC	0243150-IN	07/20/2016	MAINTENANCE	601-49400-217	179.92
CALIFORNIA CONTRACTORS S	T33491	07/19/2016	SUPPLIES	601-49400-217	356.40
MN VALLEY TESTING	817079	07/12/2016	TESTING	601-49400-310	56.25

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-321	49.78
GOPHER STATE ONE CALL	6060805	07/12/2016	LOCATES	601-49400-321	41.85
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	601-49400-325	100.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-326	60.00
INNOVATIVE SYSTEMS	28563	07/06/2016	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-381	5,950.16
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-382	16.44
MN ENERGY RESOURCES	20160714A	07/21/2016	HEATING #0505923431	601-49400-383	419.36
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-385	29.27
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	601-49400-386	1,287.57
RON'S ELECTRIC INC	133103	07/21/2016	MAINTENANCE	601-49400-404	224.00
RON'S ELECTRIC INC	133166	07/21/2016	MAINTENANCE	601-49400-404	7.70
Activity 49400 - Water Total:					12,559.96
Fund 601 - WATER Total:					12,955.35

Fund: 602 - SEWER

Activity: 49450 - Sewer

LOCATORS & SUPPLIES, INC	0243150-IN	07/20/2016	MAINTENANCE	602-49450-217	179.92
MN VALLEY TESTING	815072	06/29/2016	TESTING	602-49450-310	347.80
MN VALLEY TESTING	815094	06/29/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	815480	07/06/2016	TESTING	602-49450-310	38.40
MN VALLEY TESTING	815932	07/06/2016	TESTING	602-49450-310	113.00
MN VALLEY TESTING	815961	07/06/2016	TESTING	602-49450-310	238.00
MN VALLEY TESTING	816318	07/06/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	816978	07/12/2016	TESTING	602-49450-310	238.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	602-49450-321	155.01
GOPHER STATE ONE CALL	6060805	07/12/2016	LOCATES	602-49450-321	41.85
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	602-49450-322	83.17
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	602-49450-325	100.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	602-49450-326	60.00
INNOVATIVE SYSTEMS	28563	07/06/2016	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	602-49450-381	12,012.40
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	602-49450-382	299.27
MN ENERGY RESOURCES	20160708	07/21/2016	HEATING #0506646838	602-49450-383	117.33
HOMETOWN SANITATION SER	0000192853	07/06/2016	GARBAGE SERVICE - WASTEW	602-49450-384	85.04
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	602-49450-404	267.06
WINDOM AUTO VALU	20160625	07/21/2016	MAINTENANCE #3400540 -	602-49450-404	90.23
AUTOMATIC SYSTEMS CO	30243	07/06/2016	MAINTENANCE	602-49450-404	1,943.40
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	602-49450-406	116.40
MN VALLEY TESTING	815095	06/29/2016	TESTING	602-49450-439	194.40
Activity 49450 - Sewer Total:					17,554.18
Fund 602 - SEWER Total:					17,554.18

Fund: 604 - ELECTRIC

HAMMER'S FURNITURE	20160725	07/25/2016	REFUND-ELECTRIC ERROR ON	604-11500	500.56
UTILITIES PLUS ENERGY SERVI	10957	07/20/2016	NEW SUBSTATION	604-16300	9,260.00
ELECTRIC FUND	SO-000115	07/13/2016	ARENA AREA-NEW CONSTRU	604-16300	35,269.90
ELECTRIC FUND	SO-000117	07/13/2016	NEW RL SERVICE	604-16300	483.36
ELECTRIC FUND	SO-000118	07/22/2016	ARENA AREA	604-16300	5,623.25
ELECTRIC FUND	SO-000118	07/22/2016	ARENA AREA	604-16300	5,414.40
					56,551.47

Activity: 49550 - Electric

ELECTRIC FUND	SO-000115	07/13/2016	ARENA AREA-NEW CONSTRU	604-49550-150	-27,072.00
ELECTRIC FUND	SO-000118	07/22/2016	ARENA AREA	604-49550-150	-5,414.40
OFFICE DEPOT	850640213001	07/21/2016	SUPPLIES	604-49550-200	231.73
CEMSTONE	C1648947	07/21/2016	SUPPLIES	604-49550-217	198.00
CMMPA - CENTRAL MINNESO	5584	07/19/2016	TRANSMISSION	604-49550-263	111,507.73
CMMPA - CENTRAL MINNESO	5584	07/19/2016	ENERGY	604-49550-263	88,458.78
DEPARTMENT OF ENERGY	BFPB000800616	07/19/2016	POWER COST	604-49550-263	119,044.44
MN MUNICIPAL UTILITIES ASS	47422	07/20/2016	REGISTRATION-BRENT BROW	604-49550-308	250.00
BRENT BROWN	20160719	07/27/2016	EXPENSE - MMUA	604-49550-315	120.96

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	604-49550-321	197.98
GOPHER STATE ONE CALL	6060805	07/12/2016	LOCATES	604-49550-321	41.85
COTTONWOOD CO AUD/TREA	20160719	07/19/2016	DISPATCHING	604-49550-325	187.50
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	604-49550-326	139.47
INNOVATIVE SYSTEMS	28563	07/06/2016	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	604-49550-381	116.86
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	604-49550-382	21.94
MN ENERGY RESOURCES	20160616	07/20/2016	HEATING #0506419706	604-49550-383	661.38
MN ENERGY RESOURCES	20160714	07/21/2016	HEATING #0506419706 -NO L	604-49550-383	671.30
HOMETOWN SANITATION SER	0000192854	07/12/2016	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	604-49550-385	40.88
BAHR'S SMALL ENGINE	5782	07/25/2016	MAINTENANCE	604-49550-402	1,351.86
RAGE INC	07-010517	07/12/2016	SERVICE - POWER PLANT	604-49550-406	34.17
BLACKBURN MFG. CO.	0519051-IN	07/19/2016	MAINTENANCE	604-49550-408	535.72
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	604-49550-408	139.99
WERNER ELECTRIC	S9291132.003	07/21/2016	MAINTENANCE	604-49550-408	153.10
WERNER ELECTRIC	S9291132.004	07/27/2016	CREDIT - MAINTENANCE	604-49550-408	-137.01
ELECTRIC FUND	SO-000114	07/13/2016	TRUCK STOCK	604-49550-408	81.70
ELECTRIC FUND	SO-000116	07/13/2016	DISTRIBUTION MAINTENANCE	604-49550-408	1,235.44
ELECTRIC FUND	SO-000128	07/21/2016	TRUCK STOCK	604-49550-408	40.29
ELECTRIC FUND	SO-000129	07/21/2016	DISTRIBUTION MAINTENANCE	604-49550-408	6.44
MN DEPT OF HEALTH	20160727	07/27/2016	MAINT PERMIT #540897	604-49550-433	50.00
MN DEPT OF HEALTH	20160727A	07/27/2016	MAINT PERMIT #540898	604-49550-433	50.00
MN DEPT OF HEALTH	20160727B	07/27/2016	MAINT PERMIT #540900	604-49550-433	50.00
DOLLAR GENERAL	20160721	07/21/2016	ENERGY CONSERVATION	604-49550-450	664.15
COTTONWOOD CO HISTORICA	20160721	07/21/2016	ENERGY - CONSERVATION	604-49550-450	600.47
CMMPA - CENTRAL MINNESO	5597	07/19/2016	CONSERVATION	604-49550-450	1,419.00
BANK MIDWEST	20160725	07/25/2016	NSF-AMBER BRAITHWAITE-CI	604-49550-480	45.98
BANK MIDWEST	20160725A	07/25/2016	NSF-TRAVIS CAMPBELL - CITY	604-49550-480	166.83
WERNER ELECTRIC	S9282785.001	07/27/2016	SUPPLIES ORDERED FOR BARC	604-49550-480	2,533.11
Activity 49550 - Electric Total:					298,734.29
Fund 604 - ELECTRIC Total:					355,285.76

Fund: 609 - LIQUOR STORE

COCA-COLA BOTTLING COMP	0498500113	07/21/2016	MERCHANDISE	609-37899	150.00
DOLL DISTRIBUTING, LLC	640690	07/26/2016	MERCHANDISE	609-37899	30.00
					180.00

Activity: 49751 - Liquor Store

AH HERMEL COMPANY	587376	07/03/2016	MERCHANDISE	609-49751-217	218.88
VINOCOPIA, INC	0155355-IN	07/03/2016	MERCHANDISE	609-49751-251	1,214.50
BREAKTHRU BEVERAGE MN	1080492296	07/12/2016	MERCHANDISE	609-49751-251	7,639.72
SOUTHERN GLAZER'S OF MN	1428104	07/21/2016	MERCHANDISE	609-49751-251	2,360.91
PHILLIPS WINE & SPIRITS	2000874	07/12/2016	MERCHANDISE	609-49751-251	8,537.82
PHILLIPS WINE & SPIRITS	2005346	07/20/2016	MERCHANDISE	609-49751-251	3,817.93
PHILLIPS WINE & SPIRITS	241627	07/26/2016	CREDIT - MERCHANDISE	609-49751-251	-523.98
JOHNSON BROS.	5477811	07/12/2016	MERCHANDISE	609-49751-251	2,853.54
JOHNSON BROS.	5484661	07/20/2016	MERCHANDISE	609-49751-251	7,143.72
JOHNSON BROS.	582234	07/26/2016	CREDIT - MERCHANDISE	609-49751-251	-189.16
BREAKTHRU BEVERAGE MN	1080492297	07/12/2016	MERCHANDISE	609-49751-252	73.80
ARTISAN BEER COMPANY	3109775	07/12/2016	MERCHANDISE	609-49751-252	382.00
ARTISAN BEER COMPANY	3111547	07/19/2016	MERCHANDISE	609-49751-252	246.20
ARTISAN BEER COMPANY	350379	07/25/2016	MERCHANDISE	609-49751-252	-29.95
JOHNSON BROS.	5477813	07/12/2016	MERCHANDISE	609-49751-252	43.98
BEVERAGE WHOLESALERS	609380	07/19/2016	MERCHANDISE	609-49751-252	10,816.05
BEVERAGE WHOLESALERS	610416	07/25/2016	MERCHANDISE	609-49751-252	7,034.43
DOLL DISTRIBUTING, LLC	637111	07/19/2016	MERCHANDISE	609-49751-252	4,526.65
DOLL DISTRIBUTING, LLC	640690	07/26/2016	MERCHANDISE	609-49751-252	5,693.00
INDIAN ISLAND WINERY	1168	07/20/2016	MERCHANDISE	609-49751-253	619.68
SOUTHERN GLAZER'S OF MN	1428105	07/21/2016	MERCHANDISE	609-49751-253	261.11
PHILLIPS WINE & SPIRITS	2000875	07/12/2016	MERCHANDISE	609-49751-253	1,502.56

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	2005347	07/20/2016	MERCHANDISE	609-49751-253	565.00
JOHNSON BROS.	5477812	07/12/2016	MERCHANDISE	609-49751-253	1,610.05
JOHNSON BROS.	5484662	07/20/2016	MERCHANDISE	609-49751-253	1,123.75
WINE MERCHANTS	7087997	07/20/2016	MERCHANDISE	609-49751-253	360.00
PAUSTIS WINE COMPANY	8553941-IN	07/12/2016	MERCHANDISE	609-49751-253	903.00
VINOCOPIA, INC	0155355-IN	07/03/2016	MERCHANDISE	609-49751-254	120.00
COCA-COLA BOTTLING COMP	0498500113	07/21/2016	MERCHANDISE	609-49751-254	204.52
JOHNSON BROS.	5484662	07/20/2016	MERCHANDISE	609-49751-254	129.00
AH HERMEL COMPANY	587376	07/03/2016	MERCHANDISE	609-49751-254	136.89
BEVERAGE WHOLESALERS	609380	07/19/2016	MERCHANDISE	609-49751-254	128.00
AH HERMEL COMPANY	587376	07/03/2016	MERCHANDISE	609-49751-256	162.06
BEVERAGE WHOLESALERS	609380	07/19/2016	MERCHANDISE	609-49751-259	19.00
BEVERAGE WHOLESALERS	610416	07/25/2016	MERCHANDISE	609-49751-259	17.65
DOLL DISTRIBUTING, LLC	637111	07/19/2016	MERCHANDISE	609-49751-259	52.95
DOLL DISTRIBUTING, LLC	640690	07/26/2016	MERCHANDISE	609-49751-259	20.45
COCA-COLA BOTTLING COMP	0498500113	07/21/2016	MERCHANDISE	609-49751-261	50.40
AH HERMEL COMPANY	587376	07/03/2016	MERCHANDISE	609-49751-261	10.72
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	609-49751-321	104.59
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	609-49751-326	129.47
VINOCOPIA, INC	0155355-IN	07/03/2016	MERCHANDISE	609-49751-333	65.25
BREAKTHRU BEVERAGE MN	1080492296	07/12/2016	MERCHANDISE	609-49751-333	129.79
SOUTHERN GLAZER'S OF MN	1428104	07/21/2016	MERCHANDISE	609-49751-333	43.26
SOUTHERN GLAZER'S OF MN	1428105	07/21/2016	MERCHANDISE	609-49751-333	6.66
PHILLIPS WINE & SPIRITS	2000874	07/12/2016	MERCHANDISE	609-49751-333	149.60
PHILLIPS WINE & SPIRITS	2000875	07/12/2016	MERCHANDISE	609-49751-333	45.09
PHILLIPS WINE & SPIRITS	2005346	07/20/2016	MERCHANDISE	609-49751-333	43.27
PHILLIPS WINE & SPIRITS	2005347	07/20/2016	MERCHANDISE	609-49751-333	15.03
JOHNSON BROS.	5477811	07/12/2016	MERCHANDISE	609-49751-333	36.74
JOHNSON BROS.	5477812	07/12/2016	MERCHANDISE	609-49751-333	65.13
JOHNSON BROS.	5484661	07/20/2016	MERCHANDISE	609-49751-333	113.84
JOHNSON BROS.	5484662	07/20/2016	MERCHANDISE	609-49751-333	51.77
AH HERMEL COMPANY	587376	07/03/2016	MERCHANDISE	609-49751-333	3.95
WINE MERCHANTS	7087997	07/20/2016	MERCHANDISE	609-49751-333	5.01
PAUSTIS WINE COMPANY	8553941-IN	07/12/2016	MERCHANDISE	609-49751-333	10.00
WINDOM AREA CHAMBER OF	1639	07/26/2016	ADVERTISING - ICE CREAM SO	609-49751-340	75.00
CITIZEN PUBLISHING CO	20160630	07/12/2016	ADVERTISING -	609-49751-340	1,332.30
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	609-49751-381	936.80
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	609-49751-382	22.56
MN ENERGY RESOURCES	20160714C	07/26/2016	HEATING #0507314125	609-49751-383	84.03
HOMETOWN SANITATION SER	0000192852	07/12/2016	GARBAGE SERVICE - RIVER BE	609-49751-384	96.13
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	609-49751-385	42.52
SMITH APPLIANCE SERVICE LL	597	07/21/2016	MAINTENANCE	609-49751-404	112.22
RAGE INC	06-012481	07/12/2016	SERVICE - RIVER BEND LIQ	609-49751-406	38.40
MN MUNICIPAL BEVERAGE AS	20160701	07/26/2016	ANNUAL DUES - WINDOM	609-49751-433	1,700.00
BANK MIDWEST	20160715	07/15/2016	NSF-JAMES HINKELDEY	609-49751-480	15.00
BANK MIDWEST	20160715	07/15/2016	NSF-JAMES HINKELDEY	609-49751-480	15.30
BANK MIDWEST	20160725B	07/25/2016	NSF-ANTHONY NELSON-RIVE	609-49751-480	55.17

Activity 49751 - Liquor Store Total: 75,400.71

Fund 609 - LIQUOR STORE Total: 75,580.71

Fund: 614 - TELECOM

Activity: 49870 - Telecom

ADVANCED SYSTEMS, INC.	482696	07/06/2016	SUPPLIES	614-49870-200	37.41
RAGE INC	07-010519	07/21/2016	SERVICE - WINDOM NET	614-49870-211	21.33
CTC - CONSOLIDATED TELECO	INV-3096	07/20/2016	MAINTENANCE	614-49870-227	4,800.00
NATIONAL CABLE TV COOP	SI-497834	07/20/2016	MAINTENANCE	614-49870-227	127.70
INTERSTATE TRS FUND	82580707168	07/26/2016	ASSESSMENT FOR 499-A FILIN	614-49870-304	179.97
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	614-49870-321	387.85
GOPHER STATE ONE CALL	6060805	07/12/2016	LOCATES	614-49870-321	41.85
INNOVATIVE SYSTEMS	28563	07/06/2016	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
NEUSTAR, INC.	L-0000017821	07/21/2016	NUMBER PORTS 6/30/16	614-49870-326	151.25

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AREA SCHOOLS	1661	07/20/2016	2016-17 VIDEOBOARD SPONS	614-49870-340	1,250.00
WINDOM BOOSTER CLUB	20160720	07/20/2016	AD - WINDOM NET	614-49870-340	225.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	614-49870-381	2,533.23
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	614-49870-382	17.73
MN ENERGY RESOURCES	20160711A	07/21/2016	HEATING #0507509833	614-49870-383	12.47
HOMETOWN SANITATION SER	0000192855	07/06/2016	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	614-49870-385	29.77
COLBERT'S SERVICES	3514	07/21/2016	MAINTENANCE	614-49870-404	463.53
BLUEHIGHWAYS	012-063016	07/19/2016	SUBSCRIBER	614-49870-442	226.46
TEGNA	1082-1215	07/21/2016	SUBSCRIBER	614-49870-442	5,296.00
YOUNG BROADCASTING LLC	20160630	07/21/2016	SUBSCRIBER	614-49870-442	6,036.80
CBS TELEVISION STATIONS	20160630	07/19/2016	SUBSCRIBER	614-49870-442	4,581.04
HUBBARD BROADCASTING IN	20160630	07/20/2016	SUBSCRIBER	614-49870-442	6,884.80
UNITED COMMUNICATIONS C	20160630	07/20/2016	SUBSCRIBER	614-49870-442	794.40
CONSOLIDATED COMMUNICA	20160701	07/21/2016	CONNECTION JULY 2016	614-49870-442	2,950.00
RFD TV	2271-1572	07/21/2016	SUBSCRIBER	614-49870-442	402.30
DISPLAY SYSTEMS INTERNATI	26493	07/06/2016	TEBBS LINE UP SYSTEM PKG	614-49870-442	163.88
TOWER DISTRIBUTION COMP	526508	07/21/2016	SUBSCRIBER	614-49870-442	520.61
FOX TELEVISION STATIONS, IN	JUN-16	07/20/2016	SUBSCRIBER	614-49870-442	5,057.68
FOX SPORTS	K84990	07/20/2016	SUBSCRIBER	614-49870-442	19,103.37
BTN - BIG TEN NETWORK	K86486	07/19/2016	SUBSCRIBER	614-49870-442	4,191.66
CONSOLIDATED COMMUNICA	20160701	07/21/2016	10 GB TRANSPORT JULY 2016	614-49870-447	5,987.50
SWWC - SOUTHWEST WEST C	51004	07/21/2016	ON CALL SUPPORT JUNE 2016	614-49870-447	935.00
JEREMY ROLFES	20160720	07/20/2016	INTERNET SERVICE-MAY-JUNE	614-49870-448	54.94
ZAYO BANDWIDTH	20160701	07/20/2016	TRANSPORT #114184-002376	614-49870-451	381.36

Activity 49870 - Telecom Total: 75,766.91

Fund 614 - TELECOM Total: 75,766.91

Fund: 615 - ARENA

Activity: 49850 - Arena

RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	615-49850-217	63.95
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	615-49850-321	123.96
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	615-49850-326	125.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	615-49850-381	2,655.91
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	615-49850-382	267.66
HOMETOWN SANITATION SER	0000192856	07/12/2016	GARBAGE SERVICE - ARENA	615-49850-384	130.88
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	615-49850-385	27.08
RON VOUGHT	670159	07/19/2016	SERVICE	615-49850-404	250.00
RUNNING'S SUPPLY	20160624	07/22/2016	MAINTENANCE -	615-49850-406	121.26
WINDOM AUTO VALU	20160625	07/21/2016	MAINTENANCE #3400540 -	615-49850-406	1.47
ELECTRIC FUND	SO-000119	07/26/2016	ARENA - MAINTENANCE	615-49850-406	218.47
MN ENERGY RESOURCES	20160715	07/21/2016	HEATING #0504094426	615-49850-409	126.15

Activity 49850 - Arena Total: 4,111.79

Fund 615 - ARENA Total: 4,111.79

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

INDOFF, INC	2823373	07/20/2016	SUPPLIES	617-49860-200	394.56
RIVER BEND LIQUOR	20160720	07/20/2016	COMM CENTER PAYMENT	617-49860-251	972.84
RIVER BEND LIQUOR	20160720	07/20/2016	COMM CENTER PAYMENT	617-49860-252	596.80
RIVER BEND LIQUOR	20160720	07/20/2016	COMM CENTER PAYMENT	617-49860-254	10.74
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	617-49860-321	111.46
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	617-49860-326	60.00
RITA HACKER	551	07/19/2016	SERVICE	617-49860-340	32.00
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	617-49860-381	1,551.47
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	617-49860-382	84.62
MN ENERGY RESOURCES	20160714B	07/21/2016	HEATING #0503741572	617-49860-383	92.31
HOMETOWN SANITATION SER	0000192857	07/06/2016	GARBAGE SERVICE - COMM C	617-49860-384	51.52
ELECTRIC FUND	20160726	07/26/2016	MONTHLY UTILITY & TELECO	617-49860-385	72.44

Expense Approval Report

Payment Dates: 7/14/2016 - 7/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RAGE INC	07-010518	07/19/2016	SERVICE - COMM CENTER	617-49860-406	61.50
				Activity 49860 - M/P Center Total:	4,092.26
				Fund 617 - M/P CENTER Total:	4,092.26
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000872	07/22/2016	Federal Tax Withholding	700-21701	12,067.29
MN Department of Revenue -	INV0000871	07/22/2016	State Withholding	700-21702	4,930.80
Internal Revenue Service-Payr	INV0000873	07/22/2016	Social Security	700-21703	13,219.60
MN Pera	INV0000864	07/22/2016	PERA	700-21704	12,875.00
MN Pera	INV0000865	07/22/2016	PERA	700-21704	5,823.71
MN Pera	INV0000866	07/22/2016	PERA	700-21704	505.12
MN State Deferred	INV0000867	07/22/2016	Deferred Compensation	700-21705	4,390.00
MN State Deferred	INV0000868	07/22/2016	Deferred Roth	700-21705	775.00
LOCAL UNION #949	20160720	07/20/2016	UNION DUES - JULY 2016	700-21707	1,637.02
LAW ENFORCMENT LABOR SE	20160720	07/20/2016	UNION DUES - JULY 2016	700-21708	343.00
MN Department of Revenue -	20160720	07/21/2016	WAGE LEVY	700-21709	124.59
MN Child Support Payment C	INV0000869	07/22/2016	Child Support Payment	700-21709	286.10
Internal Revenue Service-Payr	INV0000870	07/22/2016	Medicare Withholding	700-21711	3,679.74
SELECTACCOUNT	38237883	07/20/2016	FLEX SPENDING	700-21712	689.94
SELECTACCOUNT	38242494	07/26/2016	FLEX SPENDING	700-21712	802.40
AFLAC	159631	07/19/2016	AFLAC - AFTER TAX	700-21715	204.00
AFLAC	159631	07/19/2016	AFLAC - PRE TAX	700-21716	389.97
MN BENEFIT ASSOCIATION	20150720	07/20/2016	INSURANCE 8/1/16 - PRE TAX	700-21717	159.65
MN BENEFIT ASSOCIATION	20150720	07/20/2016	INSURANCE 8/1/16 - AFTER T	700-21719	122.73
MII LIFE	20160715	07/20/2016	VEBA - JULY 2016	700-21720	11,996.62
					75,022.28
				Fund 700 - PAYROLL Total:	75,022.28
				Grand Total:	692,310.73

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	36,373.20
211 - LIBRARY	975.83
225 - AIRPORT	26.55
230 - POOL	7,650.88
235 - AMBULANCE	7,026.68
250 - EDA GENERAL	1,219.56
253 - EDA RIVERBLUFF ESTATES	250.00
254 - NORTH IND PARK	300.00
401 - GENERAL CAPITAL PROJECTS	18,118.79
601 - WATER	12,955.35
602 - SEWER	17,554.18
604 - ELECTRIC	355,285.76
609 - LIQUOR STORE	75,580.71
614 - TELECOM	75,766.91
615 - ARENA	4,111.79
617 - M/P CENTER	4,092.26
700 - PAYROLL	75,022.28
Grand Total:	692,310.73

Account Summary

Account Number	Account Name	Payment Amount
100-41110-304	Legal Fees	86.25
100-41110-331	Travel Expense	206.28
100-41110-334	Meals/Lodging	252.53
100-41110-350	Printing & Design	1,487.50
100-41110-480	Other Miscellaneous	7,002.00
100-41110-491	Payments to Other Orga	2,684.98
100-41310-200	Office Supplies	15.57
100-41310-321	Telephone	139.37
100-41310-326	Data Processing	65.00
100-41310-480	Other Miscellaneous	40.00
100-41910-200	Office Supplies	52.48
100-41910-321	Telephone	114.20
100-41910-350	Printing & Design	224.70
100-41910-443	Intergovernmental Fees	3,728.86
100-41940-381	Electric Utility	767.85
100-41940-382	Water Utility	79.43
100-41940-383	Gas Utility	80.34
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	130.45
100-42120-200	Office Supplies	56.25
100-42120-305	Medical & Dental Fees	68.50
100-42120-308	Training & Registrations	350.00
100-42120-321	Telephone	161.95
100-42120-323	Radio Units	72.50
100-42120-325	Dispatching	275.00
100-42120-326	Data Processing	433.00
100-42120-334	Meals/Lodging	45.01
100-42120-405	Repairs & Maint - Vehicl	4.99
100-42120-412	Rentals - Building	1,850.00
100-42220-215	Materials & Equipment	3,955.38
100-42220-321	Telephone	49.06
100-42220-325	Dispatching	212.50
100-42220-326	Data Processing	10.02
100-42220-404	Repairs & Maint - M&E	753.16
100-42220-480	Other Miscellaneous	350.00
100-42500-325	Dispatching	12.50

Account Summary

Account Number	Account Name	Payment Amount
100-42500-381	Electric Utility	20.40
100-43100-215	Materials & Equipment	147.44
100-43100-217	Other Operating Supplie	60.00
100-43100-224	Street Maint Materials	2,214.62
100-43100-225	Landscaping Materials	68.39
100-43100-321	Telephone	58.91
100-43100-325	Dispatching	125.00
100-43100-381	Electric Utility	2,414.77
100-43100-382	Water Utility	22.64
100-43100-383	Gas Utility	57.46
100-43100-384	Refuse Disposal	130.85
100-43100-385	Sewer Utility	45.31
100-43100-404	Repairs & Maint - M&E	269.75
100-43100-405	Repairs & Maint - Vehicl	110.36
100-43210-307	Management Fees	164.00
100-45120-217	Other Operating Supplie	160.00
100-45120-260	Concessions	384.10
100-45202-211	Cleaning Supplies	19.99
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	597.24
100-45202-382	Water Utility	268.39
100-45202-384	Refuse Disposal	243.20
100-45202-385	Sewer Utility	214.87
100-45202-405	Repairs & Maint - Vehicl	395.36
100-45202-480	Other Miscellaneous	2,240.00
211-45501-321	Telephone	29.87
211-45501-326	Data Processing	65.00
211-45501-350	Printing & Design	167.80
211-45501-381	Electric Utility	348.87
211-45501-382	Water Utility	18.61
211-45501-383	Gas Utility	65.54
211-45501-385	Sewer Utility	35.39
211-45501-433	Dues & Subscriptions	78.78
211-45501-435	Books and Pamphlets	165.97
225-45127-321	Telephone	26.55
230-34721	Pool Instruction	75.00
230-45124-216	Chemicals and Chemical	148.00
230-45124-217	Other Operating Supplie	154.14
230-45124-260	Concessions	264.19
230-45124-321	Telephone	90.02
230-45124-381	Electric Utility	828.44
230-45124-382	Water Utility	3,392.22
230-45124-383	Gas Utility	959.36
230-45124-384	Refuse Disposal	81.90
230-45124-385	Sewer Utility	27.08
230-45124-404	Repairs & Maint - M&E	1,630.53
235-34205	Ambulance Revenues -	1,203.08
235-42153-200	Office Supplies	406.08
235-42153-217	Other Operating Supplie	787.07
235-42153-308	Training & Registrations	60.00
235-42153-312	Nursing	716.62
235-42153-321	Telephone	148.38
235-42153-325	Dispatching	200.00
235-42153-326	Data Processing	2,835.00
235-42153-334	Meals/Lodging	574.40
235-42153-404	Repairs & Maint - M&E	96.05
250-46520-200	Office Supplies	78.98
250-46520-301	Auditing & Consulting Se	215.00

Account Summary

Account Number	Account Name	Payment Amount
250-46520-321	Telephone	114.20
250-46520-331	Travel Expense	72.90
250-46520-340	Advertising & Promotion	83.70
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	258.54
250-46520-382	Water Utility	16.74
250-46520-480	Other Miscellaneous	300.00
253-46520-304	Legal Fees	250.00
254-46520-406	Repairs & Maint - Groun	300.00
401-49950-303	Engineering and Surveyi	9,779.10
401-49950-500	Capital Outlay - Office	3,225.35
401-49950-504	Capital Outlay - Parks	5,114.34
601-14200	Inventory	395.39
601-49400-216	Chemicals and Chemical	3,263.76
601-49400-217	Other Operating Supplie	536.32
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	91.63
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	577.50
601-49400-381	Electric Utility	5,950.16
601-49400-382	Water Utility	16.44
601-49400-383	Gas Utility	419.36
601-49400-385	Sewer Utility	29.27
601-49400-386	Landfill	1,287.57
601-49400-404	Repairs & Maint - M&E	231.70
602-49450-217	Other Operating Supplie	179.92
602-49450-310	Lab Testing	1,291.20
602-49450-321	Telephone	196.86
602-49450-322	Postage	83.17
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	577.50
602-49450-381	Electric Utility	12,012.40
602-49450-382	Water Utility	299.27
602-49450-383	Gas Utility	117.33
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	2,300.69
602-49450-406	Repairs & Maint - Groun	116.40
602-49450-439	Special Projects	194.40
604-11500	Accounts Receivable	500.56
604-16300	Improvements Other Th	56,050.91
604-49550-150	Capitalized Labor	-32,486.40
604-49550-200	Office Supplies	231.73
604-49550-217	Other Operating Supplie	198.00
604-49550-263	Merchandise for Resale -	319,010.95
604-49550-308	Training & Registrations	250.00
604-49550-315	Energy Development	120.96
604-49550-321	Telephone	239.83
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	363.37
604-49550-381	Electric Utility	116.86
604-49550-382	Water Utility	21.94
604-49550-383	Gas Utility	1,332.68
604-49550-384	Refuse Disposal	84.75
604-49550-385	Sewer Utility	40.88
604-49550-402	Repairs & Maint - Struct	1,351.86
604-49550-406	Repairs & Maint - Groun	34.17
604-49550-408	Repairs & Maint - Distrib	2,055.67
604-49550-433	Dues & Subscriptions	150.00

Account Summary

Account Number	Account Name	Payment Amount
604-49550-450	Conservation	2,683.62
604-49550-480	Other Miscellaneous	2,745.92
609-37899	Liquor Store Other Inco	180.00
609-49751-217	Other Operating Supplie	218.88
609-49751-251	Liquor	32,855.00
609-49751-252	Beer	28,786.16
609-49751-253	Wine	6,945.15
609-49751-254	Soft Drinks & Mix	718.41
609-49751-256	Tobacco Products	162.06
609-49751-259	Non- Alcoholic	110.05
609-49751-261	Other Merchandise	61.12
609-49751-321	Telephone	104.59
609-49751-326	Data Processing	129.47
609-49751-333	Freight and Express	784.39
609-49751-340	Advertising & Promotion	1,407.30
609-49751-381	Electric Utility	936.80
609-49751-382	Water Utility	22.56
609-49751-383	Gas Utility	84.03
609-49751-384	Refuse Disposal	96.13
609-49751-385	Sewer Utility	42.52
609-49751-404	Repairs & Maint - M&E	112.22
609-49751-406	Repairs & Maint - Groun	38.40
609-49751-433	Dues & Subscriptions	1,700.00
609-49751-480	Other Miscellaneous	85.47
614-49870-200	Office Supplies	37.41
614-49870-211	Cleaning Supplies	21.33
614-49870-227	Utility System Maint Sup	4,927.70
614-49870-304	Legal Fees	179.97
614-49870-321	Telephone	429.70
614-49870-326	Data Processing	1,997.35
614-49870-340	Advertising & Promotion	1,475.00
614-49870-381	Electric Utility	2,533.23
614-49870-382	Water Utility	17.73
614-49870-383	Gas Utility	12.47
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	29.77
614-49870-404	Repairs & Maint - M&E	463.53
614-49870-442	Subscriber Fees	56,209.00
614-49870-447	Internet Expense	6,922.50
614-49870-448	On-Call Support	54.94
614-49870-451	Call Completion	381.36
615-49850-217	Other Operating Supplie	63.95
615-49850-321	Telephone	123.96
615-49850-326	Data Processing	125.00
615-49850-381	Electric Utility	2,655.91
615-49850-382	Water Utility	267.66
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	27.08
615-49850-404	Repairs & Maint - M&E	250.00
615-49850-406	Repairs & Maint - Groun	341.20
615-49850-409	Repairs & Maint - Utilitie	126.15
617-49860-200	Office Supplies	394.56
617-49860-251	Liquor	972.84
617-49860-252	Beer	596.80
617-49860-254	Soft Drinks & Mix	10.74
617-49860-321	Telephone	111.46
617-49860-326	Data Processing	60.00
617-49860-340	Advertising & Promotion	32.00

Account Summary

Account Number	Account Name	Payment Amount
617-49860-381	Electric Utility	1,551.47
617-49860-382	Water Utility	84.62
617-49860-383	Gas Utility	92.31
617-49860-384	Refuse Disposal	51.52
617-49860-385	Sewer Utility	72.44
617-49860-406	Repairs & Maint - Groun	61.50
700-21701	Federal Withholding	12,067.29
700-21702	State Withholding	4,930.80
700-21703	FICA Tax Withholding	13,219.60
700-21704	PERA Contributions	19,203.83
700-21705	Retirement	5,165.00
700-21707	Union Dues	1,637.02
700-21708	PD Union Dues	343.00
700-21709	Wage Levy	410.69
700-21711	Medicare Tax Withholdi	3,679.74
700-21712	Flex Account	1,492.34
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	389.97
700-21717	Individual Insurance-MB	159.65
700-21719	Individual Insurance-MB	122.73
700-21720	VEBA Contributions	11,996.62
	Grand Total:	692,310.73

Project Account Summary

Project Account Key	Payment Amount
None	692,025.72
Equipment	245.01
Program Expense 2016	40.00
	Grand Total:
	692,310.73

7-29-16
 JH



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

12224 Nicollet Avenue • Burnsville, MN 55337

Phone (952) 890-0509 • Fax (952) 890-8065

www.bolton-menk.com

July 6, 2016

Via Email

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

RE: Application for Payment No. 1
Water Tower Painting

Dear Mike,

Please find attached Application for Payment No. 1 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 \$81,700.00 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

Contractor's Application

Progress Estimate

Application Number: ONE		Application Date: June 20, 2016					
For (contract): Water Tower Rehabilitation and Repainting of 500,000 Gallon Legged Tank and 1,000,000 Gallon Fluted Column Tank		Application Period: May 23, 2016 - June 20, 2016					
Item Specification Section No.	Description	Work Completed		Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
		B	C				
		Scheduled Value	From Previous Application (C-D)	This Period	F	G	G
1	500,000 Gallon Legged Tank Wet Interior						
	A - Surface Preparation	\$30,000.00					\$30,000.00
	B - Prime Coat	\$13,000.00					\$13,000.00
	C - Intermediate Coat	\$13,000.00					\$13,000.00
	D - Topcoat	\$14,000.00					\$14,000.00
2	500,000 Gallon Legged Tank Exterior						
	A - Containment	\$70,000.00					\$70,000.00
	B - Surface Preparation	\$30,000.00					\$30,000.00
	C - Prime Coat	\$20,000.00					\$20,000.00
	D - Intermediate Coat	\$20,000.00					\$20,000.00
	E - Topcoat	\$20,000.00					\$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
	D - Topcoat	\$28,000.00					\$28,000.00
4	1,000,000 Gallon Fluted Column Tank Dry Interior						
	A - Surface Preparation	\$24,000.00					\$24,000.00
	B - Prime Coat	\$12,000.00					\$12,000.00
	C - Intermediate Coat	\$12,000.00					\$12,000.00
	D - Topcoat	\$12,000.00					\$12,000.00
5	1,000,000 Gallon Fluted Column Tank Exterior						
	A - Containment	\$140,000.00					\$140,000.00
	B - Surface Preparation	\$129,000.00					\$129,000.00
	C - Prime Coat	\$64,000.00					\$64,000.00
	D - Intermediate Coat	\$64,000.00					\$64,000.00
	E - Topcoat	\$68,000.00					\$68,000.00
6	Repairs/Miscellaneous						
	A - Riser pipe insulation and jacket	\$5,000.00					\$5,000.00
	B - Recycle pump	\$6,000.00					\$6,000.00
	C - Dehumidification in vault	\$1,000.00					\$1,000.00
	D - Up to 20 lineal feet of welding in roof	\$2,000.00					\$2,000.00
Totals		\$909,000.00		\$86,000.00	\$86,000.00		\$823,000.00



BOLTON & MENK, INC.

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www.bolton-menk.com

July 29, 2016

Via Email

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

RE: Application for Payment No. 2
Water Tower Painting

Dear Mike,

Please find attached Application for Payment No. 2 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 \$369,645.00 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

Contractor's Application

Progress Estimate

Application Number: TWO		Application Date: July 25, 2016					
Application Period: June 20 - July 25, 2016		Work Completed					
Item Specification Section No.	Description	C		D This Period	E Materials Presently Stored (not in C or D)	F Total Completed and Stored to Date (C + D + E)	G Balance to Finish (B - F)
		B Scheduled Value	From Previous Application (C+D)				
1	500,000 Gallon Legged Tank Wet Interior A - Surface Preparation B - Prime Coat C - Intermediate Coat D - Topcoat	\$30,000.00 \$13,000.00 \$13,000.00 \$14,000.00					\$30,000.00 \$13,000.00 \$13,000.00 \$14,000.00
2	500,000 Gallon Legged Tank Exterior A - Containment B - Surface Preparation C - Prime Coat D - Intermediate Coat E - Topcoat	\$70,000.00 \$30,000.00 \$20,000.00 \$20,000.00 \$20,000.00					\$70,000.00 \$30,000.00 \$20,000.00 \$20,000.00 \$20,000.00
3	1,000,000 Gallon Fluted Column Tank Wet Interior A - Surface Preparation B - Prime Coat C - Intermediate Coat D - Topcoat	\$60,000.00 \$26,000.00 \$26,000.00 \$28,000.00	\$60,000.00 \$26,000.00	\$26,000.00 \$28,000.00		\$60,000.00 \$26,000.00 \$26,000.00 \$28,000.00	100.0% 100.0% 100.0% 100.0%
4	1,000,000 Gallon Fluted Column Tank Dry Interior A - Surface Preparation B - Prime Coat C - Intermediate Coat D - Topcoat	\$24,000.00 \$12,000.00 \$12,000.00 \$12,000.00		\$24,000.00 \$12,000.00 \$12,000.00 \$12,000.00		\$24,000.00 \$12,000.00 \$12,000.00 \$12,000.00	100.0% 100.0% 100.0% 100.0%
5	1,000,000 Gallon Fluted Column Tank Exterior A - Containment B - Surface Preparation C - Prime Coat D - Intermediate Coat E - Topcoat	\$140,000.00 \$129,000.00 \$64,000.00 \$64,000.00 \$68,000.00		\$140,000.00 \$90,300.00 \$44,800.00		\$140,000.00 \$90,300.00 \$44,800.00	100.0% 70.0% 70.0%
6	Repairs/Miscellaneous A - Riser pipe insulation and jacket B - Recycle pump C - Dehumidification in vault D - Up to 20 lineal feet of welding in roof	\$5,000.00 \$6,000.00 \$1,000.00 \$2,000.00					\$5,000.00 \$6,000.00 \$1,000.00 \$2,000.00
Totals		\$909,000.00	\$86,000.00	\$389,100.00		\$475,100.00	\$433,900.00