

**Council Meeting**  
**Tuesday, November 15, 2016**  
**City Council Chambers**

**5:30 p.m.**  
**AGENDA**



**5:30 p.m. - Budget Workshop**

**7:30 p.m. - Regular Meeting**

Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes–November 1, 2016
2. Consent Agenda
  - Minutes
    - HRA – October 5 & 17, 2016
    - Airport Commission – November 7, 2016
  - Licenses
    - Exempt Gambling Permit
      - Windom Fire Department Relief Association
      - Des Moines River Ducks Unlimited
    - Annual Cigarette License Renewals
    - Annual Game of Skill License Renewals
    - Annual Theatre License Renewal
    - Liquor License Renewals
      - Phat Pheasant
      - Sunbowl
      - Duffy's Bar & Grill
      - River City Eatery
        - Wine On-Sale
        - Beer On-Sale
        - Strong Beer Authorization
      - China Restaurant
        - Wine On-Sale
        - Beer On-Sale
        - Strong Beer Authorization
3. Canvas Election Returns and Declare the Results of the Election
4. First Reading Ordinance No. 159 2<sup>nd</sup> Series - Special Elections
5. Resignation of Council Member
  - Resolution Declaring City Council Vacancy
  - Resolution Appointing a City Council Member
  - Oath of Office
6. Department Heads
7. 2017 Street Project Feasibility Report and Call for Hearing
8. Emergency Services Facility Resolution for Lease and Lease Purchase Agreement
9. Cottonwood County Dispatch Agreement
10. Lutheran Social Service 2017 Site Agreement Renewal



11. Second Reading Ordinance No. 158 2<sup>nd</sup> Series – City Organizations
12. New Business
13. Old Business
14. Regular Bills
15. Contractor Payment – 2016 Sanitary Sewer Rehab Project – GM Contracting \$228,279.89
16. Council Concerns
17. Adjourn

City of Windom, Minnesota  
 City of Windom -- Capital Improvement Plan  
 2017 thru 2021

**PROJECTS BY DEPARTMENT**

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
<b>Administration</b>								
Computer Replacement	ADMIN 002	1	3,000	3,000	3,000	3,000		12,000
<b>Administration Total</b>			<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>		<b>12,000</b>
<b>Airport</b>								
Land Acquisition - Runway Extension	AIRPORT 003	2		200,000				200,000
Runway Extension - Construction	AIRPORT 004	2			1,000,000			1,000,000
Instrument Landing Equipment	AIRPORT 005	1				250,000		250,000
Runway Extension Design	AIRPORT 006	1			100,000			100,000
Crosswind Runway Design	AIRPORT 007	3					150,000	150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2			600,000			600,000
Mower Replacement	AIRPORT 009	3		17,000				17,000
FAA Master Planning	AIRPORT 010	1	150,000					150,000
Runway Extension Environmental Reivew	AIRPORT 011	1		50,000				50,000
<b>Airport Total</b>			<b>150,000</b>	<b>267,000</b>	<b>1,700,000</b>	<b>250,000</b>	<b>150,000</b>	<b>2,517,000</b>
<b>Ambulance</b>								
Unit 29 - Ambulance Replacement	AMB 003	1			200,000			200,000
Radio & Pager Equipment	AMB 006	1		100,000				100,000
Unit 28 - Ambulance Replacement	AMB 007	1	225,000					225,000
Furniture, Fixtures & Equipment	AMB 008	2		20,000				20,000
<b>Ambulance Total</b>			<b>225,000</b>	<b>120,000</b>	<b>200,000</b>			<b>545,000</b>
<b>Arena</b>								
Locker Room Expansion	ARENA 006	2	350,000					350,000
Install Rink Floor	ARENA 008	3		350,000				350,000
Roof Repair/Rehabilitation	ARENA 009	1			160,000			160,000
Parking Lot Rehabilitation	ARENA 010	2		65,000				65,000
Livestock Building/Riding Rink	ARENA 011	3					200,000	200,000
Ice System Replacement	ARENA 013	1		500,000				500,000
Water Heater Replacement	ARENA 014	1	11,000					11,000
<b>Arena Total</b>			<b>361,000</b>	<b>915,000</b>	<b>160,000</b>		<b>200,000</b>	<b>1,636,000</b>
<b>Building/Zoning</b>								
Computer Replacement	BUILD 003	1		3,000				3,000
Color Copier Replacement	BUILD 004	1				7,000		7,000
<b>Building/Zoning Total</b>			<b>3,000</b>			<b>7,000</b>		<b>10,000</b>
<b>City Hall</b>								
Window Replacement	CH 001	2	20,000					20,000
Television & Sound System - Council Chambers	CH 007	2	60,000					60,000
Tuckpointing and Foundation Repair	CH 008	2	50,000					50,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
City Hall Rear Parking Lot Rehabilitation	CH 009	2	165,000					165,000
EDA\Building Office Windows	CH 010	2	3,000					3,000
Foundation\Sidewalk Repair	CH 011	1	5,900					5,900
<b>City Hall Total</b>			<b>303,900</b>					<b>303,900</b>
<b>Community Center</b>								
Meeting Room Maintenance\Improvements	COMM 001	2	21,512	40,000		20,000		81,512
Dance Floor Replacement	COMM 002	3		14,800				14,800
Sound System	COMM 003	3	0		60,000			60,000
Stage	COMM 006	3		8,500				8,500
Equipment Replacement\Upgrades	COMM 007	1	15,000	15,000	15,000	15,000		60,000
Mechanical Systems	COMM 009	1	30,000	30,000	30,000	30,000		120,000
Roof Replacement	COMM 010	1				85,000		85,000
Garage Doors w\ Openers	COMM 011	2			9,800			9,800
Gym Renovation	COMM 012	2			85,000			85,000
Outdoor - Grounds and Equipment	COMM 014	2	4,000	4,000	4,000	4,000	4,000	20,000
Storage Shed	COMM 016	1	7,500					7,500
<b>Community Center Total</b>			<b>78,012</b>	<b>112,300</b>	<b>203,800</b>	<b>154,000</b>	<b>4,000</b>	<b>552,112</b>
<b>EDA</b>								
NWIP Expansion	EDA 003	1		1,860,000				1,860,000
Prairie Meadow Subdivision	EDA 004	1				420,000		420,000
NWIP Monument Sign	EDA 005	2	40,000					40,000
<b>EDA Total</b>			<b>40,000</b>	<b>1,860,000</b>		<b>420,000</b>		<b>2,320,000</b>
<b>Electric</b>								
Distribution System Upgrades	ELE 001	1	300,000	300,000	300,000	330,000		1,230,000
Skid Loader Replacement	ELE 002	2					50,000	50,000
Misc Equipment - Unidentified	ELE 004	3	40,000	40,000	40,000	40,000		160,000
69KV\13.8KV Substation Transformer	ELE 006	3	1,500,000	800,000				2,300,000
Vac Replacement	ELE 013	3	80,000					80,000
Unit 30 Replacement	ELE 014	1			40,000			40,000
Replace Unit 34	ELE 015	1				133,000		133,000
Generation	ELE 016	1				2,000,000		2,000,000
Trailer	ELE 017	2		15,000				15,000
<b>Electric Total</b>			<b>1,920,000</b>	<b>1,155,000</b>	<b>380,000</b>	<b>2,503,000</b>	<b>50,000</b>	<b>6,008,000</b>
<b>Fire</b>								
Emergency Services Building	FIRE 001	1	3,900,000					3,900,000
Engine Pumper Truck (rural) - Unit 21	FIRE 003	1	415,000					415,000
First Response Truck - Unit 24	FIRE 005	3		175,000				175,000
City Engine\Pumper - Unit 23	FIRE 006	1		450,000				450,000
Radio Replacement	FIRE 007	1			75,000			75,000
Turn Out Gear	FIRE 008	1	0	0	0			0
<b>Fire Total</b>			<b>4,315,000</b>	<b>625,000</b>	<b>75,000</b>			<b>5,015,000</b>
<b>Library</b>								
Heating System	LIB 001	2	16,900					16,900
Window Replacement	LIB 002	2	120,000					120,000
Computer Replacement	LIB 007	1		2,000				2,000
Library Remodel Project	LIB 008	2		30,000	30,000	30,000	7,000	97,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
<b>Library Total</b>			<b>136,900</b>	<b>32,000</b>	<b>30,000</b>	<b>30,000</b>	<b>7,000</b>	<b>235,900</b>
<b>Liquor</b>								
Computer Replacement	LIQUOR 004	1	2,000					2,000
<b>Liquor Total</b>			<b>2,000</b>					<b>2,000</b>
<b>Multiple Depts</b>								
City-wide Network & Server Upgrades	MULTI 003	1	40,000	6,000	6,000	6,000	6,000	64,000
<b>Multiple Depts Total</b>			<b>40,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>64,000</b>
<b>Parks</b>								
Island Park Improvements	PARK 001	2				7,500		7,500
Island Park Campground	PARK 002	2				20,000		20,000
Cottonwood Lake - Tegel's Park Campground	PARK 003	5				371,218		371,218
Windom Rec Area - Lighting	PARK 005	4	185,300					185,300
Windom Rec Area - Parking Lot & Trail Improvements	PARK 006	4				250,000		250,000
Toro Groundsmaster Mower (328D)	PARK 010	1		25,000				25,000
Unit 70 Pick-up Truck	PARK 011	2			32,000			32,000
Playground Equipment Replacement Fund	PARK 014	3	10,000	10,000	10,000	10,000	10,000	50,000
Toro Groundsmaster Mower (3280D)	Park 015	2				26,000		26,000
Dog Park	PARK 017	5	5,000					5,000
<b>Parks Total</b>			<b>200,300</b>	<b>35,000</b>	<b>42,000</b>	<b>684,718</b>	<b>10,000</b>	<b>972,018</b>
<b>Police</b>								
SUV Replacement	POLICE 005	3			35,000			35,000
Computer Replacement - Mobile Units	POLICE 006	2				15,000		15,000
Firearms Training Simulator	POLICE 010	1	15,000					15,000
<b>Police Total</b>			<b>15,000</b>		<b>35,000</b>	<b>15,000</b>		<b>65,000</b>
<b>Pool</b>								
Renovated Pool	POOL 003	3		2,000,000				2,000,000
Heater Replacement	POOL 005	1	5,500					5,500
<b>Pool Total</b>			<b>5,500</b>	<b>2,000,000</b>				<b>2,005,500</b>
<b>Recreation</b>								
Software Upgrade	REC 003	2	10,000	4,000	4,000	4,000	4,000	26,000
<b>Recreation Total</b>			<b>10,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>26,000</b>
<b>Streets</b>								
2017 Street Project	STR 002	1	4,000,000					4,000,000
2020 Street Project	STR 003	1				1,800,000		1,800,000
Equipment Fund Reserve	STR 005	2	50,000	50,000	50,000	50,000	50,000	250,000
Pick-up Replacement 3/4 Ton (Unit 40-05)	STR 009	2		30,000				30,000
2.5 Ton Dump Trucks (Units 42-04; 43-04 and 44-04)	STR 010	1			360,000		190,000	550,000
Street Sweeper Replacement	STR 011	1		190,000				190,000
Sno-Go Snow Blower Replacement	STR 013	1					135,000	135,000
Loader Unit & Attachments	STR 015	1	29,000	29,000	29,000	29,000	29,000	145,000
Skid Loader Replacement	STR 022	2		50,000				50,000
Large Volume Air Compressor	STR 023	2	20,000					20,000
Traffic Signal Lights	STR 025	1		300,000	300,000	300,000		900,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Crack Filling Machine	STR 026	2	50,000					50,000
<b>Streets Total</b>			<b>4,149,000</b>	<b>649,000</b>	<b>739,000</b>	<b>2,179,000</b>	<b>404,000</b>	<b>8,120,000</b>
<b>Telecom</b>								
DC Powerplant	TEL 005	1	57,000					57,000
Test Equipment Replacement	TEL 009	2	20,000					20,000
Headend Digital Conversion - IPTV	TEL 010	1	695,000					695,000
Telecom Office Phone System	TEL 011	2	7,500					7,500
Transport Project - CO Fiber Trunk	TEL 013	1	30,000					30,000
Office Space Upgrade	TEL 014	2		5,000				5,000
Vehicle Replacement	TEL 015	1	24,000					24,000
GIGA Center	TEL 016	2	3,000					3,000
City IT Infrastructure	TEL 017	1	5,400					5,400
Fire Supression Control	TEL 018	1	3,000					3,000
Core System Replacement FD-500 to E7 Platform	TEL 019	1	858,000					858,000
Servers, Licensing and Upgrades	TEL 020	n/a	52,000					52,000
System Expansion - Co Road 13	TEL 021	2	35,000					35,000
PC and Laptop Replacement - Telecom Office	TEL 022	1	6,000					6,000
<b>Telecom Total</b>			<b>1,795,900</b>	<b>5,000</b>				<b>1,800,900</b>
<b>Wastewater</b>								
General Plant Improvement/Maintenance	SEWER 001	2	5,000	5,000	5,000	5,000	5,000	25,000
Treatment Plant Upgrade	SEWER 002	1		10,000,000				10,000,000
Jetter Truck Replacement	SEWER 005	1				100,000		100,000
General Equipment	SEWER 006	3	20,000	20,000	20,000	20,000		80,000
Interceptor/Collection System Improvements	SEWER 007	1	10,000	10,000	10,000	10,000	10,000	50,000
Lift Station Improvements	SEWER 010	1	5,000	5,000	5,000	5,000	5,000	25,000
Bio-Solids Storage Facility	SEWER 011	2		1,500,000				1,500,000
<b>Wastewater Total</b>			<b>40,000</b>	<b>11,540,000</b>	<b>40,000</b>	<b>140,000</b>	<b>20,000</b>	<b>11,780,000</b>
<b>Water</b>								
Wells and Well Site	WATER 001	1	5,000	5,000	5,000	5,000	5,000	25,000
Pumping Equipment	WATER 002	1	5,000	5,000	5,000	5,000	5,000	25,000
Filter Plant Improvements	WATER 004	1	15,000	15,000	15,000	15,000		60,000
Water Main Improvements	WATER 005	1	5,000	5,000	5,000	5,000	5,000	25,000
Hydrants	WATER 008	2	5,000	5,000	5,000	5,000	5,000	25,000
Water Plant Improvements	WATER 009	1		145,000				145,000
Mower Replacement	WATER 011	3				15,000		15,000
<b>Water Total</b>			<b>35,000</b>	<b>180,000</b>	<b>35,000</b>	<b>50,000</b>	<b>20,000</b>	<b>320,000</b>
<b>GRAND TOTAL</b>			<b>13,825,512</b>	<b>19,511,300</b>	<b>3,652,800</b>	<b>6,445,718</b>	<b>875,000</b>	<b>44,310,330</b>

**Regular Council Meeting  
City Hall, Council Chamber  
November 1, 2016  
7:30 p.m.**

1. Call to Order:

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

2. Roll Call:
- |                     |  |
|---------------------|--|
| Mayor:              | Corey Maricle  |
| Council Present:    | Brian Cooley, Paul Johnson, Dominic Jones, Bryan Joyce and JoAnn Ray   |
| Council Absent:     | None.  |
| City Staff Present: | Steve Nasby, City Administrator; Bruce Caldwell, Streets & Parks Superintendent; Mike Haugen, Water\Wastewater Superintendent; Drew Hage, EDA Director; Mary Hensen, Administrative Assistant; Dan Ortmann, Fire Chief and Scott Peterson, Police Department |

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Joyce second by Johnson to approve the City Council minutes from October 18, 2016. Motion carried 5 – 0.**

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Planning & Zoning Commission – October 10, 2016
- Utility Commission – October 26, 2016
- Community Center Commission – October 24, 2016

Joyce noted the request for additional staffing at the Community Center and suggested this be looked at with a shared position at the Arena.

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

6. Department Heads:

Dan Ortmann, Fire Chief, said they had gotten a State grant for training. The training will be held at the Windom Community Center on November 3, 2016 and they have about 180 firefighters from all over the State attending.

7. Public Hearing – Business Subsidy – Prime Pork LLC:

Drew Hage, EDA Executive Director, said that the project would qualify for a Tax Increment Financing (TIF) that was created originally for PM Beef and is transferred to Prime Pork. The State is also providing a Minnesota Investment Fund (MIF) grant, which was approved by the City on July 19, 2016. This hearing is on the TIF and MIF to consider public comments.

Joyce noted the agreement has job and wage goals. Hage confirmed that there is a job creation minimum of 250 and the wages must be at least \$14/hour including benefits. The preliminary information from the company is that they will be exceeding both these thresholds.

Joyce asked if there was a claw back provision in the event the business does not meet the terms of the agreement. Hage replied that there is a prorated amount that would need to be repaid. The initial jobs created would be 296 and eventually up to 400.

Jones asked if we have the value of the TIF. Hage said the TIF amount will depend on the valuation the County sets for the plant after renovations. Prior to Prime Pork the TIF amount for PM Beef was \$70,000 - \$80,000 annually and with the improvements it could be over \$100,000.

Jones asked about the tax base increase with the completion of the renovations at Prime Pork. Hage replied that there would be an increase due to the investments but the actual amount is unknown until the County Assessor does the valuation.

Maricle opened the public hearing for the Business Subsidy at 7:38 pm.  
Maricle closed the public hearing at 7:39 pm. No comments were received.

**Council member Johnson introduced the Resolution No. 2016-73, entitled “RESOLUTION APPROVING BUSINESS SUBSIDY TO PRIME PORK LLC” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Cooley, Ray, Jones, Johnson and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.**

8. Planning Commission – Variance and Conditional Use Permit – 2255 Willnor Drive:

Mary Hensen, Administrative Assistant, said that the Planning and Zoning Commission had met to consider the Conditional Use Permit. The variance is needed as the topography of the property so the front set-back is 18 feet versus the required 25 feet. The Conditional Use is needed as the size of the accessory structure is larger than permitted by code. The Commission heard testimony from the property owner and neighbor. The Planning and Zoning Commission voted unanimously to approve the Variance and Conditional Use Permit.

Ray asked about the building type. Hensen said that has yet to be determined.

Ray asked if the height of the accessory structure was a problem or would interfere with the airport. Nasby replied that the height of the accessory structure is lower than the permitted height if a home were built on the property and is lower than the surrounding homes so there should not be any issues with the airport.

Ray asked about snow removal and drainage. Bruce Caldwell, Streets & Parks Superintendent said that he had not been asked. Hensen replied that drainage would be worked out with the Building Official when the project is built.

Jones noted the Planning & Zoning Commission minutes talked about reviewing the requirements for Conditional Use Permits. Hensen said the code was adopted in 2004 and the aspect of size related to accessory structures is changing to be larger so they wanted to look to see if the code needed to be amended.

**Motion by Joyce second by Jones to approve the Variance and Conditional Use Permit for 2255 Willnor Drive as presented. Motion carried 4 – 1 (Ray).**

9. City General Fund Reserve Policy:

Nasby said the City Council had requested a revision to the policy to fit the anticipated action and contribution of General Funds into the Emergency Services Facility. He acknowledged that the 50% threshold specified in the resolution is at the top end of the guidance from the State Auditor and League of Minnesota Cities and the Council can amend the number if they choose. He said the question about what funds went into the categories is shown on the sheet from the Finance Director and it also shows how the ratio is calculated.

Jones said the existing policy called for 75-100% of reserves and the revised policy sets a 50% threshold. He would like to see the 35-50% range used as shown by State Auditor and League of Minnesota Cities or some other number with a maximum as just setting a minimum could allow the amount in reserve to grow unchecked. Any funds above the maximum could be set-aside as designated funds for future projects. He asked what the downside of lowering the reserve thresholds is.

Nasby said the downside is having the cash flow for times of the year there are large payments, the City's strong cash position helps with bond ratings, if the reserves are lowered then the Council loses flexibility to fund projects that could come up and it lowers the amount of savings the City has available for whatever need arises.

Joyce asked about the fund balance policy. Nasby said the policy was adopted in 2011 in reaction to the cuts to Local Government Aid. In 2014 the policy was amended to account for GASB 54 requirements.

Johnson said a range of 40-60% seemed okay to him

Maricle said 35-60% is reasonable.

Cooley said that having a minimum is good and he likes to build some reserves for projects.

Joyce said that he is okay with having a cushion for the funds as projects come up and 35-60% was his comfort level.

**Council member Johnson introduced the Resolution No. 2016-74, entitled “A RESOLUTION IMPLEMENTING GASB STATEMENT NUMBER 54 AND RE-ESTABLISHING A MINIMUM FUND BALANCE” amended in #3 to set a minimum fund balance of 35% and a maximum of 60% and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Ray, Jones, Johnson, Joyce and Cooley. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.**

10. EDA Items:

**Active Living Plan** – Hage updated the City Council and he noted the City had worked on an Active Living Plan as a basis for eligibility for several State grants. The plan had public input and did mapping of the City. He encouraged Council members to help rank the identified items. Gaps in the sidewalk system were identified and those will need to be prioritized. He noted the work on the needs will be done over time, as grants come up or as opportunity such as the 2017 Street Project present themselves. Statewide Health Improvement Program (SHIP) funds will be able to help with some projects.

**Apartment Proposal** – Hage said a developer had come to Windom to gage need and possible sites for a market-rate apartment project. The City’s housing study has shown a need for all types of housing and this project would bring 44-46 rental units. He showed several sites to the developer and to keep costs down preferred sites were City-owned properties and places where the infrastructure were already in place. Two possible sites were identified by the Community Center. One is north of the center and the other is the overflow parking lot by the Water Treatment Plant. The developer is liking both sites and the overflow lot may be preference. Hage said that he presented information to the Community Center Commission and a number of residents also attended that meeting. He showed information indicating that there would still be room for the Community Center outdoor expansion, parking lot and possible arena even with the apartment building on the north side of the Center. The Commission and neighbors had concerns and were not in favor. The area is zoned industrial and if it were used for an apartment the zoning would be down zoned to R-3 which allows for multi-family residential. If the overflow lot is used that will not impact the Community Center’s patio expansion. The Community Center’s property is 7.2 acres and would accommodate their needs. The proposal is a \$4.5 million project. The project would qualify for the housing tax abatement and the developer has asked about having the City write a grant for the State’s workforce housing funds which is due November 10.

Wayne Maras, Community Center Commission Chair, said that they had discussed the proposal twice. They would like to keep the whole 7.2 acres on their site for future projects. Regarding the overflow lot, they would like to see that kept as is for their parking needs. Citizens in this area were not supportive of the project and provided that input. The Community Center Commission voted 5 – 0 against the proposed apartment project on either site.

Maricle asked about the ownership of the overflow lot. Schramel said it is likely under the City’s name as is the Community Center property.

Joyce asked if either site by the Community Center is being sold to the developer and if the developer is local. Hage said the purchase price is yet to be determined, but it would be for a discounted rate and the developer is not from Windom, but from Minnesota.

Jones noted the housing study showed a need for all housing types. The Council had recently passed a tax abatement program to stimulate housing. This developer wants to build these units which will support the growth of jobs in the community and help grow the population. He said the City needs to seriously consider these types of proposals when private investment wants to build housing and it will generate significant tax dollars after the abatement expires. We have not had housing proposals and there have not been proposals for new facilities around the Community Center and we need to look at all options. There will be public input and processes. No decision on selling the land is being made tonight, but if the City will do the grant application and show this as a possible site.

Hage said the grant is due November 10 and if awarded it will get State monies into Windom and benefit the community.

Joyce asked if the grant application needs a site and if there is not a grant will that kill the deal. Hage replied that both sites could be included, but the overflow lot is a compromise site and liked by the developer. The grant may or may not kill the deal as the plans for the apartment are still being finalized. However, to have an option the grant must be submitted by November 10.

Maras asked why no local developers are getting the grant.

Maricle said that the Council had not gotten any proposals in his eight years on the Council and this opportunity came to us.

Hage said the last apartment proposal was in 2001.

Ray said the only one in her time on the Council that was not a City housing project was something on Maple Park Circle.

Jones asked why the overflow lot is desirable given the location by an industrial area. Hage said the developer liked the aspect of a lake view, park across the street, recreation area nearby and some seniors may like the proximity to the Community Center. These amenities help attract the higher rents needed for a market rate building. The developer is the owner and manager of the apartments and has many in other Minnesota communities.

Cooley asked about the size of the overflow lot and Community Center expansion. Hage said the overflow lot is 1.86 acres and the Center has expansion options on their 7.2 acres that can be used for facilities or parking as needed.

Maras asked about the possible impact on the water plant if it can handle the residents and future expansion. Mike Haugen, Water/Wastewater Superintendent said the system can handle the additional housing units and there is room to expand the water plant on the property they have.

Joyce said he is neither for nor against the proposal, but feels the decision is rushed. The Community Center is against it but understands the EDA's support for needing additional housing in town. He would like more time to consider this and hopes the Community Center could research its needs and give its consent too.

Cooley noted a Special meeting may be needed as we could lose the DEED funds and the developer if the Council does not act one way or the other.

Maricle said it is a big step back if the City waits on the proposal until next year when grants are available. The goal is to grow the City population and this is the first proposal since 2001.

Joyce asked if any local developers had interest in building multi-family housing. Hage said they had a meeting with developers earlier in the year and they did not show much interest even in single-family housing as they were busy with other work.

Cooley said that local developers have done duplex and quads. Tough to get developers for these larger projects. The overflow lot has street access to both the front and back so that would help with traffic concerns.

Johnson said that he thought duplex or townhome development is needed in town and he did envision that type of development by the Community Center.

Jones said he acknowledges the Community Center looking out for their needs and appreciates that. He would like to see that Board and the EDA part of the Council consideration at a future meeting.

**Motion by Jones second by Cooley to have a Special City Council meeting on November 8, 2016 at 8:05 pm with the Community Center Commission and EDA to discuss the apartment project proposal. Motion carried 5 – 0.**

Johnson said the Community Center Commission position is no, but they had indicated at their first meeting that the overflow lot was their preference if this was going to happen.

Joyce asked if the units are market rate. Hage said they would be market rate and possible rents between \$700-1200/month. The building has an elevator and community room as well.

11. First Reading Ordinance No. 158 2<sup>nd</sup> Series – City Organizations:

Nasby said the ordinance addresses the setting of meeting times and dates for the Community Center Commission and Parks & Recreation along with a change in the membership on the Telecommunications Commission. The meeting times/dates is a housekeeping item to allow the Boards/Commissions to set their own schedule. The City Attorney would discuss the membership item.

Ron Schramel, City Attorney, said that several months ago he met with the Mayor and City Administrator to discuss the membership of voting City Council members on Boards and

Commissions. He felt there is potential for conflict of interest by having these dual roles. What may be best for a Board\Commission may or may not be in the best interest of the City as a whole. For example, the discussion on the apartment proposal. The Community Center Commission is looking out for its interests and the Council will ultimately need to decide what is in the interest of the community and having to sit on both these decision-making bodies could be in conflict. He would advise not to have Council members as voting members on Boards\Commissions. As appointments are coming up he is comfortable with making the changes in January.

Maricle pointed out the membership change would impact the Telecommunications Commission as that specifies that two members are Council persons.

Joyce noted that more citizens will be needed for volunteering on boards and commissions.

Maricle suggested the City may want to look at having three member boards and commissions.

Cooley said that Council participation as liaisons is important and needs to be consistent.

**Motion by Ray second by Johnson to approve the 1<sup>st</sup> Reading of Ordinance No. 158, 2<sup>nd</sup> Series as presented. Motion carried 5 – 0.**

Joyce noted the effective date of the ordinance would be November 23 and if appointments do not change until January then the voting Council members could abstain from votes to be in compliance.

12. Resolution Ordering Preparation of Feasibility Report on 2017 Street Improvement Project:

Nasby said the City Council approved moving ahead with the feasibility report at the last meeting and this is generally done by resolution so he is requesting the Council affirm.

**Council member Ray introduced the Resolution No. 2016-75, entitled “RESOLUTION ORDERING PREPARATION OF REPORT ON 2017 STREET IMPROVEMENT PROJECT” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Yes: Jones, Johnson, Joyce, Cooley and Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.**

13. Donations:

**Council member Cooley introduced the Resolution No. 2016-76, entitled “AUTHORIZATION TO ACCEPT A DONATION FOR THE WINDOM AMBULANCE DEPARTMENT IN MEMORY OF ROLAND AND MABLE HACKER” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Johnson, Joyce, Cooley, Ray and Jones. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.**

**Council member Ray introduced the Resolution No. 2016-77, entitled “AUTHORIZATION TO ACCEPT AN ANONYMOUS DONATION FOR THE EMERGENCY SERVICES**

**FACILITY” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Yes: Joyce, Cooley, Ray, Jones and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.**

14. New Business:

None.

15. Old Business:

Maricle noted the need to set a budget meeting to discuss Capital items. Council set the budget workshop for 5:30 pm on November 15, 2016 which is prior to the regular meeting.

Johnson asked about the Comp and Class study. Nasby replied that it is supposed to be done next week. Johnson expressed frustration it took so long. Nasby said that the consultants ran into difficulties and the staff is also been pushing to get it done.

16. Regular Bills:

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

17. Contractor Payment:

Maricle said there is a pay request from M & K Painting for \$165,870.00. There is retainage of about \$45,000 remaining.

Joyce asked about the overspray claims. Haugen said that the claims for the overspray were handled and all releases signed.

**Motion by Jones second by Johnson to approve the payment for \$165,870.00 to M & K Painting as presented. Motion carried 5 - 0.**

Maricle said the second contractor payment is a request from Goeswisch Construction for site clearance at the Emergency Services Facility site. Nasby said the clearance was completed.

**Motion by Ray second by Johnson to approve the contractor payment for Goeswisch Construction for \$40,560.00 as presented. Motion carried 5 - 0.**

18. Council Concerns:

Joyce noted the MCPP assistance program for first-time home buyers. Hage said the hand out with this program has been provided to the realtors and bankers. Joyce noted the rental housing ordinance for inspections was put on hold. Hage noted the new Building Official has been hired and it is on their to-do list for the Planning & Zoning Commission for the winter. Joyce noted it

Preliminary

is no shave November for cancer awareness. He encouraged people to participate and to be tested.

Johnson noted Coffee with Council this month is November 12 with Joyce and himself.

19. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 9:20 pm.

\_\_\_\_\_  
Corey Maricle, Mayor

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

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN

October 5, 2016 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, October 5th 2016, at Hillside Apartments Community Room. Board Members present: Frank Dorpinghaus, Margaret McDonald, Linda Jaakola and Pat Tepley. Also present were: Executive Director, DeeAnna Peterson, Operations Managers, Connie Clausen, Linda Loewen and Riverview Liaison, Ronda Renee Koch; City Liaison, Bryan Joyce. Absent: Pam Dobson, excused.

The meeting was called to order at 4:03 p.m. with the consent agenda approved (McDonald/Jaakola) which included the agenda, minutes of the previous meeting and the utilities, balance and bills report.

Old business consisted of:

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1. POHP Grant update: The B3 status was discussed. It's in the last phase but taking so much longer than we could have guessed. We had to redo two of MHA's closing documents due to dates being too far out from closing. MN Housing is working on our closing documents simultaneously with B3 work being completed. The DEED Grant is complete. We are looking at an additional \$12,017.50 for waste removal and the number is growing daily with the delay. The "Thank You Event" was a success and thanks to those who attended.
2. The Hillside Porch Project update: The re-pour of the concrete patio is completed and was to be sealed 30 days after. That has not happened yet but calls have been made. We are still planning for the Pergola to be installed yet this year.
3. There is a new opportunity for commissioner training called "Lead the Way". The website information has been provided on the Agenda and will continue to be for the coming couple of months. This will be going off of the agenda in November.
4. The 2014 CFP is complete and we have the paperwork from the HUD office.
5. Missouri Energy update: We had a conference call in regard to the rebate from the new bulbs. They wanted the check to come to us and for us to pay the contractor.
6. The HUD 4710 (Labor Standards) report was submitted to HUD on time. This takes place every 6 months.
7. In November we will begin doing monthly full day training for all staff again.

New Business consisted of:

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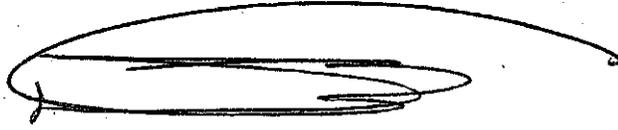
1. The amount for the cable TV increase was announced at \$12 a month as of 1/1/17. Notices will go out to residents in November. A motion was made to increase the rates to the same amount as collected by the City. (Tepley/McDonald)
2. The new health insurance rates for 2017 came in and have increased. There was discussion about which plan to choose and a motion was made to go with plan #2 which is \$690.50 for single coverage, a reduction in premium of \$61.50 from the current rate of \$752 for single coverage. The deductible will go from \$1625 to \$3250 per person in this option. To help offset the difference, the board agreed to pay the \$61.50 (along with the current \$25 contribution) into the covered employees HSA by the HRA. (McDonald/Jaakola)
3. Hillside will be getting bids for a new entry system for the back door. With everything going on at Riverview, this has been put on the back burner. Hopefully we will have answers at the November meeting.
4. October is Fire Prevention Month so we will be having our annual fire drill in both buildings. The fire department will be joining in the event so calls will be made this week to confirm the date and time.
5. Holiday parties prep time is starting already and the board will be updated by the next meeting.
6. Discussion took place to post for the deputy director position in November, followed by interviews in December and hiring as of 1/1/17. The interview team will consist of 2 board members, 2 liaisons and the current director. The board approved the process and these dates. (Jaakola/McDonald) The board and staff again discussed the current director's retirement dates and the board agreed to contract through 10/31/2017 so we can make plans for training times, on motion. (Jaakola/McDonald)

7. Blinds for Riverview: The director suggested the purchase of wooden/wood-look blinds for all the windows at Riverview as well as boards for the window sill out of operations. A motion was made to approve the blinds/sill. (Tepley/Jaakola)
8. Upcoming board meetings will be November 9th at Riverview and December 14<sup>th</sup> at Hillside.

With no further business, the meeting was adjourned at 5:02 pm (McDonald/Jaakola).



Frank Dorpinghaus, Chairman



DeeAnna Peterson, Executive Director

SPECIAL MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN

October 17, 2016 ~ 4:30 pm

A special meeting of the Board of Directors was held on Wednesday, October 17th 2016, at Riverview Apartments Community Room. Board Members present: Margaret McDonald, Linda Jaakola, Pam Dobson and Pat Tepley. Also present were: Executive Director, DeeAnna Peterson (via telephone), Operations Managers, Connie Clausen and Linda Loewen. Absent: Frank Dorpinghaus, Riverview Liaison, Ronda Renee Koch; City Liaison, Bryan Joyce, (all excused).

The meeting was called to order at 4:40 p.m. by Vice Chairperson Jaakola.

Agenda consisted of: Moving forward with the Riverview wall project

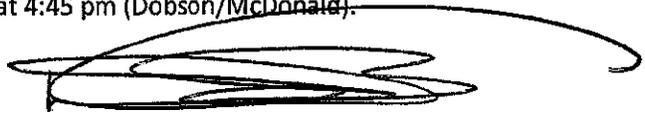
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The staff suggested moving forward with the Riverview wall project for completion of the units on the top floor. While the B3 is still not complete, the weather and condition of the units on the top floor that have been started are creating a hardship for those residents. The cost will not use all the DEED funds (which we already have access to) and we must complete them regardless of MHFA funding. A motion was made to proceed with the project for the remaining apartments on the top floor. (Dobson/McDonald)

With no further business, the meeting was adjourned at 4:45 pm (Dobson/McDonald).



Linda Jaakola, Vice Chairperson



DeeAnna Peterson, Executive Director

**Windom Airport Commission Minutes**  
**November 7, 2016**

The Windom Airport Commission met on November 7, 2016, at 5:15 p.m. at the Airport A/D Building. Members present were Brian Underwood, Shelby Medina and Kjell Turner. Members absent: Orville Wojahn, Greg Crow, Tod Quiring, Scott Fredin and Liaison Mayor Corey Maricle.

Others Present- City Staff: Steve Nasby, Andrew Speilman and Denise Nichols. SEH Staff - Eric Hanson, Jacqueline Gamet and Bob Cohrs. Property Owners - Myron Peters, Tim Ketzenberg, Stanley & Cody Klassen. Cottonwood County Planning & Zoning - Jared Morrill.

Chairman Underwood called the meeting to order.

**1. Approve Minutes:**

Minutes from August 27, 2015 and September 28, 2016. No quorum present. No action taken.

**2. Master Plan Kick-Off:**

Master Plan Process & Schedule – Jackie with SEH reviewed the process and provided information for the Master Plan development. The Master Plan develops a realistic 20-year forecast for the needs of the airport. The Master Plan will need to be updated every 10-15 years. The planning process will include an inventory of existing facilities, an aviation activity forecast for 20-years, recommendations of needed improvements to meet existing and future demands, overview of environmental impacts associated with development, and financial implementation plan. Items discussed were potential changes including runway length, crosswind runway, safety zone requirements, zoning. Project Goals identified included the runway length, crosswind runway evaluation and future hangar development, property map and GIS airport survey.

User Surveys – Two surveys will be used to help identify the activity levels and user needs. The surveys will include a Business Survey and a Pilot Survey. A list of pilots and businesses has been submitted to SEH.

Next Steps for the process were discussed and include obtaining survey results and completing inventory and activity forecasts.

**3. Other Business: None.**

**4. Commission Concerns: None.**

**5. Adjourn: Chairman Underwood declared the meeting adjourned.**

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Brian Underwood, Chairman

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

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Windom Fire Department Relief Association Previous Gambling Permit Number: X-34764-16-007

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 41-6029415

Mailing Address: PO Box 189

City: Windom State: Mn Zip: 56101 County: Cottonwood

Name of Chief Executive Officer (CEO): Kevin Gotto

Daytime Phone: 712-259-2098 Email: kgotto@partnersadvantage.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

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

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

**A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100 [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center

Address (do not use P.O. box): 1750 Cottonwood Lake Drive

City or Township: Windom Zip: 56101 County: Cottonwood

Date(s) of activity (for raffles, indicate the date of the drawing): 4-22-17

Check each type of gambling activity that your organization will conduct:

Bingo  Paddlewheels  Pull-Tabs  Tipboards

Raffle (total value of raffle prizes awarded for the calendar year: \$ 12,000.00)

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

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

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Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Des Moines River Ducks Unlimited Previous Gambling Permit Number: X-17002-16-008  
 Minnesota Tax ID Number, if any: 3358833 Federal Employer ID Number (FEIN), if any: 13-5643799  
 Mailing Address: P. O. Box 142  
 City: Windom State: MN Zip: 56101 County: Cottonwood  
 Name of Chief Executive Officer (CEO): Ryan Knigge  
 Daytime Phone: 507-822-3283 Email: ryan.knigge@biggametreestand.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

- Fraternal     Religious     Veterans     Other Nonprofit Organization

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center  
 Address (do not use P.O. box): 1750 Cottonwood Lake drive  
 City or Township: Windom Zip: 56101 County: Cottonwood  
 Date(s) of activity (for raffles, indicate the date of the drawing): April 1, 2017

Check each type of gambling activity that your organization will conduct:

- Bingo     Paddlewheels     Pull-Tabs     Tipboards  
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 9,875.00)

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

## 2017 License Applications

### **Cigarette License \$20.00**

Casey's General Store  
Country Pride Services  
Janu-6 Freedom Super Value Center  
Riverbend Liquor  
ExpressWay - Windom  
Super America  
Hy-Vee  
Dollar General

### **Game of Skill \$50 first game \$15.00 each additional game**

Phat Pheasant  
Godfathers Pizza  
C & N Sales – Phat Pheasant  
C & N Sales – Sun Bowl  
Kyle Pillatzki – Arena

### **Theatre \$25.00**

Windom State Theatre







**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

No licenses will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement.

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code ONSS License Period Ending 12/31/2016 ID# 61764

ISSUING AUTHORITY Windom

Licensee Name Windom Duffy's Inc

Trade Name Duffy's Bar & Grill

City, State, Zip Code 745 2nd Ave N

Windom MN 56101

Business Phone 5078328070

License Fees: **Off Sale** **On Sale** \$2,000.00 **Sunday** \$200.00

**By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.**

**Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.**

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature [Signature] Date 11-4-16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature [Signature] Date 11-4-16  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sign Here [Signature] Date 11/4/2016  
Signature certifies that licensee has been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

No license will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code MWNONSL License Period Ending 12/31/2016 ID# 32679

ISSUING AUTHORITY Windom

Licensee Name River City Eatery LLC

Trade Name River City Eatery

City, State, Zip Code 344 10th St  
Windom MN 56101

Business Phone 5078328383

License Fees: **Off Sale** **On Sale** \$150.00 **Sunday**

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature M Harris DOB \_\_\_\_\_ Date 11/1/16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Scott Peterson, Chief Date 11/04/16  
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

No license will be approved or renewed until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement.

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code 3.2ONSS License Period Ending 12/31/2016 ID# 32964

ISSUING AUTHORITY Windom

Licensee Name River City Eatery LLC

Trade Name River City Eatery

City, State, Zip Code 344 10th St  
Windom MN 56101

Business Phone 5078328383

License Fees: **Off Sale** **On Sale** \$100.00 **Sunday**

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature M. James Date 11/11/16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Scott Peterson, Chief Date 11/04/16  
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**INTOXICATING MALT LIQUOR  
(STRONG BEER) LICENSE AUTHORIZATION**

Name of Applicant: Mari Harries

Home Address: 1224 3rd Ave Windom

Business in connection with which the proposed license will operate:

River City Eatery

Address of Business: 344 10th St.

Minnesota Tax ID #: \_\_\_\_\_

Applicant is (Owner), (Operator)

Name and address of Manager (if applicable) \_\_\_\_\_

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I hereby verify gross receipts are at least 60 percent attributable to the sale of food and hereby grant the City of Windom access to information to verify annual intoxicating liquor (strong beer) sales. I further acknowledge that I am in receipt of section **118.048 ON-SALE WINE LICENSE REQUIRED** of the Windom City Code detailing license requirements.

Signed: M Harries

Date: 11/1/14

Report of Investigation: \_\_\_\_\_

Approved by the City Council \_\_\_\_\_





**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

*No license will be approved or released until the 320 Retailer ID Card fee is received by Alcohol and Gambling Enforcement.*

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

**License Code** MWNONSB      **License Period Ending** 12/31/2016      **ID#** 8682

**ISSUING AUTHORITY**      Windom

**Licensee Name**      Zhou, Yi-Xiang

**Trade Name**      China Restaurant

**City, State, Zip Code**      302 10th St

Windom      MN      56101

**Business Phone**      5078315998

**License Fees:**    **Off Sale**      \$0.00    **On Sale**      \$150.00    **Sunday**      \$0.00

**By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.**

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2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
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6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Yi Xiang Zhou DG      Date 11/10/16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Scott Bell      Date 11/10/16  
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**

445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

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Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code 3.2ONSS License Period Ending 12/31/2016 ID# 34001

ISSUING AUTHORITY Windom

Licensee Name Zhou, Yi-Xiang

Trade Name China Restaurant

City, State, Zip Code 302 10th St

Windom MN 56101

Business Phone 5078315998

License Fees: Off Sale \$0.00 On Sale \$100.00 Sunday \$0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

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6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Yi Xiang Zhou DC Date 11/10/16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Scott Bell Date 11/10/16  
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**INTOXICATING MALT LIQUOR  
(STRONG BEER) LICENSE AUTHORIZATION**

Name of Applicant: China Restaurant yi xiang zhou

Home Address: 302 10th st windom

Business in connection with which the proposed license will operate:

Address of Business: 302 10th st windom

Minnesota Tax ID #: 4867817

Applicant is  (Owner)  (Operator)

Name and address of Manager (if applicable) \_\_\_\_\_

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I hereby verify gross receipts are at least 60 percent attributable to the sale of food and hereby grant the City of Windom access to information to verify annual intoxicating liquor (strong beer) sales. I further acknowledge that I am in receipt of section **118.048 ON-SALE WINE LICENSE REQUIRED** of the Windom City Code detailing license requirements.

Signed: yi xiang zhou

Date: 11/10/16

Report of Investigation: \_\_\_\_\_

Approved by the City Council \_\_\_\_\_



## RESOLUTION #2016-

**INTRODUCED:**

**SECONDED:**

**VOTED:**

**Aye:**

**Nay:**

**Absent:**

### A RESOLUTION CANVASSING THE ELECTION RETURNS FOR THE CITY ELECTION AND DECLARING THE RESULTS OF THE ELECTION

---

**WHEREAS**, the general election for the City of Windom was held on November 8, 2016, in accordance with provisions of the Windom City Charter; and

**WHEREAS**, the following results were tabulated by the election judges following the closing of the polls.

	<u>Ward I</u> <u>Prec. I</u>	<u>Ward I</u> <u>Prec. II</u>	<u>Ward II</u> <u>Prec. I</u>	<u>Ward II</u> <u>Prec. II</u>	<u>Totals</u>
<b><u>Mayor</u></b>					
Brian Cooley	178	248	173	183	782
Dominic Jones	329	440	235	237	1241
Misc. Write-In	3	7	1	5	16
<b><u>Council Member Ward I</u></b>					
Marv Grunig	476	646			1122
Misc. Write-In	2	4			6
<b><u>Council Member Ward II</u></b>					
Rodney Byam			379	373	752
Misc. Write-In			5	9	14

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

1. That Dominic Jones be declared elected to the Office of Mayor for a four-year term ending December 31, 2020.
2. That Marv Grunig be declared elected to the Office of Council Member Ward I for a four-year term ending December 31, 2020.
3. That Rodney Byam be declared elected to the Office of Council Member Ward II for a four-year term ending December 31, 2020.

Adopted this 15th day of November, 2016.

\_\_\_\_\_  
**Corey J. Maricle, Mayor**

**Attest:** \_\_\_\_\_

**Steven Nasby, City Administrator**

**ORDINANCE No. 159, 2<sup>ND</sup> SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 31: "CITY COUNCIL", BY ADDING A SECTION ENTITLED "SPECIAL ELECTIONS". AN ORDINANCE PROVIDING FOR SPECIAL ELECTIONS TO FILL CERTAIN VACANCIES IN ELECTED OFFICES AT TIMES OTHER THAN THE REGULAR CITY GENERAL ELECTION.**

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

***SPECIAL ELECTIONS***

**§ 31.08 DEFINITIONS.**

**GENERAL ELECTION.** A "general election" is an election held at regular intervals on a day determined by law or charter at which the voters of the state or any of its subdivisions choose by ballot public officials or presidential electors.

**SPECIAL ELECTION.** A "special election" is an election held at any time to fill vacancies in public offices.

**VACANCY.** A vacancy occurs for the reasons stated in Minnesota Statute Section 351.02 or other state law and City Charter Section 2.05.

**§ 31.09 APPOINTMENT TO VACANCY.** Pursuant to Minnesota Statute § 412.02, subd. 2a, a person shall be appointed by the City Council to fill the vacancy until the special election is held and the winner of the special election is qualified to take office.

**§ 31.10 SPECIAL ELECTION TIMING.** If a vacancy occurs one year or less before the expiration of the term of that elective office, the mayor shall nominate and the council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term.

If the vacancy occurs more than one year before the expiration of the term of the elective office, the council shall forthwith order a special election to fill such vacancy to be held within 150 days of the resolution declaring the vacancy.

**EFFECTIVE DATE OF ORDINANCE.** This ordinance becomes effective from and after its passage and publication.

Adopted by the City Council of the City of Windom, Minnesota, this 6th day of December, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

1<sup>st</sup> Reading: November 15, 2016  
2nd Reading: December 6, 2016  
Adoption: December 6, 2016  
Published: December 7, 2016

November 9, 2016

To Whom It May Concern:

I am resigning my position as city councilmen effective immediately. I feel that there will be conflict of interest due to my employment aspirations. I have enjoyed my time serving the city of Windom, and look forward to working to serve Windom in the future.

Sincerely,

Brian Cooley

## **RESOLUTION #2016-**

**INTRODUCED:**

**SECONDED:**

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINDOM  
DECLARING A VACANCY IN THE ELECTIVE OFFICE OF  
COUNCIL MEMBER WARD I HELD BY BRIAN COOLEY**

---

**WHEREAS**, Council Member Brian Cooley has submitted his resignation to the City Administrator and the City Council effective November 15, 2016; and

**WHEREAS**, the City Council of the City of Windom declares a vacancy in the elective office of Council Member Ward I pursuant to Section 2.05 of the City Charter.

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

1.     The City Council of the City of Windom accepts the resignation of Brian Cooley from the City Council and declares a vacancy in the elective office of Council Member Ward I.

Adopted by the Council this 15<sup>th</sup> day of November, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

## **RESOLUTION #2016-**

**INTRODUCED:**

**SECONDED:**

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

### **A RESOLUTION APPOINTING A CITY COUNCIL MEMBER TO FILL THE UNEXPIRED TERM OF COUNCIL MEMBER WARD I**

---

**WHEREAS**, the City Council of the City of Windom declared a vacancy in the elective office of Council Member Ward I; and

**WHEREAS**, pursuant to Section 2.05 of the City Charter, if the vacancy occurs one year or less before the expiration of the term of that elective office, the Mayor shall nominate and the City Council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term; and

**WHEREAS**, Marvin Grunig is an eligible person to fill the current vacancy and he has also been elected by the voters of Windom effective January 1, 2017, to fill the office of Council Member Ward I which is currently vacant.

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

1.     The Mayor has nominated Marvin Grunig to fill the current vacancy of Council Member Ward I.
2.     The City Council affirms the nomination and appoints Marvin Grunig to fill the vacant Ward I City Council office for the remainder of the unexpired term effective immediately.

Adopted by the Council this 15<sup>th</sup> day of November, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

# RESOLUTION #2016-

**INTRODUCED:**

**SECONDED:**

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

## **RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING FOR A PUBLIC HEARING FOR THE 2017 STREET IMPROVEMENT PROJECT**

**WHEREAS**, the City Council referred the proposed 2017 Street Project back to the Street Committee for cost reductions; and

**WHEREAS**, the Street Committee met on September 6, 2016, and reviewed a list of proposed streets and the estimated costs for the project and made a recommendation to approve the revised 2017 Street Improvement Project; and

**WHEREAS**, the Utility Commission met on September 28, 2016, and reviewed a list of proposed streets and the estimated costs for the project and approved the improvements included in the 2017 Street Improvement Project; and

**WHEREAS**, pursuant to a resolution of the Council adopted November 1, 2016, a feasibility report has been prepared by DGR Engineering, with reference to installation of infrastructure improvements, specifically replacement of the sanitary sewer, watermains, and street upgrades for the 2017 Street Improvement Project, and this report was received by the Council on November 15, 2016; and

**WHEREAS**, the feasibility report provides information regarding whether the proposed project is necessary, cost-effective, and feasible.

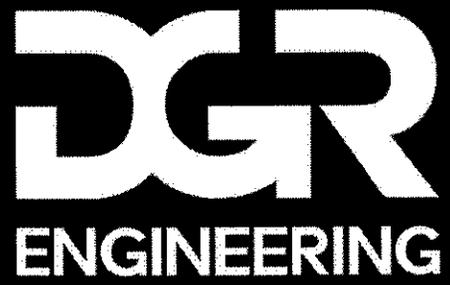
### **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, AS FOLLOWS:**

1. The Council will consider such improvements in accordance with the report and assess the benefited properties for all or a portion of the costs of the improvements, estimated at \$3,089,000 pursuant to Minnesota Statutes, Chapter 429.
2. A public hearing shall be held on such proposed improvements on the 20th day of December, 2016, in the Council Chambers of the City Hall at approximately 7:35 p.m. during the regular City Council meeting; and the City Administrator shall give mailed and published notice of such hearing and proposed improvements as required by law.

Adopted by the Council this 15th day of November, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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



**FEASIBILITY REPORT  
2017 STREET IMPROVEMENTS**

**WINDOM, MINNESOTA**

**November 2017**

**DGR Project No. 366090**

FEASIBILITY REPORT

2017 STREET IMPROVEMENTS

WINDOM, MINNESOTA

November 2017

	<p>I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.</p>
	<p>By <u><i>Dan L. Van Schepen</i></u> <u>11/2/2016</u> Daniel L. Van Schepen, P.E. (date)</p>
	<p>License Number <u>45596</u></p> <p>My license renewal date is June 30, 2018</p>
	<p>Pages or sheets covered by this seal: <u>All</u></p> <p>_____</p> <p>_____</p>

DGR Project No. 366090

**DGR Engineering**

Rock Rapids, IA • Sioux Falls, SD • Sioux City, IA • Ankeny, IA  
(712) 472-2531 (605) 339-4157 (712) 266-1554 (515) 963-3488

**FEASIBILITY REPORT – 2017 STREET IMPROVEMENTS  
WINDOM, MINNESOTA**

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V. Timing	3 – 4
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VII. Feasibility/Conclusion	4 - 5

**Appendix:**

**Estimated Quantities & Cost Opinion**

**Project Scope Drawings**

Feasibility Report - 2017 Street Improvements  
Windom, Minnesota

File No. 366090

November 1, 2017

**I. Introduction -**

The purpose of this report is to analyze options for replacing the pavement and utilities on the following streets in Windom, Minnesota as ordered by the Council November 18, 2016 to meet the assessment criteria of Minnesota Statute 429:

1. Brian Avenue from the east line of River Road to Douglas Street.
2. 15<sup>th</sup> Avenue from the east line of River Road to the east line of 17<sup>th</sup> Street.
3. 7<sup>th</sup> Avenue from 140' north of the north line of 22<sup>nd</sup> Street to 330' north. [Bid Alternate]
4. 5<sup>th</sup> Avenue from the south line of 11<sup>th</sup> Street to the north line of 12<sup>th</sup> Street.
5. 7<sup>th</sup> Street from the Des Moines River to the west line of 1<sup>st</sup> Avenue N. [Does not include block from 3<sup>rd</sup> Avenue to Hwy. 60]
6. Plum Avenue from the north line of Hwy. 62 (6<sup>th</sup> Street) to 500' north.
7. 5<sup>th</sup> Street from the west extent to the west line of 6<sup>th</sup> Street. [1 block]
8. 6<sup>th</sup> Avenue from the south line of City Limits to the south line of Hwy. 62 (6<sup>th</sup> Street).
9. 16<sup>th</sup> Street from the east line of 3<sup>rd</sup> Avenue to the west line of Hwy. 60.
10. City Hall parking lot and alleyway from the north line of 9<sup>th</sup> Street to the south line of 10<sup>th</sup> Street.
11. Alley from the east line of 3<sup>rd</sup> Avenue to the west line of Hwy. 60. [between 9<sup>th</sup> & 10<sup>th</sup> Streets]

Each street was reviewed for condition of the existing pavement, condition of the existing utilities and improvements to consider in order to replace the existing street. This inspection process is completed on a 5-year cycle by City Staff and catalogs and rates the conditions of each street in town. Several visual inspections were performed and pavement cores were taken to verify the thickness of the existing pavement and condition of the pavement base.

## II. Existing Conditions -

The existing streets vary in width and consist of a bituminous surface over a granular base between existing Portland Cement Concrete (PCC) curb and gutter. The existing bituminous surface consists of a combination of Asphaltic Cement Concrete (ACC) overlay and seal coat. The majority of the streets are 36'-42' back of curb to back of curb with a few narrower alley segments. The asphalt surface on most streets is showing significant distress and do not have a smooth ride. Each of these locations is on the City's 5-year street plan for replacement on the next cycle.

Thickness cores of the asphalt and granular base were performed in July of 2016. The asphalt thickness varied from 1-4 inches with an average depth of approximately 2.5 inches. The existing granular thickness was not uniform enough to be measured accurately.

There are significant areas of severe cracking on the street pavement. Segments of curb and gutter (in some blocks the entire length) that are in poor condition will need to be removed and replaced. Some of the curb and gutter is in fair condition and will remain in-place.

**Utilities:** The City Utility Department tracks the condition and replacement priority of the existing utilities. As part of the reconstruction project, the utilities are to be replaced according to the following chart (including the stated reason):

Street Name	Sanitary Sewer	Water Main	Storm Sewer
Brian Avenue		X, 4" Cast Iron	X, no existing
15 <sup>th</sup> Avenue		X, 10" Cast Iron	X, no existing
7 <sup>th</sup> Avenue			
5 <sup>th</sup> Avenue	X, Clay Pipe	X, 4" Cast Iron	X, failing pipe
7 <sup>th</sup> Street	X, Clay Pipe	X, 4" Cast Iron	X, undersized
Plum Avenue	X, Clay Pipe	X, 4" Cast Iron	X, undersized
5 <sup>th</sup> Street		X, 4" Cast Iron	
6 <sup>th</sup> Avenue			X, undersized
16 <sup>th</sup> Street	X, Clay Pipe	X, 8" Cast Iron	
City Hall Alley			X, failing pipe
3 <sup>rd</sup> Avenue Alley			X, failing pipe

These utilities are being replaced due to being at the end of their respective design life and/or due to specific maintenance issues that need to be addressed (as indicated) .

## III. Reconstruction Options -

A Cost Opinion has been calculated for reconstruction of the street surfaces (see Appendix). The cost opinions have been calculated for blocks previously defined. Each cost opinion includes a construction contingency and an estimated cost for engineering, legal and administrative costs.

**Option 1 – ACC Reconstruction.** The cost opinion for total reconstruction consists of removing the existing pavement and base material. The new street pavement section will consist of 4" ACC pavement over a minimum of a 12" granular base for the residential streets, 5" of ACC over 12" of granular base for the east block of 7<sup>th</sup> Street and 6" of ACC over 12" of granular base for 16<sup>th</sup> Street. New curb and gutter will be installed where the existing pavement is deemed to be in poor condition. The pavement widths will match the existing widths. The estimated cost per linear foot of the project paving ranges from \$272 to \$663 per linear foot.

**Option 2 – PCC Reconstruction.** The cost opinion for total reconstruction consists of removing the existing pavement and base material. The new street pavement section will consist of 6" PCC pavement over a minimum of a 6" granular base for all segments. New curb and gutter will be installed where the existing pavement is deemed to be in poor condition. The pavement widths will match the existing widths. The estimated cost per linear foot of project paving ranges from \$310 to \$595 per linear foot.

**Alley Improvements.** The cost opinion for paving two of the alleys consists of 4" of ACC Pavement over 8" of granular base vs. 6" of PCC pavement over 3" of granular base.

#### **IV. Life Expectancy of Improvement -**

The estimated life expectancy of the various improvements are as follows:

**Option 1 - ACC Reconstruction.** A new ACC street would have an approximately life of 20-25 years. The same maintenance, crack sealing and seal coats (every 7-8 years), is required for the overlay for the newly reconstructed street. At the end of the life expectancy period, the surface may be milled and overlaid for additional service life. The existing streets have been in-place for over 25 years.

**Option 2 – PCC Reconstruction.** A new PCC street would have an approximately life of 30-35 years. Maintenance would include crack sealing (every 7-8 years). At the end of the life expectancy period, the pavement would likely need to be replaced. The existing streets have been in-place for over 25 years.

The alley improvements will by will have similar life expectancies as noted above.

#### **V. Timing -**

Each construction option has a different work time duration and varying degrees of inconvenience to local traffic. The length of time street closures will be in place are dependent on the weather and at the rate the contractor works.

The ACC reconstruction option would require portions of the streets in the project to be closed for durations of 3-6 weeks. Local traffic would be minimal once all the street pavement is removed. Special consideration will be needed to any residents with limited mobility along the project.

The PCC reconstruction option would require portions of the streets in the project to be closed for longer durations (6-8 weeks). Local traffic would be minimal once all the street pavement is removed. Special consideration will be needed to accommodate any residents with limited mobility along the project.

## **VI. Project Costs & Financing -**

Cost opinions for the proposed paving options are included in the Appendix of the report. The ACC reconstruction option is \$3,089,000 and the PCC reconstruction option is \$3,405,000.

The City plans to finance the project with a combination of bonds and special assessments. The City has adequate bonding capacity to finance the project. There are some equipment revolving funds available to the City that could be used if necessary. The assessed portion of the project will consist of approximately 25-30% of the total project cost.

The improvements will be assessed to properties abutting the streets to be improved. The project cost will be divided by the street pavement area to be improved (area inside of existing curb and gutter) to determine a per square foot improvement cost. The length of the abutting short side of a lot will be multiplied times half of the improved street width to determine the square footage of street improved abutting the lot. The square footage of street improved will be multiplied by the per square foot improvement cost to determine the assessment for the abutting property. Corner lots will also be assessed for one-half of the long side of the lot that abuts a street being improved. The half of the long side will be multiplied by half of the width of the abutting improved street and then multiplied by the per square foot cost to determine the total assessed cost for the abutting long side of the lot. The remaining half of the long side not assessed to the abutting property. The remaining half of the long lot side will be paid by the City. All intersection improvements will be paid by the City.

## **VII. Feasibility -**

The existing streets are showing wear and will continue to deteriorate. The existing surface drainage will become worse due to the pavement not being uniform. Surface water ponds, drains into surface cracks and the existing bituminous pavement will deteriorate more quickly during freeze thaw cycles. A new surface will reduce cracks and improve drainage. Both options provide for a new paved street surface.

The existing pavement is in poor condition and will not provide a good base for an ACC overlay. An overlay option may leave some uneven areas and will be susceptible to soft subgrade and pavement in poor condition. This could cause areas to crack or break-up sooner than expected and not considered a viable alternative to pursue. The overlay option also does not allow for the utility construction that is to be part of this project.

The complete ACC pavement reconstruction between the existing/new curb and gutter will allow for corrective work to the subgrade that may be needed. A more uniform street grade and cross section may be maintained. The street grade for the ACC replacement option will be controlled by the new granular pavement base. The inclusion of replacement of utilities in virtually all project segments imposes the need for full depth pavement reconstruction.

The complete PCC pavement reconstruction between the existing/new curb and gutter will allow for corrective work to the subgrade that may be needed. A more uniform street grade and cross section may be maintained. The street grade for the PCC replacement option will be controlled by the new granular pavement base. The inclusion of replacement of utilities in virtually all project segments imposes the need for full depth pavement reconstruction.

Both reconstruction options are feasible alternatives to improving the City's streets. Based on the time for construction, inconvenience to the public, recent City project history, cost to the assessed properties and life expectancy, **the more feasible option for the City of Windom is the ACC reconstruction option.**

**COST ESTIMATES**

**2017 Street Improvements- ACC Option, Feasible Recommendation  
Preliminary Quantities & Cost Opinion  
Windom, Minnesota**

September 13, 2016

**Project Summary- Total Costs**

Segment #1- Brian Avenue	\$289,000.00
Segment #2- Removed	
Segment #3- 15th Avenue	\$314,000.00
Segment #4- Removed	
Segment #5- 7th Avenue	\$109,000.00
Segment #6- 5th Avenue	\$471,000.00
Segment #7- 7th Street	\$413,000.00
Segment #8- Plum Avenue	\$300,000.00
Segment #9- 5th Street	\$106,000.00
Segment #10- 6th Avenue (Hwy 62/6th to City Limits only)	\$438,000.00
Segment #11- 16th Street	\$355,000.00
Segment #12- City Hall Parking	\$212,000.00
Segment #13- 3rd Ave. Alley to Hwy	\$82,000.00
Segment #14- Removed	
Segment #15- Removed	

**Total Estimated Costs** **\$3,089,000.00**

**Project Summary- Total Paving Costs**

Segments #1-13- Paving costs **\$2,142,000.00**

**Project Summary- Total Utility Costs (excluding alternates)**

Segments #1-13- Water Utility costs	\$364,000.00
Segments #1-13- Sanitary Sewer Utility costs	\$171,000.00
Segments #1-13- Storm Sewer Utility costs	\$412,000.00

**Project Summary- Total Utility Dept. Costs (excluding alternates)**

Water	+	Sewer	+	+0.35 X Total Paving Costs	
\$364,000.00		\$171,000.00		\$749,700.00	<b>\$1,290,000.00</b>

**Optional 6th Ave. Alternates (Hwy 60 to City Limits)**

Segment #10- 6th Avenue- Overlay existing	\$374,000.00
Segment #10- 6th Avenue- 36' wide reconstruction	\$2,562,000.00

**Segments considered but removed from work (2017)**

Segment #2- 17th Avenue	\$356,000.00
Segment #4- 17th Street	\$540,000.00
Segment #14- 17th St/17th Ave Intersection	\$23,000.00
Segment #15- 16th St Railroad Crossing	\$18,000.00

**Optional Water Main Segments**

Segment #2- 17th Avenue	\$80,000.00
Segment #4- 17th Street	\$146,000.00

**Total Estimated Costs- Optional Water Main Replacements** **\$226,000.00**

All estimated costs based on scope prepared for Street and Utility committee approval, to be adjusted based on requested changes and soils report

**2017 Street Improvements- Concrete Paving option, Not selected  
Preliminary Quantities & Cost Opinion  
Windom, Minnesota**

October 19, 2016

**Project Summary- Total Costs**

Segment #1- Brian Avenue	\$326,000.00
Segment #2- Removed	
Segment #3- 15th Avenue	\$345,000.00
Segment #4- Removed	
Segment #5- 7th Avenue	\$129,000.00
Segment #6- 5th Avenue	\$497,000.00
Segment #7- 7th Street	\$438,000.00
Segment #8- Plum Avenue	\$329,000.00
Segment #9- 5th Street	\$119,000.00
Segment #10- 6th Avenue (Hwy 62/6th to City Limits only)	\$485,000.00
Segment #11- 16th Street	\$361,000.00
Segment #12- City Hall Parking	\$274,000.00
Segment #13- 3rd Ave. Alley to Hwy	\$102,000.00
Segment #14- Removed	
Segment #15- Removed	

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**Total Estimated Costs** **\$3,405,000.00**

**Project Summary- Total Paving Costs**

Segments #1-13- Paving costs **\$2,458,000.00**

**Project Summary- Total Utility Costs (excluding alternates)**

Segments #1-13- Water Utility costs	\$364,000.00
Segments #1-13- Sanitary Sewer Utility costs	\$171,000.00
Segments #1-13- Storm Sewer Utility costs	\$412,000.00

**Project Summary- Total Utility Dept. Costs (excluding alternates)**

Water	+	Sewer	+	+0.35 X Total Paving Costs	<b>\$1,400,000.00</b>
\$364,000.00		\$171,000.00		\$860,300.00	

**Optional 6th Ave. Alternates (Hwy 60 to City Limits)**

Segment #10- 6th Avenue- Overlay existing	\$374,000.00
Segment #10- 6th Avenue- 36' wide reconstruction	\$2,562,000.00

**Segments considered but removed from work (2017)**

Segment #2- 17th Avenue	\$356,000.00
Segment #4- 17th Street	\$540,000.00
Segment #14- 17th St/17th Ave Intersection	\$23,000.00
Segment #15- 16th St Railroad Crossing	\$18,000.00

**Optional Water Main Segments**

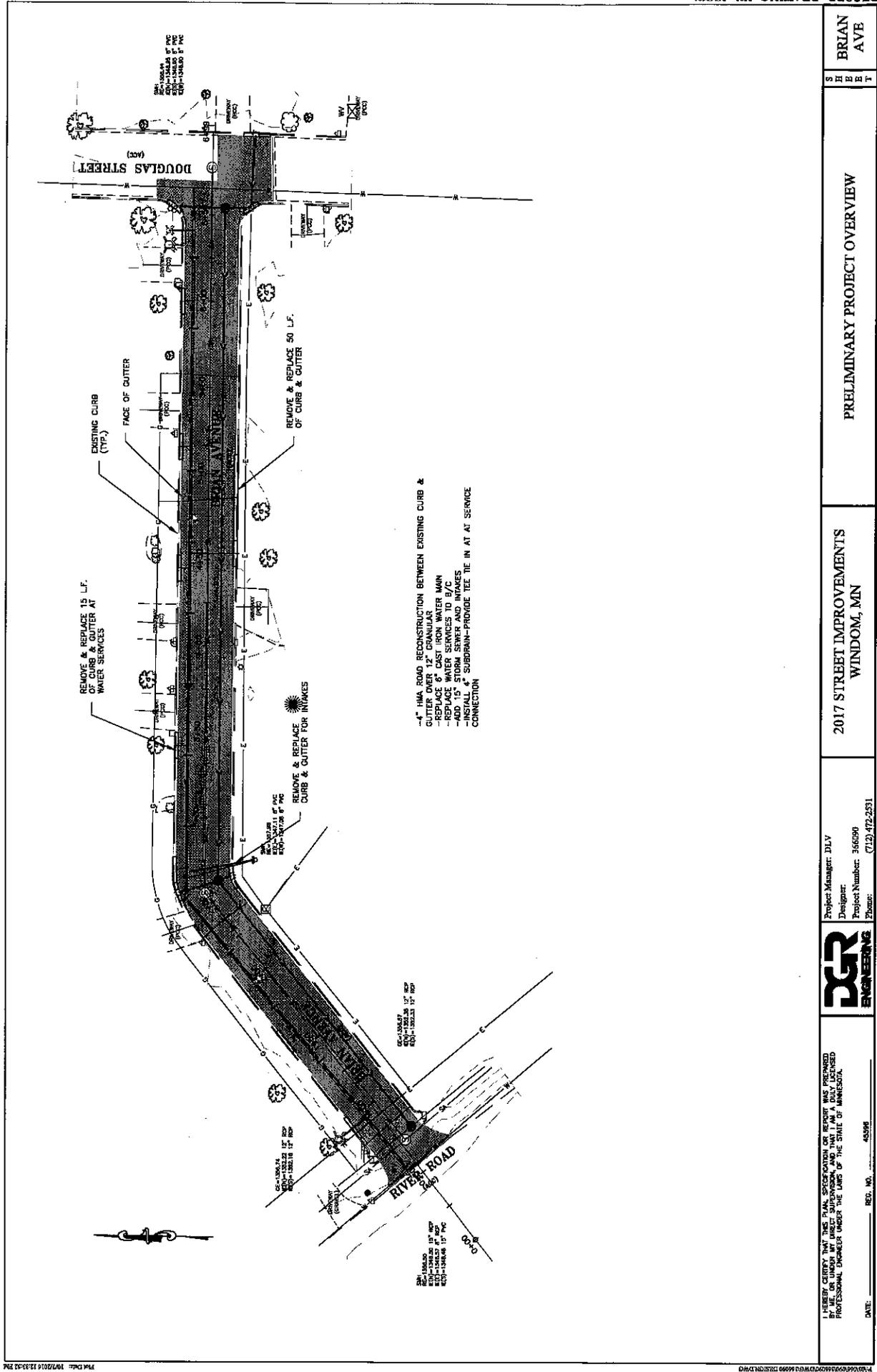
Segment #2- 17th Avenue	\$80,000.00
Segment #4- 17th Street	\$146,000.00

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**Total Estimated Costs- Optional Water Main Replacements** **\$226,000.00**

All estimated costs based on scope prepared for Street and Utility committee approval, to be adjusted based on requested changes and soils report

**DRAWINGS**

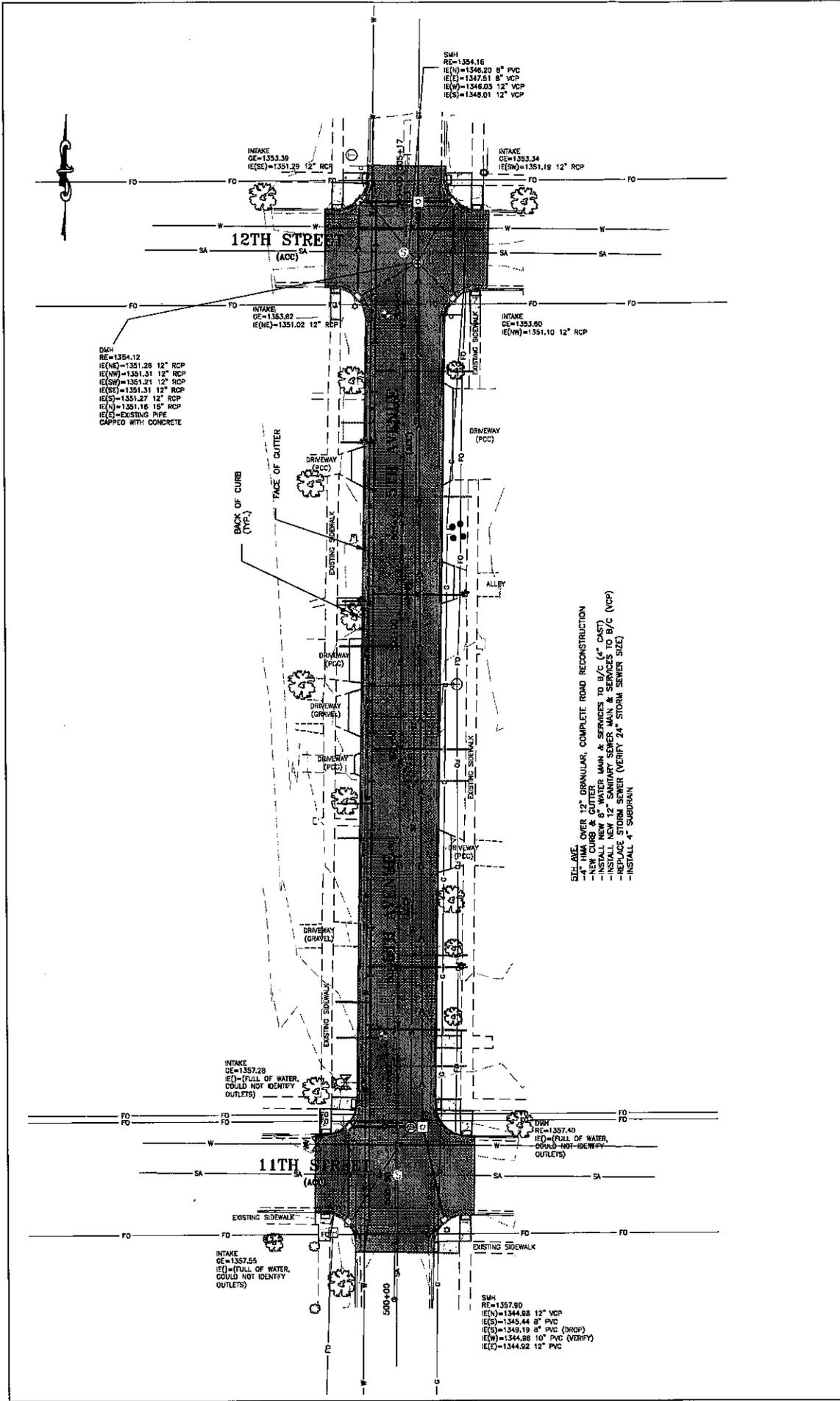


-4" IMA ROAD RECONSTRUCTION BETWEEN EXISTING CURB & GUTTER OVER 12" GRANULAR  
 -REPLACE 6" CAST IRON WATER MAIN  
 -REPLACE WATER SERVICES TO B/C  
 -ADD 15" STORM SEWER AND INTAKES  
 -INSTALL 4" SUBDRYIN-PROVIDE TEE TIE IN AT SERVICE CONNECTION

PROJECT NO. 45596 DATE:	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	PROJECT MANAGER: D.L.V DESIGNER: 366096 PROJECT NUMBER: 366096 PHONE: (712) 472-2831	DGR ENGINEERING	2017 STREET IMPROVEMENTS WINDOW, MN	PRELIMINARY PROJECT OVERVIEW BRIAN AVE
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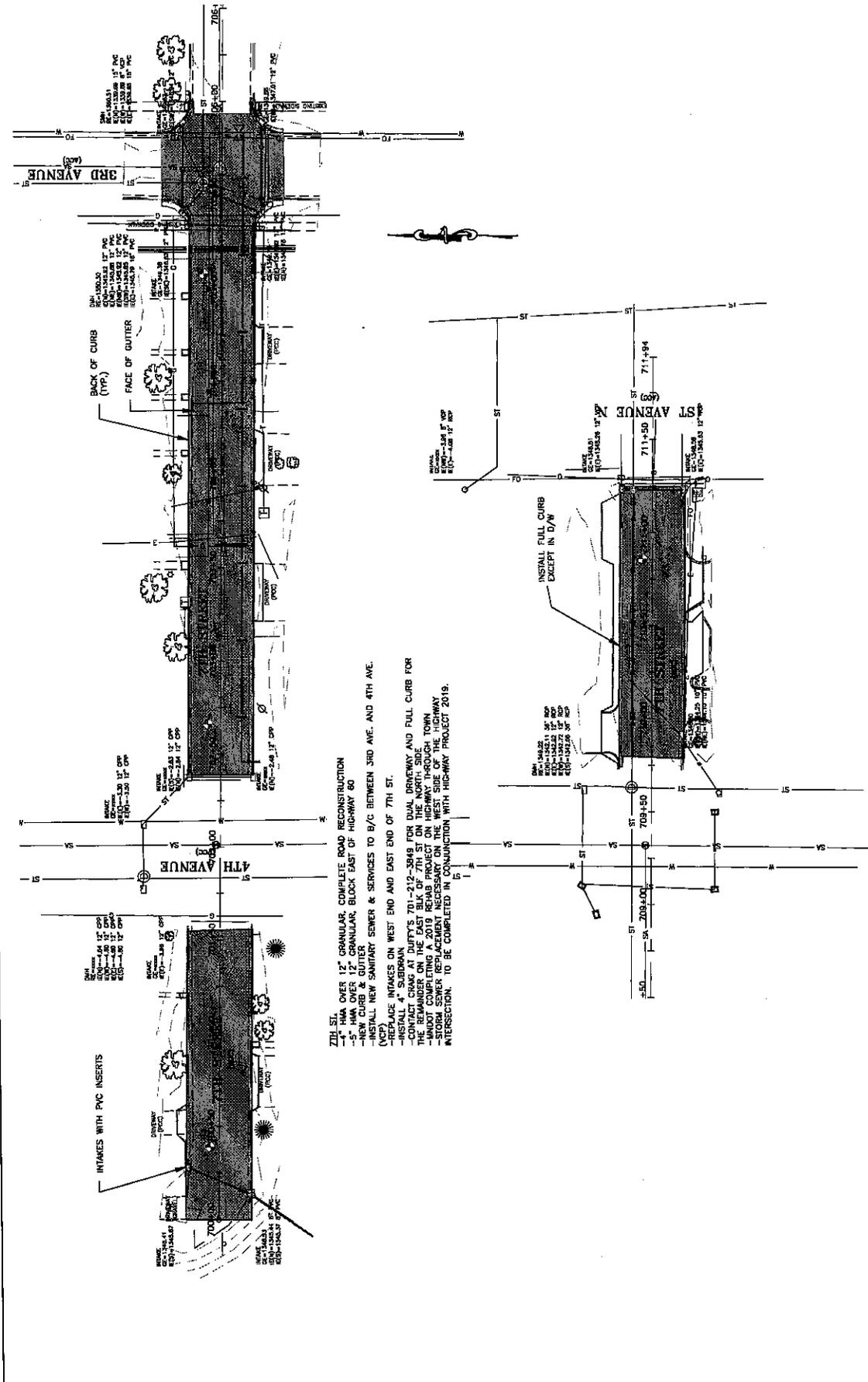




**SITE-LANE OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION**

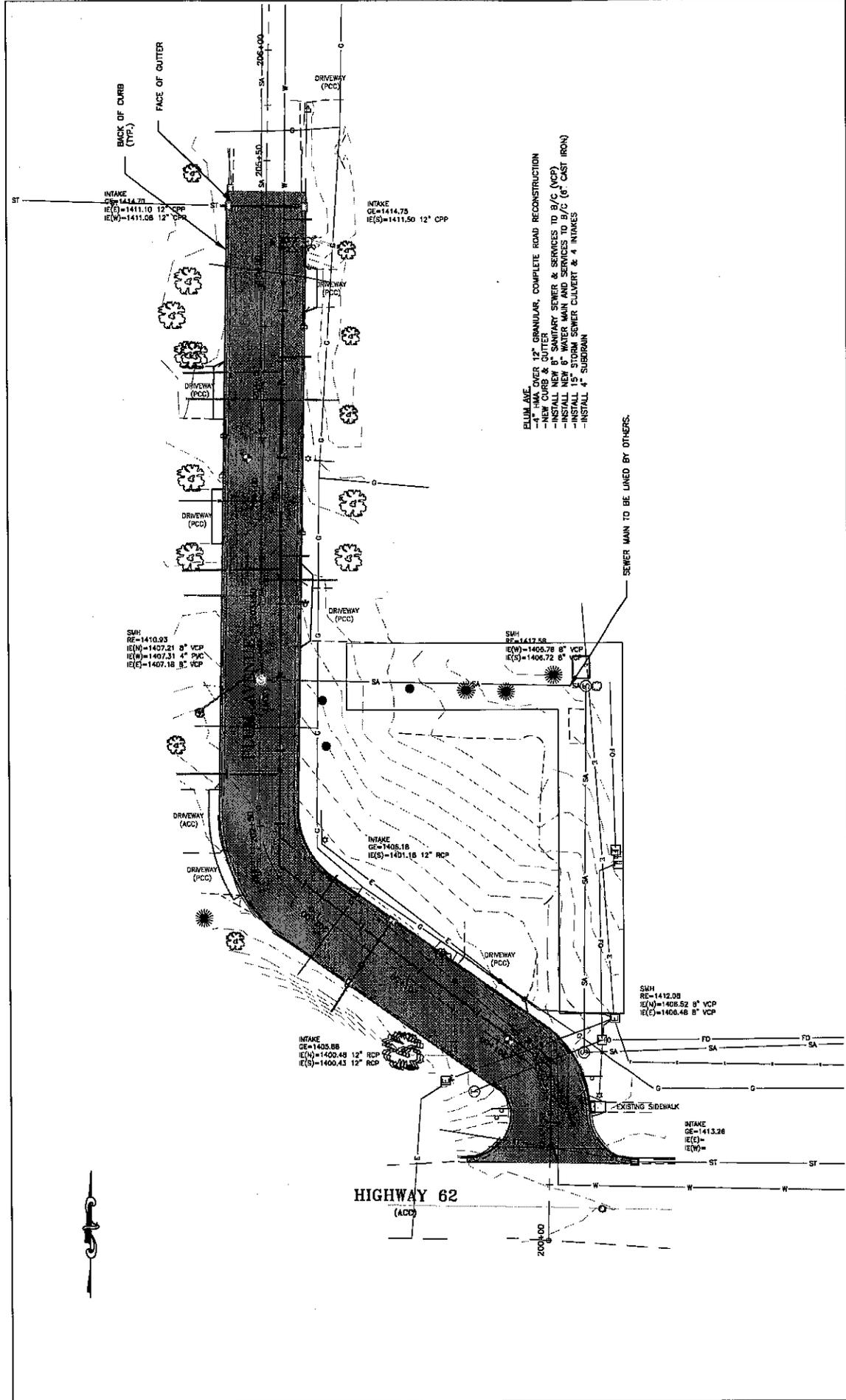
- INSTALL 8" CURTIER
- INSTALL NEW 8" WATER MAIN & SERVICES TO B/C (4" CAST)
- INSTALL NEW 12" SANITARY SEWER MAIN & SERVICES TO B/C (VCP)
- REPLACE STORM SEWER (VERIFY 24" STORM SEWER SIZE)
- INSTALL 4" SUBDRAIN

<p>5TH AVE S H H E E T</p>	<p>PRELIMINARY PROJECT OVERVIEW</p>	<p>2017 STREET IMPROVEMENTS WINDOM, MN</p>	<p>Project Manager: DLV          Designer: DAB          Project Number: 36090          Phone: (712) 472-2531</p>		<p>THESE DRAWINGS HAVE BEEN PREPARED BY THE ENGINEER OR ARCHITECT AND ARE NOT TO BE USED FOR ANY OTHER PROJECT OR PURPOSE WITHOUT THE WRITTEN CONSENT OF THE ENGINEER OR ARCHITECT. THE ENGINEER OR ARCHITECT IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THESE DRAWINGS. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL INFORMATION AND DATA PROVIDED TO THE ENGINEER OR ARCHITECT. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL INFORMATION AND DATA PROVIDED TO THE ENGINEER OR ARCHITECT.</p> <p>DATE: 05/20/18</p> <p>REG. NO. 45598</p> <p>DAVID L. WATSON, P.E.</p>
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**7TH ST**  
 -5" HMA OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION  
 -5" HMA OVER 12" GRANULAR, BLOCK EAST OF HIGHWAY 60  
 -NEW CURB & GUTTER  
 -INSTALL NEW SANITARY SEWER & SERVICES TO B/C BETWEEN 3RD AVE. AND 4TH AVE.  
 (SEE PLAGE INTAKES ON WEST END AND EAST END OF 7TH ST.)  
 -INSTALL 4" SUBDRAIN  
 -CONTACT CRAIG AT DUFFY'S 701-212-3848 FOR DUAL DRAINAGE AND FULL CURB FOR THE REMAINDER ON THE EAST SIDE OF 7TH ST. ON HIGHWAY THROUGH TOWN  
 -INSTALL NEW SANITARY SEWER & SERVICES TO B/C BETWEEN 3RD AVE. AND 4TH AVE. ON THE WEST SIDE OF THE HIGHWAY  
 -STORM SEWER REPLACEMENT NECESSARY ON THE WEST SIDE OF THE HIGHWAY INTERSECTION. TO BE COMPLETED IN CONJUNCTION WITH HIGHWAY PROJECT 2019.

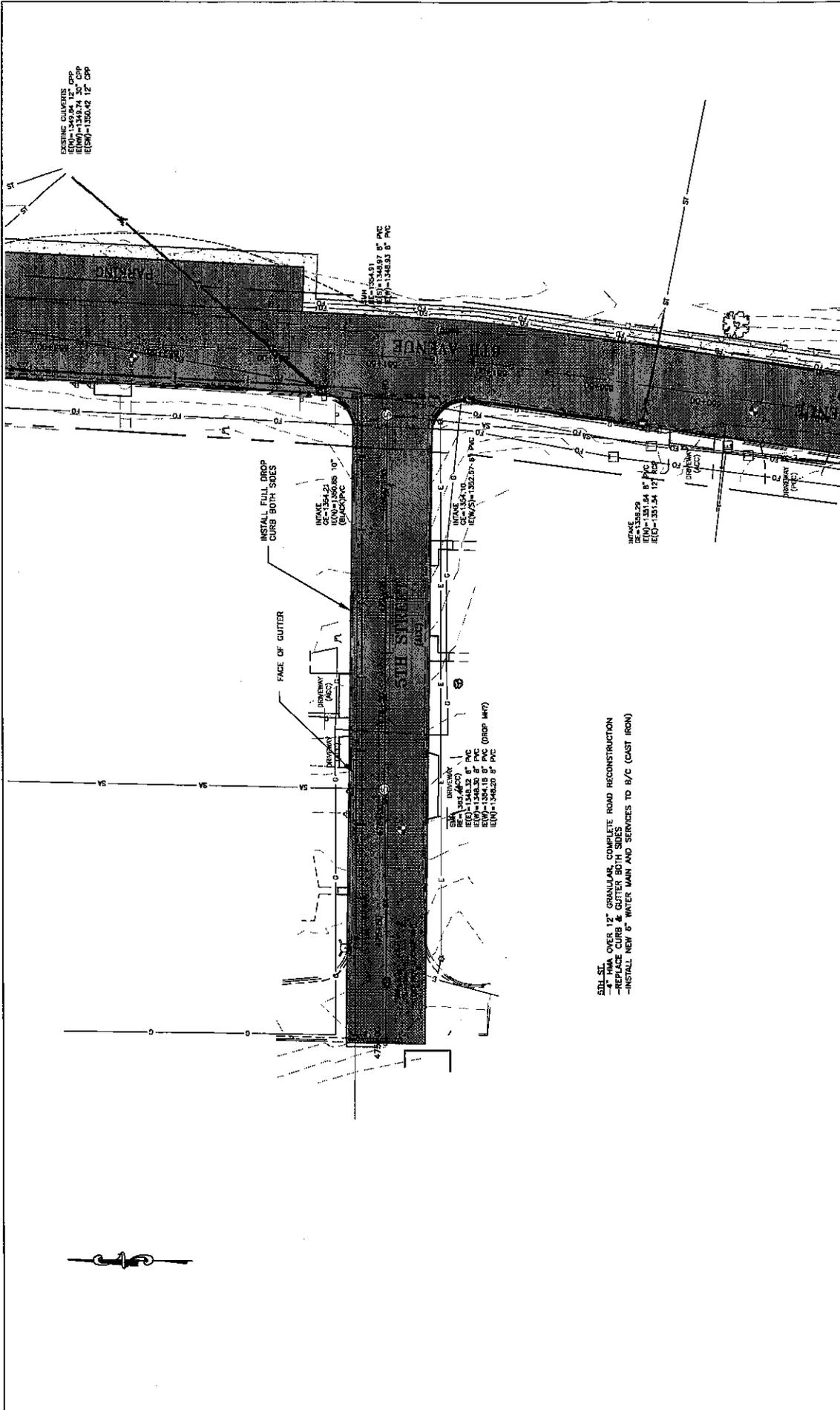
SHEET 1	7TH ST	PRELIMINARY PROJECT OVERVIEW	2017 STREET IMPROVEMENTS WINDOM, MN	Project Manager: DJV Designer: DAB Project Number: 366090 Phone: (713) 472-2331	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. DAN L. VAN SCHEPEN, P.E. DATE: _____ REG. NO. 45596
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PLUM AVE.  
 -INSTALL UNDER 15" GRANULAR, COMPLETE ROAD RECONSTRUCTION  
 -INSTALL UNDER 12" UTILITY  
 -INSTALL NEW 8" SANITARY SEWER & SERVICES TO B/C (VCP)  
 -INSTALL NEW 8" WATER MAIN & SERVICES TO B/C (6" CAST IRON)  
 -INSTALL 15" STORM SEWER CULVERT & 4 INTAKES  
 -INSTALL 4" SUBDRAIN

SEWER MAIN TO BE LINED BY OTHERS.

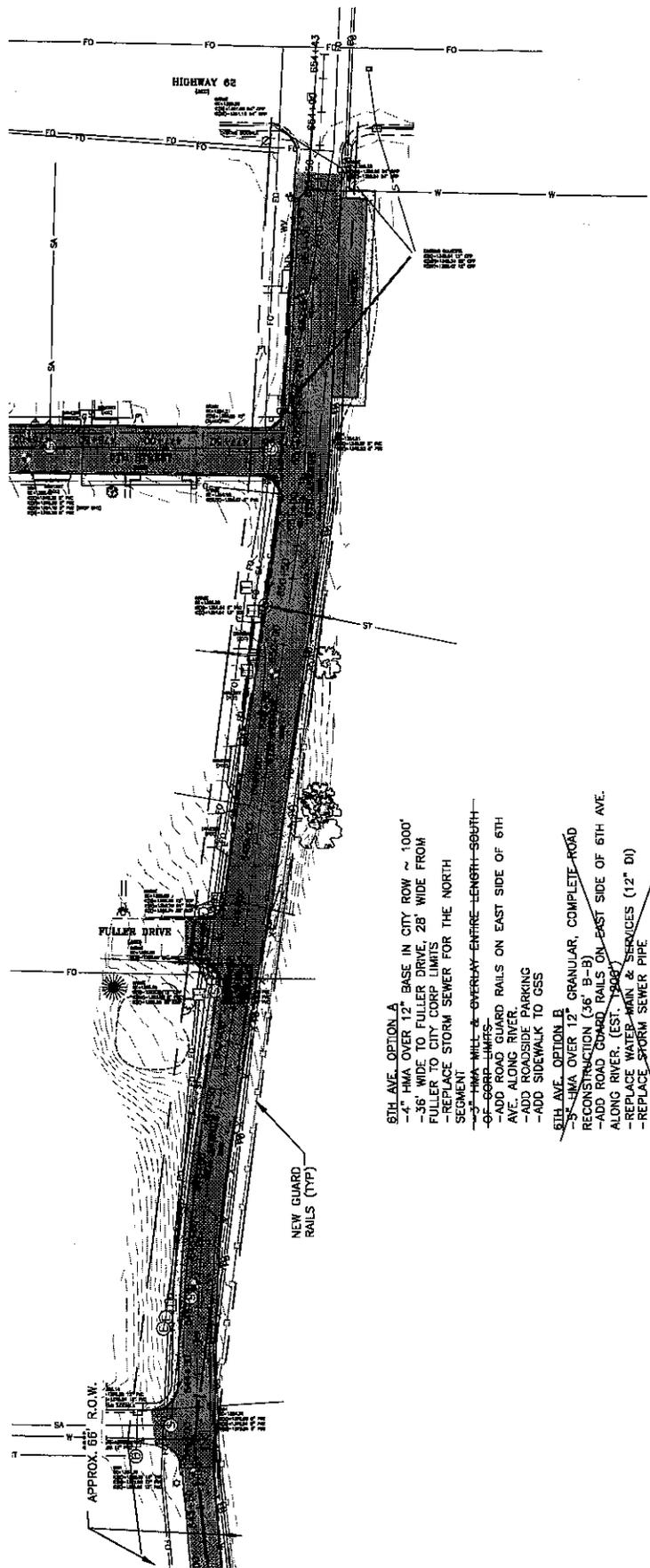
PLUM AVE	PRELIMINARY PROJECT OVERVIEW	2017 STREET IMPROVEMENTS WINDOM, MN	Project Manager: DLY Designer: DAB Project Number: 360800 Phone: (712) 472-2351	<b>DGR ENGINEERS</b>	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. DAN L. VAN SCHEPPEL, P.E. DATE: 05/20/16 REG. NO. 45326
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SBL ST.  
 OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION  
 -4" HMA OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION  
 -REPLACE CURB & GUTTER BOTH SIDES  
 -INSTALL NEW 6" WATER MAIN AND SERVICES TO B/C (CAST IRON)

PROJECT MANAGER: DLV DESIGNER: DAB PROJECT NUMBER: 365099 PHONE: (712) 472-2531	<b>DGR</b> <b>ENGINEERING</b>	PRELIMINARY PROJECT OVERVIEW	S H E E T
		2017 STREET IMPROVEMENTS WINDOM, MN	5TH ST

IF THESE SHEETS HAVE BEEN SPECIFICALLY OR OTHERWISE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER, IT IS HEREBY PROHIBITED. THE ENGINEER ASSUMES NO LIABILITY FOR ANY DAMAGE OR INJURY TO PERSONS OR PROPERTY CAUSED BY THE USE OF THESE SHEETS.  
 DATE: \_\_\_\_\_ REG. NO. 45598  
 DANI L. VAN SIEBELEN, P.E.



- 6TH AVE. OPTION A
  - 4" HMA OVER 12" BASE IN CITY ROW ~ 1000'
  - 36" WIDE TO FULLER DRIVE, 28' WIDE FROM FULLER TO CITY CORP LIMITS
  - REPLACE STORM SEWER FOR THE NORTH SEGMENT
  - INSTALL 4" OVERLAY-ENTIRE LENGTH-SOUTH SIDE
  - ADD ROAD GUARD RAILS ON EAST SIDE OF 6TH AVE. ALONG RIVER.
  - ADD ROADSIDE PARKING
  - ADD SIDEWALK TO GSS
- 6TH AVE. OPTION B
  - 4" HMA OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION (36" B-B)
  - ADD ROAD GUARD RAILS ON EAST SIDE OF 6TH AVE. ALONG RIVER (EST. 1000')
  - REPLACE WATER MAIN & SERVICES (12" DI)
  - REPLACE STORM SEWER PIPE
  - INSTALL 4" SUBDRAIN
  - ADD ROADSIDE PARKING
  - ADD SIDEWALK TO GSS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAN L. VAN SOESTEN, P.E.

DATE: \_\_\_\_\_ REG. NO. 45595

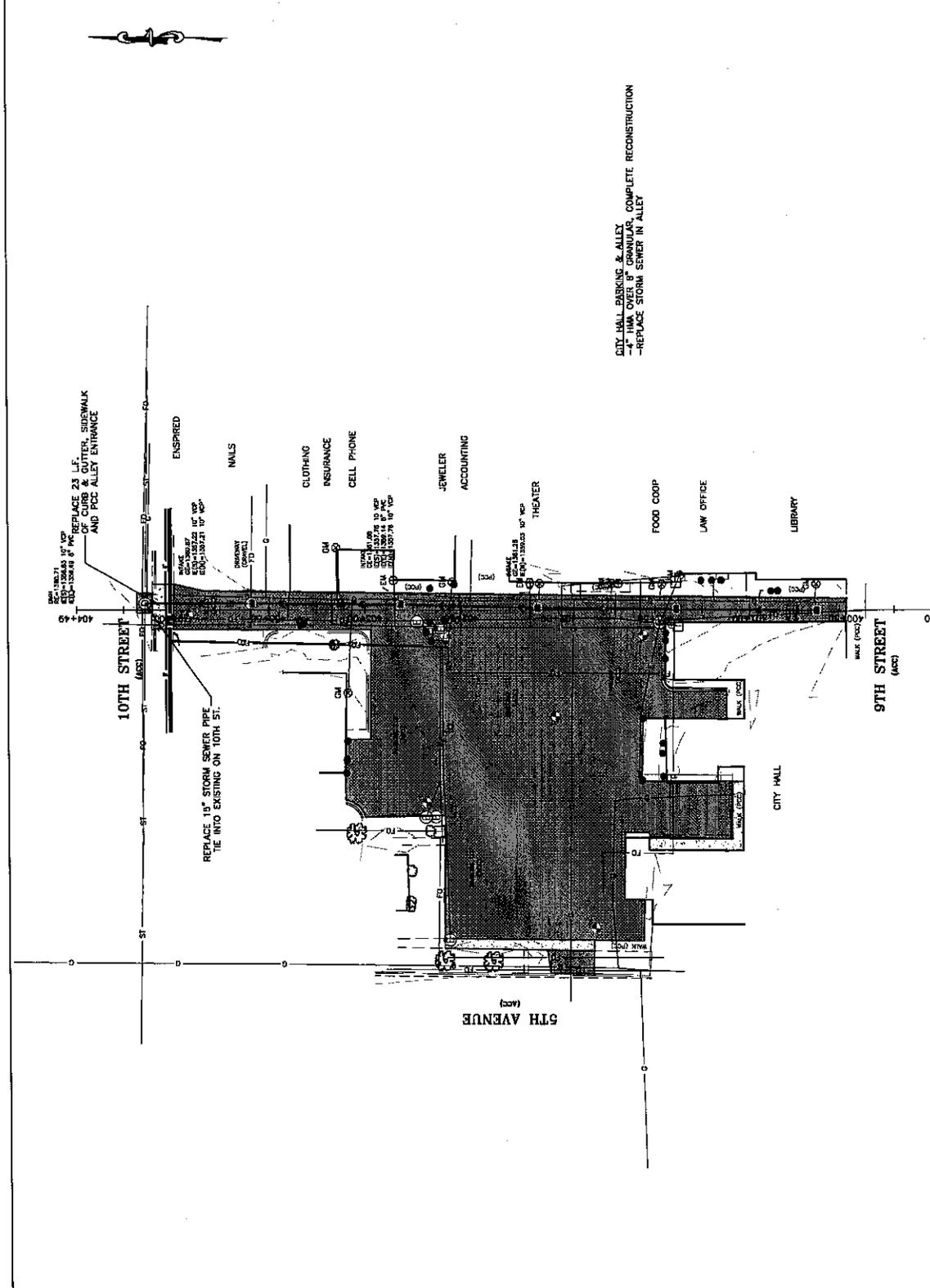


Project Manager: DLY  
 Designer: DAB  
 Project Number: 366099  
 Phone: (712) 472-2331

2017 STREET IMPROVEMENTS  
 WINDOM, MN

PRELIMINARY PROJECT OVERVIEW





CITY HALL PARKING & ALLEY  
 -4" HMA OVER 8" GRANULAR, COMPLETE RECONSTRUCTION  
 -REPLACE STORM SEWER IN ALLEY

10TH STREET (ACC)  
 9TH STREET (ACC)  
 5TH AVENUE (ACC)

REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

REPLACE 24" L.F.  
 OF CURB & GUTTER, SIDEWALK  
 AND PCC ALLEY ENTRANCE

REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

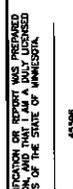
REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

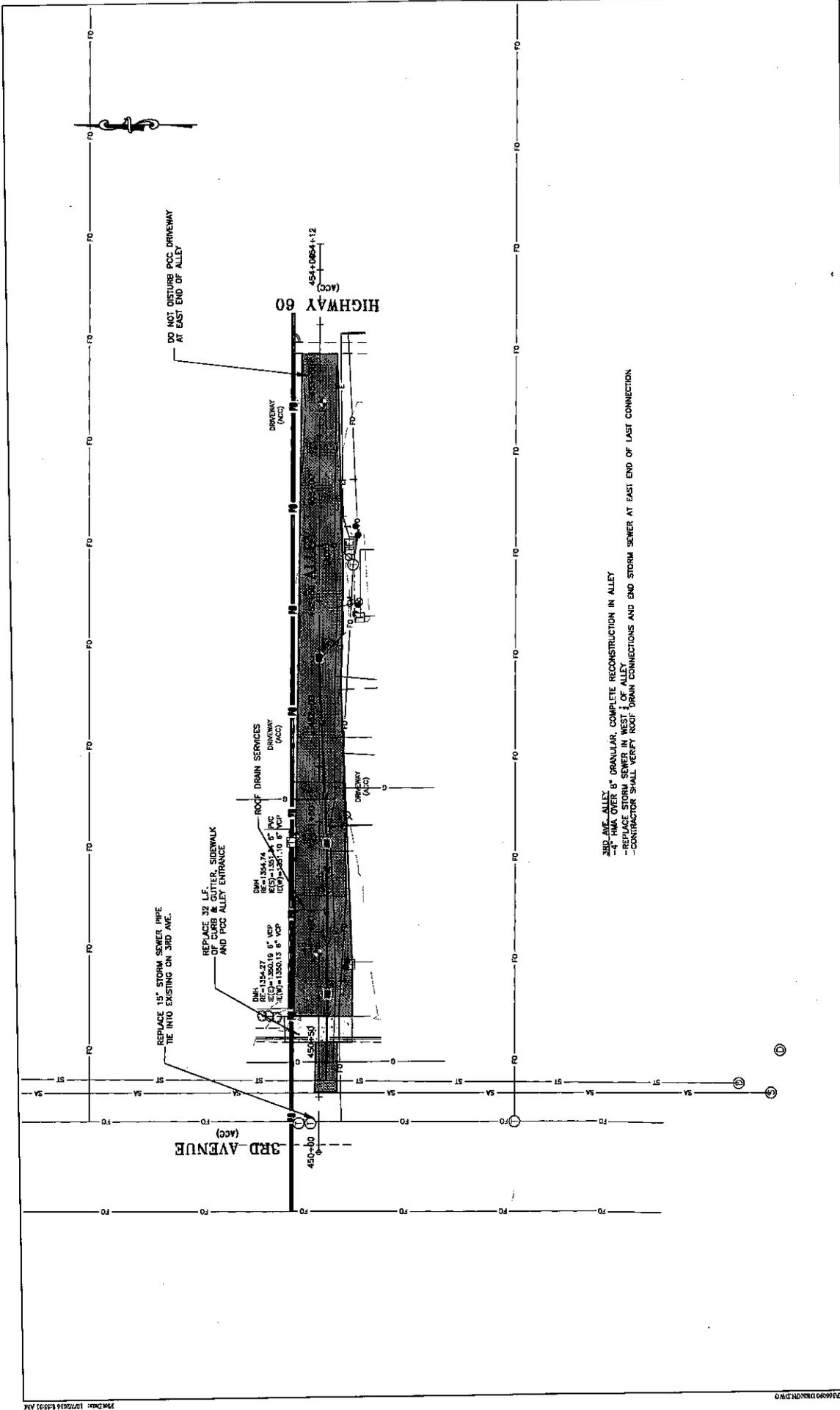
REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

REPLACE 18" STORM SEWER PIPE  
 INTO EXISTING ON 10TH ST.

<p>RECORD DRAWING XX-XXXX</p>	<p>CITY HALL</p>	<p>PRELIMINARY PROJECT OVERVIEW</p>	<p>2017 STREET IMPROVEMENTS        WINDOM, MN</p>	<p>Project Manager: DLV        Designer: DAB        Project Number: 36690        Phone: (712) 472-2331</p>		<p>I HEREBY CERTIFY THAT I AM DAN SCHAFFNER OR SCHAFER WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p>DAN L. VAN SCHAFFNER, P.E.        REG. NO. 45596</p>	<p>DATE: _____</p>
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3RD AVE ALLEY  
 -4" HMA OVER 8" GRANULAR, COMPLETE RECONSTRUCTION IN ALLEY  
 -REPLACE STORM SEWER IN ALLEY  
 -CONTRACTOR SHALL VERIFY ROOF DRAIN CONNECTIONS AND END STORM SEWER AT EAST END OF LAST CONNECTION

<p>SH RE ET</p>	<p>ALLEY (00TE-11TR)</p>	<p>PRELIMINARY PROJECT OVERVIEW</p>	<p>2017 STREET IMPROVEMENTS WINDOM, MN</p>	<p>Project Manager: DLV          Designer: DAB          Project Number:          Phone: (72) 472-2531</p>		<p>I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p>DAN L. VAN SCHEPPEL, P.E.          45398</p>
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## RESOLUTION #2016-

**INTRODUCED:**

**SECONDED:**

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

### **RESOLUTION PROVIDING FOR THE EXECUTION OF A PRIMARY LEASE AND A LEASE-PURCHASE AGREEMENT**

---

**BE IT RESOLVED**, by the City Council of the City of Windom, Minnesota (the "City"), as follows:

Section 1.     Purpose and Authorization.

- 1.01 Recital of Authority. The City is authorized to purchase personal property under an installment contract, or lease real or personal property with an option to purchase under a lease-purchase agreement.
- 1.02 The Project. The City desires to finance the construction and equipping of a new emergency services facility which will house the fire department and ambulance services for the City, through a lease-purchase agreement (the "Project").
- 1.03 Offer of Bank. The City has received an offer to enter into a Primary Lease (the "Primary Lease") from \_\_\_\_\_, with an office in \_\_\_\_\_, Minnesota (the "Bank") and a Lease-Purchase Agreement from the Bank (the "Lease-Purchase Agreement", and collectively with the Primary Lease, the "Lease Agreements") on terms substantially similar to the terms set forth in the Preliminary Term Sheet prepared by Ehlers & Associates, Inc., the City's municipal advisor, submitted to the City by the Bank (the "Term Sheet"). Under the Lease Agreements and as described in the Term Sheet, the Bank will provide financing in the amount of not to exceed \$2,039,000, at an annual interest rate of not to exceed \_\_\_\_\_% and a maximum repayment term of 20 years, comprised of one year of payments of interest only and 19 years of payments of principal and interest. The financing will be fully advanced to the City on the date of closing and delivery of the Lease Agreements to pay costs of the Project.

1.04 Acceptance of Offer of Bank.

(a) The forms of the proposed Lease Agreements as presented to the City Council are hereby approved, subject to such modifications as are deemed appropriate and approved by the City Attorney. The City Council finds the offer of the Bank reasonable and proper and accepts the Bank's offer. The Mayor and the City Administrator are hereby authorized and directed to execute the Lease Agreements and other closing certificates and documents that may be necessary to properly document the transactions described herein, and in the Lease Agreements.

(b) The payment of the Bank's origination fee in an amount equal to \_\_\_\_\_% of the financed amount (no greater than \$ \_\_\_\_\_) is authorized upon closing and delivery of the Lease Agreements.

Section 2. Establishment of Accounts. There are hereby created the following accounts:

(a) The Construction Account, which shall be a separate segregated account separate and apart from all other funds and moneys held by the City. There shall be credited to the Construction Account the moneys paid to the City pursuant to the Lease-Purchase Agreement and any other moneys received by the City for deposit therein. The City shall use the moneys in the Construction Account to pay for the acquisition cost of the Project. Any funds remaining in the Construction Account upon completion and acceptance of the Project and payment of all Construction Costs, but in any event not later than three years from the date hereof, shall be transferred to the Rental Payments Account to be used for payment of the Principal portion of the Rental Payments next coming due under the Lease-Purchase Agreement.

(b) The Rental Payments Account, which shall be a separate segregated account within the City's general fund. The monies in the Rental Payments Account shall be used for no purpose other than the payment of Rental Payments as defined in the Lease-Purchase Agreement. The City Administrator is authorized and directed to transfer monies of the City to the Rental Payments Account at the times and in an amount sufficient to ensure that Rental Payments are paid when due. The City will pay to the Bank promptly when due, all of the Rental Payments and other amounts required by the Lease Agreements from the sources at the times and in the amounts specified in the Lease Agreements.

Section 3. Federal Tax.

3.01 Bank Qualification. The City makes the following representations:

(a) the Lease Agreements are not "private activity bonds" as defined in Section 141 of the Internal Revenue Code of 1986, as amended (the "Code");

(b) the City hereby designates the Lease-Purchase Agreement as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than obligations described in clause (ii) of Section 265(b)(3)(c) of the Code) which will be issued by the City (and all entities whose obligations will be aggregated with those of the City) during this calendar year 2016 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during this calendar year 2016 have been designated for purposes of Section 265(b)(3) of the Code.

3.02 Small-Issuer Rebate Exception. For purposes of qualifying for the small-issuer exception to the federal arbitrage rebate requirements, the City hereby finds, determines and declares:

(a) the City is a governmental unit with general taxing powers;

(b) the Lease-Purchase Agreement is not “private activity bonds” as defined in Section 141 of the Code;

(c) 95% or more of the net proceeds advanced under the Lease-Purchase Agreement are to be used for local governmental activities of the City; and

(d) the aggregate face amount of the tax-exempt obligations (other than private activity bonds) issued by the City during the calendar year 2016 is not reasonably expected to exceed \$5,000,000.

3.03 Covenants. The City represents, covenants and agrees with the Bank:

(a) not to use the proceeds advanced under the Lease-Purchase Agreement, or to cause or permit them to be used, in such a manner as to cause any of the Lease Agreements to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code;

(b) that the City has not leased, sold, assigned, granted or conveyed and will not lease, sell, assign, grant or convey all or any portion of the Project or any interest thereon in a manner which will cause the interest component of the Rental Payments to lose its tax-exempt status all within the meaning of the Code; and

(c) that it will comply with and fulfill all other requirements and conditions of the Code and treasury regulations and rulings issued pursuant thereto relating to the acquisition, construction and operation of the Project to the end that the interest portion of the rental payments under the Lease-Purchase Agreement shall at all times be exempt from federal income tax.

Adopted by the Council this 15<sup>th</sup> day of November, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

## Agreement for Dispatch Services

THIS AGREEMENT made and entered into by and between the County of Cottonwood, a governmental subdivision of the State of Minnesota, hereinafter referred to as "Cottonwood", and the City of Windom, a governmental subdivision of the State of Minnesota, hereinafter referred to as "Windom", said parties agreeing as follows:

WHEREAS, Cottonwood operates a law enforcement building providing emergency and general dispatching services to various law enforcement agencies and municipalities; and

WHEREAS, Windom operates its own police, fire and ambulance, and is in need of securing ongoing dispatching services from Cottonwood; and

WHEREAS, the parties hereto are desirous of entering into an ongoing services agreement whereby Cottonwood provides such dispatching services to Windom, as required by Windom, all as set forth hereafter;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. That this Agreement is being entered into pursuant to Minnesota State Statutes 471.59 as an exercise of the joint powers of the respective governmental entities.
2. That the purpose of this Agreement is to establish in writing, the contractual rights and obligations of the parties hereto with respect to Cottonwood providing dispatching services to Windom.
3. Cottonwood agrees to provide dispatching services to Windom, for:
  - a. Police Department activities.
  - b. Fire Department activities.
  - c. Ambulance Department activities.
  - d. Such other activities as requested by Windom and agreed to by Cottonwood or as required by state law.

The dispatch service provided by Cottonwood will remain the same throughout the term of this Agreement.

4. That Cottonwood agrees to lease or purchase and maintain all necessary equipment for the efficient and effective operation of a Communications Center.
5. That Cottonwood shall hire, employ, and furnish personnel to manage and operate the Communications Center round the clock, 24 hours per day. Said persons so employed shall be deemed solely Cottonwood employees for all lawful purposes.
6. That Windom agrees to pay Cottonwood for such dispatching services a \$2.25 per Call For Service (CFS) fee. This fee will be invoiced on July 1 and January 1 for the previous six months. This will not change without prior agreement by representatives of both parties. The CFS fee shall be re-negotiated every two years

and will become effective when put in writing and signed by all parties as an addendum to the "Agreement for Dispatch Services".

7. That the effective date of this Agreement shall be the 1<sup>st</sup> day of January 2017, and shall continue and be automatically renewed from calendar year to calendar year thereafter unless and until terminated by written notice from either party to the other served on or before April 1 of the calendar year at the end of which the agreement is to terminate.
8. That the parties of this Agreement specifically understand and agree that this is a Services Agreement and does not create a principal and agent relationship nor any employer/employee relationship between the two respective Governmental Subdivisions. That neither party shall be responsible, in any manner, for the operation of the other Governmental Subdivision, nor the acts or omissions for the employees of the other Governmental Subdivision.
9. That Cottonwood and Windom may enter into the additional and supplemental agreements regarding each other's matters, not covered or included by the terms of this Agreement, as may arise or become necessary to promote the most effective and efficient methods to achieve the purposes of this Agreement. Such additional agreements shall be deemed to be incorporated into and shall be an integral part of this agreement.
10. This Agreement embodies all understandings, terms and conditions as agreed to and upon by Cottonwood and Windom. That there are no other written or oral statements or representations made by either party hereto which are a part of or included in this Agreement.

IN WITNESS WHEREOF, both parties have hereunto set their hands this \_\_\_\_ day of \_\_\_\_\_, 2016

CITY OF WINDOM

\_\_\_\_\_  
Mayor, City of Windom

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
County Auditor



**Lutheran Social Service**  
*for changing lives*

October 27, 2016

Dear Facility Owner,

Thank you for being a partner with Lutheran Social Service and the local Senior Nutrition Program. We are proud to provide congregate dining and home-delivered meals service for area seniors. Enclosed is our new site use agreement for 2012. Please sign and return the agreement to our Moorhead office in the enclosed envelope by November 18, 2011.

Please let me know if you have any questions or would like clarification on any items.

Thank you for your continued support of the LSS Senior Nutrition Program.

Sincerely,

Monica Douglas,  
Senior Program Director  
218-233-7521

**LSS SENIOR NUTRITION PROGRAM  
SITE USE AGREEMENT - 2017**

This site use agreement has been prepared for the purpose of defining the rules of the agencies involved in the development and operation of the Nutrition Program in Windom.

This agreement made this \_\_\_ day of \_\_\_\_\_ 2016, by and between the City of Windom, hereafter referred to as the Company and the LSS Senior Nutrition Program, 715 North 11<sup>th</sup> Street, Suite 401C, City of Moorhead and the State of Minnesota, hereafter called the Nutrition Program, in consideration of costs, covenants and agreements herein reserved and contained, do hereby agree each with the other as follows:

- I. All correspondence regarding this agreement will be between the Nutrition Program Director or Assistant Director and the City of Windom.
- II. The Nutrition Program agrees and shall abide, conform to and comply with all the laws of the United States and the State of Minnesota, and all of the ordinances of the City of Windom, Minnesota, together with all the rules and requirements of the Police and Fire Department of the City of Windom, Minnesota. In addition, all rules and regulations by the Minnesota Department of Health will be complied with. A restaurant license, if required, will be procured annually by the Nutrition Program. The Company agrees to arrange for an annual fire inspection and notify the Nutrition Program of results. Fire inspecting must be completed by professionally trained personnel.
- III. The closing of sites on holidays will be determined by the Nutrition Program and the Company one month prior to the holiday. Nutrition sites New Year's Day, Thanksgiving Day, and Christmas Day.
- IV. The Nutrition Program agrees to restore community facilities to ordinary cleanliness after use. Ordinary cleanliness is defined as leaving facilities in the same condition as they were prior to entering. Notwithstanding this undertaking, basic custodial services such as floor maintenance, window washing, cleaning of rest rooms, washing and/or painting of walls, snow and ice removal and all other general maintenance, reasonable inspection and repairs to the interior and exterior of the facilities are the responsibility of the building owner.
- V. The Nutrition Program shall procure and maintain comprehensive general combined single limit liability coverage of One Million Dollars (\$1,000,000.00) and Workers Compensation Insurance on all Nutrition Program staff relating to the site mentioned above. The Nutrition Program shall hold the building owner harmless for that portion of any damages or injury occurring on the rented premises for which the Nutrition Program may be found liable.
- VI. The Company agrees to maintain, inspect and repair and to assume sole financial responsibility for the facility due to mechanical and electrical problems. The Company agrees to have all fire extinguishers inspected yearly by a licensed inspector at company expense. A dated and signed tag must be placed on each extinguisher.

VII. The Company agrees to furnish the Nutrition Program information about insurance coverage and dollar value of each type of coverage carried which relates to the facility and persons using the facility.

VIII. In the event of a disaster, the Company agrees to allow the Nutrition Program to use facilities for the preparation, serving and distribution of meals/food and in an extreme disaster for housing of disaster victims.

IX. The Nutrition Program agrees to pay a yearly fee of \$3,358, to help offset the costs of operation. Payment will be made on a quarterly basis.

X. In the event the Nutrition Program or the Company must cancel all or part of the terms of this agreement, the Company and the Nutrition Program will provide the other agency 30 days notice in writing. Upon written receipt by the Company from LSS, this agreement is subject to immediate termination by the Nutrition Program should federal, state, or local dollars be reduced or withdrawn.

XI. The Company agrees to allow the Nutrition Program use of the facility kitchen/dining areas for the term January 1, 2017 to December 31, 2017, to be used as a nutrition site for seniors on the following days/evenings: \_\_\_\_\_.

XII. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

XIII. **For Housing Projects only:** Please provide your tenant ratio of under 60 years of age \_\_\_\_\_% and over 60 year of age \_\_\_\_\_%.

LSS SENIOR NUTRITION PROGRAM

FACILITY OWNER/OPERATOR

\_\_\_\_\_  
Senior Program Director                      Date  
715 North 11<sup>th</sup> Street, Suite #401C  
Moorhead, MN 56560  
218.233.7521  
monica.douglas@lssmn.org

\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail

## **LSS Senior Nutrition Program 2017 Site Use Agreement Addendum**

This addendum is hereby incorporated into the attached Site Use Agreement entered into by LSS and the City of Windom on the 15th day of November, 2016.

Both parties hereby agree to the following:

1. Site – the site for the Senior Nutrition Program is the Windom Community Center, 1750 Cottonwood Lake Drive, Windom, MN 56101; hereafter "site". The primary areas to be utilized for the Senior Nutrition Program will be Room #120 (kitchen and dining area).
2. Access – LSS and/or their representatives, vendors, employees or patrons shall not have keys or unsupervised access to the site. City of Windom employees will provide access to the site generally between the hours of 7:00 a.m. and 1:00 p.m. Monday – Friday (unless the site is closed due to weather or holiday). LSS and Senior Nutrition Program representatives and staff acknowledge that parties renting space at the facility and maintenance/repair persons may need access to the kitchen or other areas on occasion.
3. Right of Use -- Should the Windom Community Center, from time to time, require the use of Room #120 LSS and the Senior Nutrition Program agree to relocate per the direction Windom Community Center staff to another area of the site which is reasonably sufficient to meet the needs of the Senior Nutrition Program or to allow for the pick-up of meals for home delivery. Notification to the Senior Nutrition Program's on site representative, or his/her designee, shall be provided by the Windom Community Center staff at least 24 hours in advance.

LSS acknowledges that the Windom Community Center hosts other meetings and events, as such, the Windom Community Center reserves the right to ask Senior Dining to limit noise (e.g. piano playing and/or amplified sounds).

4. Insurance – LSS will provide the City of Windom with evidence that the site is covered under the umbrella issued by \_\_\_\_\_ . Certificate Number \_\_\_\_\_ .
5. Cleaning – The Senior Nutrition Program agrees to restore community facilities to ordinary cleanliness after use according to paragraph IV of this Agreement. Said ordinary restoration will include, but is not limited to, wiping down tables and chairs, wiping/cleaning up food or debris from the floors in the kitchen and dining area daily, wiping down kitchen equipment and walls after use, mopping the kitchen floor on a daily basis.
6. Snow Policy – The Windom Community Center and LSS Senior Nutrition Program agree that there will be no senior activities including the Senior Dining Program on "snow days" as determined by the Windom School District.
7. Supplies – LSS Senior Nutrition Program acknowledges that the Windom Community Center is not responsible for the purchase or provision of 'expendables' used by the Senior Nutrition Program such as hand towels, paper towels, dish washer soap or cleaning supplies. Windom Community Center agrees to work with LSS to provide a secure location for the storage of said supplies.

**ORDINANCE No. 158, 2<sup>ND</sup> SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY  
CODE CHAPTER 33, CITY ORGANIZATIONS**

**THE COUNCIL OF THE CITY OF WINDOM, MINNESOTA, ORDAINS:  
TO REVISE CHAPTER 33: CITY ORGANIZATIONS AS FOLLOWS:**

**SECTIONS 33.03 ENTITLED "PARK AND RECREATION COMMISSION" BY  
ADDING (E); AND BY REMOVING THE FOLLOWING EXISTING SECTIONS  
AND REPLACING THOSE SECTIONS WITH THE FOLLOWING 33.10,"MULTI-  
PURPOSE CENTER COMMISSION (B) (9); AND SECTION 33.11  
"TELECOMMUNICATIONS COMMISSION" (A).**

City Code is amended as follows:

**CHAPTER 33 – CITY ORGANIZATIONS**

**SECTION 33.03, ENTITLED "PARK AND RECREATION COMMISSION"**

(E) The dates and times for the regular business meetings of the Commission shall be set annually by the Commission in January of each year.

**SECTION 33.10, ENTITLED "MULTI-PURPOSE CENTER COMMISSION"**

(B) *Officers and Proceedings.*

(9) The dates and times for the regular business meetings of the Commission shall be set annually by the Commission in January of each year.

**SECTION 33.11 TELECOMMUNICATIONS COMMISSION**

(A) Establishment and composition. A Telecommunications Commission is hereby established consisting of five members to be appointed by the Mayor with the consent of the Council. The Mayor will appoint at-large members to serve as members of the Commission. These five Commission appointments shall be for three-year terms. The initial term for the Commission appointed members shall be for one, two and three years, respectively. Thereafter, all Commission members shall be appointed for three-year terms. Council appointments for new and expired terms shall be made in January. Any and all of the members may be removed at any time, with or without cause, by the affirmative vote of a majority of the City Council.

Adopted by the City Council of the City of Windom, Minnesota, this 15th day of November, 2016.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

1<sup>st</sup> Reading: November 1, 2016  
2nd Reading: November 15, 2016  
Adoption: November 15, 2016  
Published: November 23, 2016



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 11/02/2016 - 11/10/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
<b>Activity: 41110 - Mayor &amp; Council</b>					
CONVENT. & VISITOR BUREAU	20161101	11/01/2016	LODGING TAX - RED CARPET I	100-41110-491	664.45
CONVENT. & VISITOR BUREAU	20161101A	11/01/2016	LODGING TAX - GUARDIAN IN	100-41110-491	1,299.74
<b>Activity 41110 - Mayor &amp; Council Total:</b>					<b>1,964.19</b>
<b>Activity: 41310 - Administration</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	100-41310-131	88.53
INDOFF, INC	2866182	10/24/2016	SUPPLIES	100-41310-200	44.57
HEARTLAND SECURITY SERVIC	446955	11/02/2016	SERVICE #602016826	100-41310-200	281.51
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	100-41310-321	50.71
STEVE NASBY	20161102	11/02/2016	EXPENSE - LMC REGIONAL ME	100-41310-331	70.74
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	100-41310-480	413.00
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	100-41310-480	413.00
<b>Activity 41310 - Administration Total:</b>					<b>1,362.06</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	100-41910-131	36.19
INDOFF, INC	2868666	11/02/2016	SUPPLIES	100-41910-200	59.50
STEVEN J CARSON	20160	11/02/2016	SERVICE 10/1 TO 10/27	100-41910-301	2,825.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	100-41910-321	61.99
ANDREW SPIELMAN	20161109	11/09/2016	EXPENSE - BLDG OFFICIAL TR	100-41910-331	175.81
<b>Activity 41910 - Building &amp; Zoning Total:</b>					<b>3,158.49</b>
<b>Activity: 41940 - City Hall</b>					
COLE PAPERS INC.	9251566	11/02/2016	SUPPLIES	100-41940-211	316.38
MELISSA PENAS	20161101	11/02/2016	CLEANING	100-41940-406	380.00
SANDRA HERDER	20161101	11/02/2016	CLEANING	100-41940-406	380.00
ELECTRIC FUND	SO-000188	11/02/2016	CITY HALL	100-41940-409	34.33
<b>Activity 41940 - City Hall Total:</b>					<b>1,110.71</b>
<b>Activity: 42120 - Crime Control</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	100-42120-131	563.51
INDOFF, INC	2866181	10/18/2016	SUPPLIES	100-42120-200	39.80
INDOFF, INC	2869202	10/25/2016	SUPPLIES	100-42120-200	32.98
MN SOUTH CENTRAL INVESTI	20161101	11/04/2016	2017 TRAINING CONF-D.MAR	100-42120-308	200.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	100-42120-321	204.91
ALPHA WIRELESS - MANKATO	686309	11/04/2016	SERVICE	100-42120-323	108.00
NORTHERN SAFETY TECHNOL	42227	10/18/2016	MAINTENANCE	100-42120-404	214.02
NORTHERN SAFETY TECHNOL	42238	10/25/2016	MAINTENANCE	100-42120-404	734.73
GRAHAM TIRE	8495771	10/18/2016	MAINTENANCE #51-1, 16-2, 1	100-42120-405	1,657.80
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	100-42120-480	413.00
<b>Activity 42120 - Crime Control Total:</b>					<b>4,168.75</b>
<b>Activity: 42220 - Fire Fighting</b>					
BRITTANY ESPENSON	20161109	11/09/2016	SERVICE	100-42220-218	30.00
SAFETY & SECURITY CONSULT	1900	11/02/2016	TRAINING: CHIMMNEY FIRE C	100-42220-308	700.00
MARK MARCY	20161030	11/02/2016	EXPENSE-STATE FIRE CHIEF'S C	100-42220-331	187.92
MARK MARCY	20161030	11/02/2016	EXPENSE-STATE FIRE CHIEF'S C	100-42220-334	26.83
HEIMAN FIRE EQUIP. CO	0851307-IN	10/24/2016	MAINTENANCE	100-42220-404	77.26
HIGLEY FORD	76846	11/04/2016	MAINTENANCE	100-42220-405	749.03
GOSEWISCH CONSTRUCTION,	4982	11/02/2016	PROJECT: 16-0676 WINDOM E	100-42220-439	40,560.00
<b>Activity 42220 - Fire Fighting Total:</b>					<b>42,331.04</b>
<b>Activity: 42700 - Animal Control</b>					
COTTONWOOD VET CLINIC	164058	11/04/2016	SERVICE	100-42700-300	210.00
<b>Activity 42700 - Animal Control Total:</b>					<b>210.00</b>

## Expense Approval Report

Payment Dates: 11/02/2016 - 11/10/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Activity: 43100 - Streets</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	100-43100-131	322.03
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - STREET	100-43100-200	142.97
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	100-43100-217	55.16
PRAXAIR DISTRIBUTION INC	74915279	11/09/2016	SUPPLIES	100-43100-217	123.85
GDF ENTERPRISES, INC	A11017	11/02/2016	MAINTENANCE	100-43100-217	74.75
DUININCK	524796	11/03/2016	MAINTENANCE MATERIALS	100-43100-224	672.29
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	100-43100-321	72.72
WINDOM AUTO VALU	20161025	11/02/2016	MAINTENANCE #3400540 -	100-43100-404	144.71
COLBERT'S SERVICES	3652	11/09/2016	MAINTENANCE	100-43100-404	210.00
WINDOM AUTO VALU	20161025	11/02/2016	MAINTENANCE #3400540 -	100-43100-405	51.50
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	100-43100-480	413.00
SANFORD LABORATORIES	290984272	11/04/2016	SERVICE	100-43100-480	41.18
<b>Activity 43100 - Streets Total:</b>					<b>2,324.16</b>
<b>Activity: 45120 - Recreation</b>					
GODFATHER'S PIZZA	145310	11/02/2016	EXPENSE-EOY SOCCER-FLAG F	100-45120-200	70.00
<b>Activity 45120 - Recreation Total:</b>					<b>70.00</b>
<b>Activity: 45202 - Park Areas</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	100-45202-131	64.41
HEARTLAND PAPER COMPANY	283620-0	11/04/2016	SUPPLIES	100-45202-211	344.60
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	100-45202-402	83.76
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - PARKS	100-45202-402	85.37
LAMPERTS YARDS, INC.	20161025	11/02/2016	MAINTENANCE - PARK	100-45202-404	15.42
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - PARKS	100-45202-404	476.43
CLEARWATER RECREATION	90916	11/09/2016	BENCH REPLACEMENT	100-45202-404	156.00
MTI DISTRIBUTING, INC	109369-00	11/02/2016	MAINTENANCE	100-45202-405	90.27
<b>Activity 45202 - Park Areas Total:</b>					<b>1,316.26</b>
<b>Fund 100 - GENERAL Total:</b>					<b>58,015.66</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
DEMCO	5990319	11/01/2016	SUPPLIES	211-45501-200	232.20
COLE PAPERS INC.	9251566	11/02/2016	SUPPLIES	211-45501-211	254.65
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - LIBRARY	211-45501-402	162.68
SANDRA HERDER	20161101	11/02/2016	CLEANING	211-45501-402	380.00
MELISSA PENAS	20161101	11/02/2016	CLEANING	211-45501-402	380.00
HEARTLAND SECURITY SERVIC	446956	11/02/2016	SERVICE #602016834	211-45501-406	281.51
ELECTRIC FUND	SO-000189	11/02/2016	LIBRARY	211-45501-409	27.76
POPULAR SCIENCE	20161104	11/04/2016	SUBSCRIPTION	211-45501-433	29.97
INGRAM	20161101	11/09/2016	BOOKS	211-45501-435	1,794.19
MICROMARKETING	643425	11/02/2016	BOOKS	211-45501-435	45.00
MICROMARKETING	644584	11/09/2016	BOOKS	211-45501-435	30.00
<b>Activity 45501 - Library Total:</b>					<b>3,617.96</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>3,617.96</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
RED ROCK RURAL WATER	20161101	11/04/2016	SERVICE	225-45127-200	27.00
SOUTH CENTRAL ELECTRIC	20160930B	11/04/2016	SERVICE #367400	225-45127-381	189.00
SOUTH CENTRAL ELECTRIC	20160930C	11/04/2016	SERVICE #367403	225-45127-381	121.26
<b>Activity 45127 - Airport Total:</b>					<b>337.26</b>
<b>Activity: 49950 - Capital Outlay</b>					
SEH	322443	10/18/2016	WINDOM MASTER PLAN & AL	225-49950-500	23,596.00
<b>Activity 49950 - Capital Outlay Total:</b>					<b>23,596.00</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>23,933.26</b>

## Expense Approval Report

Payment Dates: 11/02/2016 - 11/10/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Fund: 230 - POOL</b>						
Activity: 45124 - Pool						
MN DEPT OF LABOR & INDUS	ABI00194741	11/04/2016	WINDOM SWIM POOL #1114	230-45124-217	55.00	
					<b>Activity 45124 - Pool Total:</b>	<b>55.00</b>
					<b>Fund 230 - POOL Total:</b>	<b>55.00</b>
<b>Fund: 235 - AMBULANCE</b>						
Activity: 42153 - Ambulance						
RITA HACKER	569	11/09/2016	SERVICE - SUPPLIES	235-42153-217	48.00	
PRAXAIR DISTRIBUTION INC	74926121	11/09/2016	SUPPLIES	235-42153-217	646.07	
RITA HACKER	559	11/01/2016	EMT CLOTHING	235-42153-218	48.00	
RITA HACKER	560	11/01/2016	EMT CLOTHING	235-42153-218	644.00	
RITA HACKER	561	11/01/2016	EMT CLOTHING	235-42153-218	96.00	
RITA HACKER	568	11/09/2016	SERVICE - EMT CLOTHING	235-42153-218	64.00	
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	235-42153-321	132.11	
DONNA MARCY	20161109	11/09/2016	EXPENSE	235-42153-334	10.35	
JUSTIN HARRINGTON	20161109	11/09/2016	EXPENSE	235-42153-334	99.79	
BUCKWHEAT JOHNSON	20161109	11/09/2016	EXPENSE	235-42153-334	95.46	
JODI JOHNSON	20161109	11/09/2016	EXPENSE	235-42153-334	55.78	
WINDOM FARM SERVICE	162871	11/09/2016	MAINTENANCE - UNIT #27	235-42153-405	140.46	
					<b>Activity 42153 - Ambulance Total:</b>	<b>2,080.02</b>
					<b>Fund 235 - AMBULANCE Total:</b>	<b>2,080.02</b>
<b>Fund: 250 - EDA GENERAL</b>						
ELECTRIC FUND	20161104	11/04/2016	EDA LOAN TO ELECTRIC FUND	250-23900	937.72	
					<b>937.72</b>	
Activity: 46520 - EDA						
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	250-46520-131	36.19	
INDOFF, INC	2868666	11/02/2016	SUPPLIES	250-46520-200	59.50	
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	250-46520-321	26.83	
FEDERATED RURAL ELECTRIC	20161028	11/02/2016	SERVICE #28-36-30	250-46520-381	15.00	
MN REAL ESTATE JOURNAL	20161107	11/09/2016	SUBSCRIPTION -	250-46520-433	136.00	
WORTHINGTON DAILY GLOBE	20161109	11/09/2016	SUBSCRIPTION #177922276	250-46520-433	184.20	
					<b>Activity 46520 - EDA Total:</b>	<b>457.72</b>
Activity: 49980 - Debt Service						
FULDA CREDIT UNION	20161101	11/02/2016	SPEC BLDG LOAN - PRINCIPAL	250-49980-602	2,050.82	
FULDA CREDIT UNION	20161101	11/02/2016	SPEC BLDG LOAN - INTEREST	250-49980-612	1,309.18	
ELECTRIC FUND	20161104	11/04/2016	EDA LOAN TO ELECTRIC FUND	250-49980-612	11.77	
					<b>Activity 49980 - Debt Service Total:</b>	<b>3,371.77</b>
					<b>Fund 250 - EDA GENERAL Total:</b>	<b>4,767.21</b>
<b>Fund: 252 - EDA SCDP</b>						
Activity: 46520 - EDA						
HOUSING & REDEVELOPMEN	20161109	11/09/2016	GRANT FUNDS - CDAP-15-000	252-46520-491	34,632.25	
					<b>Activity 46520 - EDA Total:</b>	<b>34,632.25</b>
					<b>Fund 252 - EDA SCDP Total:</b>	<b>34,632.25</b>
<b>Fund: 254 - NORTH IND PARK</b>						
Activity: 46520 - EDA						
SOUTH CENTRAL ELECTRIC	20160930A	11/04/2016	SERVICE #367404	254-46520-381	124.91	
					<b>Activity 46520 - EDA Total:</b>	<b>124.91</b>
					<b>Fund 254 - NORTH IND PARK Total:</b>	<b>124.91</b>
<b>Fund: 401 - GENERAL CAPITAL PROJECTS</b>						
Activity: 49950 - Capital Outlay						
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE -	401-49950-504	10.76	
					<b>Activity 49950 - Capital Outlay Total:</b>	<b>10.76</b>
					<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>	<b>10.76</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 601 - WATER</b>					
M. K. PAINTING, INC.	20161102	11/02/2016	WATER TOWER PAINTING PAY	601-16400	165,870.00
					<u>165,870.00</u>
<b>Activity: 49400 - Water</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	601-49400-131	199.25
HAWKINS, INC	3969770	11/02/2016	CHEMICALS	601-49400-216	4,272.53
MN VALLEY TESTING	831646	10/17/2016	TESTING	601-49400-310	66.50
MN VALLEY TESTING	831671	10/17/2016	TESTING	601-49400-310	25.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	601-49400-321	96.24
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	601-49400-322	11.47
HP SUDS CLUB, LLC	1425	11/02/2016	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - WATER	601-49400-386	120.93
ELECTRIC FUND	SO-000190	11/02/2016	WATER TOWER	601-49400-402	14.45
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - WATER	601-49400-404	5.37
WINDOM AUTO VALU	20161025	11/02/2016	MAINTENANCE #3400540 -	601-49400-404	89.47
ITRON INC.	428438	10/24/2016	MAINTENANCE- 11-1-16 TO 1	601-49400-404	503.63
WESTRUM LEAK DETECTION I	3054	10/18/2016	MAINTENANCE	601-49400-408	1,300.00
HD SUPPLY WATERWORKS LTD	G169361	11/02/2016	MAINTENANCE	601-49400-408	938.84
HD SUPPLY WATERWORKS LTD	G183057	11/02/2016	MAINTENANCE	601-49400-408	107.30
HD SUPPLY WATERWORKS LTD	G192612	11/02/2016	MAINTENANCE	601-49400-408	174.88
HD SUPPLY WATERWORKS LTD	G169361	11/02/2016	MAINTENANCE	601-49400-480	202.56
			<b>Activity 49400 - Water Total:</b>		<u>9,298.42</u>
			<b>Fund 601 - WATER Total:</b>		<u>175,168.42</u>
<b>Fund: 602 - SEWER</b>					
<b>Activity: 49450 - Sewer</b>					
PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	602-49450-131	183.10
EXPRESSWAY WINDOM	9925	11/09/2016	FUEL	602-49450-212	62.93
HAWKINS, INC	3966453	11/02/2016	CHEMICALS	602-49450-216	193.50
HAWKINS, INC	3969775	11/02/2016	CHEMICALS	602-49450-216	283.50
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	602-49450-241	114.73
BOLTON & MENK, INC.	0194917	11/01/2016	SERVICE	602-49450-303	12,721.00
BOLTON & MENK, INC.	0195452	11/01/2016	SERVICE	602-49450-303	1,749.63
BOLTON & MENK, INC.	0195454	11/01/2016	SERVICE	602-49450-303	4,365.00
MIKE HAUGEN	20161109	11/09/2016	EXPENSE - MWOA SW SECTIO	602-49450-308	100.00
MN VALLEY TESTING	832005	10/17/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	832774	10/18/2016	TESTING	602-49450-310	120.00
MN VALLEY TESTING	832776	10/18/2016	TESTING	602-49450-310	238.00
MN VALLEY TESTING	832777	10/18/2016	TESTING	602-49450-310	133.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	602-49450-321	86.24
HP SUDS CLUB, LLC	1425	11/02/2016	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
SOUTH CENTRAL ELECTRIC	20160930	11/02/2016	SERVICE #367405	602-49450-381	77.84
STAPLES OIL CO	101731	11/09/2016	FUEL	602-49450-404	778.85
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	602-49450-404	32.94
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - SEWER	602-49450-404	63.94
ITRON INC.	428438	10/24/2016	MAINTENANCE- 11-1-16 TO 1	602-49450-404	503.63
COLBERT'S SERVICES	3645	11/01/2016	MAINTENANCE	602-49450-408	299.23
COLBERT'S SERVICES	3646	11/01/2016	MAINTENANCE	602-49450-408	440.43
HD SUPPLY WATERWORKS LTD	G175210	11/02/2016	MAINTENANCE	602-49450-408	62.54
ROSEVIEW CUSTOM FARMS, L	20161012	11/02/2016	SERVICE	602-49450-446	10,212.30
SANFORD LABORATORIES	290984272	11/04/2016	SERVICE	602-49450-480	41.18
SANFORD LABORATORIES	290984272	11/04/2016	SERVICE	602-49450-480	41.18
SANFORD LABORATORIES	290984272	11/04/2016	SERVICE	602-49450-480	41.18
SANFORD LABORATORIES	290984272	11/04/2016	SERVICE	602-49450-480	41.18
HD SUPPLY WATERWORKS LTD	G188461	11/02/2016	MAINTENANCE	602-49450-480	178.80
HD SUPPLY WATERWORKS LTD	G210156	11/02/2016	MAINTENANCE	602-49450-480	76.12
			<b>Activity 49450 - Sewer Total:</b>		<u>34,569.97</u>
			<b>Fund 602 - SEWER Total:</b>		<u>34,569.97</u>
<b>Fund: 604 - ELECTRIC</b>					
BORDER STATES	912064550	11/01/2016	INVENTORY	604-14200	1,004.87

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DAKOTA SUPPLY GROUP	C554413	11/01/2016	INVENTORY	604-14200	40,000.00
WERNER ELECTRIC	S9533544.001	11/04/2016	INVENTORY	604-14200	150.89
					41,155.76

## Activity: 49550 - Electric

PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	604-49550-131	408.52	
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	604-49550-321	120.72	
HP SUDS CLUB, LLC	1425	11/02/2016	BILLING CONTRACT SERVICE	604-49550-326	1,170.00	
WORTHINGTON GLASS INC	43425	11/09/2016	SERVICE	604-49550-402	219.86	
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	604-49550-404	72.48	
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - ELECTRIC	604-49550-404	17.97	
ITRON INC.	428438	10/24/2016	MAINTENANCE- 11-1-16 TO 1	604-49550-404	503.64	
WINDOM AUTO VALU	20161025	11/02/2016	MAINTENANCE #3400540 -	604-49550-405	18.68	
CRYSTEEL TRUCK EQUIPMENT	LP175112	11/03/2016	MAINTENANCE	604-49550-405	210.00	
BRAD BUSSA	20161101	11/01/2016	CLEANING	604-49550-406	184.60	
AMUNDSON DIG	10051602	11/02/2016	MAINTENANCE	604-49550-408	556.63	
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - ELECTRIC	604-49550-408	77.66	
DUERKSEN ELECTRIC	2483	11/02/2016	MAINTENANCE	604-49550-408	24.80	
ADVANTAGE COLLECTION PR	20161104	11/04/2016	COLLECTION FEES -	604-49550-432	101.80	
STEVE BORER	20161102	11/02/2016	ENERGY REBATE	604-49550-450	150.00	
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	604-49550-480	413.00	
WINDOM AREA DEVELOPME	20161109	11/09/2016	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00	
					Activity 49550 - Electric Total:	5,450.36

Fund 604 - ELECTRIC Total: 46,606.12

## Fund: 609 - LIQUOR STORE

## Activity: 49751 - Liquor Store

PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	609-49751-131	64.41
COLE PAPERS INC.	9251566	11/02/2016	SUPPLIES	609-49751-217	58.36
SOUTHERN GLAZER'S OF MN	0028038	11/02/2016	CREDIT - MERCHANDISE	609-49751-251	-229.48
BREAKTHRU BEVERAGE MN	1080542962	11/01/2016	MERCHANDISE	609-49751-251	1,644.75
SOUTHERN GLAZER'S OF MN	1463629	10/18/2016	MERCHANDISE	609-49751-251	2,461.97
SOUTHERN GLAZER'S OF MN	1463630	10/18/2016	MERCHANDISE	609-49751-251	77.91
PHILLIPS WINE & SPIRITS	2060291	11/02/2016	MERCHANDISE	609-49751-251	10,412.58
PHILLIPS WINE & SPIRITS	2061378	11/02/2016	MERCHANDISE	609-49751-251	748.00
JOHNSON BROS.	5560907	10/18/2016	MERCHANDISE	609-49751-251	1,031.78
JOHNSON BROS.	5566582	11/02/2016	MERCHANDISE	609-49751-251	1,030.50
JOHNSON BROS.	597184	11/02/2016	CREDIT - MERCHANDISE	609-49751-251	-177.84
JOHNSON BROS.	597185	11/02/2016	CREDIT - MERCHANDISE	609-49751-251	-220.67
JOHNSON BROS.	597186	11/02/2016	CREDIT - MERCHANDISE	609-49751-251	-36.92
DOLL DISTRIBUTING, LLC	100371	11/02/2016	MERCHANDISE	609-49751-252	10,313.60
DOLL DISTRIBUTING, LLC	104588	11/04/2016	MERCHANDISE	609-49751-252	2,073.85
ARTISAN BEER COMPANY	3131949	10/18/2016	MERCHANDISE	609-49751-252	227.55
ARTISAN BEER COMPANY	3133759	11/01/2016	MERCHANDISE	609-49751-252	540.20
JOHNSON BROS.	5560909	10/18/2016	MERCHANDISE	609-49751-252	21.99
JOHNSON BROS.	5566584	11/02/2016	MERCHANDISE	609-49751-252	128.00
BEVERAGE WHOLESALERS	624376	11/01/2016	MERCHANDISE	609-49751-252	10,257.49
BEVERAGE WHOLESALERS	625373	11/09/2016	MERCHANDISE	609-49751-252	7,370.54
DOLL DISTRIBUTING, LLC	698562	11/02/2016	CREDIT - MERCHANDISE	609-49751-252	-1,627.20
DOLL DISTRIBUTING, LLC	698563	11/02/2016	MERCHANDISE	609-49751-252	1,536.80
SOUTHERN GLAZER'S OF MN	00008749	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-42.05
SOUTHERN GLAZER'S OF MN	0028037	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-126.00
VINOCOPIA, INC	0164005-IN	11/02/2016	MERCHANDISE	609-49751-253	200.00
VINOCOPIA, INC	0164051-IN	10/26/2016	MERCHANDISE	609-49751-253	440.00
BREAKTHRU BEVERAGE MN	1080542962	11/01/2016	MERCHANDISE	609-49751-253	308.00
SOUTHERN GLAZER'S OF MN	1463630	10/18/2016	MERCHANDISE	609-49751-253	278.00
PHILLIPS WINE & SPIRITS	2060292	10/26/2016	MERCHANDISE	609-49751-253	731.45
PHILLIPS WINE & SPIRITS	241906	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-56.00
PHILLIPS WINE & SPIRITS	246098	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-39.00
JOHNSON BROS.	5560908	10/18/2016	MERCHANDISE	609-49751-253	1,262.97
JOHNSON BROS.	5566583	11/02/2016	MERCHANDISE	609-49751-253	208.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	596440	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-108.00
JOHNSON BROS.	596758	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-52.00
JOHNSON BROS.	597411	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-32.00
JOHNSON BROS.	597412	11/02/2016	CREDIT - MERCHANDISE	609-49751-253	-99.25
WINE MERCHANTS	7103879	11/02/2016	MERCHANDISE	609-49751-253	192.00
PAUSTIS WINE COMPANY	8565147-IN	10/18/2016	MERCHANDISE	609-49751-253	791.00
BREAKTHRU BEVERAGE MN	1080542962	11/01/2016	MERCHANDISE	609-49751-254	88.54
AH HERMEL COMPANY	608663	10/19/2016	MERCHANDISE	609-49751-254	4.25
AH HERMEL COMPANY	608663	10/19/2016	MERCHANDISE	609-49751-256	81.03
TRUE BRANDS	161116	10/26/2016	MERCHANDISE	609-49751-261	156.10
AH HERMEL COMPANY	608663	10/19/2016	MERCHANDISE	609-49751-261	137.78
DOLL DISTRIBUTING, LLC	104588	11/04/2016	MERCHANDISE	609-49751-265	29.15
BREAKTHRU BEVERAGE MN	1080542962	11/01/2016	MERCHANDISE	609-49751-265	95.98
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	609-49751-321	55.89
VINOCOPIA, INC	0164005-IN	11/02/2016	MERCHANDISE	609-49751-333	7.00
VINOCOPIA, INC	0164051-IN	10/26/2016	MERCHANDISE	609-49751-333	18.00
BREAKTHRU BEVERAGE MN	1080542962	11/01/2016	MERCHANDISE	609-49751-333	54.15
SOUTHERN GLAZER'S OF MN	1463628	10/18/2016	MERCHANDISE	609-49751-333	1.02
SOUTHERN GLAZER'S OF MN	1463629	10/18/2016	MERCHANDISE	609-49751-333	47.25
SOUTHERN GLAZER'S OF MN	1463630	10/18/2016	MERCHANDISE	609-49751-333	14.35
TRUE BRANDS	161116	10/26/2016	MERCHANDISE	609-49751-333	14.05
PHILLIPS WINE & SPIRITS	2060291	11/02/2016	MERCHANDISE	609-49751-333	163.07
PHILLIPS WINE & SPIRITS	2060292	10/26/2016	MERCHANDISE	609-49751-333	16.70
PHILLIPS WINE & SPIRITS	2061378	11/02/2016	MERCHANDISE	609-49751-333	16.00
PHILLIPS WINE & SPIRITS	246098	11/02/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
INDOFF, INC	2869022	11/02/2016	SUPPLIES	609-49751-333	44.25
JOHNSON BROS.	5560907	10/18/2016	MERCHANDISE	609-49751-333	14.30
JOHNSON BROS.	5560908	10/18/2016	MERCHANDISE	609-49751-333	43.42
JOHNSON BROS.	5566582	11/02/2016	MERCHANDISE	609-49751-333	11.69
JOHNSON BROS.	5566583	11/02/2016	MERCHANDISE	609-49751-333	8.35
JOHNSON BROS.	596440	11/02/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
JOHNSON BROS.	596758	11/02/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
JOHNSON BROS.	597411	11/02/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
JOHNSON BROS.	597412	11/02/2016	CREDIT - MERCHANDISE	609-49751-333	-1.67
AH HERMEL COMPANY	608663	10/19/2016	MERCHANDISE	609-49751-333	3.95
WINE MERCHANTS	7103879	11/02/2016	MERCHANDISE	609-49751-333	3.34
PAUSTIS WINE COMPANY	8565147-IN	10/18/2016	MERCHANDISE	609-49751-333	8.75
ENVIROMASTER, INC	533045	11/02/2016	MAINTENANCE	609-49751-406	40.88
CITY OF WINDOM	20161102	11/02/2016	CIGARETTE LICENSE - RIVER B	609-49751-444	20.00
MN DEPT OF PUBLIC SAFETY	20161109	11/09/2016	BUYER'S CARD - WINDOM M	609-49751-444	20.00
BANK MIDWEST	20161102	11/02/2016	NSF - TAYLOR DUNKER - RIVER	609-49751-480	15.30
INDOFF, INC	2869022	11/02/2016	SUPPLIES	609-49751-480	750.00
<b>Activity 49751 - Liquor Store Total:</b>					<b>53,541.48</b>
<b>Fund 609 - LIQUOR STORE Total:</b>					<b>53,541.48</b>

**Fund: 614 - TELECOM**

TOPPERS PLUS, INC.	SI-98399	11/04/2016	MOTOR VEHICLES	614-16440	3,903.60
INTERNAL REVENUE SERVICE	20161109	11/09/2016	EXCISE TAX POSTING-	614-20201	443.18
MN 9-1-1 PROGRAM	20161104	11/09/2016	OCT 911 SERVICE	614-20206	1,245.27
					<b>5,592.05</b>

**Activity: 49870 - Telecom**

PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	614-49870-131	344.11
ADVANCED SYSTEMS, INC.	504453	11/01/2016	SUPPLIES	614-49870-200	37.41
CITRUS COMMUNICATIONS, I	7301	11/01/2016	MAINTENANCE	614-49870-227	599.21
BORDER STATES	912037979	11/01/2016	MAINTENANCE	614-49870-227	960.00
OLSEN THIELEN & CO.,LTD	29525	11/09/2016	SERVICE - TELECOM	614-49870-304	240.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	614-49870-321	318.83
HP SUDS CLUB, LLC	1425	11/02/2016	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
KDOM RADIO	KDOM0073161040871	11/04/2016	ADVETISING - WINDOM NET	614-49870-340	99.00
AMUNDSON DIG	10051602	11/02/2016	MAINTENANCE	614-49870-406	75.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	614-49870-408	68.45
ADVANTAGE COLLECTION PR	20161104	11/04/2016	COLLECTION FEES -	614-49870-432	25.45
CENTURY LINK	437240	10/18/2016	DIRECTORY LISTINGS	614-49870-441	241.24
MLB NETWORK	071207	10/24/2016	SUBSCRIBER	614-49870-442	979.44
NATIONAL CABLE TV COOP	16101322	11/02/2016	SUBSCRIBER	614-49870-442	86,869.18
DISH NETWORK	20161104	11/09/2016	MONTHLY LOCALS TV 11-11 T	614-49870-442	3,400.03
DISPLAY SYSTEMS INTERNATI	27229	11/02/2016	SERVICE	614-49870-442	163.88
SHOWTIME NETWORKS INC	9002731-0916	10/24/2016	SUBSCRIBER	614-49870-442	447.72
NORTH AMERICAN NUMBERI	825807	11/04/2016	IN082438	614-49870-444	25.00
WOODSTOCK COMMUNICATI	10060474	11/02/2016	SPECIAL ACCESS CIRCUITS #00	614-49870-445	205.10
E-911 - INDEPENDENT EMERG	20161101	11/04/2016	MONTHLY 911 SERVICE 10/1	614-49870-445	40.00
COGENT COMMUNICATIONS,	20161101	11/09/2016	1 GB INTERNET CONN AT 511	614-49870-447	1,750.00
MANKATO NETWORKS, LLC	387582	11/09/2016	SERVICE	614-49870-447	3,877.95
HURRICANE ELECTRIC LLC	98230061-IN	11/09/2016	NOV 98230061-IN, 10 GB INT	614-49870-447	4,000.00
SWWC - SOUTHWEST WEST C	51729	10/12/2016	SERVICE - SEPT 2016	614-49870-448	950.00
CENTURY LINK	20161016	11/01/2016	SERVICE 831-10750104	614-49870-451	77.80
CENTURY LINK	L040021021-16291	11/02/2016	CABS #507-L04-0021-021	614-49870-451	52.97
SOUTHWEST MN BROADBAN	20161102	11/02/2016	QVC COMMISSIONS - SEP 201	614-49870-480	100.59
<b>Activity 49870 - Telecom Total:</b>					<b>107,118.36</b>
<b>Fund 614 - TELECOM Total:</b>					<b>112,710.41</b>

## Fund: 615 - ARENA

## Activity: 49850 - Arena

PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	615-49850-131	128.81
SHOPKO STORES OPERATING	03384	11/02/2016	SUPPLIES #900000046130010	615-49850-200	33.98
CARQUEST AUTO PARTS STOR	2789-308402	11/02/2016	SUPPLIES	615-49850-200	4.08
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - ARENA	615-49850-211	18.98
HOLT'S CLEANING SERVICE IN	20161026	11/02/2016	SERVICE - ARENA	615-49850-215	300.30
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	615-49850-241	2.49
SCHRAMMEL LAW OFFICE	20161101	11/04/2016	SERVICES - ARENA	615-49850-304	210.00
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	615-49850-321	67.54
BECKER ARENA PRODUCTS, IN	1004575	11/03/2016	MAINTENANCE	615-49850-404	750.00
RINK SYSTEMS, INC	1105011	11/02/2016	MAINTENANCE	615-49850-404	2,900.00
RINK SYSTEMS, INC	1105058	11/02/2016	MAINTENANCE	615-49850-404	898.71
RINK SYSTEMS, INC	1105118	11/02/2016	MAINTENANCE	615-49850-404	1,151.91
BLUE LINE SHARPENING & SA	158452	10/24/2016	MAINTENANCE	615-49850-404	132.00
RUNNING'S SUPPLY	20161024	11/04/2016	MAINTENANCE -	615-49850-404	-10.49
WINDOM AUTO VALU	20161025	11/02/2016	MAINTENANCE #3400540 -	615-49850-404	113.00
LAMPERTS YARDS, INC.	20161025	11/02/2016	MAINTENANCE - ARENA	615-49850-404	7.09
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE -	615-49850-404	82.67
SCHWALBACH HARDWARE	20161025	11/04/2016	MAINTENANCE - ARENA	615-49850-409	908.72
<b>Activity 49850 - Arena Total:</b>					<b>7,699.79</b>
<b>Fund 615 - ARENA Total:</b>					<b>7,699.79</b>

## Fund: 617 - M/P CENTER

## Activity: 49860 - M/P Center

PAYGOV	20161101	11/02/2016	ACA REINSURANCE FEE - 2016	617-49860-131	152.94
COLE PAPERS INC.	9251566	11/02/2016	SUPPLIES	617-49860-211	61.73
BROWN-NICOLLET COMMUNI	20161103	11/03/2016	LICENSE #3021	617-49860-217	174.00
DOLL DISTRIBUTING, LLC	689637	11/04/2016	WEEKS CONCERT	617-49860-217	225.00
BEVERAGE WHOLESALERS	621894	11/04/2016	WEEKS CONCERT	617-49860-252	279.65
DOLL DISTRIBUTING, LLC	689637	11/04/2016	WEEKS CONCERT	617-49860-252	441.95
BEVERAGE WHOLESALERS	621894	11/04/2016	WEEKS CONCERT	617-49860-261	85.00
DOLL DISTRIBUTING, LLC	689637	11/04/2016	WEEKS CONCERT	617-49860-261	333.60
VERIZON WIRELESS	9773988772	11/04/2016	TELEPHONE	617-49860-321	16.83
RADIO WORKS LLC	16090452	11/04/2016	ADVERTISING - WEEKS CONCE	617-49860-340	325.00
KKOJ - KLEVEN BROADCASTIN	16100844	11/09/2016	ADVERTISING - WEEKS	617-49860-340	210.00
KDOM RADIO	KDOM0563161040867	11/04/2016	ADVERTISING - COMM CENTE	617-49860-340	500.00
KDOM RADIO	KDOM0563161040867	11/04/2016	ADVERTISING - COMM CENTE	617-49860-340	338.57
WINDOM QUICK PRINT	20161010	11/09/2016	SUPPLIES - WEEKS	617-49860-350	460.30
SIMPLY GRANDE	20161005	11/09/2016	SERVICE	617-49860-404	95.00

## Expense Approval Report

Payment Dates: 11/02/2016 - 11/10/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	689637	11/04/2016	WEEKS CONCERT	617-49860-406	38.44
ELECTRIC FUND	SO-000191	11/02/2016	WINDOM COMMUNITY CENT	617-49860-409	17.50
BEVERAGE WHOLESALERS	621894	11/04/2016	WEEKS CONCERT	617-49860-480	120.00
DOLL DISTRIBUTING, LLC	689637	11/04/2016	WEEKS CONCERT	617-49860-480	150.00
<b>Activity 49860 - M/P Center Total:</b>					<b>4,025.51</b>
<b>Fund 617 - M/P CENTER Total:</b>					<b>4,025.51</b>
<b>Fund: 700 - PAYROLL</b>					
Internal Revenue Service-Payr	INV0000955	11/10/2016	Federal Tax Withholding	700-21701	10,651.19
MN Department of Revenue -	INV0000954	11/10/2016	State Withholding	700-21702	4,360.33
Internal Revenue Service-Payr	INV0000956	11/10/2016	Social Security	700-21703	11,583.76
MN Pera	INV0000947	11/10/2016	PERA	700-21704	12,582.44
MN Pera	INV0000948	11/10/2016	PERA	700-21704	5,522.38
MN Pera	INV0000949	11/10/2016	PERA	700-21704	703.24
MN State Deferred	INV0000950	11/10/2016	Deferred Compensation	700-21705	4,390.00
MN State Deferred	INV0000951	11/10/2016	Deferred Roth	700-21705	775.00
BLUE CROSS/BLUE SHIELD	20161027	11/02/2016	INSURANCE PREM- DEC 2016	700-21706	41,888.00
MN Child Support Payment C	INV0000942	10/28/2016	Child Support Payment	700-21709	286.10
Internal Revenue Service-Payr	INV0000953	11/10/2016	Medicare Withholding	700-21711	3,265.26
SELECTACCOUNT	38297201	11/02/2016	FLEX SPENDING	700-21712	251.29
COLONIAL LIFE INSURANCE	8182644-1112379	11/03/2016	BCN E8182644 INSURANCE	700-21714	8.82
MII LIFE	20161102	11/02/2016	VEBA NOV 2016	700-21720	11,848.64
					<b>108,116.45</b>
<b>Fund 700 - PAYROLL Total:</b>					<b>108,116.45</b>
<b>Grand Total:</b>					<b>669,675.18</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	58,015.66
211 - LIBRARY	3,617.96
225 - AIRPORT	23,933.26
230 - POOL	55.00
235 - AMBULANCE	2,080.02
250 - EDA GENERAL	4,767.21
252 - EDA SCDP	34,632.25
254 - NORTH IND PARK	124.91
401 - GENERAL CAPITAL PROJECTS	10.76
601 - WATER	175,168.42
602 - SEWER	34,569.97
604 - ELECTRIC	46,606.12
609 - LIQUOR STORE	53,541.48
614 - TELECOM	112,710.41
615 - ARENA	7,699.79
617 - M/P CENTER	4,025.51
700 - PAYROLL	108,116.45
<b>Grand Total:</b>	<b>669,675.18</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-41110-491	Payments to Other Orga	1,964.19
100-41310-131	Employer Paid Insurance	88.53
100-41310-200	Office Supplies	326.08
100-41310-321	Telephone	50.71
100-41310-331	Travel Expense	70.74
100-41310-480	Other Miscellaneous	826.00
100-41910-131	Employer Paid Insurance	36.19
100-41910-200	Office Supplies	59.50
100-41910-301	Auditing & Consulting Se	2,825.00
100-41910-321	Telephone	61.99
100-41910-331	Travel Expense	175.81
100-41940-211	Cleaning Supplies	316.38
100-41940-406	Repairs & Maint - Groun	760.00
100-41940-409	Repairs & Maint - Utilitie	34.33
100-42120-131	Employer Paid Insurance	563.51
100-42120-200	Office Supplies	72.78
100-42120-308	Training & Registrations	200.00
100-42120-321	Telephone	204.91
100-42120-323	Radio Units	108.00
100-42120-404	Repairs & Maint - M&E	948.75
100-42120-405	Repairs & Maint - Vehicl	1,657.80
100-42120-480	Other Miscellaneous	413.00
100-42220-218	Uniforms	30.00
100-42220-308	Training & Registrations	700.00
100-42220-331	Travel Expense	187.92
100-42220-334	Meals/Lodging	26.83
100-42220-404	Repairs & Maint - M&E	77.26
100-42220-405	Repairs & Maint - Vehicl	749.03
100-42220-439	Special Projects	40,560.00
100-42700-300	Charges for Services	210.00
100-43100-131	Employer Paid Insurance	322.03
100-43100-200	Office Supplies	142.97
100-43100-217	Other Operating Supplie	253.76
100-43100-224	Street Maint Materials	672.29
100-43100-321	Telephone	72.72
100-43100-404	Repairs & Maint - M&E	354.71

## Account Summary

Account Number	Account Name	Payment Amount
100-43100-405	Repairs & Maint - Vehicl	51.50
100-43100-480	Other Miscellaneous	454.18
100-45120-200	Office Supplies	70.00
100-45202-131	Employer Paid Insurance	64.41
100-45202-211	Cleaning Supplies	344.60
100-45202-402	Repairs & Maint - Struct	169.13
100-45202-404	Repairs & Maint - M&E	647.85
100-45202-405	Repairs & Maint - Vehicl	90.27
211-45501-200	Office Supplies	232.20
211-45501-211	Cleaning Supplies	254.65
211-45501-402	Repairs & Maint - Struct	922.68
211-45501-406	Repairs & Maint - Groun	281.51
211-45501-409	Repairs & Maint - Utilitie	27.76
211-45501-433	Dues & Subscriptions	29.97
211-45501-435	Books and Pamphlets	1,869.19
225-45127-200	Office Supplies	27.00
225-45127-381	Electric Utility	310.26
225-49950-500	Capital Outlay	23,596.00
230-45124-217	Other Operating Supplie	55.00
235-42153-217	Other Operating Supplie	694.07
235-42153-218	Uniforms	852.00
235-42153-321	Telephone	132.11
235-42153-334	Meals/Lodging	261.38
235-42153-405	Repairs & Maint - Vehicl	140.46
250-23900	Notes Payable - Noncurr	937.72
250-46520-131	Employer Paid Insurance	36.19
250-46520-200	Office Supplies	59.50
250-46520-321	Telephone	26.83
250-46520-381	Electric Utility	15.00
250-46520-433	Dues & Subscriptions	320.20
250-49980-602	Other Long-Term Obliga	2,050.82
250-49980-612	Other Interest	1,320.95
252-46520-491	Payments to Other Orga	34,632.25
254-46520-381	Electric Utility	124.91
401-49950-504	Capital Outlay - Parks	10.76
601-16400	Machinery & Equipment	165,870.00
601-49400-131	Employer Paid Insurance	199.25
601-49400-216	Chemicals and Chemical	4,272.53
601-49400-310	Lab Testing	91.50
601-49400-321	Telephone	96.24
601-49400-322	Postage	11.47
601-49400-326	Data Processing	1,170.00
601-49400-386	Landfill	120.93
601-49400-402	Repairs & Maint - Struct	14.45
601-49400-404	Repairs & Maint - M&E	598.47
601-49400-408	Repairs & Maint - Distrib	2,521.02
601-49400-480	Other Miscellaneous	202.56
602-49450-131	Employer Paid Insurance	183.10
602-49450-212	Motor Fuels	62.93
602-49450-216	Chemicals and Chemical	477.00
602-49450-241	Small Tools	114.73
602-49450-303	Engineering and Surveyl	18,835.63
602-49450-308	Training & Registrations	100.00
602-49450-310	Lab Testing	649.00
602-49450-321	Telephone	86.24
602-49450-326	Data Processing	1,170.00
602-49450-381	Electric Utility	77.84
602-49450-404	Repairs & Maint - M&E	1,379.36

## Account Summary

Account Number	Account Name	Payment Amount
602-49450-408	Repairs & Maint - Distrib	802.20
602-49450-446	Sludge Hauling	10,212.30
602-49450-480	Other Miscellaneous	419.64
604-14200	Inventory	41,155.76
604-49550-131	Employer Paid Insurance	408.52
604-49550-321	Telephone	120.72
604-49550-326	Data Processing	1,170.00
604-49550-402	Repairs & Maint - Struct	219.86
604-49550-404	Repairs & Maint - M&E	594.09
604-49550-405	Repairs & Maint - Vehicl	228.68
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-408	Repairs & Maint - Distrib	659.09
604-49550-432	Uncollectible	101.80
604-49550-450	Conservation	150.00
604-49550-480	Other Miscellaneous	413.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-131	Employer Paid Insurance	64.41
609-49751-217	Other Operating Supplie	58.36
609-49751-251	Liquor	16,742.58
609-49751-252	Beer	30,842.82
609-49751-253	Wine	3,857.12
609-49751-254	Soft Drinks & Mix	92.79
609-49751-256	Tobacco Products	81.03
609-49751-261	Other Merchandise	293.88
609-49751-265	Merchandise Returned f	125.13
609-49751-321	Telephone	55.89
609-49751-333	Freight and Express	481.29
609-49751-406	Repairs & Maint - Groun	40.88
609-49751-444	License Fees	40.00
609-49751-480	Other Miscellaneous	765.30
614-16440	Motor Vehicles	3,903.60
614-20201	Excise Tax Payable	443.18
614-20206	911 TAP & TACIP Fees Cf	1,245.27
614-49870-131	Employer Paid Insurance	344.11
614-49870-200	Office Supplies	37.41
614-49870-227	Utility System Maint Sup	1,559.21
614-49870-304	Legal Fees	240.00
614-49870-321	Telephone	318.83
614-49870-326	Data Processing	1,170.00
614-49870-340	Advertising & Promotion	99.00
614-49870-406	Repairs & Maint - Groun	75.00
614-49870-408	Repairs & Maint - Distrib	68.45
614-49870-432	Uncollectible	25.45
614-49870-441	Transmission Fees	241.24
614-49870-442	Subscriber Fees	91,860.25
614-49870-444	License Fees	25.00
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	9,627.95
614-49870-448	On-Call Support	950.00
614-49870-451	Call Completion	130.77
614-49870-480	Other Miscellaneous	100.59
615-49850-131	Employer Paid Insurance	128.81
615-49850-200	Office Supplies	38.06
615-49850-211	Cleaning Supplies	18.98
615-49850-215	Materials & Equipment	300.30
615-49850-241	Small Tools	2.49
615-49850-304	Legal Fees	210.00
615-49850-321	Telephone	67.54

**Account Summary**

Account Number	Account Name	Payment Amount
615-49850-404	Repairs & Maint - M&E	6,024.89
615-49850-409	Repairs & Maint - Utilitie	908.72
617-49860-131	Employer Paid Insurance	152.94
617-49860-211	Cleaning Supplies	61.73
617-49860-217	Other Operating Supplie	399.00
617-49860-252	Beer	721.60
617-49860-261	Other Merchandise	418.60
617-49860-321	Telephone	16.83
617-49860-340	Advertising & Promotion	1,373.57
617-49860-350	Printing & Design	460.30
617-49860-404	Repairs & Maint - M&E	95.00
617-49860-406	Repairs & Maint - Groun	38.44
617-49860-409	Repairs & Maint - Utilitie	17.50
617-49860-480	Other Miscellaneous	270.00
700-21701	Federal Withholding	10,651.19
700-21702	State Withholding	4,360.33
700-21703	FICA Tax Withholding	11,583.76
700-21704	PERA Contributions	18,808.06
700-21705	Retirement	5,165.00
700-21706	Medical Insurance	41,888.00
700-21709	Wage Levy	286.10
700-21711	Medicare Tax Withholdi	3,265.26
700-21712	Flex Account	251.29
700-21714	Individual Insurance-Col	8.82
700-21720	VEBA Contributions	11,848.64
	<b>Grand Total:</b>	<b>669,675.18</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	666,506.24
Purchases	3,168.94
<b>Grand Total:</b>	<b>669,675.18</b>

GA  
11/10/16

**CONTRACTOR'S PAY REQUEST**

2016 SANITARY SEWER REHABILITATION

CITY OF WINDOM, MINNESOTA

BMI PROJECT NO.: F18.112135

**DISTRIBUTION:**

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$566,738.28
TOTAL, COMPLETED WORK TO DATE	\$240,294.62
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$240,294.62
RETAINED PERCENTAGE ( 5% )	\$12,014.73
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$228,279.89
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1	\$228,279.89

**Certificate for Partial Payment**

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: GM CONTRACTING, INC.  
19810 515TH AVENUE, PO BOX 736  
LAKE CRYSTAL, MN 56055-0736

By Mark Vuk Name Vice President Title

Date 11/2/16

**CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:**

ENGINEER: BOLTON &amp; MENK, INC., 1501 SOUTH STATE ST., SUITE 100, FAIRMONT, MN 56031

By \_\_\_\_\_, CONSULTING ENGINEER

Date \_\_\_\_\_

**APPROVED FOR PAYMENT:**

OWNER: CITY OF WINDOM, 444 NINTH STREET, PO BOX 38, WINDOM, MN 56101-0038

By \_\_\_\_\_  
Name Title Date

And \_\_\_\_\_  
Name Title Date

**Partial Pay Estimate No.:**  
**2016 SANITARY SEWER REHABILITATION**  
**CITY OF WINDOM, MINNESOTA**  
**BMI PROJECT NO.: F18.112135**

WORK COMPLETED THROUGH SEPTEMBER 14, 2016

ITEM NO.	REF. NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
				ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
1A	N.A.	MOBILIZATION	\$59,000.00	1.00	\$59,000.00	LS	\$0.00	0.25	\$14,750.00
2A	N.A.	TRAFFIC CONTROL	\$6,500.00	1.00	\$6,500.00	LS	\$0.00	0.25	\$1,625.00
3A	N.A.	CLEAR & GRUB	\$3,000.00	0.50	\$1,500.00	AC	\$0.00	0.50	\$1,500.00
4A	N.A.	REMOVE SANITARY MANHOLE	\$250.00	7.00	\$1,750.42	EA	\$0.00	5.00	\$1,250.00
5A	N.A.	REMOVE SANITARY SEWER PIPE	\$150.00	1,780.00	\$2,670.00	LF	\$0.00	1,735.00	\$2,602.50
6A	N.A.	REMOVE VERMICULITE CONCRETE	\$100.00	5.00	\$500.00	CY	\$0.00	0.00	\$0.00
7A	N.A.	DEWATERING	\$0.01	2,220.00	\$22.20	LF	\$0.00	2,220.00	\$22.20
8A	N.A.	BITUMINOUS PATCH	\$95.55	250.00	\$23,887.50	SY	\$0.00	0.00	\$0.00
9A	N.A.	AGGREGATE SURFACING CLASS 2	\$31.79	175.00	\$5,563.25	TON	\$0.00	0.00	\$0.00
10A	N.A.	GRANULAR FOUNDATION	\$35.84	200.00	\$7,128.00	CY	\$0.00	0.00	\$0.00
11A	N.A.	COURSE AGGREGATE BEDDING	\$36.64	200.00	\$7,128.00	CY	\$0.00	34.30	\$1,222.45
12A	N.A.	GRANULAR BACKFILL	\$11.02	1,200.00	\$13,224.00	CY	\$0.00	69.50	\$765.89
13A	N.A.	CREEK DIVERSION	\$9,667.19	1.00	\$9,667.19	LS	\$0.00	0.00	\$0.00
14A	N.A.	CONNECT TO EXISTING SANITARY	\$1,783.24	4.00	\$7,132.96	EA	\$0.00	3.00	\$5,349.72
15A	N.A.	8" PVC, SDR 35 SANITARY SEWER PIPE	\$50.96	71.00	\$3,618.16	LF	\$0.00	76.00	\$3,872.96
16A	N.A.	10" PVC, SDR 35 SANITARY SEWER PIPE	\$55.53	401.00	\$22,267.53	LF	\$0.00	317.00	\$17,603.01
17A	N.A.	15" PVC, SDR 35 SANITARY SEWER PIPE	\$83.16	5.00	\$315.80	LF	\$0.00	4.00	\$252.64
18A	N.A.	18" PVC, PS 46 SANITARY SEWER PIPE	\$77.84	1,998.00	\$155,524.32	LF	\$0.00	1,998.00	\$155,524.32
19A	N.A.	RECONNECT SANITARY SERVICE	\$1,410.71	2.00	\$2,821.42	EA	\$0.00	0.00	\$0.00
20A	N.A.	8" GATE VALVE & BOX	\$2,113.60	1.00	\$2,113.60	EA	\$0.00	0.00	\$0.00
21A	N.A.	8" OUTSIDE DROP	\$364.45	8.40	\$3,061.38	LF	\$0.00	0.00	\$0.00
22A	N.A.	C.I.P.P. LINING, 8" SANITARY SEWER MAIN	\$32.89	315.00	\$10,360.35	LF	\$0.00	0.00	\$0.00
23A	N.A.	C.I.P.P. LINING, 15" SANITARY SEWER MAIN	\$77.23	105.00	\$8,106.38	LF	\$0.00	0.00	\$0.00
24A	N.A.	C.I.P.P. LINING, 18" SANITARY SEWER MAIN	\$46.71	1,174.00	\$54,837.54	LF	\$0.00	0.00	\$0.00
25A	N.A.	C.I.P.P. LINING, 21" SANITARY SEWER MAIN	\$247.47	7.00	\$1,732.29	EA	\$0.00	0.00	\$0.00
26A	N.A.	REINSTATE SANITARY SERVICE	\$374.60	101.40	\$37,984.44	EA	\$0.00	79.51	\$29,784.45
27A	N.A.	CONSTRUCT 48" SANITARY MANHOLE, DESIGN 4007	\$235.00	7.00	\$1,645.00	EA	\$0.00	0.00	\$0.00
28A	N.A.	SANITARY MANHOLE I & I BARRIER	\$632.84	7.00	\$4,429.88	EA	\$0.00	0.00	\$0.00
29A	N.A.	CASTING ASSEMBLY, R-1733-G	\$385.00	117.00	\$45,045.00	LF	\$0.00	0.00	\$0.00
30A	N.A.	SANITARY MANHOLE LINING	\$0.01	1.00	\$0.01	LS	\$0.00	0.00	\$0.00
31A	N.A.	SANITARY SEWER BYPASS PUMPING	\$99.27	32.00	\$3,176.64	TON	\$0.00	0.00	\$0.00
32A	N.A.	RANDOM RIPRAP CLASS II	\$950.00	1.00	\$950.00	EA	\$0.00	0.00	\$0.00
33A	N.A.	STABILIZED CONSTRUCTION EXIT	\$1.80	2,200.00	\$3,960.00	LF	\$0.00	2,173.00	\$3,911.40
34A	N.A.	SILT FENCE	\$128.89	3.00	\$386.67	EA	\$0.00	2.00	\$257.78
35A	N.A.	INLET PROTECTION	\$4.12	70.00	\$288.40	LF	\$0.00	0.00	\$0.00
36A	N.A.	DITCH CHECK- BIOROLL	\$2.06	375.00	\$772.50	SY	\$0.00	0.00	\$0.00
37A	N.A.	EROSION CONTROL BLANKETS CATEGORY 3	\$1,134.26	2.50	\$2,835.65	ACRE	\$0.00	0.00	\$0.00
38A	N.A.	SEED, MULCH & FERTILIZE							
<b>TOTAL AMOUNT:</b>					<b>\$566,738.28</b>		<b>\$0.00</b>		<b>\$240,294.62</b>