

Council Meeting
Tuesday, March 20, 2018
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes –March 6, 2018
 - HRA – February 14, 2018
 - Telecom – February 26, 2018
 - EDA – March 12, 2018 (meeting notes – no quorum)
 - Capital Finance Committee – March 13, 2018
 - Library Board – March 13, 2018
- Regular Bills
- License
 - Exempt Gambling Permit
 - Lions Club
 - Premise Permit & Resolution
 - Game & Fish

2. Department Heads

3. Public Hearing – Residential Tax Abatement – 1261 River Road

4. League of MN Cities Insurance Renewal – Ken Hoffman & Josh Peterson

5. MN DOT

- Purchase of City-Owned Property
- Purchase of City-Owned Right-of-Way
- Corridor of Commerce

6. County Fair Board Memo

7. Telecom Commission Recommendations

- Rate Change Resolution
- Cable TV to Streaming Video Product

8. Resolution Accepting Donation – Library – Carol Tegels Memorial

9. First Reading Ordinance #168 2nd Series – Enacting and Adopting a Codified Supplement to the City Code

10. General Reserve Discussion

11. Additional 2018 Mayor Appointments and Reappointments

- County Liaison To EDA Board

12. Contractor Payment

- Conductor Power – Pmt #3 - \$360,981.95 - Electric Substation Project

13. New Business

- City Administrator Evaluation

14. Old Business

15. Council Comments



Adjourn

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

**Regular Council Meeting
City Hall, Council Chamber
March 6, 2018
7:30 p.m.**

1. Call to Order:

The meeting was called to order Mayor Pro Tem Jayesun Sherman.

2. Roll Call:

Council Present: Jayesun Sherman, Bryan Joyce, Marv Grunig, Rod Byam and JoAnn Ray

Council Absent: Mayor Dominic Jones

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Chelsie Carlson, Finance Director; Drew Hage, Development Director; Al Baloun, Arena/Recreation Director; Brian Cooley, Street Superintendent and Jason Sykora, Electric Superintendent

Pledge of Allegiance

3. Consent Agenda:

- Minutes
 - Council Minutes – February 20 & March 11, 2018
 - Park & Recreation – February 14, 2018
 - Utility Commission – February 21, 2018
 - EDA – February 22, 2018
- Regular Bills

Motion by Bryan Joyce second by JoAnn Ray approving the Consent Agenda. Motion carried 5 – 0.

4. Department Heads:

Electric Superintendent, Jason Sykora, provided an update on the new substation project. The outdoor switchgear building has been completed after weather and material delivery delays. Issues have arisen with outdated blueprints making relay and wiring installation difficult. Utilities Plus has assisted with resolving these issues. Grunig asked if the switchgear is in Windom. Sykora stated that the unit is here, but not yet installed. Joyce asked what percentage of the project is complete and when completion is expected. Sykora replied that it is 25% complete and the expected project completion is estimated late July or early August.

Street Superintendent, Brian Cooley, introduced himself with a short biography. He gave an update on the recent snow removal efforts. He advised that alleys and gravel roads are really soft so large equipment would make ruts so they are using smaller equipment. Today staff was

Preliminary

out clearing snow from 3:00 am to 11:00 am. Progress was slow due to heavy snow, which takes more time to clear. The Department is planning on a 3:00 am start Wednesday to move more slush and snow. Thursday morning is when they will clean the streets around the square. Joyce inquired about communication with downtown businesses to let them know. Cooley stated he is working on updating communication tools so this can be relayed to the public in a more timely fashion. Cooley also said that freezing and thawing weather has been causing potholes which are being addressed.

Finance Director/Controller, Chelsie Carlson, provided an update on the new recreation registration and scheduling program that the city will be using. The new registration platform is similar to the old system with online registration. The conversion did not include individual accounts, so all users wanting to register will have to create a new account. Links are provided on the City of Windom website to the new recreation platform. Accounts can be created now and registration is open for some recreation programs. Swimming lesson schedules have yet to be added as we are waiting for this schedule. Registration for swimming lessons will be available in April. Grunig asked if all registrations are online. Carlson said they are.

Arena/Recreation Director Al Baloun expressed thanks to Chelsie Carlson and Leesa Arndt for the time and effort put into the new recreation and scheduling program.

5. Liquor Store Sunday Hours:

Nasby gave an overview of the costs and sales data for the liquor store for Sunday operations. He noted at the Special Council meeting last week the Council extended the Sunday liquor sales until March 4, 2018. Police were contacted and noted that crime rates had not statistically increased over the last two years due to Sunday sales. Sherman confirmed this statement as he also spoke with Chief Peterson about Sunday crimes rates.

Grunig asked if there were any staffing issues. Nasby stated there has not been any yet.

Joyce stated that he had been approached about being closed on Easter Sunday. Nasby stated that the opening of the liquor store has to abide by state statute as to days closed, but the City can decide to close on additional days.

Sherman discussed articles from the American Journal of Public Health in 2006. A New Mexico study reported a 10% increase in vehicle crashes due to Sunday sale of alcohol. In addition, an article in the American Journal of Preventative Medicine from 2016 stated that there is a noted increase in non-violent crimes due to the availability of alcohol. According to this study, as well, alcohol is also stated to be the third cause of preventable death.

Joyce said if the city were to act solely on the moral issues, we should sell the liquor store and not be in that business.

Byam stated that the New Mexico study may not be credible due to the other issues in that state.

Preliminary

Sherman stated that citizens have approached him and stated they do not see a reason for Sunday sales. No other council member has heard any public comments in this regard. Sherman said that the liquor store is only open for economic gain.

Joyce stated that the liquor store is not a public service; it is a business entity that provides income to the City of Windom. As such, we should operate it as a business and look at revenue.

Grunig stated understands the moral issues, but closing the Windom liquor store may not solve those issues.

Byam stated if Windom liquor store was closed, the patrons would go elsewhere to purchase alcohol.

Joyce stated that we are operating according to state statute and open seven days a week. Analysis of sales on other weekdays can be looked at for cost savings.

Motion by Joyce, second by Grunig to continue Sunday Liquor Store hours of 1-5 p.m. and make Sunday hours part of the permanent store hours for Riverbend Liquor with the exception of Easter Sunday. Motion carried 4-1 (Sherman).

6. TIF Inter-fund Loan Resolution:

Drew Hage, Development Director, said inter-fund loans can be used to fund potential projects. These loans can be set up in TIF districts so the City of Windom can be repaid for the work completed if they are eligible TIF expenses. Inter-fund loans can be used in the future to reimburse City of Windom funds if future TIF districts are established. Hage proposes to set up this type of loan for the Cemstone redevelopment project as it has been zoned in a TIF district. The existing pay schedule payments would be reimbursable with a TIF Inter-fund resolution with the exception of the first payment. Reimbursement would be up to \$250,800 for this project.

Joyce asked if the intent is to repay the HRA. Hage said the HRA would need to be repaid, but the future repayment is related to the completion of the site.

Byam stated that once the HRA is repaid the funds, their intent is to use the funds for the future demolition program.

Council member Byam introduced the Resolution No. 2018-20, entitled "RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH A TAX INCREMENT FINANCING DISTRICT", and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Joyce, Byam, Grunig, Ray, Sherman. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

7. Residential Tax Abatement

Hage stated that the city, county, and school had established a tax abatement program last year for new housing. An application has been received for a project at 1261 River Road. The owners are looking to build a home on that location for the estimated market value of \$200,000.

The estimated city abatement request is \$1,609 per year for five years. Cottonwood County passed their portion of the tax abatement.

Council member Joyce introduced the Resolution No. 2018-21, entitled “RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT”, and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Byam, Grunig, Ray, Sherman and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Opportunity Zone Resolution of Support:

Hage previously presented information regarding federal Opportunity Zones. This potential new financing program is for economic development and housing. The program is through the Department of Revenue and the new tax bill but needs city, county, and state support. The funds would go to eligible low-income census tracts that include south of Highway 62, the East hill and some downtown areas for the City of Windom. The application is due March 8 2018. The EDA is also gathering letters of support for this program from area businesses and financing companies. The Governor can nominate up to 123 tracts out of the eligible pool.

Grunig asked when we would know about the results of the application. Hage stated we would know in 2018. Grunig inquired about the length of the program. Hage stated it could be projected to 10 years, but it is a 5 year program.

Joyce said that the program could be contingent upon getting developers to build. Hage stated it is about leveraging other funds. This could help buy down development costs for new construction. Joyce inquired what benefit existing homeowners would have. Hage stated that details of the program are still being written. There may be possible rehab funds for residents. Joyce noted a reference to policymap.com that helped with poverty rates, median income, etc.

Council member Grunig introduced the Resolution No. 2018-22, entitled “RESOLUTION IN SUPPORT OF COTTONWOOD COUNTY’S SUBMISSION OF AN APPLICATION IN THE “OPPORTUNITY ZONES” PROGRAM”, and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Grunig, Ray, Sherman, Joyce and Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Bond Sale – 2018A Resolution:

Todd Hagen, Ehlers Associates, presented sale day reports for the bond along with S & P Rating reports. He noted the City’s general Bond rating was maintained at A+. Market value for Windom has increased over the period 2013 to 2016. In 2016 to 2017 Windom had a significant jump in market value.

Joyce inquired about the telecom rating decrease to an A-. Hagen understands that methodology and criteria has changed for this non-appropriation type bond. Rating is still high as other funding sources may be used to make this bond payment.

Hagen stated that bids were taken on the 2018A bond to fund a land acquisition in the North Industrial Park for the Economic Development Authority and to update the Arena ice making system. The Bond amount is \$2,110,000. Four bids were received very close to the pre-sale estimate. Northland Securities had the lowest bid percentage of 2.9354%. This is a premium bid, meaning more was offered to the City of Windom than what was requested. Additional funds of \$48,801.27 are available to use on the project. Staff elected to keep the extra funds as there may be additional improvements that are needed at the Arena.

Grunig inquired about the comparable bond sales, what the ratings were for the other entities. Hagen stated that the City of Windom has a similar or higher rating to comparable communities.

Council member Joyce introduced the Resolution No. 2018-23, entitled “RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF \$2,110,000 GENERAL OBLIGATION BONDS, SERIES 2018A”, and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Ray, Sherman, Joyce, Byam and Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

10. DNR Outdoor Grant Application Resolution:

Baloun and Cooley presented an overview of the Island Park improvements. The Park and Recreation Commission have previously discussed the DNR Outdoor Grant Application. The commission is recommending that the council approve the grant application in the amount of \$150,000 for tennis/pickleball courts, Island Park restrooms and campground improvements. The priority would be the courts and the restroom with the campground improvements as a future phase. The City of Windom currently has \$200,000 budgeted for the courts and \$35,000 for restroom improvements throughout all parks.

Joyce stated that the Commission has stated that the tennis/pickleball courts will be completed regardless of the grant and to use the state grant to leverage a restroom project. The restroom estimate came in higher from the engineer than what was budgeted so they had to cut back on the design and size. Restrooms are needed for many park users so that is why the Commission prioritized the Island Park project as tennis/pickleball courts and restroom upgrades.

Grunig said would like to see showers as part of the campground improvements.

Council member Joyce introduced the Resolution No. 2018-24, entitled “A LOCAL GOVERNMENT RESOLUTION APPROVING APPLICATION TO THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES OUTDOOR RECREATION GRANT PROGRAM”, and moved its adoption. The resolution was seconded by Byam and on roll call vote: Yes: Sherman, Joyce, Byam, Grunig and Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

11. FEMA Floodplain Data Review – Engineer Agreement:

Nasby stated FEMA and the DNR are looking at updating the flood plain mapping in our area, but not within the City of Windom. The DNR will have LiDAR data that will have more accuracy than the topographical maps. SEH engineers have worked with the City of Windom

previously on flood mapping with projects such as land by the Liquor Store. Discussion was had with the county and city to see if they would like to engage SEH to help map the community with the LiDAR data. This would help identify areas of the City of Windom that would be eligible for map provisioning. Nasby stated the cost would be \$13,000 and would he recommend "forward" funding it from the 2019 budget.

Joyce stated he is in support of the funding of the project. This has the potential to save homeowners money on their flood insurance policies. He stated that there should be enough money in the general fund reserve account to fund this study.

Grunig said that the information is valuable but frustrated that the reserve expenditures are discussed at each meeting. Grunig also pointed out that the mapping also could have a negative result as well on some properties if they are found to be in the flood plain.

Byam agreed that it is the way to go to potentially save homeowners money.

Motion by Joyce second by Ray to approve Engagement with SEH Engineering for services as presented related to reviewing FEMA flood plain data funded by the reserve account. Motion carried 5 – 0.

12. Airport Hangar Engineering Services:

Nasby stated that SEH has been engaged for the airport for the addition of hangars and taxiway improvements. The Airport Commission has prioritized the upcoming phase as a runway extension first and then additional hangar space. The completed runway study stated that the City of Windom did not qualify for the extension at this time, thus the hangar addition is the project up for consideration. These hangars would be state and federally funded. Project completion is slated for early 2019.

Grunig asked about the demand for the new hangars. Nasby stated that there is a need and we have a waiting list. Grunig also asked about taxpayer support dollars would be allocated to the project. Nasby said last year \$15,000 was allocated and this year \$7,500 is slated in the budget.

Motion by Joyce second by Grunig to approve the Engineer Agreement for the 2018 Hangar Additions & Taxilane Extension as presented. Motion carried 5 – 0.

13. Personnel:

Ray explained that an interview committee comprised of Sherman, Tom Riordan and herself interviewed five candidates for the liquor store manager position. These candidates all were qualified for the position. After discussion, the interview committee is recommending to the City Council that they hire John Nelson. Sherman concurred and explained that the candidate has ties to the City of Windom.

Motion by Grunig second by Joyce to approve the hiring of John Nelson according to the terms of employment as presented for the Liquor Store Manager position on or before March 22, 2018. Motion carried 5 – 0.

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John Nelson introduced himself to the Council. Nelson has nine years' experience at the Madelia liquor store and is active on Madelia Fire/EMS squads and on the City Council. He also has been with an insurance company as his full-time job.

Nasby said that the electric superintendent position has been recently filled by Jason Sykora. As a result, the electric department has a line worker vacancy. Staff is requesting permission to begin the hiring process for that vacancy.

Motion by Ray second by Joyce to approve starting the hiring process for an Electric Line worker position. Motion carried 5 – 0.

14. Additional 2018 Mayor Appointments and Reappointments:

None at this time.

15. Charter Commission Appointment Resolution:

Nasby stated the Council previously approved the list of individuals to the Charter Commission. After research staff found that Charter Commission appointments must be made by resolution.

Council member Joyce introduced the Resolution No. 2018-25, entitled "A RESOLUTION SELECTING CERTAIN FREEHOLDERS IN THE CITY OF WINDOM FOR PRESENTATION TO THE DISTRICT JUDGE FOR APPOINTMENT TO A CHARTER COMMISSION", and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Joyce, Byam, Grunig, Ray and Sherman. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

16. 2018 Board of Appeal and Equalization Meeting Scheduled for May 14, 2018 at 4:30 p.m.:

Nasby said that this annual meeting is set by the County Assessor so homeowners can appeal their tax evaluation statements. A trained councilperson must be in attendance. Grunig is current with his training and will be in attendance.

17. Contractor Payment:

Rice Lake Contracting Corp #6 Final Payment \$ 31,570.86 - Water Treatment Facility Rehab

Motion by Grunig second by Ray to approve Final Pay Request #6 for Rice Lake Contracting Corp. in the amount of \$31,570.86 for the Water Treatment Facility Rehab

18. New Business:

Sherman has a conflict with the upcoming Coffee with the Council on March 10, 2018. Grunig offered to attend for Sherman. Joyce will be there as scheduled. Byam currently has the sign.

Preliminary

19. Old Business:

None.

20. Council Comments:

Grunig mentioned in a short period of time the City of Windom has a new electric superintendent, new street superintendent, and a new liquor store manager. In 2002, the City had a similar experience with electric, street and police departments. Other city staff has had to pick up extra work items. He offered a thank you to the staff that helps transition new employees into their positions.

Joyce thanked the street workers for all the snow plowing work. He suggested that the 2017 employee appreciation event be scheduled. A tribute to Kim Neilsen was given and Joyce thanked her for all her work to the community.

Nasby stated that there is Coalition of Greater Minnesota Cities legislative day is March 14, 2018 and that Councilmember Sherman and himself are attending. They will be educating our legislative representatives about the City of Windom's wastewater treatment plant and other issues such as Local Government Aid.

21. Adjournment:

Mayor Pro Tem Sherman adjourned the meeting by unanimous consent at 9:17 pm.

Jayesun Sherman, Mayor Pro Tem

Attest: _____
Steve Nasby, City Administrator

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

February 14, 2018 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, February 14, 2018, at the Hillside Manor Community Room. Board Members present: Frank Dorpinghaus, Linda Jaakola, Margaret McDonald, Pam Dobson, Resident Liaison, Mike Meyer and City Liaison, Rod Byam. Also present were: Connie Clausen and Linda Loewen. Absent: Resident Board Member, Dave Olson. The Annual Meeting was called to order at 4:10 pm with the consent agenda approved (Jaakola/McDonald) which included the agenda, minutes from the previous meeting and the bills report.

Scheduled Guests: None

Old business consisted of:

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1. Review of the monthly turnaround rate/days: We currently have a PHAS score of 5.8 with 4 turnovers in January.
 2. POHP grant update: Restitution documents are being reviewed by DEED & HUD. Annual MHFA reporting is completed. Maintenance has completed the last unit and now has a few minor things to get completed.
 3. HUD Litigation Update – still no change.
 4. We are still working with a HUD rep to get Frank added to Eloccs/Secure Systems. Paperwork has been submitted and we're just waiting for a response.
 5. RV Parking Lot Project – RFP's went out this week. A pre-bid meeting will be next week on the 22nd at 1:00 and bid opening will be March 2nd at 2:00.
 6. HS Roof Repair – RFP's went out this week. A pre-bid meeting will be next week on the 20th at 2:00 and bid opening will be March 1st at 11:00.
 7. 957 River Road property update: RFP's went out this week for the roof and chimney. A pre-bid meeting will be next week on the 23rd at 2:00 and bid opening will be March 6th at 2:00. We will have asbestos and lead inspections next week as well. Connie met with County Assessor and the property value has been dropped to \$36,200.00.
 8. Windom EDA grant request update: The letter of commitment has been signed.
 9. Radon testing is in process at Hillside and we should have results in March.
 10. Strategic Planning: Connie presented a second draft in color of the HRA brochure. There was discussion about having a booth at the Farm & Home show in March as well as at the Fair. Linda Jaakola will follow-up with information on this.

New Business consisted of:

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1. Jackson HRA Update: There have been some EDA property challenges and staff are getting the property ready for the EDA to sell.
 2. Connie attended Nan McKay Executive Management Training 1/31-2/2. Looking ahead, staff will be reviewing the schedule for the Working Together Conference which is scheduled for 4/17-4/18.
 3. HUD & Other Reporting Update: CRP's have been completed and out, 1099's have been completed and out, ACA reporting has been completed and out, MWR has been completed and approved, Sam's registration has been completed, REAC Audit Submission has been completed and approved and the 2018 Operating Subsidy calculation has been submitted but we haven't heard back on it yet.
 4. End of Year prep – The proposed budget is not quite ready. The Annual PHA Plan and 5-year plan are complete. A public hearing was held 2/9 with no attendees.
 5. 2017 PHAS score has been received – we are a high performer with a 92/100.
 6. Fire extinguishers were inspected in January, Annual boiler inspections were completed on 2/6 and the Annual fire alarm and sprinkler inspections will be completed 2/15.
 7. UCAP free income tax preparation started at Riverview on 1/31 and will continue through 4/17 and will also be held at Hillside on 3/10.
 8. Upcoming board meetings will be March 14th at Riverview and April 11th at Hillside.

With no further business, the meeting was adjourned at 4:58 pm (Dobson/McDonald).

Frank Dorpinghaus, Chairman

Connie Clausen, Executive Director

**TELECOMMUNICATIONS COMMISSION MEETING
CITY OF WINDOM COMMUNITY CENTER February 26th, 2018**

I. Call Meeting to Order. The meeting was called to order by Kent Kelly at 6:11 PM

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II. Roll Call:

President:	Jeremy Lund <i>Absent</i>	City Staff:	Steve Nasby <i>Absent</i>
V President:	Kent Kelly	City Staff:	Jeff Dahna
Secretary:	George Rogotzke	SMBS Liaison:	Donny <i>Absent</i>
Commissioner:	JD Palm	SMBS Liaison:	Travis Thies <i>Absent</i>
Commissioner:	Travis Eichstadt	Media:	Dirk Abraham <i>Absent</i>
Council Liaison:	Bryan Joyce	Media:	Rahn Larson
Council Liaison:	Marv Grunig	City Staff:	- Chelsie Carlson

III. Approval of Minutes from January 22nd, 2018 meeting

**Motion by Rogotzke, to approve minutes from the January 22nd, 2018 meeting.
Seconded by Eichstadt. Motion approves 3 to 0.**

IV. SMBS Liaison Report: No report given.

Motion by Eichstadt to amend agenda and add agenda item IVb; installment of JD Palm to replace Jerry White's term, seconded by Kelly, to approve the installment of JD Palm as a member of the Telecom Committee. Motion approved 3 – 0.

IVb. Installation of Commissioner JD Palm. Palm was sworn in and read the oath of office to. Palm will serve the remainder of White's term.

V. Project Updates: Working on bugs on system. Internet connection from HE discussed last meeting was able to get contract sent by the review of the contract it auto-renewed 11/5/17. Dahna is working to rework agreement to add Omaha IX connection. New Firewall Juniper 340, much faster and upgraded equipment. 85 units have been switched to new Gigacenter. Dahna answers questions on the core upgrade and Giga Center Roll Out and Completion Plan. New stickers to put on Gigacenter units to identify them as Windomnet Equipment.

VI. Manager's Report: Decommissioned old web server that was installed in 2005. Web Server decommissioned on 2/20/18. SFN local off-air channels server was received and installed. SFN engineers are working on getting it placed in to their channel lineup. Still not on, no timeline but hopefully this week. New format for people that used to send in DVD's. SFN estimated local channels cost will be \$10-12 dollars over top of prices we got before for SFN channel lineups. Still waiting for pricing from Arvig for an off-air video feed delivered to Cologix 511 building in Minneapolis. Continued to drop video customers down to 996 customers.

VII. New Business: Calix Advantage Program Renewal. Can do updates during the day and not worry about losing service to customers. Single annual fee for unlimited tech support, software upgrades, Calix management system. Getting a summary of what went wrong when the internet failed today 2/26/18. Things will be fixed; network engineer was very apologetic. A second connection in place would help solve the issue.

Motion by Eichstadt, seconded by Palm, to affirm Telecom Manager renewing the annual Calix Advantage Program at cost of \$6,000. Motion approved 3 - 0

7:12 Chelsie Carlson arrived at meeting.

VIII. Old Business:

Service Rates - Only have residential rate for Direct Internet Access (DIA), working on adding a business rate. Developing business tier pricing. Don't have a metered service, don't want to move to that. Part of our service to the community is to have a better service than our competition. Dahna covers that competitor's business a 20/2 MB service model, with all of the billing add-ons, runs around \$183.00 MRC. Gigacenter is strictly residential DIA. Current businesses would not be charged NRC to switch over to business rates, new business customers would have a NRC applied. Free upgrade but cost for service level change. All businesses must upgrade to business package can't be on residential rate. After discussion among committee members, the following rates were recommended:

<u>Speed</u>	<u>MRC</u>	<u>NRC</u>
20 MB	\$70	\$60
70 MB	\$100	\$60
125 MB	\$175	\$60
250 MB	\$250	\$60
1000 MB	\$300	\$60

Business Service Value Added -

- Battery backup for ONT.
- With one static IP address included, if requested. Additional static IPs @ \$15.00 each or negotiated subnet rate on an Individual Case Basis (IBC).
- Priority Internet traffic and higher service level.

Motion by Rogotzke, seconded by Palm, to add the following Business Data internet rates: 20MB \$70, 70MB \$100, 125MN \$175, 250MB \$250, 1,000MB (1GB) \$300 with \$60 NRC for data service connection, with one static IP address included, if requested, priority internet traffic and higher service level. Motion approved 3 - 0.

Video Service Update - Break even point is \$4.46 above whatever lowest charge SFN offers us. Discussion on SFN quality and streaming devices as well as speed it takes to stream. 20 mbps seems to be the minimum.

Headend expense, increased broadcaster channel cost, quality concerns, loss of our partner, all these details need to be added to a package to communicate why this is

happening. Need to have our solution to replace current system with more advantages. Committee members discuss options and concerns of video service product.

Motion by Rogotzke, seconded by Palm, to direct Telecom Manager to inform the City Council that the Telecom Committee is moving away from cable TV video platform to the SFN video platform system. Motion approved 2 – 1.

IX. Commissioner's concerns and questions:

X. Set Next Telecom meeting: March 26th, 2018 6:00 pm at the Community Center.

X1. Adjourn: Motion to adjourn by Rogotzke. Motion approved 3-0 at 9:07 pm.

Kent Kelly, Telecom Committee Vice President

George Rogotzke, Telecom Committee Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MEETING NOTES
MARCH 12, 2018

1. Call to Order: No quorum was present for the meeting.

2. Roll Call & Guest Introductions:

EDA Commissioners: Rick Clerc and Marv Grunig.

Absent: Betsy Herding, Justin Espenson, and Rod Byam.

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

3. Vice President Clerc advised that no quorum was present for the meeting.

4. Director Hage provided information to those present concerning the closing on the purchase of the North Windom Industrial Park Phase II property which is to occur on or before March 30th.

Director Hage advised that there is no conflict in the EDA's Bylaws (or the Enabling Resolution for the EDA) concerning the proposed appointment of a County Commissioner as a non-voting liaison to the EDA Board. The Mayor and City Council can approve this appointment and the EDA can approve the appointment at its next meeting.

Director Hage reported that the Opportunity Zones Application was filed on March 8, 2018. He updated the Board concerning the boundaries of Census Tract 270400.

Director Hage and City Administrator Nasby provided a brief update on the MnDOT Corridors of Commerce matter. The County Commissioners were presented information on March 6th from MnDOT. This information was generated by a suggestion for a Highway 60 bypass of Windom that MnDOT received through public input in the Corridors of Commerce Program. Officials from MnDOT have said that such a bypass is highly unlikely. Director Hage invited the MnDOT Engineer overseeing this Corridor of Commerce application to attend the next City Council Meeting. The purpose would be to allow the City Council to receive information directly from MnDOT concerning the Corridor of Commerce application and MnDOT's research into the Highway 60 bypass suggestion. Those present were not in favor of the bypass and encouraged the City to take action to oppose this suggestion.

There was a discussion among those present concerning potential incentives to encourage property owners in the Central Business District to make improvements to their buildings.

City Administrator Nasby reported that the "Legislative Day" for the Coalition of Greater Minnesota Cities is March 14th. Councilmember Sherman is attending with him and they have meetings scheduled with State Legislators to lobby for the City's wastewater project.

No formal action was taken on any of the discussion items.

5. The discussion was concluded around 12:40 p.m.

Rick Clerc, Vice President

Attest: _____
Drew Hage, EDA Executive Director

Capital Finance Committee Minutes Tuesday, March 13, 2018

Roll Call: Present: Capital Finance Committee - Howard Davis, Tim Hiley, Dan McDonald and Marv Grunig.

City Staff – Steve Nasby, Denise Nichols and Dawn Aamot.

Absent: Dominic Jones, JoAnn Ray, Tom White and Jim Garrison.

Call to Order – Vice-Chair Davis called the Capital Finance Committee Meeting to order at 1:00 p.m.

1. **Approval of Minutes:** Vice-Chair Davis requested the Committee review the minutes from the December 14, 2017, meeting. Motion by Hiley, second by Grunig, to approve the minutes, Ayes – 4, Nay – 0, Absent – 3.
2. **Council Priority Projects Update:**

Arena Update – City Administrator Steve Nasby provided an update for the Committee regarding the status of the Arena Ice System Project. The Council has awarded the bid. The bid award was \$260,000 under the engineer estimate. Boards for the rinks are being removed so the project work can begin. The Commission discussed the placement of the compressor outside of the building and additional costs associated with installation of the compressors within the building. Nasby reported that the bond premium of \$48,000 that was received during the recent bond sale will be held for possible contingency costs for the project.

The Hockey Association building project is nearly complete. There are a few minor items to complete. A temporary Occupancy Certificate has been issued.

Library

Window Grant Update - Library Director Dawn Aamot informed the Council that the End Grant Agreement has been signed by the State. The Library can now complete a press release to publicize the receipt of the grant. Aamot will develop a final timeline for the project and select a contractor to install the windows. The Library will be closed for up to two weeks to complete the installation of the windows. The Library Board would like to have the project started after the summer reading program is concluded. All the books and shelving will need to be moved and the checkout area will be relocated.

Restroom Remodel Grant Application – Aamot was notified that there is a second round of funding available for the Library Construction Grants. The Library is applying for additional grant funds of \$22,000, for a total project cost of \$44,000 to update the restroom to an ADA accessible restroom, install an ADA accessible customer counter, electrical updates, painting in the Children/Teen Library and entryways, flooring throughout the library, conversion of the display case/room into a common area to create more space for patrons in the library. Aamot stated that if funding is received the project would have a two-year timeline to complete.

Davis noted that when publicizing the Window grant to include the contribution made by the Friends group.

Pool – Nasby reported that discussions are continuing regarding location, type of pool and design. A small hard working committee has been meeting to help determine the proposed design and location. The next Friends of the Pool meeting has not been set.

- 3. Outdoor Recreation Grant and Application:** The Council has approved submitting a grant application for Island Park to build tennis/pickle ball courts, a comfort station and installation of a new RV dump station. The Council has committed \$200,000 for the courts and will leverage those funds in the grant application to complete the additional items. The final estimated cost for the comfort station is \$150,000. To reduce the original cost estimate of \$328,000, the showers were removed from the plan, the number of fixtures were reduced to four for each side, the building will be wood framed and has been moved out of the floodway to the 3rd base side of the baseball field.

4. Sub-Committee Assignment Reports:

Outreach/Promotion – Grunig reported that the boiler for the Library did not meet the efficiency requirements for a rebate.

Rebate forms are ready to submit for the Window Project, waiting for the specs and project completion to submit the rebate forms.

- 5. New Business:** None.
- 6. Set Next Meeting Date and Time:** The Committee members selected two possible dates and time for the next meeting. April 17th or 19th at 9:00 a.m. An email will be sent out to determine the date for the next meeting.
- 7. Adjourn:** Vice-Chair Davis declared the meeting adjourned at 2:03 p.m.

Howard Davis, Vice-Chairman

Attest: _____
Steve Nasby, City Administrator

Windom Library Board Meeting

City of Windom Council Chamber

Tuesday, March 13, 2018

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher.

2. Roll Call: Members Present: Steve Fresk, Kathy Hiley, John Duscher, Barb Henning, and Anita Winkel

Members Absent: Sue Ebeling and Terri Jones

Library Staff Present: Dawn Aamot

City Council Member Present:

3. Agenda and Minutes:

Motion by Steve Fresk and seconded by Barb Henning to approve the agenda and the minutes.

4. Financial Report:

Motion by Kathy Hiley and seconded by Barb Henning to accept the Financial Report

5. Librarian's Report:

Dawn reported that she is working with Denise Nichols to finalize the application for the Phase 2 grant from the MN Department of Education. The library is requesting \$44,000, \$22,000 from the Department of Education with \$22,000 of matching local funds. This grant will cover the construction of the ADA bathroom, painting the children's library and the 2 entrances to the library and converting the display case into a common room. Due to ADA specs, the hallway connecting the work room to the children's library will be removed to enlarge the bathroom. A door between the children's library and the workroom will be installed. The Friends of the Windom Library has agreed to donate \$15,000 towards the matching funds. The CIP have earmarked \$7,000 towards this project. The Friends contribution includes private donations.

The \$50,000 grant from the MN Department of Education for the window replacement project has been approved! Dawn will be issuing a press release.

The State Report is due April 1.

The Pop-Up Book Sale proceeds were \$200. Karen Knigge with the Friends of the Library helped with this. A spring book sale at BARC is being considered.

Motion by Anita Winkel and seconded by Steve Fresk to accept the librarian's report.

6. Old Business:

None

7. New Business:

Kathy Hiley moved that the donation of \$1,005 from the public in the name of Carol Tegels be accepted. Anita Winkel seconded the motion. Passed by Roll Call vote: Steve Fresk – Yes, Anita Winkel – Yes, Kathy Hiley – Yes, John Duscher – Yes and Barb Henning – Yes.

The Antiques Appraisal program is coming up on March 27 from 5-8pm at the Windom Community Center. At this time 11 of the original 40 appraisal spots are still open. Spectators are welcome. The library will have chips, cookies, bars and water available for purchase. The library board is asked to provide wrapped bars or cookies.

Two author events will be held in April at the Cottonwood County Historical Society and are sponsored by the MN Legacy Funds. MN author, Brian Freeman, will speak on April 18 @ 7pm and local author Colleen Gengler will speak on April 12 @ 7pm.

8. Book Suggestions:

New book suggestions were discussed.

9. Adjourn:

Meeting adjourned at 5:33 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary



Windom, MN

Expense Approval Report

By Fund

Payment Dates 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
EDE WILLARD	20180314	03/14/2018	REFUND - STATEMENT CREDIT	100-20191	42.50
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	100-20202	8,281.08
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	100-20202	9.66
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	100-20202	17,467.37
					25,800.61
Activity: 41110 - Mayor & Council					
AMERICAN LEGAL PUBLISHIN	0120595	03/14/2018	SERVICE - LEGAL	100-41110-304	1,805.00
AMERICAN LEGAL PUBLISHIN	0120751	03/06/2018	SERVICE	100-41110-304	203.00
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	100-41110-304	225.00
Activity 41110 - Mayor & Council Total:					2,233.00
Activity: 41310 - Administration					
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	100-41310-133	80.00
CULLIGAN	#1957 2-28-18	03/14/2018	SERVICE #1957	100-41310-200	27.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 STAPLES RET	100-41310-200	-19.23
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON FL	100-41310-200	19.87
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 FIXED ASSET	100-41310-200	199.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 STAPLES SUP	100-41310-200	29.86
INDOFF, INC	3070009	02/20/2018	SUPPLIES	100-41310-200	41.98
INDOFF, INC	3073984	02/28/2018	SUPPLIES	100-41310-200	7.95
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-41310-200	23.99
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	100-41310-217	30.25
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	100-41310-301	1,268.36
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	100-41310-321	46.20
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-41310-322	1.18
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-41310-322	4.72
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-41310-322	0.35
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-41310-322	0.59
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - CRASH PLA	100-41310-326	19.99
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	100-41310-480	632.00
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	100-41310-480	632.00
Activity 41310 - Administration Total:					3,046.06
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	100-41910-133	24.00
WINDOM QUICK PRINT	20180226	03/06/2018	SUPPLIES	100-41910-200	175.95
INDOFF, INC	3073983	02/27/2018	SUPPLIES	100-41910-200	6.40
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-41910-200	23.99
STEVEN J CARSON	20180309	03/14/2018	SERVICE -	100-41910-301	325.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 DEPT OF LA	100-41910-308	50.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	100-41910-321	36.20
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - SEASONS H	100-41910-334	25.78
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - OAK RIDGE	100-41910-334	485.32
Activity 41910 - Building & Zoning Total:					1,152.64
Activity: 41940 - City Hall					
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON VA	100-41940-211	11.74
MELISSA PENAS	20180302	03/02/2018	CLEANING	100-41940-406	354.75
SANDRA HERDER	20180302	03/02/2018	CLEANING	100-41940-406	354.75
ELECTRIC FUND	132	02/27/2018	EL - CITY HALL	100-41940-409	227.99
WINDOM FIRE & SAFETY	6472	12/20/2017	SERVICE	100-41940-409	149.95
Activity 41940 - City Hall Total:					1,099.18
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	100-42120-133	144.00
INDOFF, INC	3070006	02/27/2018	SUPPLIES	100-42120-200	38.50

Expense Approval Report

Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	3073982	02/27/2018	SUPPLIES	100-42120-200	35.98
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-42120-200	23.99
WEX BANK	53342667	03/14/2018	FUEL - POLICE	100-42120-212	1,662.22
WEX BANK	53342667	03/14/2018	FUEL CREDIT - POLICE	100-42120-212	-40.14
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 N AMERICA	100-42120-218	205.98
SCHRAMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	100-42120-304	600.00
WINDOM AREA HOSPITAL	301069900	03/14/2018	#30005319 #301069900	100-42120-305	80.00
POLICE ONE.COM	24139 REV.1	03/02/2018	REGISTRATION - DEVIN KOPPE	100-42120-308	435.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	100-42120-321	369.98
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-322	3.50
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-322	7.00
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-322	3.75
ALPHA WIRELESS - MANKATO	694282	03/08/2018	SERVICE #00681	100-42120-323	108.00
DONNA MARCY	20180314	03/14/2018	EXPENSE - SD, IA, MN INVESTI	100-42120-334	12.83
DEVIN KOPPERUD	20180314	03/14/2018	EXPENSE- DT INSTRUCTOR -ST	100-42120-334	809.94
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	100-42120-404	15.13
NORTHERN SAFETY TECHNOL	45320	02/27/2018	MAINTENANCE - LAPTOP PO	100-42120-404	343.68
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-444	23.75
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	100-42120-444	11.00
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	100-42120-480	632.00
Activity 42120 - Crime Control Total:					5,533.59

Activity: 42220 - Fire Fighting

INDOFF, INC	3073112	03/02/2018	SUPPLIES	100-42220-200	22.74
WEX BANK	53342667	03/14/2018	FUEL - FIRE	100-42220-212	36.92
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SOFT	100-42220-215	162.59
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 STREICHERS	100-42220-218	149.97
HEIMAN FIRE EQUIP. CO	0866119-IN	02/28/2018	UNIFORM	100-42220-218	241.20
SCHRAMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	100-42220-304	240.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 -ARRPOWW	100-42220-334	569.52
MN STATE FIRE DEPT ASSOC	20180313	03/13/2018	2018 MSFDA FIREFIGHTER NE	100-42220-350	224.00
AMERIPRIDE SERVICES INC.	2800863675	03/07/2018	SERVICE #280001722	100-42220-404	24.12
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	100-42220-404	24.20
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	100-42220-405	80.49
HEIMAN FIRE EQUIP. CO	0865976-IN	02/20/2018	MAINTENANCE - WEATHERPR	100-42220-405	39.96
DAN ORTMANN	20180314	03/14/2018	EXPENSE - SUPPLIES	100-42220-405	26.72
JERRY'S REPAIR	9054	03/14/2018	MAINTENANCE - PARTS	100-42220-405	24.25
MN STATE FIRE DEPT ASSOC	20180313	03/13/2018	2018 MSFDA MEMBERSHIP D	100-42220-433	264.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 SCHWALBAC	100-42220-480	14.93
DAN ORTMANN	20180314	03/14/2018	EXPENSE - SUPPLIES	100-42220-480	8.63
Activity 42220 - Fire Fighting Total:					2,154.24

Activity: 43100 - Streets

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	100-43100-133	64.00
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-43100-200	23.99
COUNTRY PRIDE SERVICE	16171	03/14/2018	FUEL	100-43100-212	299.61
COUNTRY PRIDE SERVICE	16172	03/14/2018	FUEL	100-43100-212	181.54
WEX BANK	53342667	03/14/2018	FUEL - STREET CREDIT	100-43100-212	-40.14
WEX BANK	53342667	03/14/2018	FUEL - STREET	100-43100-212	3,803.98
M-R SIGN CO., INC	199011	02/28/2018	MATERIALS & EQUIPMENT	100-43100-215	362.75
CNA SURETY	#71269473 3-13-18	03/13/2018	MN DOT RIGHT OF WAY #712	100-43100-217	100.00
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	100-43100-217	121.98
PETERSON SMITH GRAVEL INC	2976	03/14/2018	SNOW REMOVAL	100-43100-224	250.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	100-43100-321	58.30
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	100-43100-401	6.64
SPLIT ROCK LANDSCAPE SUPP	2780	03/13/2018	MAINTENANCE - STREET	100-43100-401	192.00
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	100-43100-404	3.89
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 WESTMAN F	100-43100-404	140.99
DICKS WELDING INC	65040	03/14/2018	MAINTENANCE - REPAIR	100-43100-404	1,115.01
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	100-43100-405	122.33

Expense Approval Report

Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	100-43100-405	5.99
ON-SITE FABRICATION, LLC	13425	03/13/2018	MAINTENANCE - BOSS CUTTI	100-43100-405	378.00
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	100-43100-405	27.97
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	100-43100-480	632.00
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	100-43100-480	1,686.50
Activity 43100 - Streets Total:					9,537.33

Activity: 45120 - Recreation

MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-45120-200	23.99
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	100-45120-217	15.13
Activity 45120 - Recreation Total:					39.12

Activity: 45202 - Park Areas

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	100-45202-133	16.00
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	100-45202-200	23.99
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	100-45202-304	75.00
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	100-45202-402	25.83
Activity 45202 - Park Areas Total:					140.82

Fund 100 - GENERAL Total: 50,736.59

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	211-45501-133	16.00
ILLINOIS LIBRARY ASSOCIATIO	140147	03/07/2018	I READ PURCHASE	211-45501-200	122.15
INDOFF, INC	3073101	03/06/2018	SUPPLIES	211-45501-200	38.50
PLUM CREEK LIBRARY	IV24859	03/13/2018	SUPPLIES	211-45501-200	185.00
PLUM CREEK LIBRARY	IV24904	03/13/2018	SUPPLIES	211-45501-200	21.95
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	211-45501-217	7.56
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	211-45501-304	345.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON C	211-45501-350	181.99
CITIZEN PUBLISHING CO	270238	03/06/2018	ADVERTISING - LIBRARY	211-45501-350	76.80
CITIZEN PUBLISHING CO	270348	03/06/2018	ADVERTISING - LIBRARY	211-45501-350	43.20
CITIZEN PUBLISHING CO	271009	02/28/2018	ADVERTISING - LIBRARY	211-45501-350	12.00
MELISSA PENAS	20180302	03/02/2018	CLEANING	211-45501-402	376.25
SANDRA HERDER	20180302	03/02/2018	CLEANING	211-45501-402	376.25
J & K WINDOWS	7681-21	03/02/2018	SERVICE	211-45501-402	20.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 COOKS	211-45501-433	49.95
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 BLOOMBER	211-45501-433	80.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 WALL STREE	211-45501-433	478.88
MN GARDENER	213642 3-13-18	03/13/2018	SUBSCRIPTION	211-45501-433	19.95
INGRAM INDUSTRIES	#2004243 3-1-18	03/07/2018	BOOKS	211-45501-435	323.58
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON B	211-45501-435	18.99
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 CREDIT-AMA	211-45501-435	-24.96
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON B	211-45501-435	18.96
GALE	63201470	02/27/2018	BOOKS	211-45501-435	24.04
GALE	63222868	02/27/2018	BOOKS	211-45501-435	17.54
MICROMARKETING, LLC	707568	03/02/2018	BOOKS	211-45501-435	39.99
MICROMARKETING, LLC	707778	03/02/2018	BOOKS	211-45501-435	217.41
MICROMARKETING, LLC	708578	03/02/2018	BOOKS	211-45501-435	239.97
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	211-45501-480	770.00
Activity 45501 - Library Total:					4,096.95

Fund 211 - LIBRARY Total: 4,096.95

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	#106026 3-1-18	03/06/2018	SERVICE	225-45127-200	29.00
STAPLES OIL CO	113159	03/06/2018	FUEL	225-45127-217	106.86
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	225-45127-217	21.99
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	225-45127-304	225.00
SOUTH CENTRAL ELECTRIC	#367400 1-31-18	03/06/2018	SERVICE #367400 #26-12-112	225-45127-381	410.00
SOUTH CENTRAL ELECTRIC	#367403 1-31-18	03/06/2018	SERVICE #367403 #26-12-116	225-45127-381	394.44
O'DAY EQUIPMENT, LLC	INV099286	02/27/2018	MAINTENANCE - FILTER	225-45127-404	186.23

Expense Approval Report

Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM FIRE & SAFETY	6474	12/20/2017	SERVICE	225-45127-406	10.00
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	225-45127-480	770.00
				Activity 45127 - Airport Total:	2,153.52
				Fund 225 - AIRPORT Total:	2,153.52

Fund: 230 - POOL

Activity: 45124 - Pool

TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	230-45124-217	7.56
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	230-45124-480	770.00
				Activity 45124 - Pool Total:	777.56
				Fund 230 - POOL Total:	777.56

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

ROBIN SHAW	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-200	70.19
JUSTIN HARRINGTON	20180314	03/14/2018	EXPENSE - AMBULANCE SUPP	235-42153-200	9.59
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	235-42153-200	23.99
WEX BANK	53342667	03/14/2018	FUEL CREDIT - AMBULANCE	235-42153-212	-40.13
WEX BANK	53342667	03/14/2018	FUEL - AMBULANCE -	235-42153-212	2,417.02
LEWIS FAMILY DRUG, LLC	#105865-3 2-28-18	03/14/2018	#105865-3 #56-092975600	235-42153-217	325.47
BRITTANY ESPENSON - RIVERS	20180218	03/13/2018	SERVICE	235-42153-217	190.00
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	235-42153-217	23.97
INDOFF, INC	3073112	03/02/2018	SUPPLIES	235-42153-217	15.16
PRAXAIR DISTRIBUTION INC	81719808	03/13/2018	OPERATING SUPPLIES	235-42153-217	305.45
BOUND TREE MEDICAL, LLC	82775410	02/21/2018	OPERATING SUPPLIES	235-42153-217	40.99
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	235-42153-321	108.60
BUCKWHEAT JOHNSON	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	24.17
ROBIN SHAW	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	51.52
TIM HACKER	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	7.66
KIM POWERS	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	70.42
KRISTEN PORATH	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	104.01
MARK MARCY	20180302	03/02/2018	EXPENSE - AMBULANCE	235-42153-334	19.69
LANDON JOHNSON	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	12.64
KRISTEN PORATH	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	33.15
BUCKWHEAT JOHNSON	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	30.50
JOLYNN NERHUS	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	76.04
TIM HACKER	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	43.97
JOHN MEYER	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	11.58
JIM AXFORD	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	12.19
MEGAN BRAMSTEDT	20180314	03/14/2018	EXPENSE - AMBULANCE	235-42153-334	78.59
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 CHAMBER-R	235-42153-340	75.00
ROBIN SHAW	20180314	03/14/2018	EXPENSE - ADVERTISING	235-42153-340	25.63
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	235-42153-404	2.99
LUCAN COMMUNITY TV INC	146	03/02/2018	SERVICE	235-42153-404	15.00
ZOLL MEDICAL CORPORATION	2642205	03/02/2018	OPERATING SUPPLIES	235-42153-404	367.63
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	235-42153-405	51.95
WINDOM FARM SERVICE	169361	03/06/2018	MAINTENANCE	235-42153-405	6.92
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SOFT	235-42153-406	106.74
AMERIPRIDE SERVICES INC.	2800863675	03/07/2018	SERVICE #280001722	235-42153-406	16.08
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	235-42153-480	770.00
				Activity 42153 - Ambulance Total:	5,504.37
				Fund 235 - AMBULANCE Total:	5,504.37

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	250-46520-133	24.00
INDOFF, INC	3073983	02/27/2018	SUPPLIES	250-46520-200	6.39
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	250-46520-200	23.99
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	250-46520-301	1,000.00
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	250-46520-304	300.00
EHLERS & ASSOC., INC.	2089519-106397105	03/13/2018	REGISTRATION #106397105 D	250-46520-308	290.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	250-46520-321	26.92
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - FACEBOOK	250-46520-340	1.66
COTTONWOOD CO RECORDER	P22230 A282262	03/13/2018	SAT OF MTG-AARON-LAURA K	250-46520-480	46.00
				Activity 46520 - EDA Total:	1,718.96
Activity: 49980 - Debt Service					
FULDA CREDIT UNION	03072018	03/07/2018	SPEC BLD LOAN - MARCH 201	250-49980-602	2,306.04
FULDA CREDIT UNION	03072018	03/07/2018	SPEC BLD LOAN - MARCH 201	250-49980-612	1,053.96
				Activity 49980 - Debt Service Total:	3,360.00
				Fund 250 - EDA GENERAL Total:	5,078.96
Fund: 251 - EDA REVOLVING					
Activity: 46520 - EDA					
SCHRAMMEL LAW OFFICE	20180131	03/06/2018	UCC FILINGS-RECORDINGS. W	251-46520-491	138.00
SCHRAMMEL LAW OFFICE	20180131	03/06/2018	UCC FILINGS-RECORDINGS. W	251-46520-491	60.00
				Activity 46520 - EDA Total:	198.00
				Fund 251 - EDA REVOLVING Total:	198.00
Fund: 252 - EDA SCDP					
Activity: 46520 - EDA					
ROCKER CONSTRUCTION	20180306	03/06/2018	2015-17 COMM REHAB PROG	252-46520-491	1,860.00
RON'S ELECTRIC INC	20180306	03/06/2018	2015-2017 COMM REHAB PR	252-46520-491	2,950.00
				Activity 46520 - EDA Total:	4,810.00
				Fund 252 - EDA SCDP Total:	4,810.00
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	#367404 1-31-18	03/02/2018	#367404 #26-24-123-04	254-46520-381	161.40
SCOTT VEENKER	24979	03/06/2018	CLEAR MAILBOXES	254-46520-406	160.00
				Activity 46520 - EDA Total:	321.40
				Fund 254 - NORTH IND PARK Total:	321.40
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
SHI INTERNATIONAL CORP	B07795445	02/27/2018	CAPITAL PROJECT	401-49950-501	4,038.00
				Activity 49950 - Capital Outlay Total:	4,038.00
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	4,038.00
Fund: 601 - WATER					
RICE LAKE CONTRACTING COR	20180312	03/13/2018	WATER TREATMENT FACILITY	601-16300	31,570.86
					31,570.86
Activity: 49400 - Water					
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	601-49400-133	40.00
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	601-49400-200	23.99
WEX BANK	53342667	03/14/2018	FUEL - WATER	601-49400-212	219.88
MIKE HAUGEN	27029	03/06/2018	SAFETY SHOES	601-49400-217	100.00
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	601-49400-301	1,000.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	601-49400-321	96.56
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	601-49400-322	3.75
FEDERATED RURAL ELECTRIC	#112843 2-28-18	03/06/2018	SERVICE #112843	601-49400-381	50.00
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	601-49400-404	33.48
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - ULTIMATE S	601-49400-404	44.65
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	601-49400-404	101.41
AUTOMATIC SYSTEMS CO	32378	02/13/2018	SERVICE	601-49400-404	1,667.60
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	601-49400-404	30.25
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	601-49400-405	23.94
SVOBODA EXCAVATING, INC	00008036	03/14/2018	SERVICE -	601-49400-408	2,600.00
SVOBODA EXCAVATING, INC	00008039	03/14/2018	SERVICE -	601-49400-408	2,256.25
SCOTT VEENKER	24959	03/14/2018	SERVICE -	601-49400-408	1,989.12
FLOW MEASUREMENT AND C	8242	03/06/2018	MAINTENANCE - CERTIFICATI	601-49400-408	645.00

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ADVANTAGE COLLECTION PR	#3796 3-1-18	03/06/2018	#3796 COLLECTIONS	601-49400-432	77.89
Activity 49400 - Water Total:					11,003.77
Fund 601 - WATER Total:					42,574.63

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	602-49450-133	56.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 ADOBE EXP	602-49450-200	23.88
A & B BUSINESS	IN487169	03/14/2018	SUPPLIES	602-49450-200	128.04
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	602-49450-200	23.99
WEX BANK	53342667	03/14/2018	FUEL - SEWER	602-49450-212	218.53
FLAHERTY & HOOD, P.A.	11101	03/13/2018	SERVICES - WASTEWATER TRE	602-49450-301	108.75
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	602-49450-301	1,000.00
MN VALLEY TESTING	904569	02/13/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	905020	02/21/2018	TESTING	602-49450-310	127.20
MN VALLEY TESTING	905328	02/20/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	905474	02/21/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	906238	02/27/2018	TESTING	602-49450-310	144.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	602-49450-321	71.83
SOUTH CENTRAL ELECTRIC	#367405 1-31-18	03/02/2018	#367405 #26-24-125-04	602-49450-381	156.66
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	602-49450-404	52.45
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - ULTIMATE	602-49450-404	44.66
ELECTRIC FUND	134	03/02/2018	EL WATER/ WW / WATER TO	602-49450-404	37.48
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	602-49450-404	24.20
DICKS WELDING INC	65139	03/06/2018	MAINTENANCE - SERVICE	602-49450-404	120.50
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	602-49450-405	13.99
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	602-49450-405	35.78
ADVANTAGE COLLECTION PR	#3796 3-1-18	03/06/2018	#3796 COLLECTIONS	602-49450-432	77.89
Activity 49450 - Sewer Total:					2,981.03
Fund 602 - SEWER Total:					2,981.03

Fund: 604 - ELECTRIC

WESCO DISTRIBUTION, INC	988162	03/14/2018	IMPROVEMENTS	604-16300	653.45
WERNER ELECTRIC	5009818993.002	03/13/2018	INVENTORY	604-16300	411.84
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	604-20202	95.63
AARON COOKE	20180314	03/14/2018	REFUND-UTIL PREPAY (K.TOBI	604-22000	300.00
MARIO ARREOLA	20180314	03/14/2018	REFUND - BALANCE OF UTIL P	604-22000	169.76
DESTINY SIMICH	20180314	03/14/2018	REFUND-BAL OF UTIL PREPAY	604-22000	168.71
MICHELLE HOOKER	20180314	03/14/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	137	03/13/2018	EL ACCIDENT	604-37470	1,522.76
ELECTRIC FUND	137	03/13/2018	EL ACCIDENT	604-37471	569.97
					4,192.12

Activity: 49550 - Electric

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	604-49550-133	80.00
OFFICE DEPOT	110607774001	03/02/2018	SUPPLIES	604-49550-200	239.18
OFFICE DEPOT	110608120001	03/02/2018	SUPPLIES	604-49550-200	96.14
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	604-49550-200	23.99
WEX BANK	53342667	03/14/2018	FUEL - ELECTRIC	604-49550-212	251.16
JOANNE NELSON	5696-1	03/13/2018	SERVICE - UNIFORMS	604-49550-218	15.00
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	604-49550-241	47.98
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	604-49550-301	1,000.00
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	604-49550-310	87.93
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	604-49550-321	121.52
JASON SYKORA	20180306	03/06/2018	EXPENSE - PCB MANAGEMEN	604-49550-331	156.96
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	604-49550-404	8.96
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	604-49550-404	30.25
O'REILLY AUTOMOTIVE, INC	4425-210557	03/06/2018	MAINTENANCE -	604-49550-405	99.48
RAGE INC - CAMPUS CLEANER	02-011005	02/27/2018	SERVICE - POWER PLANT	604-49550-406	34.17
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	604-49550-408	12.80
ELECTRIC FUND	136	02/28/2018	EL - DISTRIBUTION	604-49550-408	394.37
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	604-49550-408	38.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	135	02/28/2018	EL - ELECTRIC SHOP	604-49550-409	28.44
ADVANTAGE COLLECTION PR	#3796 3-1-18	03/06/2018	#3796 COLLECTIONS	604-49550-432	77.89
MN DEPT OF COMMERCE	1000039857	03/06/2018	4TH Q FY 2018 IND ASSMT #3	604-49550-433	178.08
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	604-49550-444	16.00
MN DEPT OF COMMERCE	1000039857	03/06/2018	4TH Q FY 2018 IND ASSMT #3	604-49550-450	826.66
WERNER ELECTRIC	5009742302.004	03/13/2018	CREDIT - CONSERVATION	604-49550-450	-71.16
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	604-49550-460	28.46
WINDOM AREA DEVELOPME	20180307	03/07/2018	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	5,022.54
				Fund 604 - ELECTRIC Total:	9,214.66

Fund: 609 - LIQUOR STORE

MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	609-20202	12,417.00
					12,417.00

Activity: 49751 - Liquor Store

US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON FL	609-49751-200	19.88
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	609-49751-200	23.99
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON D	609-49751-211	25.98
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	609-49751-217	19.99
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON SC	609-49751-217	16.95
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	609-49751-217	39.04
AH HERMEL COMPANY	694384	03/02/2018	MERCHANDISE	609-49751-217	170.03
AH HERMEL COMPANY	696677	03/02/2018	MERCHANDISE	609-49751-217	78.27
BREAKTHRU BEVERAGE MN	1080763325	03/02/2018	MERCHANDISE	609-49751-251	3,788.17
SOUTHERN GLAZER'S OF MN	1649589	03/02/2018	MERCHANDISE	609-49751-251	3,414.81
PHILLIPS WINE & SPIRITS	2309947	02/20/2018	MERCHANDISE	609-49751-251	14,655.09
PHILLIPS WINE & SPIRITS	2313274	02/27/2018	MERCHANDISE	609-49751-251	3,292.67
JOHNSON BROS.	5939870	02/20/2018	MERCHANDISE	609-49751-251	4,629.57
JOHNSON BROS.	5944984	02/27/2018	MERCHANDISE	609-49751-251	4,245.21
BELLBOY CORP	62970500	03/02/2018	MERCHANDISE	609-49751-251	1,624.73
JOHNSON BROS.	668021	03/13/2018	CREDIT - MERCHANDISE	609-49751-251	-46.74
JOHNSON BROS.	669034	03/13/2018	CREDIT - MERCHANDISE	609-49751-251	-99.74
JOHNSON BROS.	669035	03/13/2018	CREDIT - MERCHANDISE	609-49751-251	-226.84
BREAKTHRU BEVERAGE MN	1080763326	03/02/2018	MERCHANDISE	609-49751-252	36.90
ARTISAN BEER COMPANY	3241370	02/20/2018	MERCHANDISE	609-49751-252	131.00
ARTISAN BEER COMPANY	3242905	02/27/2018	MERCHANDISE	609-49751-252	227.45
DOLL DISTRIBUTING, LLC	389887	03/02/2018	CREDIT - MERCHANDISE	609-49751-252	-154.80
DOLL DISTRIBUTING, LLC	394415	03/13/2018	MERCHANDISE	609-49751-252	9,323.85
DOLL DISTRIBUTING, LLC	398833	03/13/2018	MERCHANDISE	609-49751-252	8,069.30
JOHNSON BROS.	5939872	02/20/2018	MERCHANDISE	609-49751-252	21.99
JOHNSON BROS.	5944986	02/27/2018	MERCHANDISE	609-49751-252	95.79
JOHNSON BROS.	668020	03/02/2018	CREDIT - MERCHANDISE	609-49751-252	-3.64
BEVERAGE WHOLESALERS	691064	03/02/2018	MERCHANDISE	609-49751-252	3,795.15
BEVERAGE WHOLESALERS	692964	03/06/2018	MERCHANDISE	609-49751-252	8,882.65
BEVERAGE WHOLESALERS	693940	03/13/2018	MERCHANDISE	609-49751-252	4,387.55
BREAKTHRU BEVERAGE MN	1080763325	03/02/2018	MERCHANDISE	609-49751-253	304.00
SOUTHERN GLAZER'S OF MN	1649590	03/02/2018	MERCHANDISE	609-49751-253	112.00
PHILLIPS WINE & SPIRITS	2309948	02/20/2018	MERCHANDISE	609-49751-253	539.68
PHILLIPS WINE & SPIRITS	2313275	02/27/2018	MERCHANDISE	609-49751-253	338.52
PHILLIPS WINE & SPIRITS	287740	03/13/2018	CREDIT - MERCHANDISE	609-49751-253	-12.00
PHILLIPS WINE & SPIRITS	287741	03/13/2018	CREDIT - MERCHANDISE	609-49751-253	-98.00
JOHNSON BROS.	5939871	02/20/2018	MERCHANDISE	609-49751-253	764.50
JOHNSON BROS.	5944985	02/27/2018	MERCHANDISE	609-49751-253	2,619.37
BELLBOY CORP	62970500	03/02/2018	MERCHANDISE	609-49751-253	416.00
JOHNSON BROS.	668018	03/02/2018	CREDIT - MERCHANDISE	609-49751-253	-2.76
JOHNSON BROS.	668019	03/06/2018	CREDIT - MERCHANDISE	609-49751-253	-32.40
JOHNSON BROS.	668061	03/02/2018	CREDIT - MERCHANDISE	609-49751-253	-9.65
ROUND LAKE VINEYARDS & W	931	03/02/2018	MERCHANDISE	609-49751-253	198.00
PBC - PEPSI BEVERAGES COM	39780661	03/02/2018	MERCHANDISE	609-49751-254	252.02
AH HERMEL COMPANY	694384	03/02/2018	MERCHANDISE	609-49751-254	35.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AH HERMEL COMPANY	696677	03/02/2018	MERCHANDISE	609-49751-254	37.62
AH HERMEL COMPANY	694384	03/02/2018	MERCHANDISE	609-49751-256	84.44
AH HERMEL COMPANY	696677	03/02/2018	MERCHANDISE	609-49751-256	84.44
AH HERMEL COMPANY	694384	03/02/2018	MERCHANDISE	609-49751-261	34.76
AH HERMEL COMPANY	696677	03/02/2018	MERCHANDISE	609-49751-261	112.49
PHILLIPS WINE & SPIRITS	2309947	02/20/2018	MERCHANDISE	609-49751-265	126.00
PHILLIPS WINE & SPIRITS	2313274	02/27/2018	MERCHANDISE	609-49751-265	126.00
PHILLIPS WINE & SPIRITS	287742	03/13/2018	CREDIT - MERCHANDISE	609-49751-265	-129.00
PHILLIPS WINE & SPIRITS	287743	03/13/2018	CREDIT - MERCHANDISE	609-49751-265	-126.00
PHILLIPS WINE & SPIRITS	288254	03/13/2018	CREDIT - MERCHANDISE	609-49751-265	-126.00
JOHNSON BROS.	5944984	02/27/2018	MERCHANDISE	609-49751-265	125.36
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	609-49751-301	1,000.00
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	609-49751-304	255.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	609-49751-321	56.10
ZABINSKI BUSINESS SERVICES,	1893	03/02/2018	SERVICE	609-49751-326	660.00
ZABINSKI BUSINESS SERVICES,	1894	03/02/2018	SERVICE	609-49751-326	499.00
BREAKTHRU BEVERAGE MN	1080763325	03/02/2018	MERCHANDISE	609-49751-333	74.92
SOUTHERN GLAZER'S OF MN	1649589	03/02/2018	MERCHANDISE	609-49751-333	65.11
SOUTHERN GLAZER'S OF MN	1649590	03/02/2018	MERCHANDISE	609-49751-333	2.05
PHILLIPS WINE & SPIRITS	2309947	02/20/2018	MERCHANDISE	609-49751-333	271.55
PHILLIPS WINE & SPIRITS	2309948	02/20/2018	MERCHANDISE	609-49751-333	16.37
PHILLIPS WINE & SPIRITS	2313274	02/27/2018	MERCHANDISE	609-49751-333	54.23
PHILLIPS WINE & SPIRITS	2313275	02/27/2018	MERCHANDISE	609-49751-333	11.31
PHILLIPS WINE & SPIRITS	287742	03/13/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
PHILLIPS WINE & SPIRITS	287743	03/13/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
PHILLIPS WINE & SPIRITS	288254	03/13/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
JOHNSON BROS.	5939870	02/20/2018	MERCHANDISE	609-49751-333	128.75
JOHNSON BROS.	5939871	02/20/2018	MERCHANDISE	609-49751-333	36.54
JOHNSON BROS.	5944984	02/27/2018	MERCHANDISE	609-49751-333	66.11
JOHNSON BROS.	5944985	02/27/2018	MERCHANDISE	609-49751-333	64.37
BELLBOY CORP	62970500	03/02/2018	MERCHANDISE	609-49751-333	35.76
AH HERMEL COMPANY	694384	03/02/2018	MERCHANDISE	609-49751-333	4.95
KDOM RADIO	0229 2-28-18	03/13/2018	ADVERTISING	609-49751-340	918.31
RADIO WORKS LLC	1933 3-1-18	03/13/2018	ADVERTISING - RIVER BEND LI	609-49751-340	90.00
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	609-49751-404	30.25
RAGE INC - CAMPUS CLEANER	02-011451	03/06/2018	SERVICE - RIVER BEND LIQUO	609-49751-406	43.32
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	609-49751-460	2.51

Activity 49751 - Liquor Store Total: **80,640.63**

Fund 609 - LIQUOR STORE Total: **93,057.63**

Fund: 614 - TELECOM

US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 FIBERSTORE-	614-16400	200.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 FIBERSTORE	614-16400	480.00
MANKATO NETWORKS, LLC	388068	03/07/2018	CORE UP GRADE	614-16400	2,402.80
INTERNAL REVENUE SERVICE	20180307	03/13/2018	EXCISE TAX -MAR 2018	614-20201	500.00
INTERNAL REVENUE SERVICE	20180307A	03/13/2018	EXCISE TAX - FEB 2018 - FINAL	614-20201	424.86
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	614-20202	28.92
MN 9-1-1 PROGRAM	20180313	03/13/2018	FEB 2018 - 911 SERVICE	614-20206	1,244.77

5,281.35

Activity: 49870 - Telecom

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	614-49870-133	64.00
CULLIGAN	#5647 2-28-18	03/14/2018	SERVICE	614-49870-200	33.75
ADVANCED SYSTEMS, INC.	597459	03/02/2018	SUPPLIES	614-49870-200	46.92
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	614-49870-200	23.99
RAGE INC - CAMPUS CLEANER	02-010128	03/02/2018	SERVICE - WINDOM NET	614-49870-211	21.33
WEX BANK	53342667	03/14/2018	FUEL - TELECOM	614-49870-212	87.40
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON SU	614-49870-217	9.99
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	614-49870-301	1,000.00
MN DEPT OF COMMERCE	1000039540	03/06/2018	4TH QUARTER FY 2018 INDIRE	614-49870-304	202.15
SCHRAMMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	614-49870-304	225.00

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Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN TELECOM ALLIANCE	200005807	03/02/2018	REGISTRATION - JEFF DAHNA	614-49870-308	235.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	614-49870-321	300.60
SECR REV FUND/CITY OF WD	20180302	03/02/2018	PETTY CASH - FEBRUARY 2018	614-49870-322	1.15
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 GODFATHER	614-49870-334	37.48
KDOM RADIO	#0073 2-28-18	03/07/2018	ADVERTISING	614-49870-340	100.98
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON SU	614-49870-401	32.99
FOXTAIL UTILITIES	201800001	03/07/2018	MAINTENANCE - SPLICING	614-49870-404	980.00
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	614-49870-404	45.38
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	614-49870-405	3.99
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	614-49870-405	8.37
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	614-49870-406	29.97
ADVANTAGE COLLECTION PR	#3796 3-1-18	03/06/2018	#3796 COLLECTIONS	614-49870-432	77.89
CENTURY LINK	457939	03/02/2018	DIRECTORY LISTINGS	614-49870-441	466.83
CENTURY LINK	7242105D-D-18048	03/06/2018	CABS #5142105DD3 #724210	614-49870-441	52.73
DISPLAY SYSTEMS INTERNATI	13493	03/07/2018	SERVICE #3142012	614-49870-442	198.44
AZAR COMPUTER SOFTWARE	141325	03/06/2018	CATV SUPPORT -APRIL-JUNE 2	614-49870-442	2,145.00
UNITED COMMUNICATIONS C	20170131A	03/02/2018	SUBSCRIBER	614-49870-442	2,710.55
INDEPENDENT COMMUNIATI	20180131A	03/02/2018	SUBSCRIBER	614-49870-442	617.50
SHOWTIME NETWORKS INC	9002731-0118	02/20/2018	SUBSCRIBER	614-49870-442	419.65
ADARA TECHNOLOGIES INC	AP100223CW-33	03/06/2018	SET TOP BOX HOSTING 3/1-5/	614-49870-442	10,500.00
UNIVERSAL SERVICE ADMIN C	UBDI0000959841	03/06/2018	499A CONTRIBUTION	614-49870-443	1,574.42
E-911 - INDEPENDENT EMERG	#0010143 03012018	03/06/2018	MONTHLY 911 SERVICE #0010	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10079520	03/06/2018	SPECIAL ACCESS CIRCUITS 3/1	614-49870-445	205.10
ONVOY, LLC dba INTELIGUENT	180302008508	03/13/2018	SS7 SERVICE 3/2- 4/1/18	614-49870-445	1,294.14
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 DREAMHOS	614-49870-447	139.00
NEAR NORTH PARTNERS, LLC	1496	03/06/2018	10 GB INTERNET CONNECTIO	614-49870-447	1,950.00
HURRICANE ELECTRIC LLC	98269263-IN	03/06/2018	10 GB INTERNET COLOGX-MP	614-49870-447	4,000.00
COGENT COMMUNICATIONS,	CITYOFWI00001 3-1-18	03/13/2018	SERVICE	614-49870-447	1,750.00
GOLDEN WEST TECH & INT SO	180210294	03/07/2018	SERVICE #990802522 #A3790	614-49870-448	154.98
ONVOY, LLC dba INTELIGUENT	180302009033	03/13/2018	SWITCHING SERVICES 3/1/18	614-49870-451	3,016.32
ZAYO GROUP, LLC	2018030002376	03/06/2018	TRANSPORT 3/1 -- 3/31/18	614-49870-451	387.72
CENTURY LINK	507-831-1075-104 2-16-18	03/02/2018	SERVICE #831-1075-104	614-49870-451	78.89
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	614-49870-460	4.37
SOUTHWEST MN BROADBAN	20180306	03/06/2018	QVC COMMISSIONS-JAN 2018	614-49870-480	57.14
				Activity 49870 - Telecom Total:	35,331.11
				Fund 614 - TELECOM Total:	40,612.46

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	615-49850-133	32.00
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	615-49850-200	15.99
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	615-49850-200	23.99
HEARTLAND PAPER COMPANY	457615-0	03/14/2018	SUPPLIES	615-49850-211	625.31
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 - COUNTRY	615-49850-212	120.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 COUNTRY P	615-49850-212	272.00
WEX BANK	53342667	03/14/2018	FUEL - ARENA	615-49850-212	47.13
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 MN ICE ARE	615-49850-217	200.00
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	615-49850-217	27.23
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	615-49850-241	25.98
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	615-49850-301	770.00
SCHRAMEL LAW OFFICE	20180301	03/14/2018	LEGAL FEES	615-49850-304	1,590.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	615-49850-321	54.15
MN ENERGY RESOURCES	20180212E	03/14/2018	HEATING #0504094426-00001	615-49850-383	2,054.84
WERNER ELECTRIC	5009785066.001	03/14/2018	MAINTENANCE -	615-49850-401	6.25
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	615-49850-402	24.52
LUCAN COMMUNITY TV INC	143	03/14/2018	MAINTENANCE	615-49850-402	24.00
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	615-49850-402	35.04
WORTHINGTON GLASS INC	45007	03/14/2018	MAINTENANCE - AUTO DOOR	615-49850-402	229.93
ULTIMATE SAFETY CONCEPTS I	175615	03/14/2018	AIR QUALITY TESTER	615-49850-404	1,460.56
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 COUNTRY P	615-49850-405	57.23
WINDOM AUTO VALU	#3400540 2-25-18	03/14/2018	#3400540 MAINTENANCE	615-49850-406	2.99

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Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RUNNINGS SUPPLY, INC	#71920 2-24-18	03/14/2018	MAINTENANCE -	615-49850-406	19.98
ELECTRIC FUND	133	03/14/2018	EL - ARENA	615-49850-409	40.08
SCHWALBACH HARDWARE	20180225	03/14/2018	MAINTENANCE -	615-49850-409	322.87
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	615-49850-460	97.00
				Activity 49850 - Arena Total:	8,179.07
				Fund 615 - ARENA Total:	8,179.07

Fund: 617 - M/P CENTER

MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	617-20202	181.84
					181.84

Activity: 49860 - M/P Center

NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	617-49860-133	48.00
SHI INTERNATIONAL CORP	B07815638	03/02/2018	OPERATING SUPPLIES	617-49860-200	486.00
MAIL FINANCE	N7016083	02/28/2018	LEASE PAYMENT	617-49860-200	23.99
HEARTLAND PAPER COMPANY	457662-0	03/13/2018	SUPPLIES	617-49860-211	188.04
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON PC	617-49860-217	107.92
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 SCHWALBAC	617-49860-217	11.21
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SUP	617-49860-254	13.20
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SUP	617-49860-254	37.33
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SUP	617-49860-254	14.87
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 HY VEE SUP	617-49860-254	24.95
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 ANTHEM SP	617-49860-259	406.62
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON SU	617-49860-259	68.33
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 AMAZON S	617-49860-259	68.77
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 SCHWALBAC	617-49860-261	8.51
CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	617-49860-301	770.00
VERIZON WIRELESS	9802038737	03/06/2018	TELEPHONE #486357723-000	617-49860-321	40.40
SHI INTERNATIONAL CORP	B07815638	03/02/2018	SERVICE	617-49860-326	742.00
KDOM RADIO	#0563 2-28-18	03/06/2018	ADERTISING	617-49860-340	160.14
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	617-49860-404	15.13
TOSHIBA FINANCIAL SERVICES	351869714	03/02/2018	COPIER LEASE 2/20 - 3/20 20	617-49860-404	60.00
US BANK	#8263 2-20-18	03/14/2018	CR CARD-#8263 RUNNINGS	617-49860-406	27.78
RAGE INC - CAMPUS CLEANER	02-011006	03/13/2018	SERVICE - COMM CENTER	617-49860-406	59.50
MN REVENUE	20180314	03/14/2018	SALES TAX - FEB 2018	617-49860-460	466.16
				Activity 49860 - M/P Center Total:	3,848.85
				Fund 617 - M/P CENTER Total:	4,030.69

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

CLIFTON-LARSON-ALLEN, LLP	1725578	03/09/2018	SERVICE #094-082822	651-46520-480	770.00
				Activity 46520 - EDA Total:	770.00
				Fund 651 - RIVERLBUFF TOWNHOMES Total:	770.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001331	03/16/2018	Federal Tax Withholding	700-21701	9,389.30
MN Department of Revenue -	INV0001330	03/16/2018	State Withholding	700-21702	4,592.98
Internal Revenue Service-Payr	INV0001332	03/16/2018	Social Security	700-21703	12,625.08
MN Pera	INV0001323	03/16/2018	PERA	700-21704	13,179.73
MN Pera	INV0001324	03/16/2018	PERA	700-21704	5,816.29
MN Pera	INV0001325	03/16/2018	PERA	700-21704	803.38
MN Pera	INV0001326	03/16/2018	PERA	700-21704	391.66
MN State Deferred	INV0001327	03/16/2018	Deferred Compensation	700-21705	5,269.11
MN State Deferred	INV0001328	03/16/2018	Deferred Roth	700-21705	475.00
BLUE CROSS/BLUE SHIELD	180302469281	03/13/2018	INSURANCE PREM- APRIL 201	700-21706	58,155.50
Internal Revenue Service-Payr	INV0001329	03/16/2018	Medicare Withholding	700-21711	3,537.72
SELECTACCOUNT	38613268	03/06/2018	FLEX SPENDING	700-21712	1,028.68
SELECTACCOUNT	38620677	03/14/2018	FLEX SPENDING	700-21712	2,231.99
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	700-21718	16.00
NCPERS MINNESOTA	#8446318 2-23-18	03/02/2018	INSURANCE #844600 - MAR 2	700-21718	16.00

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Payment Dates: 03/02/2018 - 03/16/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MII LIFE	20180301	03/13/2018	VEBA - MARCH 2018	700-21720	7,100.00
					<u>124,628.42</u>
				Fund 700 - PAYROLL Total:	124,628.42
				Grand Total:	<u>403,763.94</u>

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	50,736.59
211 - LIBRARY	4,096.95
225 - AIRPORT	2,153.52
230 - POOL	777.56
235 - AMBULANCE	5,504.37
250 - EDA GENERAL	5,078.96
251 - EDA REVOLVING	198.00
252 - EDA SCDP	4,810.00
254 - NORTH IND PARK	321.40
401 - GENERAL CAPITAL PROJECTS	4,038.00
601 - WATER	42,574.63
602 - SEWER	2,981.03
604 - ELECTRIC	9,214.66
609 - LIQUOR STORE	93,057.63
614 - TELECOM	40,612.46
615 - ARENA	8,179.07
617 - M/P CENTER	4,030.69
651 - RIVERLBUFF TOWNHOMES	770.00
700 - PAYROLL	124,628.42
Grand Total:	403,763.94

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	42.50
100-20202	Sales Tax Payable	25,758.11
100-41110-304	Legal Fees	2,233.00
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	330.42
100-41310-217	Other Operating Supplie	30.25
100-41310-301	Auditing & Consulting Se	1,268.36
100-41310-321	Telephone	46.20
100-41310-322	Postage	6.84
100-41310-326	Data Processing	19.99
100-41310-480	Other Miscellaneous	1,264.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	206.34
100-41910-301	Auditing & Consulting Se	325.00
100-41910-308	Training & Registrations	50.00
100-41910-321	Telephone	36.20
100-41910-334	Meals/Lodging	511.10
100-41940-211	Cleaning Supplies	11.74
100-41940-406	Repairs & Maint - Groun	709.50
100-41940-409	Repairs & Maint - Utilitie	377.94
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	98.47
100-42120-212	Motor Fuels	1,622.08
100-42120-218	Uniforms	205.98
100-42120-304	Legal Fees	600.00
100-42120-305	Medical & Dental Fees	80.00
100-42120-308	Training & Registrations	435.00
100-42120-321	Telephone	369.98
100-42120-322	Postage	21.75
100-42120-323	Radio Units	108.00
100-42120-334	Meals/Lodging	822.77
100-42120-404	Repairs & Maint - M&E	358.81
100-42120-444	License Fees	34.75
100-42120-480	Other Miscellaneous	632.00

Account Summary

Account Number	Account Name	Payment Amount
100-42220-200	Office Supplies	22.74
100-42220-212	Motor Fuels	36.92
100-42220-215	Materials & Equipment	162.59
100-42220-218	Uniforms	391.17
100-42220-304	Legal Fees	240.00
100-42220-334	Meals/Lodging	569.52
100-42220-350	Printing & Design	224.00
100-42220-404	Repairs & Maint - M&E	48.32
100-42220-405	Repairs & Maint - Vehicl	171.42
100-42220-433	Dues & Subscriptions	264.00
100-42220-480	Other Miscellaneous	23.56
100-43100-133	Employer Paid Insurance	64.00
100-43100-200	Office Supplies	23.99
100-43100-212	Motor Fuels	4,244.99
100-43100-215	Materials & Equipment	362.75
100-43100-217	Other Operating Supplie	221.98
100-43100-224	Street Maint Materials	250.00
100-43100-321	Telephone	58.30
100-43100-401	Repairs & Maint - Buildi	198.64
100-43100-404	Repairs & Maint - M&E	1,259.89
100-43100-405	Repairs & Maint - Vehicl	534.29
100-43100-480	Other Miscellaneous	2,318.50
100-45120-200	Office Supplies	23.99
100-45120-217	Other Operating Supplie	15.13
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	23.99
100-45202-304	Legal Fees	75.00
100-45202-402	Repairs & Maint - Struct	25.83
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	367.60
211-45501-217	Other Operating Supplie	7.56
211-45501-304	Legal Fees	345.00
211-45501-350	Printing & Design	313.99
211-45501-402	Repairs & Maint - Struct	772.50
211-45501-433	Dues & Subscriptions	628.78
211-45501-435	Books and Pamphlets	875.52
211-45501-480	Other Miscellaneous	770.00
225-45127-200	Office Supplies	29.00
225-45127-217	Other Operating Supplie	128.85
225-45127-304	Legal Fees	225.00
225-45127-381	Electric Utility	804.44
225-45127-404	Repairs & Maint - M&E	186.23
225-45127-406	Repairs & Maint - Groun	10.00
225-45127-480	Other Miscellaneous	770.00
230-45124-217	Other Operating Supplie	7.56
230-45124-480	Other Miscellaneous	770.00
235-42153-200	Office Supplies	103.77
235-42153-212	Motor Fuels	2,376.89
235-42153-217	Other Operating Supplie	901.04
235-42153-321	Telephone	108.60
235-42153-334	Meals/Lodging	576.13
235-42153-340	Advertising & Promotion	100.63
235-42153-404	Repairs & Maint - M&E	385.62
235-42153-405	Repairs & Maint - Vehicl	58.87
235-42153-406	Repairs & Maint - Groun	122.82
235-42153-480	Other Miscellaneous	770.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	30.38

Account Summary

Account Number	Account Name	Payment Amount
250-46520-301	Auditing & Consulting Se	1,000.00
250-46520-304	Legal Fees	300.00
250-46520-308	Training & Registrations	290.00
250-46520-321	Telephone	26.92
250-46520-340	Advertising & Promotion	1.66
250-46520-480	Other Miscellaneous	46.00
250-49980-602	Other Long-Term Obliga	2,306.04
250-49980-612	Other Interest	1,053.96
251-46520-491	Payments to Other Orga	198.00
252-46520-491	Payments to Other Orga	4,810.00
254-46520-381	Electric Utility	161.40
254-46520-406	Repairs & Maint - Groun	160.00
401-49950-501	Capital Outlay - Police	4,038.00
601-16300	Improvements Other Th	31,570.86
601-49400-133	Employer Paid Insurance	40.00
601-49400-200	Office Supplies	23.99
601-49400-212	Motor Fuels	219.88
601-49400-217	Other Operating Supplie	100.00
601-49400-301	Auditing & Consulting Se	1,000.00
601-49400-321	Telephone	96.56
601-49400-322	Postage	3.75
601-49400-381	Electric Utility	50.00
601-49400-404	Repairs & Maint - M&E	1,877.39
601-49400-405	Repairs & Maint - Vehicl	23.94
601-49400-408	Repairs & Maint - Distrib	7,490.37
601-49400-432	Uncollectible	77.89
602-49450-133	Employer Paid Insurance	56.00
602-49450-200	Office Supplies	175.91
602-49450-212	Motor Fuels	218.53
602-49450-301	Auditing & Consulting Se	1,108.75
602-49450-310	Lab Testing	786.40
602-49450-321	Telephone	71.83
602-49450-381	Electric Utility	156.66
602-49450-404	Repairs & Maint - M&E	279.29
602-49450-405	Repairs & Maint - Vehicl	49.77
602-49450-432	Uncollectible	77.89
604-16300	Improvements Other Th	1,065.29
604-20202	Sales Tax Payable	95.63
604-22000	Prepayments	938.47
604-37470	Electric Materials Sold	1,522.76
604-37471	Electric Labor Sold	569.97
604-49550-133	Employer Paid Insurance	80.00
604-49550-200	Office Supplies	359.31
604-49550-212	Motor Fuels	251.16
604-49550-218	Uniforms	15.00
604-49550-241	Small Tools	47.98
604-49550-301	Auditing & Consulting Se	1,000.00
604-49550-310	Lab Testing	87.93
604-49550-321	Telephone	121.52
604-49550-331	Travel Expense	156.96
604-49550-404	Repairs & Maint - M&E	39.21
604-49550-405	Repairs & Maint - Vehicl	99.48
604-49550-406	Repairs & Maint - Groun	34.17
604-49550-408	Repairs & Maint - Distrib	445.45
604-49550-409	Repairs & Maint - Utilitie	28.44
604-49550-432	Uncollectible	77.89
604-49550-433	Dues & Subscriptions	178.08
604-49550-444	License Fees	16.00

Account Summary

Account Number	Account Name	Payment Amount
604-49550-450	Conservation	755.50
604-49550-460	Miscellaneous Taxes	28.46
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	12,417.00
609-49751-200	Office Supplies	43.87
609-49751-211	Cleaning Supplies	25.98
609-49751-217	Other Operating Supplie	324.28
609-49751-251	Liquor	35,276.93
609-49751-252	Beer	34,813.19
609-49751-253	Wine	5,137.26
609-49751-254	Soft Drinks & Mix	325.34
609-49751-256	Tobacco Products	168.88
609-49751-261	Other Merchandise	147.25
609-49751-265	Merchandise Returned f	-3.64
609-49751-301	Auditing & Consulting Se	1,000.00
609-49751-304	Legal Fees	255.00
609-49751-321	Telephone	56.10
609-49751-326	Data Processing	1,159.00
609-49751-333	Freight and Express	826.80
609-49751-340	Advertising & Promotion	1,008.31
609-49751-404	Repairs & Maint - M&E	30.25
609-49751-406	Repairs & Maint - Groun	43.32
609-49751-460	Miscellaneous Taxes	2.51
614-16400	Machinery & Equipment	3,082.80
614-20201	Excise Tax Payable	924.86
614-20202	Sales Tax Payable	28.92
614-20206	911 TAP & TACIP Fees Cl	1,244.77
614-49870-133	Employer Paid Insurance	64.00
614-49870-200	Office Supplies	104.66
614-49870-211	Cleaning Supplies	21.33
614-49870-212	Motor Fuels	87.40
614-49870-217	Other Operating Supplie	9.99
614-49870-301	Auditing & Consulting Se	1,000.00
614-49870-304	Legal Fees	427.15
614-49870-308	Training & Registrations	235.00
614-49870-321	Telephone	300.60
614-49870-322	Postage	1.15
614-49870-334	Meals/Lodging	37.48
614-49870-340	Advertising & Promotion	100.98
614-49870-401	Repairs & Maint - Buildi	32.99
614-49870-404	Repairs & Maint - M&E	1,025.38
614-49870-405	Repairs & Maint - Vehicl	12.36
614-49870-406	Repairs & Maint - Groun	29.97
614-49870-432	Uncollectible	77.89
614-49870-441	Transmission Fees	519.56
614-49870-442	Subscriber Fees	16,591.14
614-49870-443	Intergovernmental Fees	1,574.42
614-49870-445	Switch Fees	1,539.24
614-49870-447	Internet Expense	7,839.00
614-49870-448	On-Call Support	154.98
614-49870-451	Call Completion	3,482.93
614-49870-460	Miscellaneous Taxes	4.37
614-49870-480	Other Miscellaneous	57.14
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	39.98
615-49850-211	Cleaning Supplies	625.31
615-49850-212	Motor Fuels	439.13
615-49850-217	Other Operating Supplie	227.23

Account Summary

Account Number	Account Name	Payment Amount
615-49850-241	Small Tools	25.98
615-49850-301	Auditing & Consulting Se	770.00
615-49850-304	Legal Fees	1,590.00
615-49850-321	Telephone	54.15
615-49850-383	Gas Utility	2,054.84
615-49850-401	Repairs & Maint - Buildi	6.25
615-49850-402	Repairs & Maint - Struct	313.49
615-49850-404	Repairs & Maint - M&E	1,460.56
615-49850-405	Repairs & Maint - Vehicl	57.23
615-49850-406	Repairs & Maint - Groun	22.97
615-49850-409	Repairs & Maint - Utilitie	362.95
615-49850-460	Miscellaneous Taxes	97.00
617-20202	Sales Tax Payable	181.84
617-49860-133	Employer Paid Insurance	48.00
617-49860-200	Office Supplies	509.99
617-49860-211	Cleaning Supplies	188.04
617-49860-217	Other Operating Supplie	119.13
617-49860-254	Soft Drinks & Mix	90.35
617-49860-259	Non- Alcoholic	543.72
617-49860-261	Other Merchandise	8.51
617-49860-301	Auditing & Consulting Se	770.00
617-49860-321	Telephone	40.40
617-49860-326	Data Processing	742.00
617-49860-340	Advertising & Promotion	160.14
617-49860-404	Repairs & Maint - M&E	75.13
617-49860-406	Repairs & Maint - Groun	87.28
617-49860-460	Miscellaneous Taxes	466.16
651-46520-480	Other Miscellaneous	770.00
700-21701	Federal Withholding	9,389.30
700-21702	State Withholding	4,592.98
700-21703	FICA Tax Withholding	12,625.08
700-21704	PERA Contributions	20,191.06
700-21705	Retirement	5,744.11
700-21706	Medical Insurance	58,155.50
700-21711	Medicare Tax Withholdi	3,537.72
700-21712	Flex Account	3,260.67
700-21718	Individual Insurance-NC	32.00
700-21720	VEBA Contributions	7,100.00
	Grand Total:	403,763.94

Project Account Summary

Project Account Key	Payment Amount
None	403,763.94
Grand Total:	403,763.94

GA
3-15-18

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

ORGANIZATION INFORMATION

Organization Name: Windom Lions Club Previous Gambling Permit Number: X-17004-17-004
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 23-7219238
Mailing Address: PO Box 72
City: Windom State: MN Zip: 56101 County: Cottonwood
Name of Chief Executive Officer (CEO): Ellen King
CEO Daytime Phone: (507) 831-5706 CEO Email: deloyellen@yahoo.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): dcbrockman@windomnet.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
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): Phat Pheasant Pub
Physical Address (do not use P.O. box): 2370 MN-60
Check one:
 City: Windom Zip: 56101 County: Cottonwood
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): 11/17/2018

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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 and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

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

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: *Lion Ellen King* Date: 3/15/2018
(Signature must be CEO's signature; designee may not sign)

Print Name: Ellen King

REQUIREMENTS

Complete a separate application for:

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

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

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

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

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

MINNESOTA LAWFUL GAMBLING
LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

- 1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
- 2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Cottonwood County Game and Fish League License Number: 02553
Chief Executive Officer (CEO) Justin Johnson Daytime Phone: 507-822-3243
Gambling Manager: Robert Hanson Daytime Phone: 507-822-1749

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Windom Country Club

List any previous names for this location:

Street address where premises is located: 2825 Country Club Drive
(Do not use a P.O. box number or mailing address.)

City: OR Township:	County:	Zip Code:
Windom	Cottonwood	56101

Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Bank Midwest Bank Account Number: 202163
Bank Street Address: 245 9th Street City: Windom State: **MN** Zip Code: 56101

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>Game & Fish Building 1480 8th Ave</u>	<u>Windom</u>	MN	<u>56101</u>
_____	_____	MN	_____
_____	_____	MN	_____

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

**CITY APPROVAL
for a gambling premises
located within city limits**

City Name: _____

Date Approved by City Council: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel: _____

Title: _____ Date Signed: _____

**Local unit of government
must sign.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel: _____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

Signature of Chief Executive Officer (designee may not sign) _____

Date _____

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION OF APPROVAL OF PREMISE PERMIT

WHEREAS, the City of Windom has hereby reviewed the premise permit application as submitted by the Cottonwood County Game & Fish League; and

WHEREAS, the City of Windom has no opposition to the issuance of said permit.

NOW, THEREFORE BE IT RESOLVED, that the City of Windom hereby approves the premise permit, as submitted by the Cottonwood County Game & Fish League, for lawful gambling at 2825 Country Club Drive, Windom, MN.

Adopted by the Council this 20th day of March, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



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

TO: City Council
FROM: Development Department
DATE: March 20, 2018 (City Council Meeting Date)
RE: County Home Initiative - 1261 River Road, Windom
DEPT: Development Department
CONTACT: Drew Hage, Development Director at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a request for tax abatement:

1. Hold Public Hearing.
 2. Adopt attached RESOLUTION approving the tax abatement for David and Jody Derickson to build a new single-family home at 1261 River Road, Windom, MN 56101.
-

Issue Summary/Background

On March 6, 2018, the Windom City Council adopted a resolution calling for a Public Hearing to be held on March 20, 2018, to discuss the Cottonwood County Home Initiative Application from David Derickson for a new single-family home to be built at 1261 River Road, Windom, MN 56101.

Background: Minnesota Statutes give authority to cities to grant an abatement of taxes imposed by the City if certain criteria are met.

In 2016, Cottonwood County established a "home initiative program" which provides guidelines and a program through which the County, City, and School can grant abatement of real estate taxes for new residential housing. The purpose of this initiative is to provide incentives to encourage construction of new owner-occupied and rental residential housing units including single-family homes, duplexes, and multi-family complexes.

The program provides for a five-year abatement of real estate taxes on the increased market value of the property generated by the new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable on the increased assessed value of the property. The abatement does not include the real estate taxes on the land.

On October 18, 2016, the City of Windom adopted a resolution approving the Cottonwood County Home Initiative Guidelines and approving participation in the Cottonwood County Home Initiative Program.

Fiscal Impact

If the tax abatement is granted following the public hearing, the estimated abatement of real estate taxes by the City for the five-year period is \$8,045. Estimated annual tax abatement for a \$200,000 homestead property: County \$617; Windom Public Schools \$198; Windom \$1,609. Estimated Total 5-year tax abatement: \$12,120.

Attachments

1. Cottonwood County Home Initiative Application Letter - 1261 River Road, Windom
2. Public Hearing Notice
3. Resolution Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. §469.1813

February 13, 2018

Drew Hage, Executive Director
Economic Development Authority of Windom
444 9th Street,
P.O. Box 38
Windom, MN 56101

Dear Drew:

As part of the Cottonwood County Home Initiative, I am building a new single family home at 1261 River Road, Windom, Minnesota. Attached, please find the property site map, tax statement, and construction plans for the new build. This request is being made under the provisions of the Cottonwood County Home Initiative. We are planning to start construction soon.

My Cottonwood County Home initiative application includes:

- A letter requesting abatement
- Legal description of the property
- A site plan and construction plans for the proposed project
- A copy of the building permit once received

Further building details will be included in the actual building permit. If you have any questions, or need additional information, please contact me at 507-822-0891.

Sincerely,



David Derickson
1790 15th Avenue
Windom, MN 56101
507-822-0891

NOTICE OF PUBLIC HEARING

CITY OF WINDOM, MINNESOTA

RESIDENTIAL PROPERTY TAX ABATEMENT

A Public Hearing will be held by the Windom City Council on Tuesday, March 20, 2018, at the City Council Meeting which begins at 7:30 P.M. in the City Council Chambers at the City Hall, 444 Ninth Street, Windom, Minnesota, to consider granting a residential property tax abatement pursuant to Minnesota Statutes §469.1813.

Request submitted by David and Jody Derickson. Abatement period – 5 years commencing on first year of taxes payable for assessed value related to new home. Based on 2017 tax rates, **estimated** total abatement could be approximately \$8,045.

Property Address: 1261 River Road, Windom, MN 56101

Legal Description of Property: The Northwest 130 Feet of the Southeast 192 Feet of Lot G of Drake's Subdivision in the City of Windom, Cottonwood County, Minnesota, (abbreviated description);

Parcel No. 25-232-0100

All parties interested in commenting on this proposed abatement may attend the public hearing or submit written comments to the address below prior to the hearing.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator
444 Ninth Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: March 7, 2018
(COTTONWOOD COUNTY CITIZEN)

1. The City of Windom does hereby grant an abatement to DAVID DERICKSON and JODY DERICKSON, husband and wife, of the City of Windom's share of property taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.
2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the assessed value related to the capital improvement (new home) as outlined in Cottonwood County Home Initiative Guidelines.
3. The City shall provide the awarded abatement payment following payment by the property owners of the property taxes due annually. One single payment of the City's share of the abatement shall be made to the property owner(s) of record by December 30th of that calendar year.
4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.
5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if property taxes are not paid on or before the respective annual payment deadlines.

Adopted by the City Council this 20th day of March, 2018.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

March 13, 2018

City of Windom
City Officials
444 9th St.
Windom, MN 56101

Re: 2018 Insurance Renewal Summary

Attached is the summary of the renewal premiums and coverages of the policies offered by the LMCIT and policies secured through other markets for coverages that are either more competitive than the LMCIT or not offered by the LMCIT.

I have listed the renewal premiums for the current and previous year for a comparison.

The LMCIT has declared a dividend to participating cities for 2017. Windom's dividend is \$17,844 and was paid out in December 2017.

Presented by:



Josh Peterson
Ken Hoffmann
Agent of Record

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CITY OF WINDOM
RENEWAL PREMIUM SUMMARY

Coverage	2017		2018	
	Prem Basis	Premium	Prem Basis	Premium
Property	\$64,162,690	\$83,349	\$69,500,033	\$89,879
	Property Values			
Mobile Property	*\$2,000,597	\$5,918	\$2,040,403	\$6,397
	Equipment Values			
Municipal Liability	Various	\$48,966	Various	\$48,902
Automobile Liability	All Units	\$6,624	All Units	\$6,808
Automobile Physical Damage		\$7,265		\$8,673
	Physical damage is inc. on police, fire, & emerg. veh. No physical damage on other dept. veh. >10 yrs old			
Equipment Breakdown	*Moved to Travelers			
Liquor Liability	Receipts	\$3,762	Receipts	\$3,648
Bond Coverage	\$250,000	\$893	\$250,000	\$848
-	Total	<u>\$156,777</u>	Total	<u>\$165,155</u>

*Mobile property terms of coverage has changed. LMCIT now has blanket coverage with a basic limit of \$100,000 per unit. Losses will be paid at the lesser of:

1. The cost to repair the unit.
2. 200% of the fair market value
3. The cost of a new unit \$100,000 (if the unit is scheduled, this amount is increased and an increased limit rate would apply)

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

ITEMS NEEDING COUNCIL ACTION

CITY OF WINDOM
RENEWAL OF
OTHER POLICIES

	2017 Premium	2018 Premium
1. Equipment Breakdown – Municipal Power Plant and Substation All city property	\$57,271	\$65,282 *
Deductible: \$100,000 on Detroit Allison Gas Turbine \$100,000 on any other object covered by policy \$1.50 per maximum KVA – transformers subject to \$100,000 minimum Deductible is \$1,000 except for the power plant at 1101 2 nd Ave. and substations		
2. Miscellaneous bonds as required	\$ 350	\$ 350
Package Premium from summary page	<u>\$156,777</u>	<u>\$165,155</u>
Total Premium	\$214,398	\$230,787

*The premium increase for the equipment breakdown is due to the building appraisal values being a year behind. The increase in values was applied in the 2018 rating.

WORKERS COMPENSATION

<u>Year</u>	<u>Payroll</u>	<u>Exp. Mod. Factor</u>	<u>Premium</u>
2014	\$3,266,429	.67	\$75,038
2015	\$3,271,049	.64	\$74,260
2016	\$3,253,229	.69	\$84,280
2017	\$3,174,700	.69	\$85,569
2018	\$3,292,200	.88	\$114,624

Members with renewals on or after Jan. 1, 2018, which includes The City of Windom, will see a 2% average increase in the overall rates. Volunteer firefighters will increase about 2%.

The experience modification factor increased to .88 for 2018 which is the major contributing factor in the premium increase. A three year period is used for this formula not including the most recent year. The experience modification factor for 2018 is determined by using data from years 2014, 2015 and 2016.

2014 claims total paid \$ 15,035
2015 claims total paid \$ 5,498
2016 claims total paid \$130,940
2017 claims total paid \$ 4,774

The city is taking advantage of the 10% non-smoker discount for fire department and police department class rates.

Waiver of Statutory Tort Limit: The city has currently elected to not waive the statutory tort limit of \$500,000 per claimant. Choosing not to waive the statutory limit, the city's liability is limited by the statute to no more than \$500,000 per claimant and \$1.5 million per occurrence.

Leave this the same or waive the statutory tort limit?

Excess Liability: You can add \$1,000,000 excess liability coverage for an annual premium of \$12,457.

The city has made a motion not to accept this coverage in the past.

Accept or reject the Excess Liability coverage for 2018?



LEAGUE OF MINNESOTA CITIES INSURANCE TRUST 2017-18 COVERAGE CHANGES

2017-18 CHANGES

Every year, the League of Minnesota Cities Insurance Trust (LMCIT) [Board of Trustees](#) reviews LMCIT's coverages to ensure those coverages respond to the unique exposures faced by Minnesota's cities. Many suggestions come from LMCIT members and their insurance agents. This year, the Trustees are pleased to announce several enhancements to address cities' ever-changing needs. Changes go into effect for property/casualty coverages renewing on or after Nov. 15, 2017 and for workers' compensation coverage renewing on or after Jan. 1, 2018.

CONTACT

If you have questions about the coming year's coverage changes, or if you have ideas for future coverage enhancements, contact your assigned underwriter at (651) 281-1200 or (800) 925-1122.

AUTO PHYSICAL DAMAGE COVERAGE

Auto physical damage caused by a hacker or a virus

A change was made to the auto physical damage coverage to ensure coverage of auto damages caused by a computer virus or hacking attack.

EQUIPMENT BREAKDOWN COVERAGE (OPTIONAL COVERAGE)

Various enhancements

A few low-limit enhancements have been added to the equipment breakdown coverage. First, coverage now includes 10 percent, or up to a \$10,000 maximum, for the cost to improve power quality after a loss. Second, up to \$5,000 is in place for the loss of perishable goods after loss, if the property holding the perishables can be resolved by calibrating, resetting, tightening, adjusting, or cleaning. Third, coverage includes up to \$25,000 for the loss or damage to some types of mobile property that may be temporarily located away from a covered location (e.g., portable generators, chainsaws, jaws of life, portable air compressors, and push lawnmowers).

LIABILITY COVERAGE

Data and computer system security breaches

The existing liability coverage protects against damages stemming from a data security breach claim involving the unauthorized acquisition of data that compromises the security of personal or confidential information. A \$3 million annual aggregate limit applies for claims that fall within the data security breach definition. This limit now applies for other types of system security breach claims that don't necessarily involve the unauthorized acquisition of personal or confidential data, such as a member's failure to prevent a hack into an emergency dispatch, traffic light, or water tower system (coverage applies even if the system doesn't necessarily contain personal or confidential information).

ABOUT LMCIT

LMCIT's unique partnership with the League of Minnesota Cities results in a holistic, one-stop-shop of services for members. In addition to workers' compensation and property/casualty coverage, services provided range from loss control, to legal guidance, to advocacy, to media relations assistance.

CONTACT

If you have questions about the coming year's coverage changes, contact your assigned underwriter at (651) 281-1200 or (800) 925-1122.

Joint powers entities

In those cases when governmental entities in other states are acting on behalf of a joint powers entity who is an LMCIT member, the out-of-state entity will be considered a covered party by LMCIT only if allowed by pooling or insurance laws of the other state.

Land use coverage

The intent of the land use and special risk litigation coverage is reinforced to state that it does not respond if litigation is brought by an LMCIT member against a regulatory entity when that member's own property is not affected.

Pollution exclusion and limited contamination

The coverage form is restructured to make it easier to evaluate which claims are excluded under the pollution exclusion and which claims are covered under the limited contamination coverage. That is, there's a broad exclusion in the liability coverage for any pollution claim, but there are a few exceptions. One of those exceptions is any limited contamination claim, which is defined by a list of pollution-type or contamination-type exposures. Examples include claims arising out of pesticide or herbicide application operations, lead and asbestos claims, mold claims, claims arising from disease-producing organic agents, and sewer backup claims. There is a \$3 million annual aggregate limit for all damages and defense costs incurred in a single coverage term for all limited contamination claims.

Wastewater lagoon embankments

There's an exclusion in the liability coverage for damages arising out of the failure of any dike, levee, or similar structure, or Class I or Class II dams as defined by the Minnesota Department of Natural Resources, although coverage can be granted for certain structures upon review by LMCIT. Coverage intent is clarified to state that damages arising out of the failure of a wastewater lagoon embankment is not subject to this exclusion.

PROPERTY COVERAGE

Power surges

Coverage intent is clarified to state that damage due to a *naturally caused power surge*, such as lightning, is covered under the property coverage; while damage due to an *artificially caused power surge*, such as arcing between two electrical wires, is covered under the equipment breakdown coverage. However, because the equipment breakdown coverage is optional to members, a nominal amount of coverage - \$25,000 per occurrence, per location for artificially caused power surge claims - is now

included in the property coverage as a fallback for members who have not purchased equipment breakdown coverage.

WORKERS' COMPENSATION COVERAGE

Infectious disease diagnostics testing

OSHA requires that an employer provide diagnostic testing to an employee who has been exposed to, but hasn't contracted, an infectious disease such as AIDS, hepatitis, tuberculosis, or anthrax. Since this type of situation isn't considered an injury or occupational disease under workers' compensation, most standard insurance policies won't pay for the diagnostic testing. LMCIT does provide coverage for diagnostic testing, and the limit is increased to \$5,000 per employee per infectious exposure incident.



LEAGUE OF MINNESOTA CITIES INSURANCE TRUST 2017-18 PREMIUM RATES

2017-18 RATES

The League of Minnesota Cities Insurance Trust (LMCIT) [Board of Trustees](#) annually reviews members' projected losses and expenses to determine premium rates. Rates are then designed to fund these costs. Usually a contingency margin is also incorporated to cover extra costs in case losses turn out to be more than projected. Funds not needed for claims, expenses, or reserves are returned to members as a dividend.

RATE IMPACT

This year's rate changes don't necessarily mean your premiums will increase or decrease by that exact amount. That's because premiums are also affected by changes in city expenditures, property values, payrolls, experience rating, and other exposure measures.

PROPERTY/CASUALTY PROGRAM

The following rate changes will go into effect for property/casualty coverages renewing on or after Nov. 15, 2017.

Coverage	Rate Change
Average liability rates	0%
Per household rate (land use liability)	-10%
Per sewer connection rate (sewer backup liability)	-10%
Per police officer rate (police liability)	5%
Per employee rate (employment liability)	5%
Annual expenditure rate (all other liability)	5%
Bond rates	-5%
Liquor liability rates	-5%
All other coverage rates	0%

LMCIT is also changing its rating methodology for auto physical damage coverage, which means some members' premiums will increase and others will decrease because of the transition to the new rating method. [Learn more about the new auto physical damage rating system.](#)

For a member with a perfectly average mix of exposures, the average rate for all property/casualty coverages (property, liability, and auto) will remain flat. However, specific rates within each of the liability classes (as shown in the table) will fluctuate.

The rate changes for 2017-18 reflect changing loss patterns in recent years, as well as the LMCIT Board's decision to lessen the contingency margin that LMCIT holds to keep rates as low as possible for members. Because LMCIT holds a very strong fund balance, a solid contingency margin still remains.

ABOUT LMCIT

The premium rates set by LMCIT are not influenced by volatile market swing, and a healthy fund balance is maintained to help members avoid rate fluctuations. New coverages are continually added to reflect the unique exposures faced by Minnesota's cities.

In addition to keeping premiums low, LMCIT offers voluntary risk management programs and training that helps to keep municipal employees safe, reduce liability claims, and avoid property losses.

CONTACT

If you have questions about the coming year's premium rates, contact your assigned underwriter at (651) 281-1200 or (800) 925-1122.

WORKERS' COMPENSATION PROGRAM

Members with renewals on or after Jan. 1, 2018 will see a 2 percent average increase in overall workers' compensation rate levels. In addition to the average increase, rates for volunteer firefighters will increase an additional 2 percent.

One of the main reasons for the 2 percent increase is because of rising medical costs, which account for about 60 percent of LMCIT's total workers' compensation costs. Rates for 2018 assume medical costs will increase about 8 percent, which significantly outpaces the increase in wage levels. Wage levels have only been increasing at a rate of about 2-3 percent and except for volunteer firefighters, wage levels are what LMCIT uses to calculate premiums. Another reason for the increase is because a contingency margin was built into the workers' compensation rates. The margin held for workers' compensation coverage is smaller than what is built into the property/casualty rates because losses in the workers' compensation program are typically much more predictable from year to year.

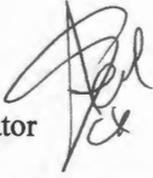
Rates for volunteer firefighters will increase an additional 2 percent because rates are based on the population volunteer firefighters serve, rather than wage levels. Because population doesn't increase with inflation like payrolls do, an additional adjustment is needed to keep volunteer firefighter rates from gradually falling behind the rates for other employee classes.

MEMORANDUM



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

TO: City Council
FROM: City Administrator
DATE: March 13, 2018
RE: Highway 60/71 Maintenance Program – Right of Way Parcel #50



Issue Summary/Background

MN DOT has planned a 2019 maintenance program for Highways 60 and 71 through Windom. This work will include mill and overlay of the main highway surface and required ADA improvements. MN DOT has requested that the City sell them a small parcel in the corner of the hospital property for water retention and storm sewer consisting of 4,792 square feet (.11 acre) and grant a temporary easement until December 2023 on 1,307 square feet (.03 acres).

Currently this land is used as open space for the Hospital (see attached maps and photos). This matter has been shared with the Hospital Administrator and they have no objections to the proposed sale or easement as long as the walking trail is not impacted and MN DOT is responsible for any future maintenance of the ditch bank and drain tile serving the hospital property which is located on Parcel #50.

One issue that is of concern from the EDA is the potential of a future access (frontage road). A frontage road was discussed that would have served the hospital, Vet Clinic and new hotel but this did not come to fruition. Should the City sell Parcel #50 to MN DOT it would essentially eliminate the possibility of a future access. Another aspect of this frontage road is that it could have provided for an emergency access for the hospital property

Fiscal Impact

MN DOT is proposing to purchase the .11 acres shown in Parcel #50 for \$7,200. In addition, they would pay the City \$900 for the five year easement on .03 acres as shown on Parcel #50.

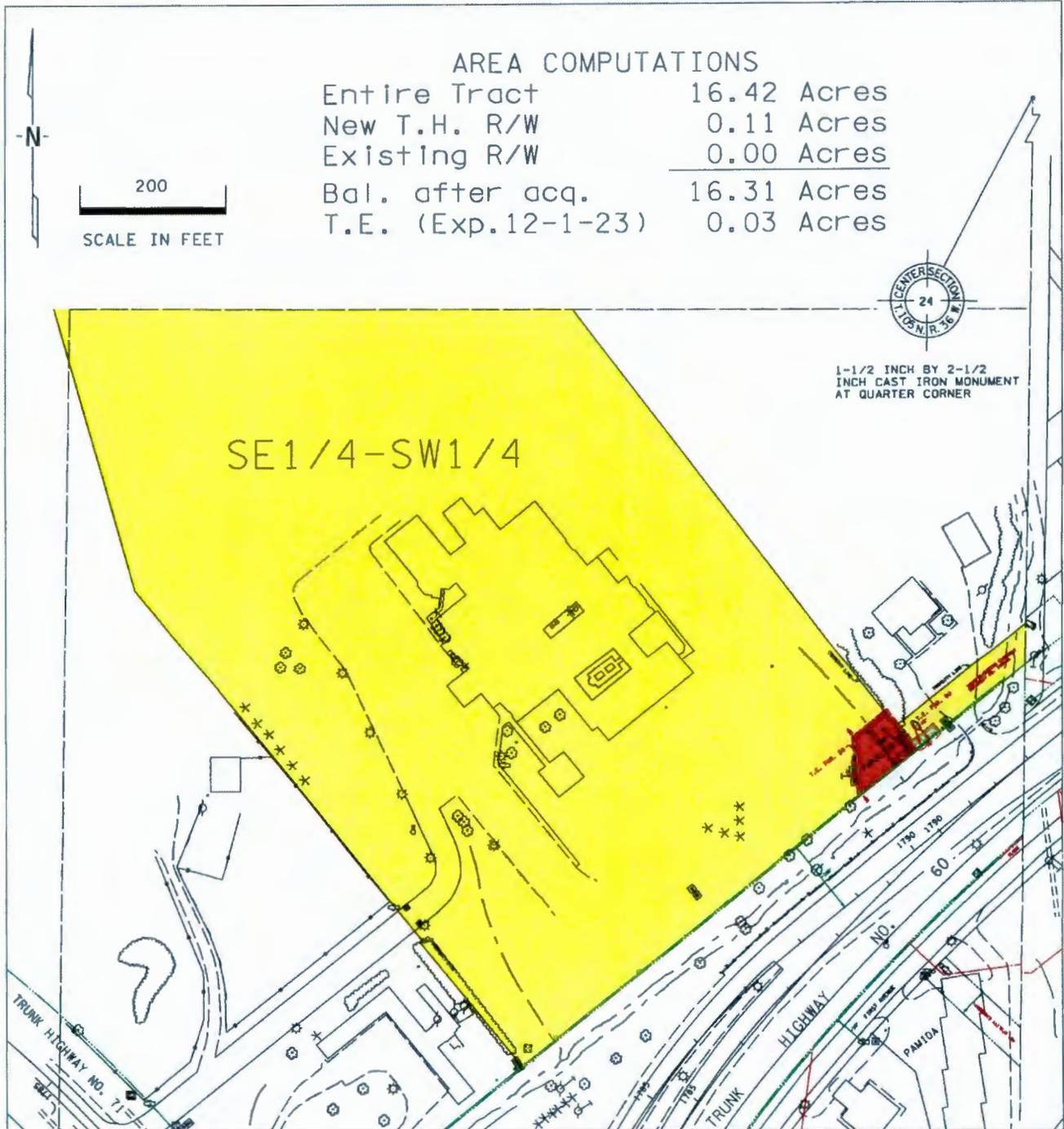
Attachments

1. Parcel #50 maps and photographs.

Control Section: 1703 (60=) 901
 State Project: 1703-73RW
 Owner: City of Windom (Hospital)

County: Cottonwood

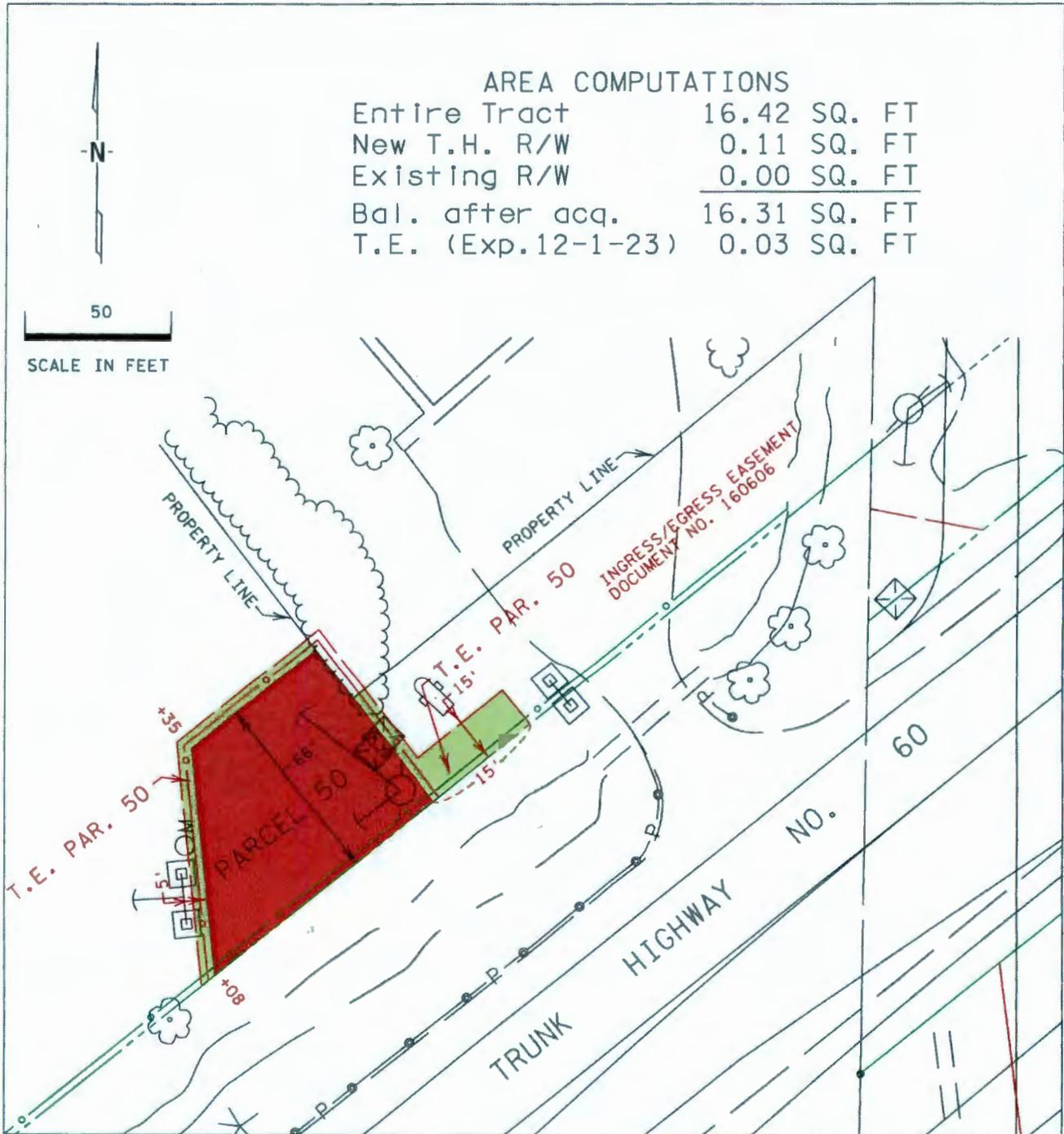
Parcel Number: 50
 Sheet 1 of 2
 Scale 1 inch = 200 ft.



Control Section: 1703 (60=) 901
 State Project: 1703-73RW
 Owner: City of Windom (Hospital)

County: Cottonwood

Parcel Number: 50
 Sheet 2 of 2
 Scale 1 inch = 50 ft.



Photos and Descriptions



Parcel ID	250240100	Alternate IDn/s		Owner Address	WINDOM MEDICAL BUILDING
Sec/Twp/Rng	24-105-36	Class	PUBLIC HOSPITALS		HWY 71 N
Property Address	2150 HOSPITAL DR	Acreege	n/a		BOX 339
	56101				WINDOM MN 56101
District	n/a				
Brief Tax Description	EPT 51/25W1/4 N OF TH 60				

View of Subject.(Cottonwood County GIS)



View of Subject.(Google Map)

13775 Chestnut Drive #101
Eden Prairie, Minnesota 55344
Phone: 952-474-9443

Photos and Descriptions (8/19/17)



View of Acquisition Area Along Hwy #60. (Looking South, sign not in taking area)

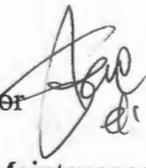


View of Acquisition Area Along Hwy #60. (Looking South.)

MEMORANDUM



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

TO: City Council
FROM: City Administrator 
DATE: March 13, 2018
RE: Highway 60/71 Maintenance Program – Right of Way Parcel #44

Issue Summary/Background

MN DOT has planned a 2019 maintenance program for Highways 60 and 71 through Windom. This work will include mill and overlay of the main highway surface and required ADA improvements. MN DOT has requested that the City sell them several small parcels of property along the highways, between 11th and 12th Street, consisting of 4,631 square feet (.11 acre) and grant a temporary easement until December 2023 on 1,065 square feet (.02 acres).

Currently this land is used as open space for the Electric Utility parcel and Lion's Park (see attached maps and photos).

The City utility departments were contacted to obtain input about this parcel. Telecom stated that they have a main fiber line buried on the south side Right-of-Way on 12th Street. The Electric Department has their underground fuel tank and testing wells near this area. No apparent conflicts for water or wastewater.

While this Right-of-Way acquisition would infringe 15 feet into the park/open space it would not significantly impact the existing use of these park areas.

Fiscal Impact

MN DOT is proposing to purchase the .11 acres shown in Parcel #44 for \$4,700. In addition, they would pay the City \$500 for the five year easement on .02 acres as shown on Parcel #44.

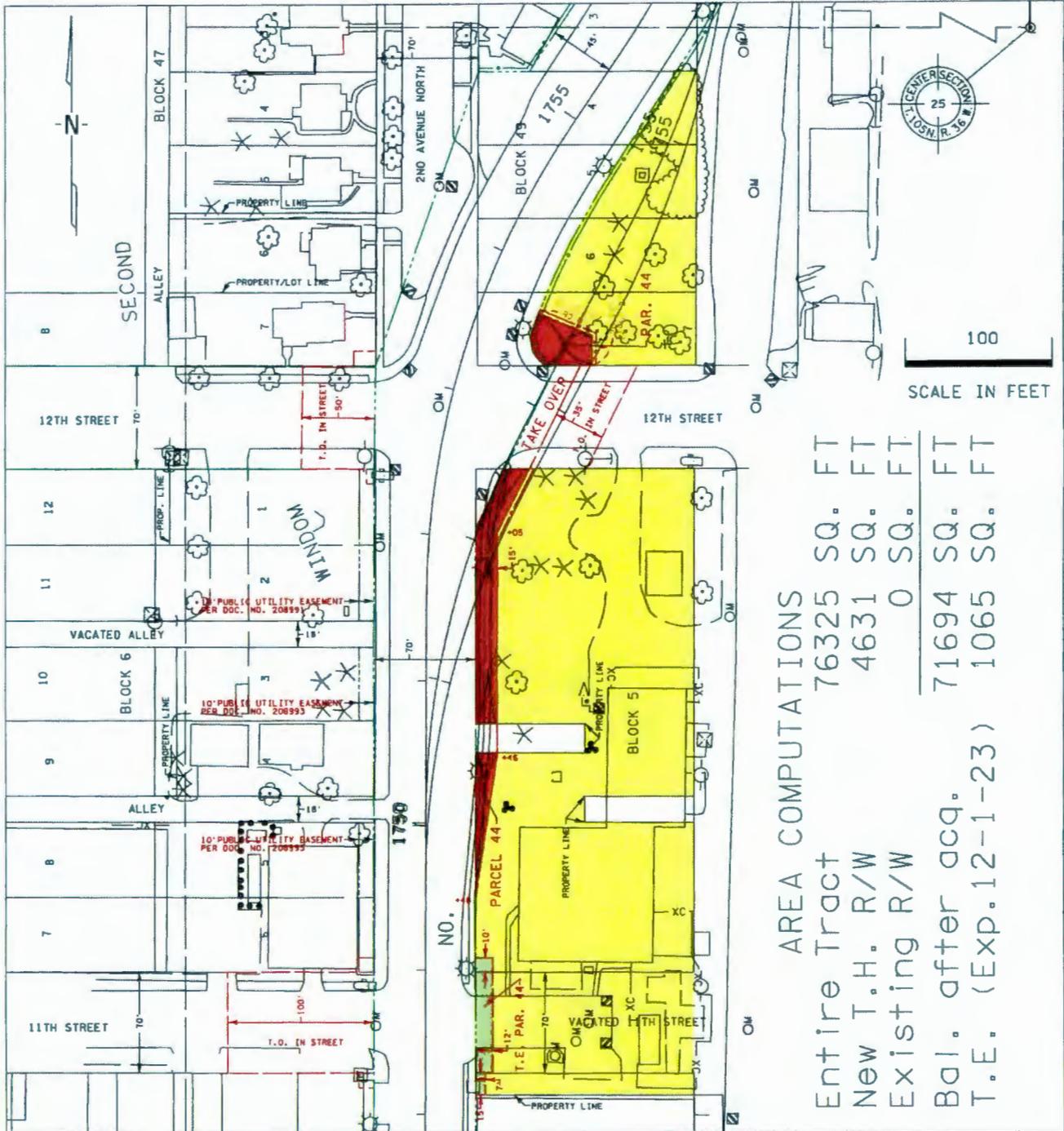
Attachments

1. Parcel #44 maps and photographs.

Control Section: 1703 (60=) 901
 State Project: 1703-73RW
 Owner: City of Windom

County: Cottonwood

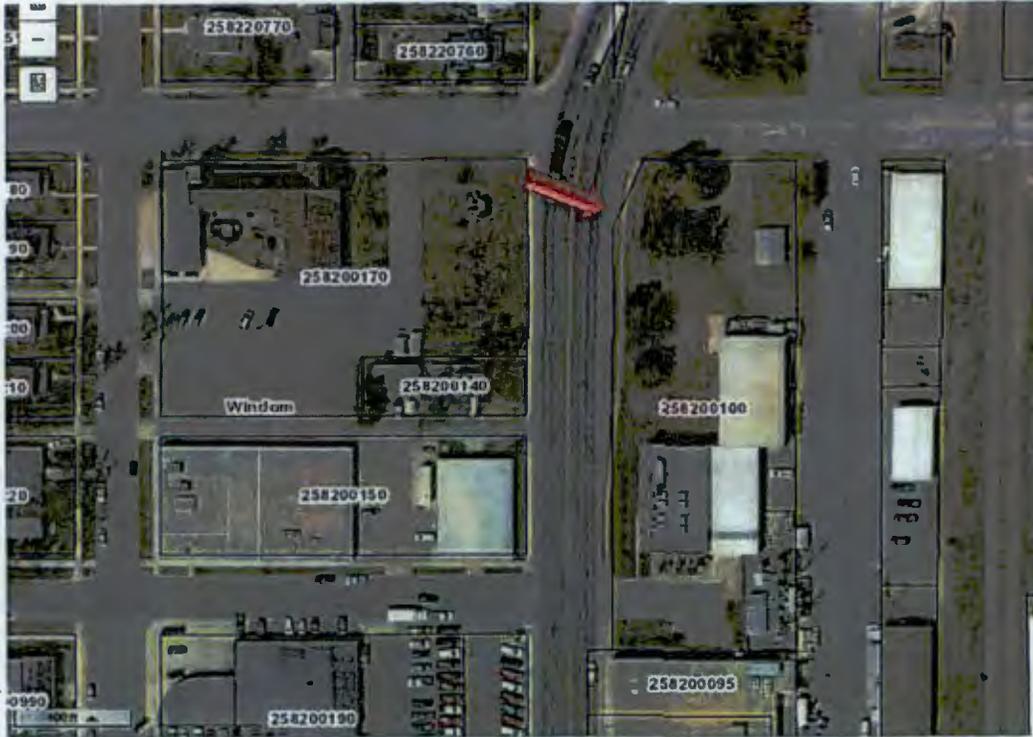
Parcel Number: 44
 Sheet 1 of 1
 Scale 1 inch = 100 ft.



AREA COMPUTATIONS

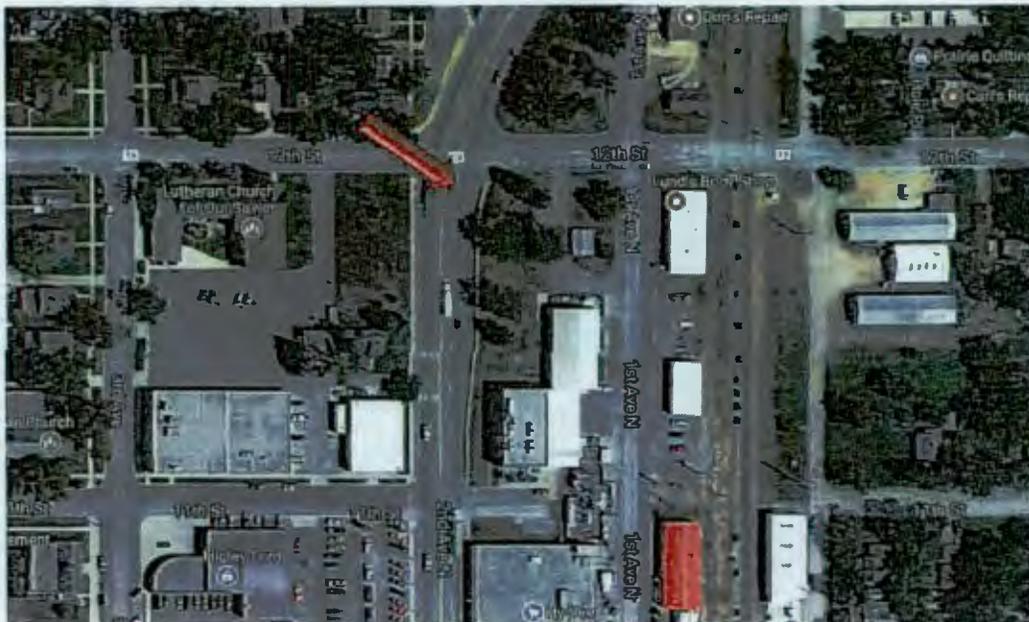
Entire Tract	76325	SQ. FT
New T.H. R/W	4631	SQ. FT
Existing R/W	0	SQ. FT
Bal. after acq.	71694	SQ. FT
T.E. (EXP. 12-1-23)	1065	SQ. FT

Photos and Descriptions



Parcel ID	258200100	Alternate ID's	None
Sec/Twp/Rng	0-0-0	Class	MUNICIPAL PUBLIC SER ENT
Property Address	1305 1ST AVE	Acres	n/a
	56101		
District	n/a	Owner Address	CITY OF WINDOM
Brief Tax Description	N15' BLK 4; ALL BLK 5 & 11TH ST BTW BLK 4 & 5		CITY CLERK'S OFFICE
			444 9TH ST
			WINDOM MN 56101

View of Subject.(Cottonwood County GIS)



View of Subject.(Google Map)

13775 Chestnut Drive #101
Eden Prairie, Minnesota 55344
Phone: 952-474-9443

Photos and Descriptions (8/19/17)



View of Acquisition Area Along Hwy #60. (Looking North. Note Test Wells)



View of Acquisition Area Along Hwy #60. (Looking North.)

*13775 Chestnut Drive #101
Eden Prairie, Minnesota 55344
Phone: 952-474-9443*

INFORMATIONAL/ACTION ITEM



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

TO: City Council
FROM: Development Department
DATE: March 20, 2018 (City Council Meeting Date)
RE: MnDOT “Corridors of Commerce” Program
DEPT: Development Department
CONTACT: Drew Hage, Development Director at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

1. Hold an informative discussion with MnDOT Assistant District 7 Engineer Peter Harff regarding the MnDOT Corridors of Commerce proposals concerning Windom.
 2. Approve a motion opposing any Highway 60 bypass proposal for Windom.
-

Issue Summary/Background

In 2013, the Minnesota Legislature established the “Corridors of Commerce Program”. During MnDOT’s comment period for this program, a private citizen suggested the idea of constructing a Highway 60 bypass of Windom. MnDOT Staff began researching the proposal. On March 6th, information was presented to the County Commissioners concerning this proposal. The Commissioners tabled the matter until March 20th pending further information.

Corridors of Commerce proposals are scored on a 700 point scale. If the project is not approved by the Cottonwood County Commissioners and the Windom City Council, it loses 45 points towards the total.

Mayor Dominic Jones has requested that Peter Harff, Assistant District 7 Engineer, attend the March 20th City Council Meeting to meet with the Council concerning the bypass proposal. Mr. Harff is scheduled to be present on March 20th to discuss this matter with the City Council.

The EDA Board briefly discussed this matter at its March 12th Meeting. There was no quorum present. However, those who were present encouraged the City Council to take action to oppose this proposal.

Fiscal Impact

None.

Attachments

None.



**DEPARTMENT OF
TRANSPORTATION**

Corridors of Commerce Program

Peter Harff, Acting Assistant District Engineer

Corridors of Commerce (COC)

- Program created by Legislature to fund projects that:
 - Eliminate bottlenecks
 - Improve freight movement
 - Reduce barriers to commerce
- \$400 million over four years
- Project recommendations submitted by public
- Projects must meet eligibility requirements
- All eligible projects must be scored

Process:

- MnDOT developed process, obtained public input, and published final process – into January 2018
- Public recommendations – January 18 – February 5, 2018
- Project evaluation and scoring – February & March, 2018
- Project award announcement – April 2018
- Project development including all required environmental processes
- Construction to begin within four years of funding award

Eligibility:

- Consistent with statewide multimodal transportation plan
- Begin within four years of award of funding
- On Interregional Corridor in Greater MN or State Highway in 8-county metro
- Add capacity or improve freight movements
- Cost cannot exceed available funding
- Cannot already be a funded project

Corridors of Commerce

Scoring:

- Criteria established by Legislature
- Point system developed by MnDOT with public input

Criteria	Points Available
Return on Investment	100
Economic Impact	100
Freight Efficiency	100
Safety Improvements	100
Regional Connections	100
Policy Objectives	100
Community Consensus	100
Regional Balance	Soft split 50-50 between metro and greater MN

Corridors of Commerce

Submitted Projects:

- 300 Submitted Statewide
- 155 (Approximately) Unique and Eligible (Lots of Duplicates)
- 16 Submitted for District 7
- 11 Variations of Hwy 14 New Ulm to Nicollet
- Hwy 60 from Hwy 14 to Faribault – Ineligible (not an IRC)
- Hwy 169 Saint Peter Bypass
- Hwy 169 and Hwy 14 Interchange
- Hwy 169 Mankato Freeway
- Hwy 60 Windom Freeway

Corridors of Commerce

Windom Freeway:

- “Convert a section of roadway into freeway design with interchange accesses (instead of signals or stop signs). “
- 1 ½ hours to determine scope
- Existing Alignment Alternative
- East Bypass Alternative
- Far East Bypass Alternative
- Far West Bypass Alternative
- West Bypass Alternative

Corridors of Commerce

West Bypass Alternative starting from South:

- RCUT at existing Hwy 60
- Follow 470th Avenue
- Cul de Sac 440th Street
- RCUT at Hwy 62
- Bridge over River
- Interchange (i.e. bridge and ramps) at County Hwy 13
- Cul de Sac 17th Street
- RCUT at Hwy 71
- Interchange at existing Hwy 60

Don't Worry!

1. Scoring Strikes Against Project
 - a) Return on Investment – low traffic, low crashes, high cost
 - b) Regional Connections
 - c) Policy Objectives
 - d) Community Consensus?
2. If Funded, an Environmental Impact Statement is still Needed to Determine Location
 - a) Consider multiple alternatives
 - b) Public input through many forums
 - c) Municipal Consent

Thank you

For more information

www.mndot.gov/corridorsofcommerce - find all the submittals around the state

Or Contact

Peter Harff at peter.harff@state.mn.us

ACTION ITEM



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

Steve Nasby
TO: City Council
FROM: Steve Nasby, City Administrator
DATE: March 13, 2018
RE: Amendment to Lease with Cottonwood County Ag Society
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approve amendment to the lease between the City and the Cottonwood County Ag Society pursuant to the terms outlined in the minutes of the Cottonwood County Fair Board of February 13, 2018 **with the amount of payment in condition #5 to be negotiated by the City Council.**

Issue Summary/Background

The City entered into a 30-year lease with the Cottonwood County Ag Society for use of the property around the Arena. A provision of this lease required the City to obtain permission from the Cottonwood County Ag Society for any improvements outside of the Arena building.

Part of the planned improvements to the ice-making system at the Arena will include a compressor and cooling fans outside of the building envelope. There are currently cooling fans outside of the building, but the area for the new compressor and cooling fans (along with a fence) will be larger than the existing units.

Due to this larger use of property the Cottonwood County Ag Society has stated they are losing "prime" vendor space and will have a loss of \$300 per year. A couple months ago, the Arena project committee met with the several members of the Cottonwood County Ag Society. At that meeting the Cottonwood County Ag Society raised the idea of a payment of \$9,000 (\$300 per year for the 30 year term of the lease) to compensate them for their loss of prime vendor space. At that meeting, I suggested the possibility of a one-time, up-front payment of \$7,500 subject to City Council approval.

Following that meeting the Cottonwood County Ag Society Board met and subsequently requested a \$15,000 payment (\$500 per year for 30 years). After this information was provided to the City a second meeting was held with representatives of the Cottonwood County Ag Society and the City Administrator, City Attorney and Recreation Director. During those discussions the merits of the actual "loss" by the Cottonwood County Ag Society was the key factor for consideration.

After the second meeting, the Cottonwood County Ag Society Board met on February 13, 2018 and arrived at the proposal shown in the attachment. Items 1-4 are things the Arena and ice-making project are already in agreement with and would abide by. The question comes as to the amount of the payment shown in Item #5.

Fiscal Impact

Pending City Council action, potentially \$12,000 from the Arena Ice Project to compensate the Cottonwood County Ag Society for lost revenue due to loss or re-location of a concessions vendor space.

Attachments

1. Excerpt of Minutes from the Cottonwood County Ag Society Board

Excerpt of Minutes of Meeting of the Cottonwood County Fair Board of February 13, 2018.

Present: Val Graff, Bruce Gross, Kay Gross, Chris Grunewald, C. Michael Hanson, Holly Larson, Rob Visker, Clark Lingbeek and Jerome Robillard.

The Board met to consider the City of Windom Arena improvement to add a concrete refrigerated slab and upgrade condenser and compressor equipment to meet federal standards with such equipment to be placed outside in a fenced area east of existing arena.

Following consideration of the change in traffic and concession patterns and in consideration of the City of Windom's recognition of likely concession rental decrease the Fair Board hereby consents to the improvement on the following conditions:

1. That the concrete refrigerated slab and equipment project be approved and installed by the City of Windom.
2. That the outside equipment and fenced area be per Option "A" as presented same being 41' more or less N to S and 29' E of arena.
3. That any change in the equipment placement and fenced area that increases by either direction more than 5% shall require the revisiting and re-approval of consent by Fair Board.
4. That the City provide and install the sand needed to properly cover cement rink for fair use and groom same during the fair as part of Arena labor provided. Further, the ownership, storage and use at all other times of the sand is recognized to be the property of the City of Windom. Fair Board is not responsible for installation, grooming, or removing the sand during annual 10 day Fair Board Arena usage. That the hockey rink boards (dasher boards) will remain erected on cement rink during annual Fair Board usage. That only city employees may operate city equipment for this rink work.
5. That the city shall compensate anticipated lost revenue for prime concession space by payment of \$300.00 per year to Fair Board, for 2018 thru 2027; \$400.00 per year for 2028 thru 2037; and \$500.00 per year 2038 thru 2045. That said payments are due at the same time as annual rent.

That this action supercedes the Fair Board action taken on 12-14-17.

Motion made, second and carried.



C. Michael Hanson, Chair

ACTION ITEM



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

TO: City Council
FROM: Jeff Dahna, Telecom General Manager
DATE: 3/16/2018
RE: Telecom Business Data/Internet Rate Establishment
DEPT: Telecom
CONTACT: Jeff Dahna

Recommendations/Options/Action Requested

Telecom Manager and the Telecom Commission recommends that the City Council take the following action to establish Business rates and fees for Internet Services.

Business Data/Internet Rate/Fees

<u>Speed</u>	<u>MRC</u>	<u>NRC</u>
20 MB	\$70	\$60
70 MB	\$100	\$60
125 MB	\$175	\$60
250 MB	\$250	\$60
1000 MB	\$300	\$60

\$60 NRC for data service connection, with one static IP address included, priority internet traffic and higher service level.

Issue Summary/Background

The Telecom Commission met on February 26th, 2018, and determined that a Business Internet service rate should be added to the Windomnet rate. Business Internet customers will have a value-added battery backup for ONT, one static IP address included, Priority Level Internet Traffic and a higher level of service. Increase of revenue will generate revenue to fund the bond debt service and operational costs.

The Commission voted unanimously to recommend to the City Council a new Business Internet rate. The Commission proposes the new Business Data/Internet rates to take effect May 1st 2018. Other rate adjustments will occur in 2019.

Business Data/Internet Rate

<u>Speed</u>	<u>MRC</u>	<u>NRC</u>
20 MB	\$70	\$60
70 MB	\$100	\$60
125 MB	\$175	\$60
250 MB	\$250	\$60
1000 MB	\$300	\$60

Fiscal Impact

The increase of revenue will generate revenue to fund the bond debt service and operational costs.

Attachments

Resolution Establishing Rates, Charges and Fees for Telecommunication Enterprise Fund

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

 Nay:

 Absent:

RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS ENTERPRISE FUND

WHEREAS, City Code Section 3.02 authorizes the City Council to establish rates and charges for municipal utilities (including, but not limited to, services, permit fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

WHEREAS, the City Council periodically establishes rates and fees for municipal utilities; and

WHEREAS, the Windom Telecommunications Commission recommends to the Windom City Council to change the monthly rate for Telecommunications services; and

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

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

Adopt the rates for Business Data Internet offered by WindomNet as set forth below.

<u>Speed</u>	<u>MRC</u>	<u>NRC</u>
20 MB	\$70	\$60
70 MB	\$100	\$60
125 MB	\$175	\$60
250 MB	\$250	\$60
1000 MB	\$300	\$60

\$60 NRC for data service connection, with one static IP address included, priority internet traffic and higher service level. Effective May 1, 2018.

Adopted this 20th day of March, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

MEMORANDUM



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

TO: Windom City Council
FROM: Jeff Dahna, General Manager Telecom
DATE: March 16th, 2018
RE: Telecommunications Video System

The Telecom Commission is recommending transitioning from the current cable TV video platform to the Southern Fiber Net streaming video platform.

Our current video platform has fixed costs. If WindomNet has 1000 or 500 subscribers, these fixed costs remain the same. With the declining video subscriber counts, our margins are getting smaller. To increase those margins it would be better to move to a video product that is scalable which would reduce our operational costs.

A Streaming Video System can provide:

- Additional High Def channels
- Higher level of quality
- Digital Video Recorder
- Channel guide
- Better programming rates
- No set top box rental
- Local/Community channels
- Mobile viewing
- Analytics tracking
- Ease and convenience of video consumption
- A price point lower than some of our current video packages

This project will have timelines developed and additional information will be provided to City Council as the project proceeds.

The Telecom General Manager is recommending that Windomnet move to a Streaming Video Platform and stay competitive with a triple play service offering.

A handwritten signature in black ink, appearing to read "J. Dahna", is written over a horizontal line.

3/16/2018

Jeff Dahna, Telecom General Manager Date

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS ENTERPRISE FUND

WHEREAS, City Code Section 3.02 authorizes the City Council to establish rates and charges for municipal utilities (including, but not limited to, services, permit fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

WHEREAS, the City Council periodically establishes rates and fees for municipal utilities; and

WHEREAS, the Windom Telecommunications Commission recommends to the Windom City Council to change the monthly rate for Telecommunications services; and

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

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

Adopt the rates for Business Data Internet offered by WindomNet as set forth below.

<u>Speed</u>	<u>MRC</u>	<u>NRC</u>
20 MB	\$70	\$60
70 MB	\$100	\$60
125 MB	\$175	\$60
250 MB	\$250	\$60
1000 MB	\$300	\$60

\$60 NRC for data service connection, with one static IP address included, priority internet traffic and higher service level.

Adopted this 20th day of March, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION IN MEMORY OF CAROL TEGELS FOR THE WINDOM LIBRARY

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

WHEREAS, Carol Tegels supported the community including the Windom Library and promoted local philanthropy in Southwest Minnesota; and

WHEREAS, the Windom Library has received memorial donations in memory of Carol Tegels in the amount of \$1,005.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$1,005.00 to be used for items needed for the Windom Library.

Adopted by the Council this 20th day of March, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ORDINANCE NO. 168, 2ND SERIES

**AN ORDINANCE ENACTING AND ADOPTING A CODIFIED SUPPLEMENT TO THE
CODE OF ORDINANCES FOR THE CITY OF WINDOM**

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2017 codified supplement to the Code of Ordinances of the City of Windom which contains all ordinances of a general and permanent nature enacted since the prior supplements of the codified and printed City Code of Ordinances Book; and

WHEREAS, it is necessary to adopt an ordinance to authorize the inclusion of the 2017 codified supplement in the codified and printed City Code of Ordinances Book.

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

Section 1. That the 2017 codified supplement to the Code of Ordinances of the City of Windom, as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, be and the same is hereby adopted by reference as if set out herein in its entirety.

Section 2. Such codified supplement shall be deemed published as of the day of its adoption and approval by the Windom City Council and the City Administrator is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the City Administrator.

Adopted by the City Council of the City of Windom, Minnesota, this 3rd day of April, 2018.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: March 20, 2018

2nd Reading: April 3, 2018

Adoption: April 3, 2018

Published: April 11, 2018

MEMORANDUM



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

TO: City Council
FROM: City Administrator 
DATE: March 13, 2018
RE: General Fund Reserve – Discussion

At the last City Council meeting there was discussion on use of the General Fund Reserve for projects, items or opportunities that come up that are not included in the current year budget. Within the last two years the City Council has an adopted policy of 35-60% of General Fund Reserves.

Funds that were in excess of the 60% threshold were recently utilized to fund City Council priority projects (e.g. Emergency Services Facility and design expenses for the Arena project), used as earmark monies for future projects including the Cemstone site reclamation and East Highway 60 BDPI Grant Application or were used to help fund the 2018 City Budget.

During the March 6, 2018 City Council meeting the question was raised as to the earmarks and if those funds were off-limits or could be used for other projects. The response I provided was that City Council action created the earmarks and that it would be prudent to have City Council action to make any changes.

Attached please see the most recent calculation for the City's General Fund Reserve and Council approved commitments.

General Fund Reserve Estimates

		<u>Available Funds</u>
2018 Budgeted Expense	\$ 3,587,838.80	
2017 Unaudited Reserve	\$ 2,143,584.00	59.75%
Less: 2018 General Fund Commitments		
.2018 Budget Use of Reserve	\$ (167,695.00)	
Cemstone Reclamation Project	\$ (60,000.00) *	
Arena Ice System - Engineering	\$ (11,000.00) **	
E Hwy 60 - TEDI Grant Match	\$ (300,000.00)	
Compression Braking Signs	\$ (5,000.00)	
SEH Floodplain Data Review (2019 Budget Advance)	\$ (13,000.00)	
	<u>\$ (556,695.00)</u>	

Remaining General Fund Reserve	\$ 1,586,889.00	44.23%
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35% Required Minimum	\$ 1,255,743.58	\$ 331,145.42
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40% Reserve Amount	\$ 1,435,135.52	\$ 151,753.48
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45% Reserve Amount	\$ 1,614,527.46	\$ (27,638.46)
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50% Reserve Amount	\$ 1,793,919.40	\$ (207,030.40)
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60% Reserve Amount	\$ 2,152,703.28	\$ (565,814.28)
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* \$100,000 Paid in 2017 for Cemstone Reclamation Project

**\$59,047.51 Paid in 2017 for Arena Ice System Engineering

ACTION ITEM



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

TO: City Council
FROM: Development Department
DATE: March 20, 2018 (City Council Meeting Date)
RE: EDA Board Liaison – Cottonwood County
DEPT: Development Department
CONTACT: Drew Hage, Development Director at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding liaisons to the EDA Board:

1. Pass a motion approving a new non-voting liaison to the Economic Development Authority of Windom (EDA) Board from the Cottonwood County Board of Commissioners.
 2. Pass a motion approving Kevin Stevens as this new liaison and Donna Gravley as the alternate liaison from the Cottonwood County Board of Commissioners to the EDA Board.
-

Issue Summary/Background

The City of Windom and the City of Mountain Lake have staff dedicated to economic development. City economic development staff work with existing and new businesses to plan projects, seek to improve the economic well-being and quality of life by creating and/or retaining jobs, and work towards growing the local tax base. These economic development initiatives also benefit Cottonwood County.

City economic development staff has worked with Cottonwood County on past projects and County Commissioners have been willing partners. Past projects have been planned and discussed at joint government meetings. Increased coordination and potential support from the County for economic development initiatives are anticipated benefits of adding a liaison from the Cottonwood County Board of Commissioners to the EDA Board.

The EDA's Bylaws and Enabling Resolution were reviewed and there are no issues with adding a non-voting liaison from the Cottonwood County Board of Commissioners to the EDA Board. Kevin Stevens is willing to be the liaison from the Board of Commissioners. Donna Gravley also represents Windom on the County Board and could serve as an alternate liaison.

Fiscal Impact

None

Attachments

None.



Conductor Power LLC
 4993 Gull Dam Road
 Brainerd MN 56401
 (218) 316-7801

Progress Billing

Application: 3

Period: 02/27/2018

License:

Owner: Windom Municipal Utilities
 1105 1st Avenue
 North Windom MN 56101

Job Location: 17-005S
 1105 1st Avenue
 North Windom MN 56101

Client PO#: Project: N16085

Application For Payment On Contract

Original Contract.....	1,576,521.00
Net Change by Change Orders.....	<u>-85,210.00</u>
Contract Sum to Date.....	1,491,311.00
Total Complete to Date.....	<u>1,230,309.00</u>
Total Retained.....	61,515.45
Total Earned Less Retained.....	<u>1,168,793.55</u>
Less Previous Billings.....	<u>807,811.60</u>
Current Payment Due.....	<div style="border: 1px solid black; padding: 2px;">360,981.95</div>
Balance on Contract.....	<u>322,517.45</u>

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: _____



Date: _____

2-27-18

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Conductor Power LLC

Thank you for your prompt payment.

**SUBCONTRACTOR'S REQUEST FOR PAYMENT
DISTRIBUTION DETAIL**

Application No.:
Application Date:
Period To:
Contractor's PO No.

3
2/27/2018
2/27/2018

Windom

CP - 05 S

A	B											
Item No.	Description of Work	No. of Units	Labor	Materials	Labor & Materials	Work From Prev Applications	Labor This Period	Materials This Period	Total Completed	% (G) divided by C)	Balance to Finish (C - G)	Retainage 5%
1	General Conditions, Mobilization, Demobilization	1	\$ 9,919.00	\$ -	\$ 9,919.00	\$ 9,919.00			\$ 9,919.00	100.0%	\$ -	\$ 495.95
2	Demolition	1	\$ 28,171.00	\$ -	\$ 28,171.00	\$ 2,000.00			\$ 2,000.00	7.1%	\$ 26,171.00	\$ 100.00
3	Sitework	1	\$ 181,100.00	\$ 107,400.00	\$ 268,500.00	\$ 268,500.00			\$ 268,500.00	100.0%	\$ -	\$ 13,425.00
4	Concrete	1	\$ 95,006.00	\$ 34,316.00	\$ 129,322.00	\$ 129,322.00			\$ 129,322.00	100.0%	\$ -	\$ 6,466.10
5	Below Grade Grounding	1	\$ 6,480.00	\$ 2,391.00	\$ 8,871.00	\$ 8,871.00			\$ 8,871.00	100.0%	\$ -	\$ 443.55
6	Above Grade Grounding	1	\$ 2,380.00	\$ 2,727.00	\$ 5,107.00	\$ 2,727.00			\$ 2,727.00	53.4%	\$ 2,380.00	\$ 136.35
7	Fence Grounding	1	\$ 4,348.00	\$ 963.00	\$ 5,311.00	\$ 963.00			\$ 963.00	18.1%	\$ 4,348.00	\$ 48.15
8	Below Grade Conduit	1	\$ 12,929.00	\$ 8,723.00	\$ 21,652.00	\$ 21,652.00			\$ 21,652.00	100.0%	\$ -	\$ 1,082.60
9	LV Power & Control Cable	1	\$ 13,183.00	\$ 78,142.00	\$ 91,325.00	\$ 78,142.00			\$ 78,142.00	85.6%	\$ 13,183.00	\$ 3,907.10
10	LV Power & Control Cable Terminations	1	\$ 9,358.00	\$ 1,637.00	\$ 10,995.00	\$ 1,637.00			\$ 1,637.00	14.9%	\$ 9,358.00	\$ 81.85
11	MV Power Cable	1	\$ 38,661.00	\$ 145,453.00	\$ 184,114.00	\$ 145,453.00			\$ 145,453.00	79.0%	\$ 38,661.00	\$ 7,272.65
12	MV Power Cable Terminations	1	\$ 59,913.00	\$ 74,124.00	\$ 134,037.00	\$ 74,124.00			\$ 74,124.00	55.3%	\$ 59,913.00	\$ 3,706.20
13	Grounding Platforms	1	\$ 99.00	\$ 797.00	\$ 896.00	\$ -		\$ 797.00	\$ 797.00	89.0%	\$ 99.00	\$ 39.85
14	High Voltage Equipment	1	\$ 10,713.00	\$ 664.00	\$ 11,377.00	\$ -			\$ -	0.0%	\$ 11,377.00	
15	Electrical Bus System	1	\$ 10,082.00	\$ 8,056.00	\$ 18,138.00	\$ 8,056.00			\$ 8,056.00	44.4%	\$ 10,082.00	\$ 402.80
16	Control Building	1	\$ 44,582.00	\$ 288,945.00	\$ 333,527.00	\$ -	\$ 39,750.00	\$ 288,945.00	\$ 328,695.00	98.6%	\$ 4,832.00	\$ 16,434.75
17	Battery System	1	\$ 8,332.00	\$ 36,989.00	\$ 45,321.00	\$ -		\$ 36,989.00	\$ 36,989.00	81.6%	\$ 8,332.00	\$ 1,849.45
18	Control Panel Modifications	1	\$ 57,731.00	\$ 108,962.00	\$ 166,693.00	\$ 98,962.00	\$ 3,500.00	\$ 10,000.00	\$ 112,462.00	67.5%	\$ 54,231.00	\$ 5,623.10
19	Testing & Commissioning	1	\$ 103,245.00	\$ -	\$ 103,245.00	\$ -			\$ -	0.0%	\$ 103,245.00	
Totals			\$676,232.00	\$900,289.00	\$1,576,521.00	\$850,328.00	\$43,250.00	\$336,731.00	\$1,230,309.00	\$11.94	\$346,212.00	\$61,515.45
Change Orders/Alternates												
1	COR #1 - Delete Shoring, curb & gutter and paving	1	\$ (63,745.00)	\$ (21,465.00)	\$ (85,210.00)	\$ (85,210.00)			\$ (85,210.00)	100.0%	\$ -	
					\$ -				\$ -	#DIV/0!	\$ -	
					\$ -				\$ -	#DIV/0!	\$ -	
Total of all Change Orders			\$ (63,745.00)	\$ (21,465.00)	\$ (85,210.00)	\$ (85,210.00)	\$ -	\$ -	\$ (85,210.00)	100.0%	\$ -	\$ -
Adjusted Contract Amount Totals			\$612,487.00	\$878,824.00	\$1,491,311.00	\$765,118.00	\$43,250.00	\$336,731.00	\$1,145,099.00	76.8%	\$346,212.00	\$61,515.45