

Council Meeting
Tuesday, May 1, 2018
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes –April 17, 2018
 - Capital Finance Committee – April 17, 2018
 - Utility Commission – April 19, 2018
 - Community Center Commission – April 23, 2018
- Amplification
 - June 8, 2018 – WAHS
 - June 9, 2018 – Downtown Courthouse Square
 - June 9, 2018 - Island Park
- Dance License - Riverfest
- Regular Bills

2. Proclamations

- Years of Service – Fire Department
 - Mike Haugen
 - Monty Rabbe
 - Nestor Palm
 - Mark Stevens
- National Hospital Week Proclamation – May 6-12
- Drinking Water Week Proclamation – May 6-12
- Building Safety Month Proclamation – May 2018

3. Department Heads

4. Water/Wastewater Departments

- WWTP Ordering Preparation of Plans and Specifications
- Annual Consumer Confidence Report

5. Airport

- Resolution Approving Plans and Specifications and Calling For Bids

6. Community Center – Outdoor Patio Structure

7. Telecom Rates

8. Sale of City Owned Property – MN DOT

- 2nd Reading Ordinance 169, 2nd Series – Parcel #44
- Parcel #50 Easement
- Parcel #230 Extinguish Easement

9. Personnel – Pool Hiring

10. New Business

11. Old Business

12. Council Comments

13. Adjourn



Reminder - May 14, 2018 Board of Appeal and Equalization Meeting

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
April 17, 2018
7:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones.

2. Roll Call:

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

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent; Al Baloun, Recreation Director and Scott Peterson, Police Chief

Pledge of Allegiance

3. Consent Agenda:

- Minutes
 - Council Minutes -April 3, 2018
 - HRA- March 14, 2018
 - Telecom Commission- March 29, 2018
 - Tree Commission -April 4, 2018
 - EDA-April 9, 2018
 - Library Board - April 10, 2018
 - Planning Commission - April 10, 2018
 - Park & Recreation Commission - April 11 , 2018
- Regular Bills

Motion by Ray second by Grunig approving the Consent Agenda. Motion carried 5 – 0.

4. Department Heads:

Al Baloun, Recreation Director, presented the information for the Windom Park and Recreation programs that will be in the Community Education booklet. The online registration platform is currently open with all the current data on the available programs. Baloun stated that the swimming lesson registration will begin Tuesday, April 24th, at 6:00 AM. Joyce pointed out that the Community Education booklet has an error on the Tykes T-Ball program. The booklet incorrectly states eligibility requirement age, the online information is correct.

5. Hospital Budget:

Kim Armstrong, Windom Area Hospital CFO, and Shelby Medina, Windom Area Hospital CEO, spoke about the hospital budget. Armstrong stated that their fiscal year begins May 1st. The

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Hospital Board has approved their budget and they are seeking City Council approval. Armstrong explained that she is expecting a 1.5% increase in patient fees for the 2019 budget. She also broke out some salary information regarding changes from last year and new service lines. In 2017-2018 the hospital had new hires, a speech therapy contract (now they have an in-house therapist), and changes in nurse staffing. The 2018-2019 increases include wound center staffing (6 FTE), a dietitian, a physical therapist and a respiratory therapist. The predicted expenses may be higher than revenue in first few years of the new services.

Medina added that they have worked extensively with nursing and patient care staff. Positions that were being advertised were positions above and beyond current staff duties. Medina interjected that by right sizing hours and processes there has been no change of hours in FTE. Hiring nursing support staff is more cost effective, allowing nurses to focus more on patient care. The new positions would also have benefits to be paid, adding to the cost. The new respiratory therapy position is a needed service and some duties are being completed by nursing staff. By having a respiratory therapist complete these tasks, it then becomes a billable service.

Armstrong noted the Bad Debt where the five year average is \$229,000, so she left the bad debt budget amount at \$200,000. The non-operating expenses on the financial statement include bond debt and taxes. Operating expenses include a one-time payment of \$5,000 to Windom Youth Hockey for the locker room expansion at the Arena and a medical careers education project with the school. The careers education program expense will be \$5,000 per year for 5 years. Armstrong's educated estimate is that the final budget will have a 3% margin.

Medina stated that the hospital focus is the triple aim reimbursement model. This model is how public hospitals will be reimbursed for services in the near future. The triple aim is a value based model with three focuses; 1) Patient experience, 2) Quality of population health including education and awareness training, and 3) Cost per capita. Medina said that new service lines will have high revenues but also high costs. In order to be competitive, the hospital may have to reduce charges but the overhead expenses are still there. Thus, they will be looking at being more efficient, reduce waste, and duplication of services.

Grunig questioned the projected \$7.7 million salary expense. He inquired if this amount would remain fairly stable or if there would be additional positions yet to add. Medina agreed that this amount should be fairly consistent but there are turnover reduction costs that may be possible.

Joyce mentioned a physical therapy position that has been filled. A current director in this line of service has been actively providing patient care duties. The new hired position will free up the director to do more supervision and administrative work more efficiently. Medina agreed and added that this position is was open two years ago. A partner hospital shared the position with Windom Area until recent staff changes with the partnering hospital.

Jones commented on the complexity of the health care field and extended appreciation and thanks to the Hospital Board.

Motion by Grunig second by Joyce approving the Windom Area Hospital Budget as presented. Motion carried 5 – 0.

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6. Hospital Appointments:

Jones mentioned that Ryan McNamara has recently completed his term on the Hospital Board. Jones expressed thanks to McNamara for his service. Medina reiterated that McNamara was a true leader and very helpful with difficult board issues. She also stated that the Hospital Board is very engaged with ongoing matters.

Jones recommended appointing Mary Holmen to the Hospital Board.

**Motion by Joyce second by Sherman to appoint Mary Holmen to the Hospital Board.
Motion carried 5 – 0.**

Jones is requesting re-appointing Ann Bartelt to the Hospital Board.

**Motion by Joyce second by Sherman to re-appoint Ann Bartelt to the Hospital Board.
Motion carried 5 – 0.**

Jones added a thanks to the Windom Auxillary for hosting a great event and having over 2,400 volunteer hours.

7. Resolution Accepting Donation - Fire Department - Schwartz Farms:

Council member Joyce introduced the Resolution No. 2018-33, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM SCHWARTZ FARMS FOR THE WINDOM FIRE DEPARTMENT”, and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Grunig, Ray, Sherman, Joyce, Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Sale of City Owned Property Parcel #44 – Minnesota Department of Transportation:

Nasby said that the MN DOT is seeking to purchase Parcel #44, land that is located between 11th and 12th Street, for their upcoming 2019 Highway 60/71 Maintenance project. The City of Windom will not need to relocate utility services as underground work is unnecessary for the project. An appraisal has been completed for the parcel.

Jones asked if an easement needed action via City ordinance. Nasby stated that an easement does not, but the sale of property has to be adopted with an Ordinance according to the City’s Charter.

Motion by Byam second by Joyce to approve the 1st Reading of Ordinance #169, 2nd Series - AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, APPROVING THE SALE OF CITY-OWNED REAL ESTATE. Motion carried 5 – 0.

9. Easement of City Owned Property Parcel #50 – Minnesota Department of Transportation:

Nasby explained that Parcel #50 is the area of land located on the corner of the Hospital property by the vet clinic. MN DOT would like to purchase a small piece and have an easement for storm water drainage improvements and tile outlets. Nasby is seeking direction on this proposal as a future emergency entrance on this Parcel may be needed. The options proposed would be

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to 1) sell the entire proposed Parcel; 2) do not sell any land in the Parcel; 3) sell a smaller piece of the Parcel; or 4) extend an easement only.

Per council discussion, the consensus would be to offer an easement only.

Motion by Joyce second by Byam to propose an easement for Parcel #50 to the Minnesota Department of Transportation. Motion carried 5 – 0.

10. Disposition of Surplus Equipment:

Jones pointed out that there is a list of surplus equipment listed in the council packet. The city is recommending that these items be disposed of. Nasby stated that the intention is to list the items on a public auction site.

Motion by Grunig second by Sherman to declare the described equipment and/or inventory as surplus and authorize the City Administrator to sell the surplus equipment\inventory as allowed under Windom City Code. Motion carried 5 – 0.

11. Airport – Resolution Ordering Preparation of Plans and Specifications:

Council member Byam introduced the Resolution No. 2018-34, entitled “RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS FOR 2018 AIRPORT IMPROVEMENT PROJECT”, and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Ray, Sherman, Joyce, Byam, Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

12. Airport – Federal Airport Funding Repayment Agreement - City of Red Wing:

Nasby is proposing that the City of Windom borrow funds from the City of Red Wing to help fund the 2018 Airport Improvement Project. These funds would be repaid by future FAA funds that the City of Windom would receive.

Motion by Sherman second by Ray approve the FAA Repayment Agreement with the City of Red Wing. Motion carried 5 – 0.

13. Seasonal Hiring – Compost Site Manager:

Motion by Grunig second by Joyce to hire Wayne Peterson as the 2018 Compost Site Manager. Motion carried 5 – 0.

14. Park & Recreation Commission Recommendation - Additional Soil Boring Testing:

Baloun explained that the Park and Recreation Commission are recommending doing additional borings at the current pool site, the Community Center overflow parking lot, and the tennis/pickleball court site as the Arena will be doing borings as part of their Improvement Project.

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Jones asked about the boring request for the Community Center overflow lot as future pool locations have not been presented to the Council. Baloun stated that this was listed as a possible pool site in the future.

Council discussed the request for the borings at the Community Center parking lot as a new site for the pool referencing the recommendation from the feasibility study from US Aquatics.

Grunig asked who would pay for the borings. Nasby replied that the respective departments would be billed for their borings and the overflow lot expense would have to be agreed upon.

Motion by Byam second by Ray to approve soil borings in all three locations discussed. Motion carried 5 – 0.

15. Contractor Payment and Change Orders:

A \$90,250.00 payment is being requested on the Arena Ice System Replacement Project as a down payment for the new compressor. As the request amount is listed on the pay request as "Total Completed and Stored to Date," Jones recommended asking the contractor for a lien waiver for the amount paid.

Motion by Joyce second by Byam to approve Pay Request #1 for Minnesota Ice LLC in the amount of \$90,250.00 for the Arena Ice System Replacement Project and to request a lien waiver for this amount. Motion carried 5 - 0.

Change Order #1 is for changing the ice rink pumps and snow melt pump for the refrigeration system inside the existing mechanical room at the Arena versus installing it outside with the refrigeration package. This will save \$10,431.

Motion by Ray second by Sherman to approve Change Order #1 for Minnesota Ice LLC for the decrease of \$10,431 to the Arena Ice System Replacement Project. Motion carried 5 - 0.

Change Order #2 is requesting a refrigerant leak detection system be added as a safety feature.

Motion by Byam second by Ray to approve Change Order #2 for Minnesota Ice LLC in the amount of \$2,932.50 for the Arena Ice System Replacement Project. Motion carried 5 - 0.

Nasby explained the two separate items on the Arena Ice System Replacement Project referring to floor insulation. As the floor will be concrete with tubing, a question arose if the new floor would be able to support the weight of a loader as it would be needed bring in sand for events in the summer months. The contractor recommended that the current specs would not be sufficient to support that equipment. Nasby stated they are discussing a resolution for this issue with the contractor and city staff.

16. New Business:

Nasby advised the council that the City will still be offering a summer intern program for 2018 and the job advertisement has been posted.

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17. Old Business:

None.

18. Council Comments:

Grunig stated that at the Capital Finance Committee meeting they discussed the Arena and Library projects that are both moving forward. The Island Park improvements have been identified as future tasks. He inquired about prioritizing future undertakings for the Committee to discuss. Grunig mentioned speaking with Chief Peterson about adding a second School Resource Officer at the Alternative Learning School.

Sherman is looking forward to spring.

Byam reiterated to keep sidewalks clear in accordance with the 48-hour ordinance. If neighbors are in need of assistance, he encouraged helping them. Byam suggested the public to think about some art projects and how they could be incorporated into various areas of the city.

Joyce asked if the Capital Finance Committee has reviewed the 5 year CIP. He encouraged them to look at some of the larger items and explore financing options. Joyce stated that the Coffee with the Council has been rescheduled to April 21 at Hardee's. Des Moines Valley Health and Human Services office has contacted Joyce about doing a bike ride with the Council to point out areas in the community that need attention. He proposed a ride on June 5 at 6 PM prior to that evening's Council meeting.

Nasby thanked the street crew for their snow removal work after the recent snowfalls.

Mayor Jones thanked Chris for watching the council meetings. He echoed Councilman Byam's comment about keeping sidewalks clear in accordance to the City's Snow Removal Ordinance.

19. Personnel – City Administrator Evaluation:

Motion by Joyce second by Sherman to go into a Closed Session for the City Administrator Evaluation. Motion carried 5 - 0.

Mayor Jones closed the meeting at 9:15 PM.

Motion by Ray second by Sherman to open the City Council Meeting. Motion carried 5 – 0

Mayor Jones reopened the meeting at 10:35 PM.

20. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 10:36 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

Capital Finance Committee Minutes Tuesday, April 17, 2018

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

City Staff – Denise Nichols, Scott Peterson and Al Baloun.

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 9:00 a.m.

1. **Approval of Minutes:** Vice-Chair Davis requested the Committee review the minutes from the March 13, 2018, Meeting. Motion by McDonald, second by Hiley, to approve the minutes; Ayes – 4, Nay – 0, Absent – 3.

2. **Council Priority Projects Update:**

Police Department – School Resource Officer – Police Chief Scott Peterson discussed with the Committee the need for an additional School Resource Officer (SRO) for the Alternative Learning Center (ALC). This need has been created due to the increase in calls and national issues regarding school safety. The Department has concerns regarding the risk potential for possible incidents and safety at the facility. Due to the type of incidents, many of the calls from the facility require transport to Willmar. Many transports are initiated due to terroristic threats.

Peterson has been working to identify possible funding resources to hire a new SRO. Initial discussions regarding an SRO have been held with ALC and Windom Area Schools. ALC is aware that they will need to assist with funding of the SRO position. Peterson estimated the costs of entry level salary and benefits to hire a new officer position would be \$75,000 - \$80,000 per year. The SRO would need equipment estimated at \$5,000 - \$7,000 and a vehicle with an annual cost of \$8,000. Peterson shared with the Committee a federal grant opportunity that, if awarded, could provide funding for a new officer of 75% of the entry-level salaries and benefits up \$125,000 over a 3-year grant period. Funding for the current SRO is allocated as 69% School and 31% City. Nichols noted the grants only provided funding for entry level positions and do not provide funding for equipment. Peterson requested assistance from the Commission to identify potential funding sources.

Davis noted that there are 12 school districts that utilize the facility and questioned if they would be a resource for funding. Grunig asked about the possibility of County funds. Peterson acknowledged that the County does have costs involved. A future meeting will be held between ALC, School and the City to identify possible funding resources.

Davis mentioned that the Remick Foundation might be able to assist with funding. Normal grant awards are \$20,000 or less and not usually multi-year grants, however there have been exceptions made for larger requests. Remick funded \$108,000 for a reading program and \$90,000 a year for three years to the Elizabeth House. So it might be possible to receive a larger grant for this project. Davis reviewed the Remick Foundation Committee meeting dates and grant process. The next round of funding would be award in approximately July. He suggested that a site visit by the Committee could be scheduled and would be helpful to support the grant application. Nichols suggested a Blandin Technology Grant as a potential funding resource for equipment.

Island Park – Nichols reviewed the DNR Outdoor Grant Application – 30' x 24' ADA accessible comfort station/restroom building with 4 stalls on each side. Two tennis courts – striped for tennis and one court striped for two pickleball courts. The project will bury 300 feet of overhead electric line.

Grant request \$150,000 max amount
Match amount \$239,000
Total Cost \$389,000

Nichols discussed the AARP Community Challenge Grant applications and suggested the grant could be used to leverage funds for the DNR Outdoor Grant project and the library for furnishings for the conversion of the display case and the Children/Teen library areas.

Pool – Al Baloun reviewed information from the Friends of the Pool meeting held on Monday, May 9th, and a memo from Councilmember Bryan Joyce. The memo discussed costs and options of \$1.5 million for a spray-in pool liner and \$3.1 Million for a new facility. The Friends of the Windom Pool Committee and the Park & Recreation Commission have made a recommendation to the City Council to complete additional soil and concrete boring tests in the existing pool with an independent 3rd party engineer. If approved by the Council, soil and concrete boring tests will be completed and the results will be reviewed to determine options for the project. Concerns regarding a pool liner option were discussed including the project would not include a zero depth entry or a splash pad. The liner has not been proven to withstand Minnesota climates, but the application has been used in Canada. The warranty period is only 10 years and the cost for a liner is 50% of the estimated cost to build a new pool.

Arena – MN Ice has delayed the start of the project by one week. They have confirmed that they will have the concrete poured by June 1st to accommodate the State Beef Tour Event that will be held on July 10th. Grunig questioned who the concrete supplier was for the project. Baloun did not have the concrete supplier information.

3. Sub-Committee Assignment Reports:

Grant Research – Begin assisting in identifying funding for School Resource Officer including equipment.

Outreach/Promotion – Two projects have been funded with no new Council priority projects. Grunig is continuing to identify concrete provider for the Arena project.

- 4. New Business:** SWMN Initiative Fund Presentation – The Committee discussed donations and gifting from estates to the City or for specific projects. Nichols asked if the Committee was interested in a presentation from the SWMN Initiative Fund. McDonald replied previously there had been no interest in creating a foundation. Also discussed was the difficulty to compel individuals to donate or gift funds to projects. McDonald said Foundations are perpetual and good as long as costs are low. No further action was taken.

- 5. Set Next Meeting Date and Time:** The next meeting date was set for May 15th at 9:00 a.m.

- 6. Adjourn:** Vice-Chair Davis declared the meeting adjourned at 10:11 a.m.

Howard Davis, Vice-Chairman

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES
Windom City Hall, Council Chamber
April 19, 2018

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan, Glen Francis (arrived late)
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present: Steve Nasby, City Administrator; Mike Haugen, Water\Wastewater Superintendent, Glen Lund, Wastewater Foreman, Jason Sykora, Electric Superintendent, Chelsie Carlson, Finance Director

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve the March 28, 2018 minutes. Motion carried 2-0.

WATER\WASTEWATER ITEMS

Pre-Public Notice Draft – Kelly Yahnke, Bolton & Menk, was present to discuss the MPCA Pre-Public Notice Draft Permit for Windom Wastewater Treatment Facility. Glen Lund, Wastewater Foreman, presented a summary of current limits and future changes for phase 1 and phase 2 of the wastewater improvement project. There is currently a variance for the chloride limit. Staff will be developing a Chloride Management Plan to meet the future limits. Mike Haugen, Water/Wastewater Superintendent noted they will be reviewing the current SIU agreements under the new permit. Yahnke discussed a few items done by other Cities for chloride management.

WWTP Improvement Project Update – Yahnke presented an updated Capital Cost summary for the WWTP Improvement Project. He noted an increase in construction cost due to increased cost of steel. The project total is \$15,271,192 with PSIG share of \$7,000,000. Yahnke will be present at May 1, 2018 council meeting to request approval of plans and specifications for the project and call for bids. The bid opening date is tentatively June 26, 2018. The PSIG grant application is due June 30, 2018.

Other Waster\Wastewater Items – The WWTP received an award for 2017 compliance with MPCA NPEDES/SDS wastewater permit program.

ELECTRIC ITEMS

MMUA Sustainable CIP – Information was provided pertaining to MMUA program for Sustainable CIP. Commission discussed possible projects that could contribute to CIP amounts.

Attachment O Discussion – Nasby explained that CMPAS hired an outside consultant (MCR) to review the Agency Attachment O. The agency review by MCR identified changes in the recording of certain costs and opportunities for significant incremental recovery revenue. Windom has received a quote from MCR to perform a similar review of the Attachment O filing for additional transmission revenue recovery opportunities. Windom staff including Steve Nasby, Chelsie Carlson, and Jason Sykora plan to attend a MCR workshop in Blue-Earth to see their process and determine if a review by MCR could be beneficial for Windom. The Commission is in favor of allowing staff to use their discretion on proceeding forward with the MCR proposal after attending the workshop.

Distributed Generation – Steve Nasby and Jason Sykora met with Star Energy regarding Distributed Generation. A handbook has been created containing required procedures for distributed generation. Sykora

will present this information annually to the Commission for review and approval as the Windom Utility Commission has been named the governing body for rates, fees, etc. related to distributed generation.

Motion by Riordan, second by Francis to approve Schedules 1-5 of Process for Distributed Generation Systems. Motion carried 3 – 0.

Substation Project Update – Sykora reported completion of everything inside the control room. The contractor is waiting for the switchgear installer.

Lineman Worker Hiring– posting for open position closed Monday April 16, 2018 at 5:00 p.m. Nasby indicated 17 total applications were received. The next step is to rank applicants and select candidates for interviews. Nasby hopes to line-up interviews during the first week of May.

CMPAS Visit – Members of CMPAS visited Windom to review changes to billing templates and also tools available online to monitor power usage. CMPAS members also toured the powerhouse during their visit.

REGULAR BILLS

None

NEW BUSINESS

None.

OLD BUSINESS

Next meeting set for Wednesday, May 23, 2018 at 10:00 am.

ADJOURN

Schwalbach adjourned the meeting at 11:12 a.m.

Attest: _____

Steve Nasby, City Administrator

Mike Schwalbach, Chairperson

Community Center Commission Minutes
Monday April 23, 2018

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:44 p.m.

2. Roll Call: President: Wayne Maras
CC Director: Brad Bussa
Commission Members: Linda Stuckenbroker
Mitch Voehl
Lenny Thiner
Commission Liaisons: Rod Byam
Jo Ann Ray
Brian Cooley-Absent
City Administrator: Steve Nasby-Absent
EDA Director: Drew Hage-Absent
Public:

3. Approval of Minutes:

Motion by Lenny Thiner, seconded by Mitch Voehl to approve the March 20, 2018 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:

Nothing to Report

5. President's Report:

Nothing to Report

6. Director's Report:

- a. Patio Update-Mitch Voehl told WCC Commission he had looked into 150 foot fence installed with 2 gates over 6 feet for east side border. Mitch Voehl also advised WCC Commission that he had looked into and received a bid on a 40`x 40`x 10` structure to go over patio. WCC Commission thought it was a good idea and wanted to get a second estimate. If the estimate comes close, WCC Commission would like to move forward as soon as possible with City Council approval. Funds would be used from money that had been donated and put aside for such usage.
- b. Sub Committee set up-Sub Committee consisting of Wayne Maras, Mitch Voehl and Brad Bussa were appointed. Ein Bier Bitte scheduled for September 8, 2018 and WCC Commission to look into getting groups and organizations to organize and run certain parts of Festival. The Masonic Lodge is sponsoring and organizing the BBQ Cook Off.
- c. Commission Update-WCC Commission was updated on Personnel Committee thoughts and feelings on moving part time staff up to full time. WCC

Commission will continue discussion on this during next Personnel Meeting. WCC Director Bussa also advised Commission that Personnel Committee would like to see ideas of how to increase income and one idea was to give out key to groups using the building, thus reducing staff hours. WCC Commission discussed this idea and **Motion by Mitch Voehl, seconded by Linda Stuckenbroker to require WCC Staff to be on sight when WCC Facility is being used by the Public. Motion Carried 4-0.**

7. Resource Management:

Schedule of Events: Events book day by day

Income & Expense: Looking Good

8. Miscellaneous:

Nothing to Report

9. Open Forum:

Nothing to Report

10. Next Meeting:

Monday May 21, 2018 @ 5:30 pm

Adjourn:

Motion by Lenny Thiner, seconded by Linda Stuckenbroker, to adjourn the meeting at 7:00 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director



Windom, MN

Expense Approval Report

By Fund

Payment Dates 04/18/2018 - 04/27/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20180416	04/16/2018	SALES TAX -	100-20202	17,053.00
MN REVENUE	20180416	04/16/2018	SALES TAX -	100-20202	8,265.49
MN REVENUE	20180416	04/16/2018	SALES TAX -	100-20202	40.68
					<u>25,359.17</u>
Activity: 41110 - Mayor & Council					
WINDOM COMMUNITY CENT	20180423	04/23/2018	MEMORIAL DAY PROGRAM	100-41110-490	250.00
			Activity 41110 - Mayor & Council Total:		<u>250.00</u>
Activity: 41310 - Administration					
INDOFF, INC	3090357	04/09/2018	SUPPLIES	100-41310-200	24.69
INDOFF, INC	3091050	04/16/2018	SUPPLIES	100-41310-200	387.98
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41310-321	143.77
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	100-41310-322	1.18
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	100-41310-322	0.71
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41310-326	289.40
STEVE NASBY	20180416	04/16/2018	EXPENSE - LMCIT LOSS CONTR	100-41310-331	190.21
DENISE NICHOLS	20180416	04/16/2018	EXPENSE - 2020 CENSUS	100-41310-331	83.88
			Activity 41310 - Administration Total:		<u>1,121.82</u>
Activity: 41910 - Building & Zoning					
INDOFF, INC	3089557	04/09/2018	SUPPLIES	100-41910-200	8.57
INDOFF, INC	3090090	04/09/2018	SUPPLIES	100-41910-200	14.54
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41910-321	108.58
			Activity 41910 - Building & Zoning Total:		<u>131.69</u>
Activity: 41940 - City Hall					
COLE PAPERS INC.	9412568	04/25/2018	SUPPLIES	100-41940-211	194.84
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41940-381	508.31
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41940-382	62.63
MN ENERGY RESOURCES	20180410	04/16/2018	HEATING #0505105084-00001	100-41940-383	614.26
HOMETOWN SANITATION SER	0000280563	04/04/2018	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-41940-385	123.10
RON'S ELECTRIC INC	137403	04/18/2018	SERVICE - OLD FIRE HALL	100-41940-409	1,706.20
RON'S ELECTRIC INC	137404	04/18/2018	SERVICE - OLD FIRE HALL	100-41940-409	671.80
			Activity 41940 - City Hall Total:		<u>3,966.18</u>
Activity: 42120 - Crime Control					
INDOFF, INC	3088436	04/03/2018	SUPPLIES	100-42120-200	37.79
STREICHER'S	11310065	04/23/2018	UNIFORMS	100-42120-218	57.42
COTTONWOOD CO AUD/TREA	20180413	04/20/2018	DEPUTY ATTORNEY	100-42120-304	3,957.50
WINDOM AREA HOSPITAL	301346086	04/18/2018	SERVICE #30005319	100-42120-305	80.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42120-321	69.28
VERIZON WIRELESS	9804941779	04/18/2018	SERVICE	100-42120-321	114.26
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	100-42120-322	0.71
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	100-42120-322	7.50
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	100-42120-322	3.75
LEASE FINANCE PARTNERS	#3250 4-20-18	04/25/2018	SERVICE #3250	100-42120-326	433.00
CDW GOVERNMENT	MJK3214	04/17/2018	SERVICE #6027358	100-42120-326	362.89
CORY HILLESHEIM	20180418	04/18/2018	EXPENSE - INTERNAL AFFAIRS	100-42120-334	403.46
CDW GOVERNMENT	MGV6341	04/11/2018	MAINTENANCE -	100-42120-404	32.69
COTTONWOOD CO AUD/TREA	20180413	04/20/2018	RENT	100-42120-412	1,900.00
FLEET SERVICES DIVISION	2018090002	04/23/2018	SERVICE - LEASE	100-42120-419	2,292.76
			Activity 42120 - Crime Control Total:		<u>9,753.01</u>
Activity: 42220 - Fire Fighting					
EXPRESSWAY WINDOM	2677	04/23/2018	FUEL	100-42220-212	41.99

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EXPRESSWAY WINDOM	8148	04/23/2018	FUEL	100-42220-212	40.00
HEIMAN FIRE EQUIP. CO	0867366-IN	04/03/2018	MATERIALS & EQUIPMENT	100-42220-215	69.61
WINDOM FAMILY MEDICAL C	#1871 4-13-18	04/23/2018	SERVICE - FIREMEN'S PHYSICA	100-42220-310	948.00
WINDOM FAMILY MEDICAL C	20180412	04/18/2018	SERVICE - FIRE DEPT #C84003	100-42220-310	130.00
WINDOM FAMILY MEDICAL C	20180412A	04/18/2018	SERVICE - FIRE DEPT #C84003	100-42220-310	26.00
WINDOM FAMILY MEDICAL C	20180418	04/18/2018	SERVICE -FIRE DEPT #C840030	100-42220-310	818.00
SANFORD HEALTH	301344766	04/18/2018	#30000253 CITY OF WINDOM	100-42220-310	442.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42220-321	41.90
VERIZON WIRELESS	9804941779	04/18/2018	SERVICE	100-42220-321	18.50
VERIZON WIRELESS	9804941779	04/18/2018	SERVICE	100-42220-326	10.02
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42220-381	283.51
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42220-382	13.03
MN ENERGY RESOURCES	20180409	04/16/2018	HEATING #0506419706-00002	100-42220-383	521.54
HOMETOWN SANITATION SER	0000280591	04/06/2018	GARBAGE SERVICE	100-42220-384	41.99
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42220-385	28.17
Activity 42220 - Fire Fighting Total:					3,474.26
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-42500-381	31.56
Activity 42500 - Civil Defense Total:					31.56
Activity: 43100 - Streets					
INDOFF, INC	3095465	04/25/2018	CREDIT - SUPPLIES	100-43100-200	-27.79
COLE PAPERS INC.	9412568	04/25/2018	SUPPLIES	100-43100-211	367.17
RON'S ELECTRIC INC	137284	04/23/2018	SUPPLIES	100-43100-217	153.83
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-217	67.00
MACQUEEN EQUIP. CO.	P11904	04/11/2018	EQUIPMENT - FOR STREET BR	100-43100-224	4,740.00
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	100-43100-241	55.23
MATHESON	17400543	04/23/2018	SMALL TOOLS	100-43100-241	49.43
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-321	45.45
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	INSERTS	100-43100-350	71.73
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-381	2,517.06
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-381	333.10
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-382	19.74
MN ENERGY RESOURCES	20180406A	04/23/2018	HEATING #0505064121-00001	100-43100-383	763.57
HOMETOWN SANITATION SER	0000280564	04/06/2018	GARBAGE SERVICE - STREET D	100-43100-384	84.73
HOMETOWN SANITATION SER	0000280565	04/06/2018	GARBAGE SERVICE - SQUARE	100-43100-384	46.12
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-43100-385	41.08
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	100-43100-402	45.53
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	100-43100-404	63.42
G.M.S. INDUSTRIAL SUPPLIES,	039020	04/23/2018	MAINTENANCE - SERVICE	100-43100-404	349.55
MATHESON	17388507	04/23/2018	MAINTENANCE -	100-43100-404	92.92
MATHESON	17388527	04/23/2018	MAINTENANCE	100-43100-404	44.43
Activity 43100 - Streets Total:					9,923.30
Activity: 45120 - Recreation					
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	INSERTS	100-45120-326	61.14
Activity 45120 - Recreation Total:					61.14
Activity: 45202 - Park Areas					
COLE PAPERS INC.	9412568	04/25/2018	SUPPLIES	100-45202-211	244.84
W.W. GRAINGER, INC	9755730547	04/23/2018	SUPPLIES	100-45202-211	274.76
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	100-45202-381	634.39
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	100-45202-405	26.90
Activity 45202 - Park Areas Total:					1,647.56
Fund 100 - GENERAL Total:					55,719.69
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
COLE PAPERS INC.	9412568	04/25/2018	SUPPLIES	211-45501-211	194.84
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	211-45501-321	34.22
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	211-45501-326	205.33

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NANCY SAJBAN	20180416	04/16/2018	EXPENSE - SUMMER READING	211-45501-331	41.09
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	211-45501-381	188.20
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	211-45501-382	18.97
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	211-45501-385	38.80
GALE	63439067	04/06/2018	BOOKS	211-45501-435	23.39
				Activity 45501 - Library Total:	744.84
				Fund 211 - LIBRARY Total:	744.84
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	#886 4-15-18	04/18/2018	SERVICE #886 #507-831-6120	225-45127-321	26.58
				Activity 45127 - Airport Total:	26.58
Activity: 49950 - Capital Outlay					
SEH	347828	04/09/2018	AIRPORT MASTER PLAN	225-49950-500	11,104.00
				Activity 49950 - Capital Outlay Total:	11,104.00
				Fund 225 - AIRPORT Total:	11,130.58
Fund: 230 - POOL					
Activity: 45124 - Pool					
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	230-45124-217	133.33
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	230-45124-321	27.94
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	INSERTS	230-45124-326	61.14
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	230-45124-381	29.00
MN REVENUE	20180416	04/16/2018	SALES TAX -	230-45124-460	26.00
				Activity 45124 - Pool Total:	277.41
				Fund 230 - POOL Total:	277.41
Fund: 235 - AMBULANCE					
DIANE HANDY	20180416	04/16/2018	REFUND-AMBULANCE -OVERP	235-34205	160.00
					160.00
Activity: 42153 - Ambulance					
BOUND TREE MEDICAL, LLC	82818688	04/03/2018	OPERATING SUPPLIES	235-42153-217	278.98
BOUND TREE MEDICAL, LLC	82818689	04/03/2018	OPERATING SUPPLIES	235-42153-217	77.60
BOUND TREE MEDICAL, LLC	82825088	04/09/2018	OPERATING SUPPLIES	235-42153-217	151.14
BOUND TREE MEDICAL, LLC	82825089	04/09/2018	OPERATING SUPPLIES	235-42153-217	25.99
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	235-42153-321	17.46
VERIZON WIRELESS	9804941779	04/18/2018	SERVICE	235-42153-321	115.56
SUNNY COMMUNICATIONS, I	67930	04/25/2018	OPERATING SUPPLIES - RADIO	235-42153-323	1,775.00
ALPHA WIRELESS - MANKATO	694816	04/23/2018	SERVICE	235-42153-323	1,980.00
REAL TIME TRANSLATION, INC	112239	04/16/2018	SERVICE - APRIL 2018	235-42153-327	34.00
REAL TIME TRANSLATION, INC	112301	04/23/2018	SERVICE	235-42153-327	5.84
TIM HACKER	20180416	04/16/2018	EXPENSE - SWEMS MTGS IN	235-42153-331	78.48
KIM POWERS	20180423	04/23/2018	EXPENSE - AMBULANCE	235-42153-334	48.47
KRISTEN PORATH	20180423	04/23/2018	EXPENSE - AMBULANCE	235-42153-334	44.92
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	235-42153-381	189.01
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	235-42153-382	8.69
MN ENERGY RESOURCES	20180409	04/16/2018	HEATING #0506419706-00002	235-42153-383	347.69
HOMETOWN SANITATION SER	0000280591	04/06/2018	GARBAGE SERVICE	235-42153-384	28.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	235-42153-385	18.78
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	235-42153-405	38.97
				Activity 42153 - Ambulance Total:	5,264.58
				Fund 235 - AMBULANCE Total:	5,424.58
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
INDOFF, INC	3088312	04/03/2018	SUPPLIES	250-46520-200	19.25
INDOFF, INC	3089557	04/09/2018	SUPPLIES	250-46520-200	8.57
INDOFF, INC	3090090	04/09/2018	SUPPLIES	250-46520-200	14.54
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	250-46520-321	108.58
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	250-46520-321	255.76
MN ENERGY RESOURCES	20180409A	04/16/2018	HEATING #0504542703-00001	250-46520-331	400.81

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DREW HAGE	20180417	04/17/2018	EXPENSE - CVN MEETING	250-46520-331	162.41
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	250-46520-381	48.72
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	250-46520-438	6.00
				Activity 46520 - EDA Total:	1,024.64
				Fund 250 - EDA GENERAL Total:	1,024.64

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SCOTT VEENKER	25048	04/23/2018	SERVICE	254-46520-406	60.00
				Activity 46520 - EDA Total:	60.00
				Fund 254 - NORTH IND PARK Total:	60.00

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

RON'S ELECTRIC INC	137285	04/16/2018	ESF - HALL LIGHT /DISPENSER	401-49950-502	1,049.53
ACTIVE NETWORK, LLC	4100160202	04/20/2018	SERVICE	401-49950-504	2,862.00
				Activity 49950 - Capital Outlay Total:	3,911.53
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	3,911.53

Fund: 601 - WATER

Activity: 49400 - Water

INDOFF, INC	3087021	04/03/2018	SUPPLIES	601-49400-200	385.29
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-321	49.80
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	POSTAGE	601-49400-322	234.29
HP DATAONE, LLC	20180425	04/25/2018	4TH IN 2018	601-49400-326	1,328.13
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-326	67.00
INNOVATIVE SYSTEMS LLC	36616	04/06/2018	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	36912	04/06/2018	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	PROCESSING	601-49400-326	196.48
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-381	4,896.57
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-382	17.94
MN ENERGY RESOURCES	20180411B	04/16/2018	HEATING #0505923431-00001	601-49400-383	391.96
HOMETOWN SANITATION SER	0000280567	04/06/2018	GARBAGE SERVICE - WASTEW	601-49400-384	85.04
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-385	35.77
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	601-49400-386	50.00
				Activity 49400 - Water Total:	9,016.27
				Fund 601 - WATER Total:	9,016.27

Fund: 602 - SEWER

RON'S ELECTRIC INC	137396	04/16/2018	EQUIPMENT	602-16400	9,102.26
					9,102.26

Activity: 49450 - Sewer

INDOFF, INC	3087021	04/03/2018	SUPPLIES	602-49450-200	385.29
HAWKINS, INC	4252110	04/03/2018	CHEMICALS	602-49450-216	1,640.50
WENCK ASSOCIATES, INC.	20180425	04/25/2018	REGISTRATION - COLTON DUN	602-49450-308	30.00
MN VALLEY TESTING	910152	03/29/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	910873	04/03/2018	TESTING	602-49450-310	28.80
MN VALLEY TESTING	911083	04/03/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	911084	04/03/2018	TESTING	602-49450-310	119.60
MN VALLEY TESTING	911256	04/06/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	911426	04/09/2018	TESTING	602-49450-310	137.20
MN VALLEY TESTING	911872	04/10/2018	TESTING	602-49450-310	227.20
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	602-49450-321	173.24
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	POSTAGE	602-49450-322	234.30
HP DATAONE, LLC	20180425	04/25/2018	4TH IN 2018	602-49450-326	1,328.12
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	602-49450-326	67.00
INNOVATIVE SYSTEMS LLC	36616	04/06/2018	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	36912	04/06/2018	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	PROCESSING	602-49450-326	196.48
STEVE NASBY	20180423	04/23/2018	EXPENSE - MEET W/SEN GAZE	602-49450-331	176.63
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	602-49450-381	14,677.02

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ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	602-49450-382	332.84
MN ENERGY RESOURCES	20180406	04/16/2018	HEATING #0506646838-00001	602-49450-383	828.60
MN ENERGY RESOURCES	20180410A	04/16/2018	HEATING #0506746718-00001	602-49450-383	19.50
MN ENERGY RESOURCES	20180411A	04/16/2018	HEATING #0504488160-00001	602-49450-383	60.39
RON'S ELECTRIC INC	137160	04/16/2018	MAINTENANCE	602-49450-404	56.50
RON'S ELECTRIC INC	137355	04/05/2018	MAINTENANCE	602-49450-404	125.49
LUCAN COMMUNITY TV INC	175	04/23/2018	MAINTENANCE - DRILL OUT L	602-49450-404	100.00
DACOTAH PAPER CO	20877	04/17/2018	MAINTENANCE - SUPPLIES	602-49450-404	130.77
MEAN GREEN HAND CLEANER	5536	04/25/2018	SUPPLIES - MAINTENANCE	602-49450-404	188.00
CORE & MAIN LP	I712742	04/23/2018	MAINTENANCE - BLADE	602-49450-404	290.00
P.M. REPAIR & DETAILING	6305	04/03/2018	MAINTENANCE - TIRE REPAIR	602-49450-405	17.68
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	602-49450-408	222.90
Activity 49450 - Sewer Total:					23,587.25
Fund 602 - SEWER Total:					32,689.51

Fund: 604 - ELECTRIC

WESCO DISTRIBUTION, INC	031251	04/10/2018	INVENTORY	604-14200	427.65
IRBY ELECTRICAL DISTRIBUTO	6614	04/23/2018	IINVENTORY	604-14200	780.00
RESCO	710260-00	04/10/2018	INVENTORY	604-14200	1,150.10
IRBY ELECTRICAL DISTRIBUTO	S010665328.001	04/11/2018	INVENTORY	604-14200	217.40
UTILITIES PLUS ENERGY SERVI	600577	04/03/2018	NEW SUBSTATION	604-16300	8,994.38
RESCO	710684-00	04/09/2018	NEW CONSTRUCTION - R RD	604-16300	47.40
RESCO	710685-00	04/09/2018	NEW CONSTRUCTION - RR	604-16300	365.70
					11,982.63

Activity: 49550 - Electric

OFFICE DEPOT	121429531001	04/03/2018	SUPPLIES	604-49550-200	103.97
OFFICE DEPOT	121547931001	04/03/2018	SUPPLIES	604-49550-200	103.58
BORDER STATES	915048576	04/16/2018	UNIFORMS	604-49550-218	65.47
CMP - CENTRAL MUNICIPAL P	06263	04/16/2018	TRANSMISSION	604-49550-263	131,384.50
CMP - CENTRAL MUNICIPAL P	06263	04/16/2018	ENERGY	604-49550-263	131,587.22
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	604-49550-321	130.16
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	POSTAGE	604-49550-322	234.29
HP DATAONE, LLC	20180425	04/25/2018	4TH IN 2018	604-49550-326	1,328.12
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	604-49550-326	149.68
INNOVATIVE SYSTEMS LLC	36616	04/06/2018	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	36912	04/06/2018	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	PROCESSING	604-49550-326	196.48
RESCO	710260-00	04/10/2018	INVENTORY - FREIGHT	604-49550-333	68.41
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	604-49550-381	207.67
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	604-49550-382	21.22
MN ENERGY RESOURCES	20180411D	04/23/2018	HEATING #0506419706-0000	604-49550-383	464.14
HOMETOWN SANITATION SER	0000280568	04/06/2018	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	604-49550-385	41.53
WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	604-49550-404	10.99
ADVANCE AUTO PARTS	2789-328598	04/16/2018	MAINTENANCE	604-49550-405	80.27
RAGE INC - CAMPUS CLEANER	03-012239	04/03/2018	SERVICE - POWER PLANT	604-49550-406	34.17
ELECTRIC FUND	151	04/23/2018	EL TRUCK STOCK	604-49550-408	16.79
ELECTRIC FUND	152	04/23/2018	EL ELECTRIC SHOP	604-49550-408	20.67
ELECTRIC FUND	153	04/23/2018	EL DISTRIBUTION	604-49550-408	939.41
CONDEX INTERNATIONAL, IN	I00000062826	04/10/2018	MAINTENANCE - ROPE	604-49550-408	599.50
CMP - CENTRAL MUNICIPAL P	06251	04/16/2018	CIP PROGRAM	604-49550-450	2,501.13
MN REVENUE	20180416	04/16/2018	SALES TAX -	604-49550-460	22.80
Activity 49550 - Electric Total:					272,141.82
Fund 604 - ELECTRIC Total:					284,124.45

Fund: 609 - LIQUOR STORE

MN REVENUE	20180416	04/16/2018	SALES TAX -	609-20202	14,085.00
					14,085.00

Activity: 49751 - Liquor Store

RAGE INC - CAMPUS CLEANER	04-010359	04/10/2018	SERVICE - RIVER BEND LIQUO	609-49751-211	43.32
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SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	609-49751-211	2.94
AH HERMEL COMPANY	702769	04/03/2018	MERCHANDISE	609-49751-217	79.40
BREAKTHRU BEVERAGE MN	1080781712	04/06/2018	MERCHANDISE	609-49751-251	3,496.05
SOUTHERN GLAZER'S OF MN	1665396	04/03/2018	MERCHANDISE	609-49751-251	12,991.16
SOUTHERN GLAZER'S OF MN	1667956	04/06/2018	MERCHANDISE	609-49751-251	1,643.32
PHILLIPS WINE & SPIRITS	2335033	04/10/2018	MERCHANDISE	609-49751-251	9,239.78
SOUTHERN GLAZER'S OF MN	5028708	04/06/2018	MERCHANDISE	609-49751-251	1,714.50
SOUTHERN GLAZER'S OF MN	5029232	04/06/2018	MERCHANDISE	609-49751-251	2,308.00
JOHNSON BROS.	5970964	04/03/2018	MERCHANDISE	609-49751-251	9,302.74
JOHNSON BROS.	5976584	04/10/2018	MERCHANDISE	609-49751-251	1,075.05
BREAKTHRU BEVERAGE MN	1080781713	04/06/2018	MERCHANDISE	609-49751-252	101.50
ARTISAN BEER COMPANY	3250652	04/03/2018	MERCHANDISE	609-49751-252	66.00
ARTISAN BEER COMPANY	3252368	04/10/2018	MERCHANDISE	609-49751-252	71.00
ARTISAN BEER COMPANY	3252369	04/10/2018	MERCHANDISE	609-49751-252	278.95
DOLL DISTRIBUTING, LLC	421091	04/16/2018	MERCHANDISE	609-49751-252	5,139.55
DOLL DISTRIBUTING, LLC	424741	04/23/2018	MERCHANDISE	609-49751-252	126.75
DOLL DISTRIBUTING, LLC	425648	04/23/2018	MERCHANDISE	609-49751-252	5,219.34
JOHNSON BROS.	5970966	04/03/2018	MERCHANDISE	609-49751-252	21.99
BEVERAGE WHOLESALERS	698872	04/16/2018	MERCHANDISE	609-49751-252	5,722.40
BEVERAGE WHOLESALERS	699826	04/20/2018	MERCHANDISE	609-49751-252	50.95
BEVERAGE WHOLESALERS	699922	04/20/2018	MERCHANDISE	609-49751-252	6,842.58
BREAKTHRU BEVERAGE MN	1080781712	04/06/2018	MERCHANDISE	609-49751-253	456.00
MILLNER HERITAGE VINEYARD	1-4-10-18-1	04/16/2018	MERCHANDISE	609-49751-253	469.20
SOUTHERN GLAZER'S OF MN	1665397	04/03/2018	MERCHANDISE	609-49751-253	404.35
SOUTHERN GLAZER'S OF MN	1667958	04/06/2018	MERCHANDISE	609-49751-253	252.00
INDIAN ISLAND WINERY	2097	04/23/2018	MERCHANDISE	609-49751-253	598.08
PHILLIPS WINE & SPIRITS	2331157	04/03/2018	MERCHANDISE	609-49751-253	493.75
PHILLIPS WINE & SPIRITS	2335034	04/10/2018	MERCHANDISE	609-49751-253	1,260.00
PHILLIPS WINE & SPIRITS	291066	04/16/2018	CREDIT - MERCHANDISE	609-49751-253	-42.75
JOHNSON BROS.	5970965	04/03/2018	MERCHANDISE	609-49751-253	1,147.69
JOHNSON BROS.	5976583	04/10/2018	MERCHANDISE	609-49751-253	360.00
JOHNSON BROS.	5976585	04/10/2018	MERCHANDISE	609-49751-253	2,166.63
BREAKTHRU BEVERAGE MN	1080781712	04/06/2018	MERCHANDISE	609-49751-254	61.83
AH HERMEL COMPANY	702769	04/03/2018	MERCHANDISE	609-49751-254	54.51
RED BULL DISTRIBUTION CO, I	K-35142717	04/06/2018	CREDIT - MERCHANDISE	609-49751-254	-36.75
RED BULL DISTRIBUTION CO, I	K-35144291	04/03/2018	MERCHANDISE	609-49751-254	157.00
AH HERMEL COMPANY	702769	04/03/2018	MERCHANDISE	609-49751-256	256.02
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	609-49751-321	100.48
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	609-49751-326	623.35
BREAKTHRU BEVERAGE MN	1080781712	04/06/2018	MERCHANDISE	609-49751-333	86.46
SOUTHERN GLAZER'S OF MN	1665396	04/03/2018	MERCHANDISE	609-49751-333	253.58
SOUTHERN GLAZER'S OF MN	1665397	04/03/2018	MERCHANDISE	609-49751-333	8.20
SOUTHERN GLAZER'S OF MN	1667956	04/06/2018	MERCHANDISE	609-49751-333	16.40
SOUTHERN GLAZER'S OF MN	1667957	04/06/2018	MERCHANDISE	609-49751-333	4.10
SOUTHERN GLAZER'S OF MN	1667958	04/06/2018	MERCHANDISE	609-49751-333	12.30
PHILLIPS WINE & SPIRITS	2331157	04/03/2018	MERCHANDISE	609-49751-333	26.10
PHILLIPS WINE & SPIRITS	2335033	04/10/2018	MERCHANDISE	609-49751-333	186.33
PHILLIPS WINE & SPIRITS	2335034	04/10/2018	MERCHANDISE	609-49751-333	53.94
PHILLIPS WINE & SPIRITS	291066	04/16/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
SOUTHERN GLAZER'S OF MN	5028708	04/06/2018	MERCHANDISE	609-49751-333	35.36
SOUTHERN GLAZER'S OF MN	5029232	04/06/2018	MERCHANDISE	609-49751-333	45.10
JOHNSON BROS.	5970964	04/03/2018	MERCHANDISE	609-49751-333	249.69
JOHNSON BROS.	5970965	04/03/2018	MERCHANDISE	609-49751-333	41.76
JOHNSON BROS.	5976583	04/10/2018	MERCHANDISE	609-49751-333	5.22
JOHNSON BROS.	5976584	04/10/2018	MERCHANDISE	609-49751-333	15.96
JOHNSON BROS.	5976585	04/10/2018	MERCHANDISE	609-49751-333	59.16
FORUM COMMUNICATIONS C	1969034	04/16/2018	ADVERTISING	609-49751-340	85.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	609-49751-381	792.03
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	609-49751-382	19.46
MN ENERGY RESOURCES	20180411C	04/23/2018	SERVICE #0507314125-00001	609-49751-383	117.37

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HOMETOWN SANITATION SER	0000280566	04/06/2018	GARBAGE SERVICE - RIVER BE	609-49751-384	139.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	609-49751-385	36.66
MN REVENUE	20180416	04/16/2018	SALES TAX -	609-49751-460	7.93
				Activity 49751 - Liquor Store Total:	76,614.03
				Fund 609 - LIQUOR STORE Total:	90,699.03

Fund: 614 - TELECOM

POWER & TEL	6398737-00	04/04/2018	CORE UPGRADE	614-16400	663.94
POWER & TEL	6400341-00	04/04/2018	CORE UPGRADE	614-16400	1,776.83
MN REVENUE	20180416	04/16/2018	SALES TAX -	614-20202	26.51
					2,467.28

Activity: 49870 - Telecom

RAGE INC - CAMPUS CLEANER	03-012241	04/04/2018	SERVICE - WINDOM NET	614-49870-211	21.33
CALIX	10025310	04/03/2018	OPERATING SUPPLIES	614-49870-217	3,540.00
INTERSTATE TRS FUND	82580704187	04/23/2018	ASSESSMENT FOR 499-1 FILIN	614-49870-304	227.07
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	614-49870-321	498.70
RUSHMORE INDUSTRIES, INC	20180411	04/18/2018	FREIGHT 1Z55452603928850	614-49870-322	17.50
RUSHMORE INDUSTRIES, INC	20180416	04/18/2018	FREIGHT #1Z5545260394583	614-49870-322	15.25
SECR REV FUND/CITY OF WD	20180425	04/25/2018	PETTY CASH	614-49870-322	1.15
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	POSTAGE	614-49870-322	234.29
HP DATAONE, LLC	20180425	04/25/2018	4TH IN 2018	614-49870-326	1,328.13
INNOVATIVE SYSTEMS LLC	36616	04/06/2018	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	36616	04/06/2018	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	36751	04/06/2018	ACS QUARTERLY 4/1 - 6/30/18	614-49870-326	900.00
INNOVATIVE SYSTEMS LLC	36912	04/06/2018	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	PROCESSING	614-49870-326	196.48
NEUSTAR, INC.	L-0000024101	04/17/2018	NUMBER PORTS	614-49870-326	1.25
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	614-49870-381	2,187.16
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	614-49870-382	18.69
MN ENERGY RESOURCES	20180409B	04/17/2018	HEATING #0507509833-00001	614-49870-383	156.44
HOMETOWN SANITATION SER	0000280569	04/04/2018	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	614-49870-385	34.52
CENTURY LINK	460364	04/25/2018	DIRECTORY LISTINGS #MN-CO	614-49870-441	155.61
CONSOLIDATED COMMUNICA	#1160904 4-1-18	04/17/2018	10 GB TRANSPORT APRIL 201	614-49870-442	2,950.00
TEGNA	1385-1065	04/18/2018	SUBSCRIBER	614-49870-442	7,345.80
NEXSTAR BROADCASTING GR	1454-1129	04/18/2018	SUBSCRIBER	614-49870-442	7,208.10
UNITED COMMUNICATIONS C	20180331	04/18/2018	SUBSCRIBER	614-49870-442	6,996.00
INDEPENDENT COMMUNIATI	20180331	04/17/2018	SUBSCRIBER	614-49870-442	4,421.83
CBS TELEVISION STATIONS	20180331	04/17/2018	SUBSCRIBER	614-49870-442	6,296.40
FOX TELEVISION STATIONS, IN	393-1030	04/17/2018	SUBSCRIBER	614-49870-442	5,247.00
TOWER DISTRIBUTION COMP	670793	04/18/2018	SUBSCRIBER	614-49870-442	656.76
FOX SPORTS	N99851	04/17/2018	SUBSCRIBER	614-49870-442	19,197.60
BTN - BIG TEN NETWORK	004072	04/17/2018	SUBSCRIBER	614-49870-442	4,125.80
CONSOLIDATED COMMUNICA	#1160904 4-1-18	04/17/2018	10 GB TRANSPORT APRIL 201	614-49870-447	5,987.50
NEAR NORTH PARTNERS, LLC	1537	04/04/2018	MAY 2018 10 GE-MSP1	614-49870-447	1,950.00
HURRICANE ELECTRIC LLC	98274284-IN	04/18/2018	TRANSIT SERVICE MONTHLY F	614-49870-447	1,150.00
HURRICANE ELECTRIC LLC	98274285-IN	04/18/2018	CREDIT - RESTRUCTURED PRIC	614-49870-447	-1,100.00
ICEWARP, INC.	KLP9009	04/17/2018	LICENSE RENEWAL	614-49870-447	1,271.26
MN REVENUE	20180416	04/16/2018	SALES TAX -	614-49870-460	23.59
RUSHMORE INDUSTRIES, INC	20180417	04/25/2018	FREIGHT 6# - SDN	614-49870-480	8.60
NATIONAL CABLE TV COOP	SI-576003	04/25/2018	SUPPLIES	614-49870-480	183.05
				Activity 49870 - Telecom Total:	87,768.88
				Fund 614 - TELECOM Total:	90,236.16

Fund: 615 - ARENA

Activity: 49850 - Arena

WINDOM AUTO VALU	#3400540 3-25-18	04/23/2018	MAINTENANCE	615-49850-241	7.99
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	615-49850-321	124.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	615-49850-326	335.00
INNOVATIVE SYSTEMS LLC	37014	04/09/2018	INSERTS	615-49850-326	61.14
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	615-49850-381	4,559.02

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	615-49850-382	125.66
MN ENERGY RESOURCES	20180412	04/16/2018	HEATING #0504094426-00001	615-49850-383	1,191.21
HOMETOWN SANITATION SER	0000280570	04/11/2018	GARBAGE SERVICE - ARENA	615-49850-384	130.88
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	615-49850-385	71.46
ADVANCED FIRST AID INC	0418-120	04/18/2018	MAINT - AED BATTERY & PAD	615-49850-402	143.72
JERRY'S REPAIR	9081	04/16/2018	ARENA	615-49850-406	612.00
RON'S ELECTRIC INC	137359	04/16/2018	MAINTENANCE	615-49850-409	65.46
RON'S ELECTRIC INC	137408	04/16/2018	MAINTENANCE	615-49850-409	359.46
MINNESOTA ICE, LLC	20180401	04/18/2018	WINDOM ICE ARENA ICE SYST	615-49850-439	90,250.00
COTTONWOOD CO AGRICULT	20180417	04/17/2018	FAIRBOARD BOOTH RENTAL C	615-49850-439	8,100.00
MN REVENUE	20180416	04/16/2018	SALES TAX -	615-49850-460	19.00
Activity 49850 - Arena Total:					106,156.00
Fund 615 - ARENA Total:					106,156.00
Fund: 617 - M/P CENTER					
MN REVENUE	20180416	04/16/2018	SALES TAX -	617-20202	169.01
					169.01
Activity: 49860 - M/P Center					
COLE PAPERS INC.	9412568	04/25/2018	SUPPLIES	617-49860-211	1,008.71
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	617-49860-321	114.58
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	617-49860-326	400.33
WINDOM AREA CHAMBER OF	2178	04/16/2018	BUSINESS INVESTMENT	617-49860-340	225.00
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	617-49860-381	1,202.02
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	617-49860-382	76.85
MN ENERGY RESOURCES	20180411	04/16/2018	HEATING #0503741572-00001	617-49860-383	1,042.66
HOMETOWN SANITATION SER	0000280571	04/04/2018	GARBAGE SERVICE - COMM C	617-49860-384	103.03
ELECTRIC FUND	20180425	04/25/2018	MONTHLY UTILITY & TELECO	617-49860-385	150.10
RUSHMORE INDUSTRIES, INC	16268	04/10/2018	MAINTENANCE	617-49860-404	199.95
RAGE INC - CAMPUS CLEANER	03-012240	04/20/2018	SERVICE - COMM CENTER	617-49860-406	59.50
RON'S ELECTRIC INC	137279	04/05/2018	MAINTENANCE	617-49860-409	56.50
ELITE MECHANICAL SYSTEMS,	3368	04/16/2018	MAINTENANCE	617-49860-409	222.84
MN REVENUE	20180416	04/16/2018	SALES TAX -	617-49860-460	25.99
Activity 49860 - M/P Center Total:					4,888.06
Fund 617 - M/P CENTER Total:					5,057.07
Fund: 700 - PAYROLL					
LOCAL UNION #949	20180416	04/16/2018	UNION DUES - APRIL 2018	700-21707	1,874.36
LAW ENFORCMENT LABOR SE	20180416	04/16/2018	POLICE UNION DUES - APR 20	700-21708	343.00
SELECTACCOUNT	38646683	04/18/2018	FLEX SPENDING	700-21712	1,231.06
SELECTACCOUNT	38652951	04/25/2018	FLEX SPENDING	700-21712	836.89
AFLAC	177956	04/20/2018	INSURANCE - APRIL 2018 - AF	700-21715	204.00
AFLAC	177956	04/20/2018	INSURANCE - APRIL 2018 - PR	700-21716	334.59
MN BENEFIT ASSOCIATION	2018-0027271	04/16/2018	INSURANCE 5/1/18 - PRE TAX	700-21717	4.84
MN BENEFIT ASSOCIATION	2018-0027271	04/16/2018	INSURANCE 5/1/18 -	700-21719	109.17
					4,937.91
Fund 700 - PAYROLL Total:					4,937.91
Grand Total:					701,209.67

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	55,719.69
211 - LIBRARY	744.84
225 - AIRPORT	11,130.58
230 - POOL	277.41
235 - AMBULANCE	5,424.58
250 - EDA GENERAL	1,024.64
254 - NORTH IND PARK	60.00
401 - GENERAL CAPITAL PROJECTS	3,911.53
601 - WATER	9,016.27
602 - SEWER	32,689.51
604 - ELECTRIC	284,124.45
609 - LIQUOR STORE	90,699.03
614 - TELECOM	90,236.16
615 - ARENA	106,156.00
617 - M/P CENTER	5,057.07
700 - PAYROLL	4,937.91
Grand Total:	701,209.67

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	25,359.17
100-41110-490	Donations & Contributio	250.00
100-41310-200	Office Supplies	412.67
100-41310-321	Telephone	143.77
100-41310-322	Postage	1.89
100-41310-326	Data Processing	289.40
100-41310-331	Travel Expense	274.09
100-41910-200	Office Supplies	23.11
100-41910-321	Telephone	108.58
100-41940-211	Cleaning Supplies	194.84
100-41940-381	Electric Utility	508.31
100-41940-382	Water Utility	62.63
100-41940-383	Gas Utility	614.26
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	123.10
100-41940-409	Repairs & Maint - Utilitie	2,378.00
100-42120-200	Office Supplies	37.79
100-42120-218	Uniforms	57.42
100-42120-304	Legal Fees	3,957.50
100-42120-305	Medical & Dental Fees	80.00
100-42120-321	Telephone	183.54
100-42120-322	Postage	11.96
100-42120-326	Data Processing	795.89
100-42120-334	Meals/Lodging	403.46
100-42120-404	Repairs & Maint - M&E	32.69
100-42120-412	Rentals - Building	1,900.00
100-42120-419	Vehicle Lease	2,292.76
100-42220-212	Motor Fuels	81.99
100-42220-215	Materials & Equipment	69.61
100-42220-310	Lab Testing	2,364.00
100-42220-321	Telephone	60.40
100-42220-326	Data Processing	10.02
100-42220-381	Electric Utility	283.51
100-42220-382	Water Utility	13.03
100-42220-383	Gas Utility	521.54
100-42220-384	Refuse Disposal	41.99
100-42220-385	Sewer Utility	28.17

Account Summary

Account Number	Account Name	Payment Amount
100-42500-381	Electric Utility	31.56
100-43100-200	Office Supplies	-27.79
100-43100-211	Cleaning Supplies	367.17
100-43100-217	Other Operating Supplie	220.83
100-43100-224	Street Maint Materials	4,740.00
100-43100-241	Small Tools	104.66
100-43100-321	Telephone	45.45
100-43100-350	Printing & Design	71.73
100-43100-381	Electric Utility	2,850.16
100-43100-382	Water Utility	19.74
100-43100-383	Gas Utility	763.57
100-43100-384	Refuse Disposal	130.85
100-43100-385	Sewer Utility	41.08
100-43100-402	Repairs & Maint - Struct	45.53
100-43100-404	Repairs & Maint - M&E	550.32
100-45120-326	Data Processing	61.14
100-45202-211	Cleaning Supplies	519.60
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	634.39
100-45202-405	Repairs & Maint - Vehicl	26.90
211-45501-211	Cleaning Supplies	194.84
211-45501-321	Telephone	34.22
211-45501-326	Data Processing	205.33
211-45501-331	Travel Expense	41.09
211-45501-381	Electric Utility	188.20
211-45501-382	Water Utility	18.97
211-45501-385	Sewer Utility	38.80
211-45501-435	Books and Pamphlets	23.39
225-45127-321	Telephone	26.58
225-49950-500	Capital Outlay	11,104.00
230-45124-217	Other Operating Supplie	133.33
230-45124-321	Telephone	27.94
230-45124-326	Data Processing	61.14
230-45124-381	Electric Utility	29.00
230-45124-460	Miscellaneous Taxes	26.00
235-34205	Ambulance Revenues -	160.00
235-42153-217	Other Operating Supplie	533.71
235-42153-321	Telephone	133.02
235-42153-323	Radio Units	3,755.00
235-42153-327	Interpretation Fees	39.84
235-42153-331	Travel Expense	78.48
235-42153-334	Meals/Lodging	93.39
235-42153-381	Electric Utility	189.01
235-42153-382	Water Utility	8.69
235-42153-383	Gas Utility	347.69
235-42153-384	Refuse Disposal	28.00
235-42153-385	Sewer Utility	18.78
235-42153-405	Repairs & Maint - Vehicl	38.97
250-46520-200	Office Supplies	42.36
250-46520-321	Telephone	364.34
250-46520-331	Travel Expense	563.22
250-46520-381	Electric Utility	48.72
250-46520-438	Meeting Expense	6.00
254-46520-406	Repairs & Maint - Groun	60.00
401-49950-502	Capital Outlay - Fire	1,049.53
401-49950-504	Capital Outlay - Parks	2,862.00
601-49400-200	Office Supplies	385.29
601-49400-321	Telephone	49.80

Account Summary

Account Number	Account Name	Payment Amount
601-49400-322	Postage	234.29
601-49400-326	Data Processing	2,869.61
601-49400-381	Electric Utility	4,896.57
601-49400-382	Water Utility	17.94
601-49400-383	Gas Utility	391.96
601-49400-384	Refuse Disposal	85.04
601-49400-385	Sewer Utility	35.77
601-49400-386	Landfill	50.00
602-16400	Machinery & Equipment	9,102.26
602-49450-200	Office Supplies	385.29
602-49450-216	Chemicals and Chemical	1,640.50
602-49450-308	Training & Registrations	30.00
602-49450-310	Lab Testing	1,028.00
602-49450-321	Telephone	173.24
602-49450-322	Postage	234.30
602-49450-326	Data Processing	2,869.60
602-49450-331	Travel Expense	176.63
602-49450-381	Electric Utility	14,677.02
602-49450-382	Water Utility	332.84
602-49450-383	Gas Utility	908.49
602-49450-404	Repairs & Maint - M&E	890.76
602-49450-405	Repairs & Maint - Vehicl	17.68
602-49450-408	Repairs & Maint - Distrib	222.90
604-14200	Inventory	2,575.15
604-16300	Improvements Other Th	9,407.48
604-49550-200	Office Supplies	207.55
604-49550-218	Uniforms	65.47
604-49550-263	Merchandise for Resale -	262,971.72
604-49550-321	Telephone	130.16
604-49550-322	Postage	234.29
604-49550-326	Data Processing	3,419.18
604-49550-333	Freight and Express	68.41
604-49550-381	Electric Utility	207.67
604-49550-382	Water Utility	21.22
604-49550-383	Gas Utility	464.14
604-49550-384	Refuse Disposal	84.75
604-49550-385	Sewer Utility	41.53
604-49550-404	Repairs & Maint - M&E	10.99
604-49550-405	Repairs & Maint - Vehicl	80.27
604-49550-406	Repairs & Maint - Groun	34.17
604-49550-408	Repairs & Maint - Distrib	1,576.37
604-49550-450	Conservation	2,501.13
604-49550-460	Miscellaneous Taxes	22.80
609-20202	Sales Tax Payable	14,085.00
609-49751-211	Cleaning Supplies	46.26
609-49751-217	Other Operating Supplie	79.40
609-49751-251	Liquor	41,770.60
609-49751-252	Beer	23,641.01
609-49751-253	Wine	7,564.95
609-49751-254	Soft Drinks & Mix	236.59
609-49751-256	Tobacco Products	256.02
609-49751-321	Telephone	100.48
609-49751-326	Data Processing	623.35
609-49751-333	Freight and Express	1,097.92
609-49751-340	Advertising & Promotion	85.00
609-49751-381	Electric Utility	792.03
609-49751-382	Water Utility	19.46
609-49751-383	Gas Utility	117.37

Account Summary

Account Number	Account Name	Payment Amount
609-49751-384	Refuse Disposal	139.00
609-49751-385	Sewer Utility	36.66
609-49751-460	Miscellaneous Taxes	7.93
614-16400	Machinery & Equipment	2,440.77
614-20202	Sales Tax Payable	26.51
614-49870-211	Cleaning Supplies	21.33
614-49870-217	Other Operating Supplie	3,540.00
614-49870-304	Legal Fees	227.07
614-49870-321	Telephone	498.70
614-49870-322	Postage	268.19
614-49870-326	Data Processing	6,667.96
614-49870-381	Electric Utility	2,187.16
614-49870-382	Water Utility	18.69
614-49870-383	Gas Utility	156.44
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	34.52
614-49870-441	Transmission Fees	155.61
614-49870-442	Subscriber Fees	64,445.29
614-49870-447	Internet Expense	9,258.76
614-49870-460	Miscellaneous Taxes	23.59
614-49870-480	Other Miscellaneous	191.65
615-49850-241	Small Tools	7.99
615-49850-321	Telephone	124.00
615-49850-326	Data Processing	396.14
615-49850-381	Electric Utility	4,559.02
615-49850-382	Water Utility	125.66
615-49850-383	Gas Utility	1,191.21
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	71.46
615-49850-402	Repairs & Maint - Struct	143.72
615-49850-406	Repairs & Maint - Groun	612.00
615-49850-409	Repairs & Maint - Utilitie	424.92
615-49850-439	Special Projects	98,350.00
615-49850-460	Miscellaneous Taxes	19.00
617-20202	Sales Tax Payable	169.01
617-49860-211	Cleaning Supplies	1,008.71
617-49860-321	Telephone	114.58
617-49860-326	Data Processing	400.33
617-49860-340	Advertising & Promotion	225.00
617-49860-381	Electric Utility	1,202.02
617-49860-382	Water Utility	76.85
617-49860-383	Gas Utility	1,042.66
617-49860-384	Refuse Disposal	103.03
617-49860-385	Sewer Utility	150.10
617-49860-404	Repairs & Maint - M&E	199.95
617-49860-406	Repairs & Maint - Groun	59.50
617-49860-409	Repairs & Maint - Utilitie	279.34
617-49860-460	Miscellaneous Taxes	25.99
700-21707	Union Dues	1,874.36
700-21708	PD Union Dues	343.00
700-21712	Flex Account	2,067.95
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	334.59
700-21717	Individual Insurance-MB	4.84
700-21719	Individual Insurance-MB	109.17
	Grand Total:	701,209.67

Project Account Summary

Project Account Key
None

Payment Amount
701,209.67
701,209.67

Grand Total:

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
MIKE HAUGEN FOR HONORABLE AND DEVOTED PUBLIC SERVICE
AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **MIKE HAUGEN** for his untiring and valuable service to the City of Windom faithfully rendered as a Fireman for thirty-four years.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **MIKE HAUGEN** its expressions of appreciation for serving the City well as a Fireman, and its best wishes for good health, success and prosperity in the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Mike Haugen.

Adopted this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____

Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
MONTY RABBE FOR HONORABLE AND DEVOTED PUBLIC SERVICE
AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **MONTY RABBE** for his untiring and valuable service to the City of Windom faithfully rendered as a Fireman for twenty-five years.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **MONTY RABBE** its expressions of appreciation for serving the City well as a Fireman, and its best wishes for good health, success and prosperity in the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Monty Rabbe.

Adopted this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____

Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
NESTOR PALM FOR HONORABLE AND DEVOTED PUBLIC SERVICE
AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **NESTOR PALM** for his untiring and valuable service to the City of Windom faithfully rendered as a Fireman for twenty-five years.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **NESTOR PALM** its expressions of appreciation for serving the City well as a Fireman, and its best wishes for good health, success and prosperity in the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Nestor Palm.

Adopted this 1st day of May, 2018.

Dominic Jones, Mayor

Attest:

Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
MARK STEVENS FOR HONORABLE AND DEVOTED PUBLIC SERVICE
AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **MARK STEVENS** for his untiring and valuable service to the City of Windom faithfully rendered as a Fireman for twenty-one years.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **MARK STEVENS** its expressions of appreciation for serving the City well as a Fireman, and its best wishes for good health, success and prosperity in the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Mark Stevens.

Adopted this 1st day of May, 2018.

Dominic Jones, Mayor

Attest:

Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

2018 NATIONAL HOSPITAL WEEK PROCLAMATION

WHEREAS, National Hospital Week is May 6–12, 2018; and

WHEREAS, individuals all across the country will be celebrating this event; and

WHEREAS, the hard working people who compose our hospitals deserve universal regard and appreciation for keeping our community healthy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that in recognition of this event, the City Council does hereby proclaim the week of May 6-12, 2018, as

NATIONAL HOSPITAL WEEK.

The Mayor and City Council encourage the community members to express their appreciation with a sincere “Thank You” to all the dedicated people who provide the skill, facilities and technologies that make trustworthy, reliable health care possible in our community.

Adopted by the Council this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

2018 DRINKING WATER WEEK PROCLAMATION

WHEREAS, water is our most valuable natural resource; and

WHEREAS, only tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

WHEREAS, any measure of a successful society – low mortality rates, economic growth and diversity, productivity, and public safety – are in some way related to access to safe water; and

WHEREAS, we are all stewards of the water infrastructure upon which future generations depend; and

WHEREAS, each citizen of our city is called upon to help protect our source waters from pollution, to practice water conservation, and to get involved in local water issues by getting to know their water sources.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the week of May 6-12, 2018, is proclaimed as Drinking Water Week - "Your Water to know it is to love it". All residents are encouraged to help protect our source waters, practice water conservation, and to thank your local Water Operators for ensuring clean safe drinking water for our community.

Adopted by the Council this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

2018 “BUILDING SAFETY MONTH” PROCLAMATION

WHEREAS, the City of Windom, Minnesota, recognizes that Windom’s growth and strength depend on the safety and economic value of the homes, buildings and infrastructure that serve our citizens both in everyday life and in times of natural disaster; and

WHEREAS, our confidence in the structural integrity of the buildings in our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings; and

WHEREAS, the International Code Council, a U.S. based organization, brings together government officials and professionals in the various construction fields to develop and implement building safety and fire prevention codes to protect us in the buildings where we live, learn, work, worship, and play; to help safeguard these buildings from damages that can be caused by natural disasters; and to assist with mitigation procedures following natural disasters; and

WHEREAS, the International Code Council promotes the proclamation of May as “Building Safety Month” to remind the public about the critical role of local code officials in their efforts to implement codes to protect the safety of buildings in our community; and

WHEREAS, “Building Codes Save Lives” is the theme for the 2018 Building Safety Month to raise awareness of the importance of safe and resilient building construction, fire prevention, and disaster mitigation; and further, to recognize the lives that have been saved due to the implementation of safety codes by local and state agencies.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF WINDOM, MINNESOTA, proclaims May as “Building Safety Month”. Residents are encouraged to learn more about the services provided by the building code and fire prevention officials on the local and state levels to help promote safe buildings in our community.

Adopted by the Council this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____
 Steve Nasby, City Administrator

INTERNATIONAL CODE COUNCIL BUILDING SAFETY



Building Codes Save Lives

2018



WEEK ONE

May 1-5

Partnering with Code Officials to Build Stronger, Safer Communities



WEEK TWO

May 6-12

Advancing Resilient Communities Through Science & Technology



WEEK THREE

May 13-19

Protecting Communities from Disasters



WEEK FOUR

May 20-26

Safeguarding Our Water

WEEK FIVE

May 27-31

Improving Education & Training Standards for a Safer Tomorrow



VISIT

www.buildingsafetymonth.org

SEE OUR SPONSORS

www.buildingsafetymonth.org/sponsors

SPREAD THE WORD

#ICCBM18   

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS FOR 2018 WWTP IMPROVEMENT PROJECT

WHEREAS, on February 21, 2017, the City Council conducted a public hearing to discuss the recent change in State requirements to meet water quality standards, need for the improvements, alternative designs, funding availability, fiscal impacts, and schedule for improvements; and

WHEREAS, the Utility Commission met on March 29, 2017, and has made the recommendation to the City Council to approve Bolton & Menk Inc. for Engineering Services for the proposed Wastewater Treatment Plant Improvements and directed Bolton & Menk Inc. to proceed with the development of the proposed project design for the Wastewater Treatment Plant Improvements; and

WHEREAS, on April 4, 2017, based on the recommendation from the Utility Commission, the City Council approved Bolton & Menk Inc. for Engineering Services for the design of the proposed Wastewater Treatment Plant Improvements; and

WHEREAS, on April 19, 2018, the Project Engineer provided for review by the Utility Commission a current Capital Cost summary for the project.

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

1. The Council finds said upgrade improvements are necessary to meet the State Standards for the operation of the Wastewater Treatment Facility.
2. Such improvements, as outlined and recommended by the Utility Commission and presented by Bolton and Menk Inc., are hereby ordered.
3. Bolton and Menk Inc. Project Engineer shall, prepare plans and specifications for the making of such improvements.

Adopted by the Windom City Council this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**PSIG Grant Share
Capital Cost Opinion
City of Windom, Minnesota
18-Apr-18**

Item	Capital Cost Opinion	1 mg/l TP Percentage	Total PSIG Share
Mobilization	\$670,800	45	\$301,860
Site Work/Landscaping	\$670,800	45	\$301,860
Site Piping/Valves	\$368,940	75	\$276,705
New Preliminary Treatment Facilities	\$1,844,700	40	\$737,880
Anoxic /Swing Selector Basin	\$245,960	100	\$245,960
Aeration Basins Modification	\$49,192	50	\$24,596
Anaerobic Basin	\$447,200	100	\$447,200
Mixed Liquor Return and Anaerobic Return Pumps	\$122,980	100	\$122,980
Replacement of Final Clarifiers Mechanisms	\$641,956	50	\$320,978
Replace Aeration Blowers	\$614,900	50	\$307,450
RAS+ WAS + Sludge Transfer Pump Replacement	\$307,450	65	\$199,843
New Disinfection System	\$307,450	50	\$153,725
Biosolids Holding Tank	\$2,705,560	70	\$1,893,892
Heated Aerobic Digester -Replace Heat Exchanger, RecirPump and Diffusers	\$245,960	70	\$172,172
Existing Teriary Filter Rehabilitation	\$1,229,800	75	\$922,350
Chemical Feed Equipment	\$338,195	100	\$338,195
Chlorine Contact Basin and Reaeration Basin	\$922,350	50	\$461,175
Electrical/Controls	\$1,229,800	50	\$614,900
Subtotal	\$12,963,993	-	\$7,843,720
Contingencies (5%)	\$648,200	-	\$392,186
Engineering/Administration/Legal	\$1,659,000	65	\$1,078,350
TOTAL	\$15,271,192	-	\$9,314,256
Grant Amount (80% of PSIG Share or \$7 million)	\$7,000,000		\$7,451,405
TOTAL LOAN AMOUNT	\$8,271,192		
ESTIMATED SHARE OF PROJECT COSTS			
City of Windom (55%)	\$4,549,156		
Prime Pork (40%)	\$3,308,477		
Windom Wash (5%)	\$413,560		

	Permit	Phase 1		Max				
			Monthly Average	Weekly Average		Testing	Sample	
X	BOD	Dec-March	5 Mg/L	34 Kg/Day	10 Mg/L	69 Kg/Day	2x Pr /Week	24 Hr composite
		April-Nov	25 Mg/L	173 Kg/Day	40 Mg/L	277 Kg/Day	2x Pr /Week	24 Hr composite
	New Permit	Phase 2		Max				
			Monthly Average	Weekly Average		Testing	Sample	
	BOD	Jan- Dec	15 Mg/L	104 Kg/Day	25 Mg/L	173 Kg/Day	3x Pr/week	24 Hr composite
	Percent	Phase 1 & 2						
	Removel	85%						
				Max				
	No Change		Monthly Average	Weekly Average		Testing	Sample	
	TSS	Jan- Dec	30 Mg/L	208 Kg/Day	45 Mg/L	311 Kg/Day	3 x week	24 Hr composite
	Percent	Phase 1 & 2						
	Removel	85%						
	Salty Discharge		Monthly Monitor	Max Monthly		1 x Month	24 Hr composite	
	Calcium		Monthly Monitor				Jan-Dec	
	Hardness		Monthly Monitor				Jan-Dec	
	Magnesium		Monthly Monitor				Jan-Dec	
	Potassium		Monthly Monitor				Jan-Dec	
	Sodium		Monthly Monitor				Jan-Dec	
	Tota Dissolved Solids		Monthly Monitor				Jan-Dec	
	Specific Conductance		Monthly Monitor				Jan-Dec	
X	Chloride	Management Plan	280 Mg/L	608 Mg/L		1 x Month	Jan-Dec	

Copper Total	No Change					1x Month	Mar,June,sep,dec
Copper Dissolved						1x Month	Mar,June,sep,dec

Mercury Total	Change from Quarterly to 2x Pr/Year					1x month	May & Sept
Mercury Dissolved							

			Monthly Average	Monthly Average	Testing	Testing	
	Ammonia Nitrogen						
			8.2 Mg/L	8.0 Mg/L	2 x Week	3 x week	Dec-Mar
			7.2 Mg/L	4.1 Mg/L	2 x Week	3 x week	April-May
			1.0 Mg/L	1.0 Mg/L	2 x Week	3 x week	June-Sept
			3.3 Mg/L	3.1 Mg/L	2 x Week	3 x week	Oct- Nov

limit

Chronic Toxicity Testing		1 Tuc				1x Month	Mar,June,sep,dec
	Tre						
Chronic Toxicity Testing		1 Tuc				1x Month	Spring, Fall

Nitrite Plus Nitrate		Monitor only				1 xMonth	Jan-Dec	1 x week
						2 xMonth	Jan-Dec	
TKN (Total Kjeldahl Nitrogen)		Monitor only				1 xMonth	Jan-Dec	2 x week
						2 xMonth	Jan-Dec	
Total Nitrogen		Monitor only				1 xMonth	Jan-Dec	
		18 Mg/L				2 xMonth	Jan-Dec	

Phosphorus	Phase 1	Monitor only				1 x week	Jan-Dec
Phosphorus	Phase 2	1 Mg/L				1 x week	June- sept
Phosphorus		Monitor only				1 x week	Oct-May

Windom

2017 DRINKING WATER REPORT

Making Safe Drinking Water

Your drinking water comes from a groundwater source: eight wells ranging from 87 to 142 feet deep, that draw water from the Quaternary Buried Unconfined, Quaternary Buried Artesian and Quaternary Water Table aquifers.

Windom works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Mike Haugen, Water & Wastewater Superintendent, at 507-831-6138 if you have questions about Windom's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Windom Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2017.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and Testing of Drinking Water in Minnesota](http://www.health.state.mn.us/divs/eh/water/factsheet/com/sampling.html) (<http://www.health.state.mn.us/divs/eh/water/factsheet/com/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.
- **Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **NA (Not applicable):** Does not apply.
- **NTU (Nephelometric Turbidity Units):** A measure of the cloudiness of the water (turbidity).
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter ($\mu\text{g}/\text{l}$).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.
- **TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.

- **Variations and Exemptions:** State or EPA permission not to meet an MCL or a treatment technique under certain conditions.

Water Quality Data Tables

LEAD AND COPPER – Tested at customer taps.

Contaminant	Percentage of homes with levels below MCL	MCL	Actual Concentration	Number of homes tested	Number of homes exceeding MCL	Reason for Exemption
Copper (07/15/15)	90% of homes less than 1.3 ppm	0 ppm	1.28 ppm	2 out of 20	NO	Corrosion of household plumbing.
Lead (07/15/15)	90% of homes less than 15 ppb	0 ppb	7.7 ppb	0 out of 20	NO	Corrosion of household plumbing.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant	Actual Concentration	MCL	Reason for Exemption	Number of homes tested	Number of homes exceeding MCL	Reason for Exemption
Nitrate	10.4 ppm	10 ppm	0.14 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Contaminant	Maximum Contaminant Level Goal (MCLG)	Maximum Contaminant Level (MCL)	Current Level	Secondary MCL	Health Risk	Notes
Total Trihalomethanes (TTHMs)	80 ppb	N/A	17.9 ppb	N/A	NO	By-product of drinking water disinfection.
Total Haloacetic Acids (HAA)	60 ppb	N/A	8.2 ppb	N/A	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	1.15 ppm	0.30 - 2.11 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

OTHER SUBSTANCES – Tested in drinking water.

Contaminant	Maximum Contaminant Level Goal (MCLG)	Maximum Contaminant Level (MCL)	Current Level	Secondary MCL	Health Risk	Notes
Fluoride	4.0 ppm	4.0 ppm	0.82 ppm	0.78 - 0.79 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: Fluoride is nature's cavity fighter, with small amounts present naturally in many drinking water sources. There is an overwhelming weight of credible, peer-reviewed, scientific evidence that fluoridation reduces tooth decay and cavities in children and adults, even when there is availability of fluoride from other sources, such as fluoride toothpaste and mouth rinses. Since studies show that optimal fluoride levels in drinking water benefit

public health, municipal community water systems adjust the level of fluoride in the water to a concentration between 0.5 to 1.5 parts per million (ppm), with an optimal fluoridation goal between 0.7 and 1.2 ppm to protect your teeth. Fluoride levels below 2.0 ppm are not expected to increase the risk of a cosmetic condition known as enamel fluorosis.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Windom is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;

- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](http://www.health.state.mn.us/divs/eh/water/swp/swa/) (www.health.state.mn.us/divs/eh/water/swp/swa/) or call 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Windom provides high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
 - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: [Are your pipes made of lead? Here's a quick way to find out](https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home) (https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home).
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
 - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
[Environmental Laboratory Accreditation Program](https://apps.health.state.mn.us/eldo/public/accreditedlabs/labsearch.seam)
 (https://apps.health.state.mn.us/eldo/public/accreditedlabs/labsearch.seam)
 The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
 - Read about water treatment units:
[Point-of-Use Water Treatment Units for Lead Reduction](http://www.health.state.mn.us/divs/eh/water/factsheet/com/poulead.html)
 (http://www.health.state.mn.us/divs/eh/water/factsheet/com/poulead.html)

Learn more:

CONSUMER CONFIDENCE REPORT

- Visit Lead in Drinking Water (<http://www.health.state.mn.us/divs/eh/water/contaminants/lead.html#Protect>)
- Visit Basic Information about Lead in Drinking Water (<http://www.epa.gov/safewater/lead>)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit Lead Poisoning Prevention: Common Sources (<http://www.health.state.mn.us/divs/eh/lead/sources.html>).

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: Denise Nichols
DATE: April 26, 2018
RE: **2018 Airport Improvement Project**
DEPT: Administration
CONTACT: Denise Nichols 832-8652

Recommendations/Options/Action Requested

1. Adopt Resolution Approving Plans and Specifications for the 2018 Airport Improvement Project.
-

Issue Summary/Background

Lindsay Reidt from SEH will attend the Council Meeting and will review the Plans and Specifications for the 2018 Airport Improvement Project with the Council. The 2018 Project includes Hangar Additions and a Taxiway Extension.

It is estimated that approximately \$500,000 will be needed for the Airport Project. Eligible airport projects are currently subject to the following funding share: 90% FAA, 5% MnDOT, and 5% local.

Fiscal Impact

Funding has been allocated for the City's portion of the project.

Attachments

1. Plans and Specifications for 2018 Airport Improvement Project
2. Resolution Approving Plans and Specifications for 2018 Airport Improvement Project.

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS
FOR THE "2018 AIRPORT IMPROVEMENT PROJECT"**

WHEREAS, pursuant to a resolution adopted by the Council on April 17, 2018, Airport Engineer Short Elliott Hendrickson Inc. has prepared plans and specifications for the proposed "2018 Airport Improvement Project" and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Clerk/Administrator.
2. The City Clerk/Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Clerk/Administrator until 2:00 p.m. on May 31, 2018. At said time, the bids will be publicly opened by the City Clerk/Administrator and Airport Engineer in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements will be awarded on or before June 19, 2018, at the City Council Meeting scheduled for 7:30 p.m.

Adopted by the Council this 1st day of May, 2018.

Dominic Jones, Mayor

Attest: _____
Steve 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: Jeff Dahna, Telecom General Manager
DATE: 4/27/2018
RE: Telecom WiFi Extender, Website/DNS Hosting Rates/Fees 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 the following rates and fees for Telecom Services.

Telecom Service Rate/Fees

<u>Item</u>	<u>Monthly Fee</u>	<u>Non-Reoccurring Fee</u>
WiFi extender 804 Mesh Satellite	\$3.00	
Website Hosting	\$30.00	\$50 setup/change fee
DNS Hosting	\$5.00	\$25 setup/change fee

Issue Summary/Background

The Telecom Commission met on April 23rd, 2018, and determined that a service rates/fees should be added to the Windomnet rate. The WiFi extender 804 Mesh Satellite is a new and needs to have rates/fees established. Web Hosting and DNS Hosting services need to have rates/fees established. These rates and fees will generate revenue to cover equipment costs and operational costs.

The Commission voted unanimously to recommend to the City Council a new Telecom Service Rates/Fees. The Telecom General Manager proposes the new Telecom Rates/Fees take effect May 2nd, 2018.

Fiscal Impact

These rates and fees will generate revenue to cover equipment costs 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 Services offered by WindomNet as set forth below.

804 Mesh Satellite of \$3.00 MRC
Tech installed fee at labor rate
Self-install no charge
\$125 replacement fee

Web hosting services- \$30.00 MRC
\$50 setup/change fee

DNS hosting fee - \$5.00 MRC
\$25 setup/change fee

Adopted this 1st day of May, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

INFORMATIONAL 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: Community Center Commission
DATE: May 1, 2018 (City Council Meeting Date)
RE: Outdoor Patio Area - Structure
DEPT: Multi-Purpose
CONTACT: Brad Bussa, Community Center Director at 831-6149 or wincc@windomnet.com

Recommendations/Options/Action Requested

Input from the City Council and discussion concerning authorization to continue with additional research regarding structure options for the outdoor patio area.

Issue Summary/Background

Over the past several years, the Community Center Commission has been discussing options for an outdoor patio area including a structure for the area. At the Community Center Commission Meeting on Monday, April 23, 2018, the Commission discussed an option for a structure for the patio area. Commission Member Mitch Voehl reviewed a plan and provided costs estimates for a 48' X 48' X 10' stand-alone structure as Phase I of the project. After further discussion, the Commission Members agreed to pursue a second estimate and submit the information to the City Council for their thoughts and input.

Fiscal Impact

None at this time. The Community Center has received donations for use for the outdoor patio area.

Attachments

Photographs (2)
Cost Estimates (2)





Lester Building System

- Wayne Lutterman Construction

cell: (507)236-1815 Office: (507)764-8752

Mitch Voehl. 40'x40'x10' Lester's 2015 IBC Code

Lester's Engineered Stamped Drawings

This is a open building no end wall posts

Side wall posts are 3 ply 2x10 with a 2x6 face ply

No other framing on side walls, no post covers

Roof system 2x12 over 2x8 with 2x6 roof purlins

2" tuff roll insulation under roof steel

Gable end steel included

This is priced as a post embedded in the ground.

Price includes Freight Labor and Sales Tax \$19749.00

15% down 70% upon delivery of material 15% upon completion of building

Thanks

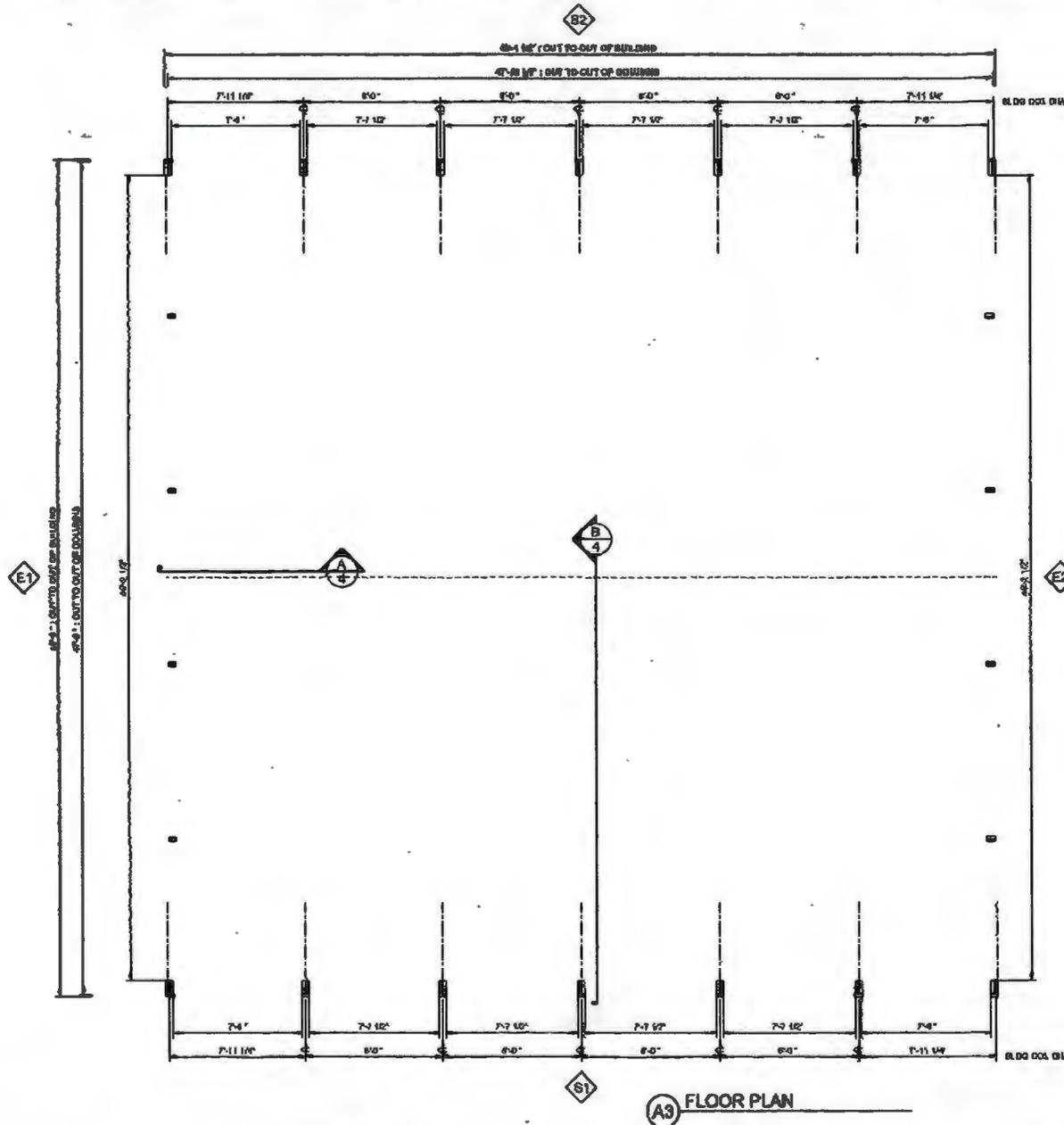
Wayne Lutterman.

 **Option 48'x48'x10' \$28412.00**

3' Modera brick wainscoting on 4 corner posts

All of the post have a metal post covering up to the roof.

All of the material is the same as the 40' wide building



A3 FLOOR PLAN

	DEALER INFO.	CUSTOMER INFO.	BUILDING DESCRIPTION	Customer Approval	Bldg Direction	PROJ: A99B-15438-00-00 PROPOSAL DRAWINGS ONLY <small>Not Intended for Construction Purposes</small> <small>The information presented in this drawing is based on a preliminary design using the data provided. The final design is subject to Lester Engineering review.</small> <small>* NOT TO SCALE *</small>
	Wayne Luterman Construction Inc. 617-130th Street Sherburn, MN 56171	Mitch Voehl 72003 Petersburg Rd Jackson, MN 56143	48'-0" x 48'-1" x 10'-0" Uni-Frame Embedded QP032218	<div style="border-bottom: 1px solid black; width: 100%;"></div> <small>(Initials)</small> DATE:	 <small>(Mark North)</small>	

1-800-826-2233

P: 507-831-2600

F: 507-831-2601



www.agbuilders.com

gdfabs@windomnet.com

PO Box 26 - 1815 1st Ave. Windom, MN 56101

Proposal

Date 4/26/2018

To Windom Community Center
Windom, MN 56101

Ph

For Park Canopy Style Roof System w/ Posts - Free Standing

ITEM	QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	1.00	48' x 48' x 10' Free Standing Canopy System - 8 Post Design - Spec'd to IBC 2009 Per Attached Wick Buildings Bill of Materials	25,442.00	\$25,442.00
2	1.00	Labor to Construct Canopy Project	8,600.00	\$8,600.00
3	1.00	Dumpster for Garbage & Scrap Disposal	450.00	\$450.00
4	1.00	Estimated Concrete for Poured Column Anchoring	500.00	\$500.00
<p>Note: Sales Tax & Brick Column Wrap Pricing Not Included</p> <p>- Pricing Includes Engineer Stamped Planset for Local Building Official</p>				
			Subtotal	\$34,992.00
			Tax	
			Total	\$34,992.00

Tax rate: _____ %

QUOTED BY : BRANDON PLETCHER

- 450.00 Dumpster
 34,472.00
 + 2,369.95 Sales TAX
 \$36,841.95



PROPOSAL
COMMUNITY CENTER
CANOPY PROJECT



OWNER/PURCHASER

City of Windom
 444 9th St
 WINDOM, MN 56101
 Phone: (507) 832-8652

BUILDING SITE

Windom Community Center
 1750 Cottonwood Lake Drive
 WINDOM, MN 56101
 County: COTTONWOOD

BUILDER

Ag Builders
 1815 1st Ave North
 WINDOM, MN 56101
 Phone: (507) 831-2600
 bpletcher@agbuilders.com

WING 1 SPECIFICATIONS: 48' 0" W x 48' 0" L x 10' H

Bay Spacing: 6 @ 8'-0"
 Package Spec: 2012 IBC
 - 110 MPH Wind Load

OPTION SPECIFICATIONS:

Roof Items

Drip Stop Condensation Control	Full Roof
Conv to 2x6 1650 MSR Purlins Dropped 24" O.C.	Full Roof

Wall Items

Addition of 2x6 kneebrace@45 angle	8 EA
Open 1 bay - Endwall	48 LF
Open 1 bay - Endwall	48 LF
Cover Gable with Steel	1 EA
Cover Gable with Steel	1 EA
Backfill Holes with Concrete	4 EA
Backfill Holes with Concrete	4 EA
Open 2 Bays with W-9 Units - Sidewall	48 LF
Additional Lower Chord Stabilizers	240 LF
Open 2 Bays with W-9 Units - Sidewall	48 LF

Foundation Items

3/4 treated plywood for each column framing wrap per tech services	8 EA
--	------

Additional Items

14' 3 Ply 2x6 Laminated Column	EA
16' 3 Ply 2x6 Laminated Column - Fully Treated	8 EA
Porch Column Covered With Steel Trim	8 EA
WICK Colored Steel, 29 Gauge, G-90 - (2) Extra Roof Panels	180 SF
Structural Basic Plan Set	1 EA
-- Engineer Seal on Basic Plan Set	1 EA



Authorized Wick Builder
COLORS:

PROPOSAL
COMMUNITY CENTER
CANOPY PROJECT



Roof		Wall		Doors & Windows
Eave	Hunter Green	Add Column Covers	Hunter Green	
Ridgecap	Hunter Green	Gable Cover	Ivory	
Roof Cover	Hunter Green	Material - Wall Cover	Hunter Green	
UCR Trim at Rake	Hunter Green	Trim	Hunter Green	
		UCR Trim at Corner	Hunter Green	
		Wall Cover	Ivory	
		Wall Sign	Ivory	

CONTRACT NOTES

This Proposal is Good for 30 Days.

Note: Not Included in Proposal are Excavation, Building Pad Prep, Concrete Floor, Electrical & Plumbing, Heating & Cooling, Back Fill, and Soil Failure.

Note: Customer is Responsible for Contacting Local One Call to Locate Underground Lines, Excavating Top Soil, Building Pad Preparation and Compaction, Soil Removable, and Providing an Un-obstructed 10' Level Perimeter Around Building Site for Lifts and Equipment.

Total Proposed Materials Investment: \$25,442.00

VALID DATES

Quote Valid for 30 Days

ORDINANCE NO. 169, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA,
APPROVING THE SALE OF CITY-OWNED REAL ESTATE**

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the City of Windom, Minnesota, owns Real Estate along Highway 60/71 between 11th and 12th Streets and the north side of 12th Street adjacent to the east side of the highway located in, Windom, Minnesota, and legally described as:

THAT PART OF BLOCKS 4 AND 5, ORIGINAL TOWNSITE OF WINDOM, MINNESOTA; LOT 7, BLOCK 49, SECOND ADDITION TO WINDOM; AND VACATED ELEVENTH STREET, SHOWN AS PARCEL 44 ON MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NUMBERED 17-39 AS THE SAME IS ON FILE AND OF RECORD IN THE OFFICE OF THE COUNTY RECORDER IN AND FOR COTTONWOOD COUNTY, MINNESOTA, (“Real Estate”); and

WHEREAS, the City of Windom has received a bona fide written offer from the Minnesota Department of Transportation to purchase the Real Estate for the purpose of highway reconstruction and/or maintenance of pedestrian access; and

WHEREAS, the offer to purchase contains all of the terms and conditions covering the sale of this Real Estate for the sum of \$4,700.00; and

WHEREAS, the closing on the sale of the Real Estate is scheduled to occur on or before July 1, 2018; and

WHEREAS, Section 8.02, “Sale of Real Property” of the Charter for the City of Windom states: No real property of the City shall be disposed of except by ordinance; and

WHEREAS, the City Council of the City of Windom, after review of the Purchase Offer and public input, has determined that the sale of the above Real Estate as proposed in the Purchase Offer is in the best interests of the City of Windom and its citizens.

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

THE SALE OF THE PROPERTY DESCRIBED AS PART OF BLOCKS 4 AND 5, ORIGINAL TOWNSITE OF WINDOM, MINNESOTA; LOT 7, BLOCK 49, SECOND ADDITION TO WINDOM; AND VACATED ELEVENTH STREET, SHOWN AS PARCEL 44 ON MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NUMBERED 17-39 AS THE SAME IS ON FILE AND OF RECORD IN THE OFFICE OF THE COUNTY RECORDER IN AND FOR COTTONWOOD COUNTY, MINNESOTA, (“Real Estate”); TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR THE PURPOSE OF

HIGHWAY RECONSTRUCTION AND/OR MAINTENANCE OF PEDESTRIAN
ACCESS UPON THE TERMS SET FORTH HEREIN.

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

EFFECTIVE DATE: This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN; and this ordinance shall be in full force and effect immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 1st day of May, 2018.

Dominic Jones, Mayor

ATTEST:

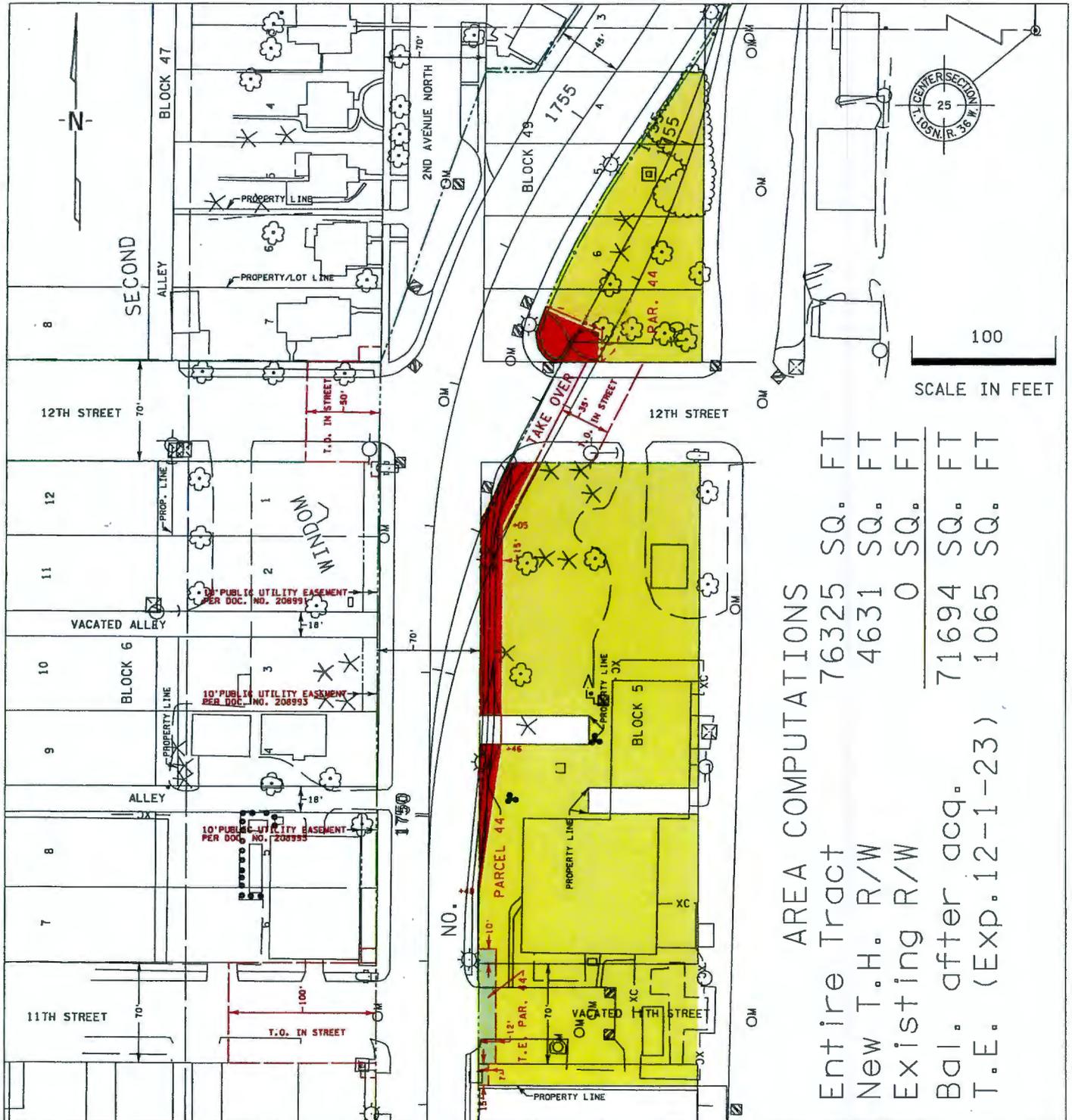
Steven Nasby, City Administrator

1st Reading: April 17, 2018
2nd Reading: May 1, 2018
Adoption: May 1, 2018
Published: May 9, 2018

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

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: Steve Nasby, City Administrator *SN*
DATE: April 27, 2018
RE: MN DOT Purchase of City-owned Property
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Await action by MN DOT on acquisition of fee simple title.

Issue Summary/Background

As previously discussed, MN DOT has planned a 2019 maintenance program for Highways 60 and 71 through Windom. Work at this location will be for storm water drainage improvements and tile outlets.

The request from MN DOT to purchase property was discussed and concern was raised about a future hospital (secondary or emergency) access if the property. Currently this land is used as open space for the Hospital and they have no objections to the proposed sale or easement as long as the walking trail is not impacted. Since the City Council's last discussion, MN DOT has reduced the amount of property they need to purchase from .11 acres to .04 acres while the amount for a temporary easement has grown from .03 acres to .09 acres.

To address the concern regarding future access, staff proposed to the City Council that MN DOT be offered an easement to do the necessary construction work and presence of the tile outlets. At the April 17, 2018 meeting the Council concurred with this position. MN DOT has been consulted and has rejected the easement option. Additionally, MN DOT has advised through their land acquisition consultant that their intent is to pursue a fee simple title through eminent domain. Legal service pertaining to the eminent domain proceeding has been received.

Fiscal Impact

MN DOT is proposing to purchase the .04 acres shown in Parcel #50 for \$2,613. In addition, they would pay the City \$2,666 for the five year easement on .09 acres as shown on Parcel #50. Should an easement be offered the price would likely be reduced on the .04 acres by approximately 50%.

Attachments

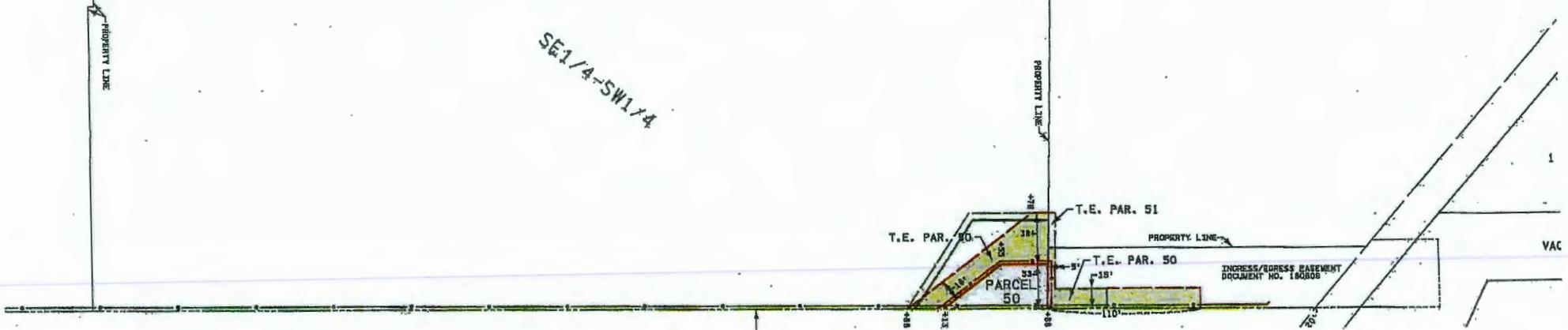
1. REVISED Parcel #50 map.

1-SW1.

RIGHT OF WAY IN SECTION 24-105-36								
PARCEL	OWNER	CONTIGUOUS PROPERTY	ENTIRE TRACT WITHOUT ROADS	NEW T.H. R/W	BALANCE	TEMPORARY EASEMENT		PERMANENT R/W INTEREST
			ACRES	ACRES	ACRES	ACRES	EXPIRES	
50	CITY OF WINDOM	SE 1/4 SW 1/4	16.42	0.04	16.38	0.05	12/01/2023	FEE
51	CITYWOOD VETERINARY CLINIC	SE 1/4 SW 1/4	5.00		5.00	0.01	12/01/2023	

NOTE: TEMPORARY COMMISSIONER'S ORDERS IN PUBLIC ROADS WILL EXPIRE ON 12-01-2023.
 * ENCUMBERED HIGHWAY AND ROAD EASEMENTS ARE INCLUDED IN NEW T.H. R/W ACRES.

SE 1/4-SW 1/4



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: Steve Nasby, City Administrator *SN*
DATE: April 24, 2018
RE: MN DOT Purchase of City-owned Right of Way
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 execution of a form extinguishing an easement held by the City across the frontage road adjacent to GDF Enterprises.

Issue Summary/Background

MN DOT has requested that the City release an easement (old railroad spur) that crosses the frontage road adjacent to the GDF Enterprises. This former railroad spur went from the rail line to Toro. When the spur was abandon the easement was not extinguished. GDF Enterprises has already consented to the release of the easement on its property.

Fiscal Impact

None.

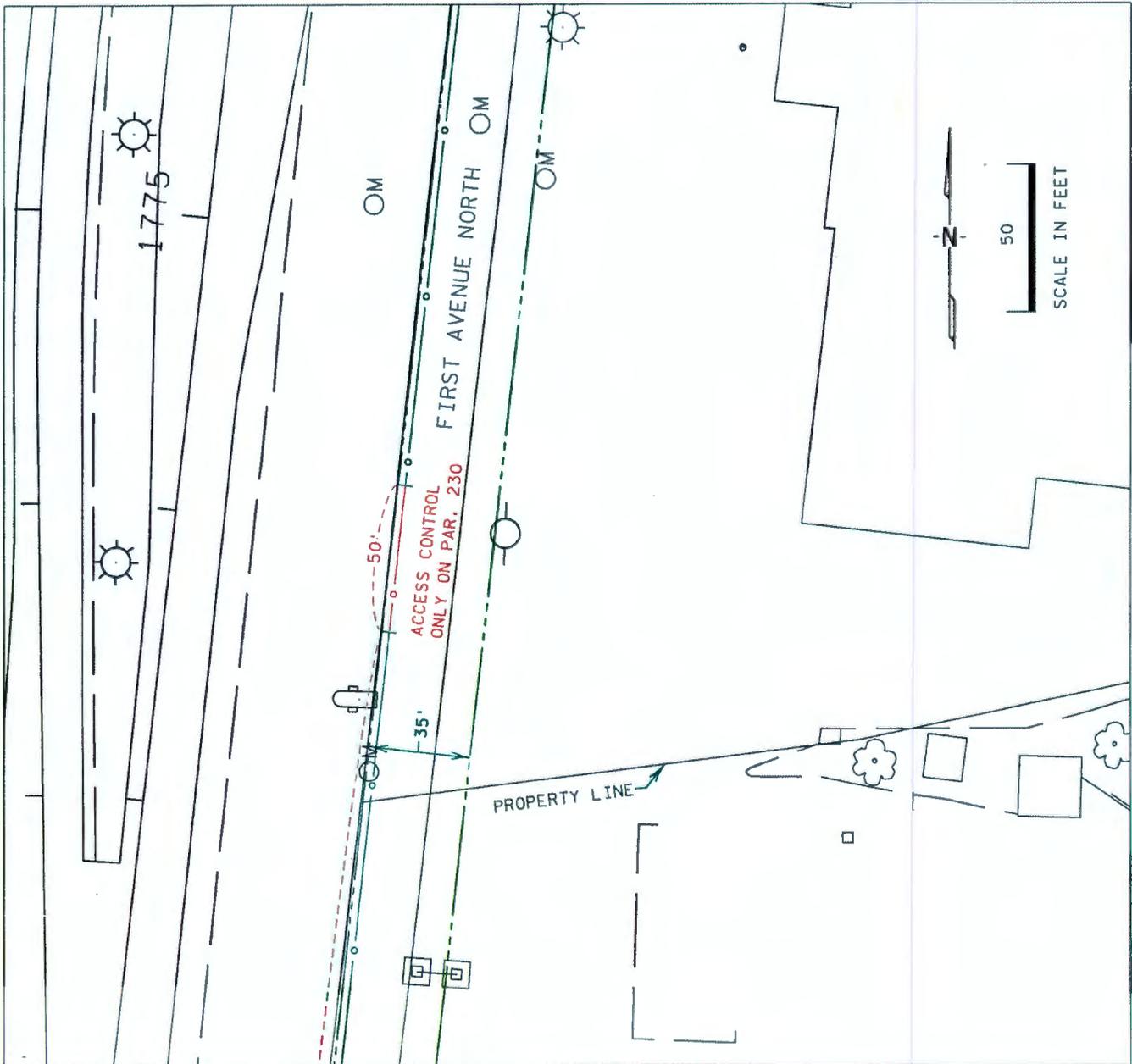
Attachments

1. Easement release map.

Control Section: 1703 (60=) 901
State Project: 1703-73RW
Owner: GDF Properties, LLC

County: Cottonwood

Parcel Number: 230
Sheet 2 of 2
Scale 1 inch = 50 ft.



Memo: Pool Seasonal Hires

To: Windom City Council

From: Samantha Baloun
Pool Manager

The following is an additional Seasonal hire for the Windom Swimming Pool. The listed individuals will complete all documentation, interview, and mandatory training. Upon completion of these, they will begin working at the City of Windom Pool after approval.

SEASONAL SUMMER EMPLOYEES 2018- Pool

Jamie Symens
Eliza Jacob
Gracie Bucher
Jadyn Wormstadt
Zachary Squires
Rachel Wolf

If you have any questions regarding this memo feel free to contact me at 507-830-1356.