

Council Meeting
Tuesday, June 19, 2018
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – June 5, 2018
 - HRA – May 9, 2018
 - Planning Commission – June 4, 2018
 - EDA – June 11, 2018
 - Telecom Commission – June 13, 2018
- Regular Bills

2. Department Heads

3. Airport – SEH Engineering

- Contract Amendment
- Hanger Bid Award/Grant Request Submittal Resolution

4. Planning Commission Variance Recommendation -2470 Hwy 60 East

5. Call for a Public Hearing – New Housing Tax Abatement Program

6. Compost Site – Cottonwood County Lease Agreement

7. Street Closure Request

- Relay for Life

8. Designation of 2018 Filing Period

9. Resolution Appointing Election Judges

10. Personnel – Community Center

11. Contractor Payments – Arena – Request #2 MN Ice \$267,425.00

12. New Business

13. Old Business

14. Council Comments

15. Adjourn



Approved

**Regular Council Meeting
City Hall, Council Chamber
June 5, 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, JoAnn Ray and Rod Byam

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Al Baloun, Recreation Director; Dawn Aamot, Library Director; Scott Peterson, Police Chief; Dan Ortmann, Fire Chief; Drew Hage, Development Director and Devin Kopperud, Police Officer.

Pledge of Allegiance

3. Addition to Agenda:

- Old Business
 - MPCA Meeting Update
 - Bonding Bill Update
 - Flood Plain Mapping Update

Motion by Sherman second by Grunig approving the Addition to the Agenda. Motion carried 5 – 0.

4. Consent Agenda:

- Minutes
 - Council Minutes – May 14 & 15, 2018
 - Park and Recreation Commission – May 9, 2018
 - Tree Commission – May 15, 2018
 - Capital Finance Committee – May 15, 2018
 - Planning Commission – May 16, 2018
 - EDA – May 17, 2018
 - Community Center Commission – May 21, 2018
 - Utility Commission – May 23, 2018
- License
 - Business Solicitation Permit – Edward Jones
 - Brent Anderson
 - Tony Scott
- Regular Bills

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

Approved

5. Department Heads:

Al Baloun, Recreation Director, said that the Pool opened on June 4th. He noted that the wading pool is currently closed due to a pump needing replacement. The Park/Recreation programs also started and reminded the public to be aware of kids travelling to and from activities. An update was given on the Arena Ice Project. The project is on schedule and tubing installation will begin soon.

Dawn Aamot, Library Director, stated that the Summer Reading Program has started at the Library. This year's theme is "Reading Takes You Everywhere," encouraging kids to keep reading through the summer. Kids can sign up and earn prizes for reading books. The Library will be hosting "Rocking Red," a family fun variety show on June 8th as part of the Riverfest Family Night at the Windom Area High School. Currently they are hosting a mini-book sale along with having refreshments as a thank you for the recent library contributions. Friday June 8th there is a digital book mobile visiting. At next week's commission meeting, the window contractor will be providing an update and providing a timeline. Aamot shared that the second grant of \$22,000 from the State of Minnesota was approved for the interior updating project.

Drew Hage, Development Director, deferred to Council member Joyce about the bike ride with the Council. Joyce expressed that event brought awareness to the biking conditions in Windom. A few points that were noted: 1) The pedestrian crossing signs in the crosswalks by Island Park need placement; 2) The crossing at Hwy 60/71 and McDonalds along with the crossing at Hwy 60/71 and 16th Street are hard to cross, and 3) River Road and 17th Street areas were discussed due to the schools locale. Hage also informed the Council about the Grow Your Own meeting in Granite Falls with Southwest Initiative Foundation that talks about the poverty level in our communities and what is being done by cities to address this.

Nasby noted in the recent addition of the Beverage Dynamics magazine, RiverBend Liquor was recently named one of the retailers of the year for 2017. He thanked staff for their work.

6. Resolution Accepting Donation - Library – Windom Figure Skating Club:

Council member Joyce introduced the Resolution No. 2018-48, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM FIGURE SKATING CLUB TO THE WINDOM LIBRARY", and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Sherman, Joyce, Byam, Grunig, Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

7. Resolution Accepting Donation – Park & Recreation Programs – Remick Foundation:

Council member Grunig introduced the Resolution No. 2018-49, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM THE REMICK FOUNDATION TO THE WINDOM PARK & RECREATION PROGRAMS", and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Joyce, Byam, Grunig, Ray, Sherman. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Tree Committee – Grant Application Authorization:

Nasby explained that the Tree Committee has a \$15,000 grant opportunity to plan for the Emerald Ash Borer along with the current tree planting program. There is no monetary match requirement,

Approved

but the committee feels a match would strengthen their application. The committee is asking for permission to use some of the 2019 and/or 2020 tree funds amounting to \$3,000 to \$6,000 to use as leverage for the State grant.

Motion by Joyce second by Ray to authorize the Tree Committee to apply for the State Tree Grant committing up to \$6,000 from the 2019/2020 budget funds. Motion carried 5 – 0.

9. Fire Department – Officer Appointments:

Dan Ortmann, Fire Chief, addressed the Council with an opening for Assistant Fire Chief due to the recent squad retirements. Ortmann is recommending Ben Derickson move up in rank to 1st Assistant Chief and appointing Mark Marcy as 2nd Assistant Chief/Training Officer.

Motion by Ray second by Joyce to approve appointing Ben Derickson 1st Assistant Fire Chief and Mark Marcy 2nd Assistant Fire Chief/Training Officer. Motion carried 5 – 0.

10. Airport - Resolution Bid Award 2018 Hangar and Taxilane Construction Project:

Lindsay Reidt, from SEH Engineers, presented the Council with the recent bid results for the 2018 Hangar and Taxilane Construction Project. One bid was received in the amount of \$630,000 vs the engineer's estimate of \$539,150. She reminded that the project is funded 90% by the FAA, 5% by the state and 5% by the City of Windom. Windom currently has \$304,000 banked entitlement funds that can be used. Reidt is seeking direction from the Council to 1) seek additional transfer money, 2) reject the bid and re-bid the same project, or 3) reject the bid and re-bid in separate parts.

Nasby confirmed that the two additional hangars are the highest priority.

The Council discussed the bid timeframe and logistics of the bid received. Conversation also included how to proceed with the project.

Nasby stated that it is staff's recommendation along with the engineer and Airport Manager to reject the bid received. They are proposing rebidding the hangar construction portion of the project, with a possibility of the taxiway portion bid in the fall if funding is still available.

Motion by Joyce second by Sherman to reject the "2018 Hangar and Taxilane Construction Project" bids. Motion carried 5 – 0.

Motion by Byam second by Grunig to approve the re-bidding and advertising for the "2018 Hangar Construction Project". Motion carried 5 – 0.

Mayor Jones excused himself at 8:19 PM. Council Member-at-Large Sherman took over the meeting.

11. Ordinances:

Hage briefed the Council about the proposed Sidewalk Café Ordinance that had its first reading at the previous Council meeting. He also recommended the Council approve the "Title and Summary of Ordinance No. 170, 2nd Series" for publication in lieu of publishing the entire ordinance.

Approved

Motion by Joyce second by Byam to approve the 2nd Reading of Ordinance #170, 2nd Series - AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 95, ENTITLED "STREETS AND SIDEWALKS", BY ADDING NEW SECTIONS ON "SIDEWALK CAFES". Motion carried 5 – 0.

Motion by Grunig second by Joyce to approve the TITLE AND SUMMARY of Ordinance #170, 2nd Series - AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 95, ENTITLED "STREETS AND SIDEWALKS", BY ADDING NEW SECTIONS ON "SIDEWALK CAFES". Motion carried 5 – 0.

Motion by Joyce second by Grunig to approve the 2nd Reading of Ordinance #171, 2nd Series - AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 118, ENTITLED "ALCOHOLIC BEVERAGES", BY ADDING NEW SECTIONS ON "OUTDOOR SALES/SERVICE OF ALCOHOLIC BEVERAGES". Motion carried 5 – 0.

Motion by Grunig second by Joyce to approve the TITLE AND SUMMARY of Ordinance #171, 2nd Series - AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 118, ENTITLED "ALCOHOLIC BEVERAGES", BY ADDING NEW SECTIONS ON "OUTDOOR SALES/SERVICE OF ALCOHOLIC BEVERAGES". Motion carried 5 – 0.

Mayor Jones returned to the meeting at 8:23 PM.

12. Resolution Sidewalk Café Annual Permit Fee:

Hage stated that the Planning Commission reviewed and recommended approval of an annual permit fee of \$50 for sidewalk cafes.

Council member Byam introduced the Resolution No. 2018-50, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR SIDEWALK CAFE PERMITS”, and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Byam, Grunig, Ray, Sherman, Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

13. Contractor Payments:

Motion by Grunig second by Sherman to approve Pay Request #5 for Conductor Power LLC in the amount of \$19,219.45 for the Substation Project. Motion carried 5 - 0.

Motion by Sherman second by Grunig to approve the Pay Request for States Manufacturing in the amount of \$51,145.00 for the Substation Project, contingent upon the project engineer approval . Motion carried 5 - 0.

14. New Business:

Sherman stated he is unable to attend the Coffee with the Council on June 9th due to a personal engagement and asked if a different member would be able to take his place. Byam will cover.

Approved

15. Old Business:

Grunig noted that at the May 23rd, 2018, Utility Commission meeting, five representatives from the MPCA attended and were able to answer questions in regards to the proposed Wastewater Treatment Plant upgrade requirements. A few concerns discussed were the attainability of the proposed Chloride limits required for the permit and affordability for cities to achieve these limits with required upgrades. A variance application may become an option for circumstances that are outside of city control such as funding.

Nasby thanked everyone for the legislative support on this issue. The Governor has signed the bonding bill, giving the City of Windom \$3 million for the Wastewater Project. PSIG dollars are based on eligible funding according to the bids that are received. Nasby anticipates \$6-7 million will be awarded depending on the total amount of the project bids.

Joyce questioned the status of the flood plain study. Nasby stated that SEH engineering was looking into the City of Windom's FEMA mapping. The old flood plain maps were based on topographical data. The new criterion is based on LIDAR data and a map is drawn up with this information. Maps are being reviewed by both parties and some parcels will be discussed. There is a meeting with FEMA scheduled for June 14 from 2-4 pm at the Cottonwood County Courthouse.

16. Council Comments:

Byam addressed Chief Peterson and Officer Devin Kopperud with a thank you received from a civilian that had passed through Windom. The family was grateful for the positive interaction with the officer and their young family. Byam commented on the number of bugs and insects that are out and encouraged citizens to drain any standing water. He also pointed out that the census is coming up and to fill out forms that will be sent out. Byam noted that residents should help keep the community clean. Car nuisances should be addressed and lawns should be mowed. Byam encouraged the public to watch for kids walking and biking. Byam thanked Buckwheat Johnson for all his community efforts for Windom.

Sherman apologized for missing the bike ride with the Council due to a prior engagement.

Mayor Jones urged citizens to support Riverfest and all the activities.

17. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:50 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

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

May 9, 2018 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, May 9, 2018, at the Riverview Apartments Community Room.

Board Members present: Frank Dorpinghaus, Pam Dobson, Dave Olson and Resident Liaison, Mike Meyer. Also present were:

Connie Clausen and Linda Loewen. Absent: Linda Jaakola and Margaret McDonald

The Annual Meeting was called to order at 4:05 pm with the consent agenda approved (Dobson/Olson) which included the agenda, utility report, balance report bills report and minutes from the previous meeting.

Scheduled Guests: None

Old business consisted of:

1. Review of the monthly turnaround rate/days: We turned around 6 units since 4/2018 and our PHAS score was 7.67 average days.
2. RV Wall Project: Steve will be painting the exterior doors. Door numbers have been ordered for approx. \$1,400.00.
3. Update on eLOCCS Approving Official: Frank has been approved and Connie has been recertified.
4. RV Parking Lot Project: The contract has been signed and we have a tentative start date of 5/21.
5. HS Roof Repair update: The roof was completed in 4 days. We will be received \$1,422.18 from the insurance check.
6. 957 River Road property update: Kolander Tree Service removed the trees, Rocker Construction has shingled the roof but still need to complete the rubber roof, which should be done by the end of next week and Fredin Construction will be starting the siding, windows and doors, soon. Connie will get the RFP's ready and hope to discuss bids at the June board meeting.
7. Special Projects Update: Connie has talked to Mary at the City and we are going to wait until the City hears about a grant they've applied for, before we offer loans again.
8. HS Sidewalk Project: Tri-State plans to fix the chipping of the sidewalk but are unsure when they will get at it. The Street Department will be looking at the drain repair in the parking lot.
9. No Smoking Policy update: An addendum went out to all tenants for signature and the 25 feet rule became effective 5/1.
10. Update on Radon Testing at HS: The 6 month test was pulled today and sent in for results.
11. Staff T-Shirt order was placed for all staff.
12. Staff attended Working Together Conference in April and will be sharing information with the Jackson staff at our staff training next week.

New Business consisted of:

1. Jackson HRA Update: We are preparing for REAC inspections and Steve was in Jackson for half days for two weeks, to help. HUD will be visiting early summer due to their financial situation.
2. HUD & Other Reporting update: Semi-Annual EIV re-certification, eLOCCS re-certification of ED, Annual Epic Report and B3 1st year reporting have all been completed.
3. End of Year Prep: The REAC year-end submission has been submitted to the Fee Accountant. A HUD extension was requested by her as they have a new software program they're learning.
4. Fire System Panel at RV: We are having some issues and Brother's Fire has been here. We need to replace the panel. A new one should be here within two weeks.
5. Annual RFP's for Insurance have been sent out. This is due 6/15 so will be discussed at the June board meeting.
6. Summer Projects: Steve and Wayne will be working on getting the new bedroom blinds in all units at RV, new ceiling tile and grid will be going up in the common areas on the first floor at RV and we plan to spruce up the back patio area at RV. We also plan to replace the traction aid on the RV balconies. Steve will be pricing options and we will bring it to the board meeting in June.
7. Staff training will be held on 5/15 in Windom with Jackson. Mt. Lake is planning to join us as well.
8. Clean up day is scheduled for 5/18 at RV.
9. Assemblies of God Church made a food donation to both RV and HS.
10. Upcoming board meetings will be June 13th at HS and July 11th at RV.

With no further business, the meeting was adjourned at 4:55 pm (Dobson/Olson).

Frank Dorpinghaus, Chairman

Connie Clausen, Executive Director

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
JUNE 4, 2018**

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

2. Roll Call & Guest Introductions:

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

Also Present: Zoning Admin. Andy Spielman, Admin. Asst. Mary Hensen, Jed Knutson, and Landon Burmeister.

3. Approval of Minutes & Meeting Notes:

Motion by Commissioner Derickson, seconded by Commissioner McNamara, to approve the Planning Commission Minutes for the meeting held on May 8, 2018. Motion carried 5-0.

Motion by Commissioner Cole, seconded by Commissioner McNamara, to approve the Planning Commission Meeting Notes for the training session held on May 16, 2018. Motion carried 5-0.

4. Public Hearing

A. 7:05 P.M.: Zoning Application – Windom Towing LLC and Jed/Cynthia Knutson – 2470 Highway 60 East (Variance – Sideyard Setback): Chairperson Wahl opened the public hearing at 7:05 p.m. The Commissioners had received copies of the application, notice of hearing, aerial of the property, site plan, floor plan showing the proposed addition, and easement map for property to the South. Zoning Admin. Spielman advised that this is the public hearing concerning the application submitted by Windom Towing LLC and Jed and Cynthia Knutson concerning property located at 2470 Highway 60 East in a B-2 Highway Business Zoning District. They plan to construct a 32' X 95' addition on the South-Southwest portion of the existing building. The Applicants are requesting a variance to reduce the sideyard setback. City Code requires a sideyard setback of 20 percent of the frontage of the property divided equally on each side. The property is approximately 200' frontage X 245' depth which would require a sideyard setback of 20 feet on each side. They are requesting that the sideyard setback between the building and the property to the South be reduced to 5.34 feet. The adjacent property to the south is a vacant "buildable" lot owned by JR&R Partnership (Runnings). Windom Towing currently has off-street parking on the highway side and north side of the existing building. For this project, they will not be reducing off-street parking. There is a platted street behind this property. The streets in front and behind the building would provide access for emergency vehicles to all sides of the building. Minnesota Building Code requires that if you construct a building or addition within 10 feet of a property line, you need to construct a firewall on the side of the building/addition that faces the property line. The Applicants have said that they would incorporate a fire wall on the south side of the addition. The public hearing notice was published in the newspaper and sent to property owners within 350 feet of this property. To date, the Building & Zoning Office has received no response from anyone.

Chairperson Wahl asked if those present in the audience would introduce themselves and if they had any comments on this application. Jed Knutson and Landon Burmeister were present for the public hearing. Jed Knutson advised that he did not have anything to add to what Zoning Admin. Spielman had presented. In response to questions, Jed Knutson advised that he would like to start building the addition this summer. He had contacted Runnings' corporate office about purchasing the vacant lot to the South of his building, but they were not interested in selling the lot. Pro Shed currently leases the vacant lot from Runnings and places some of its storage buildings on display on that property. The addition will be used for office space and tires/parts storage. There were no other individuals from the public present who wished to comment on the application. All public testimony was completed and Chairperson Wahl closed the public hearing and referred the matter to the Planning Commission for consideration at 7:11 p.m. Zoning Admin. Spielman advised the Commissioners concerning the need for specific findings of fact. He recommended that the one-hour firewall is important. The fact that there is a platted road behind the property would provide access if a building was constructed on the lot to the South of the Applicants' property.

Commissioner Wahl expressed that this is a B-2 District and there is front and rear access to the property. After a brief discussion, the following action was taken.

Motion by Commissioner McNamara, seconded by Commissioner Derickson, and carried to recommend to the City Council the approval of the variance application submitted by Windom Towing LLC and Jed and Cynthia Knutson to allow the construction of a 32' X 95' addition to the existing building, as presented, with additional supporting facts that the lot to the south has been vacant and does not appear to be for sale, and the adjacent property owner has not expressed an objection to the proposed variance after receiving notice of the public hearing. This recommendation is contingent on construction of a firewall on the side of the addition that is adjacent to the lot to the South. The property is located at 2470 Highway 60 East and is briefly described as: A Tract (approx. 200' X 245') located in the Northwest Quarter of the Southeast Quarter (NW¼ SE¼) of Section 24, Township 105 North, Range 36 West, in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-024-1001).

Findings of Fact for Variance:

1. As stated in the narrative herein.
2. The Applicants propose to use the property in a reasonable manner.
3. The variance is in harmony with the general purposes and intent of this ordinance.
4. The variance is consistent with the comprehensive plan.
5. The variance will not alter the essential character of the locality.

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

Motion was declared carried 5-0.

Chairperson Wahl advised that the Planning Commission approves recommendations to the City Council and that the Windom City Council will make the final decision concerning this application at its meeting on Tuesday evening, June 19, 2018.

5. Unfinished Business: Zoning Admin. Spielman updated the Commission regarding the status of the Sidewalk Cafe Ordinance and Outdoor Sales/Service of Alcoholic Beverages Ordinance. Second readings on these ordinances are scheduled for the June 5th City Council Meeting together with a resolution setting the permit fee for sidewalk cafes.
6. New Business:
 - A. Potential Future Variance Application & Potential Review of Code Sections: Zoning Admin. Spielman reported that the Building & Zoning Office has received an inquiry concerning a variance for the construction of a new garage on a vacant lot owned by the property owners. This is a different situation because the lot is located across the alley from the property owners' principal residence and cannot be combined under one parcel number. The lot is considered as unbuildable for a house pursuant to Zoning Code standards because of its size. Staff has discussed this matter with the City Attorney and he advised that the application would need to come forward as a request for a variance. Zoning Admin. Spielman further advised that the City has a right-of-way ordinance. There may be some proposed additions to the ordinance concerning small cell wireless facilities that will require review by the Planning Commission. There may also be other minor revisions for review. It is anticipated that these items will likely come before the Planning Commission at the July 10th Meeting.
7. Planning Commission Comments, Concerns, Suggestions: None.
8. Adjourn: On consensus, Chairperson Wahl adjourned the meeting at 7:22 p.m.

Marilyn Wahl, Chairperson

Attest: _____
Andy Spielman, Zoning Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
JUNE 11, 2018

1. Call to Order: The meeting was called to order by Vice President Clerc at 12:01 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Rick Clerc, Justin Espenson, Rod Byam and Marv Grunig.
Absent: Betsy Herding.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; Mayor Dominic Jones; City Administrator Steve Nasby; Kathy Hanson, WADC Liaison; and Kevin Stevens, Co. Comm. Liaison.

3. Approval of Minutes: May 17, 2018

Motion by Commissioner Espenson, seconded by Commissioner Byam, to approve the Minutes of the EDA Meeting held on May 17, 2018. Motion carried 4-0.

4. Avera Clinic

A. Timeline – Fall 2018/2019: Director Hage advised that on May 22nd Mark Vortherms, with Avera Medical Group, formally shared Avera's timeline for building a new clinic in Windom with the City, EDA, and Hospital. Avera Medical Group has budgeted to move forward with a new clinic as early as Fall 2018 or early 2019. The scale of the project depends on discussions with the hospital as to shared services and the potential for other tenants in the clinic building.

B. Request for Assistance from the Windom EDA: Avera Medical Group also formally asked for assistance from the Windom EDA regarding possible sites in Windom. Several sites are being considered by Avera for a new clinic. The EDA is currently helping Avera gather information on the various sites regarding infrastructure, property information, and Highway 60 access which is assistance the EDA typically provides for any business.

5. River Bluff Townhomes

A. Rent Discussion: At the May Meeting, Scott Burdorf from Van Binsbergen & Associates indicated that the rent was increased in September 2017. The income cap for tenants was verified as \$67,400 per household which is not dependent on the number of members in the household. A 60-day written notice is required for any rent increases at the townhomes. After further discussion, the following action was taken.

Motion by Commissioner Espenson, seconded by Commissioner Grunig, to increase the rent for a two-bedroom unit \$10.00 per month and increase the rent for a three-bedroom unit \$15.00 per month effective September 1, 2018. Motion carried 4-0.

6. North Windom Industrial Park

A. Monument Sign Update: Director Hage reported that Staff is working with Brady Haugen on the design dimensions, exact location, etc. He is planning to discuss this project in more detail at the July meeting. He is requesting that Brady complete the kayak launch in Dynamite Park first before starting on this project.

7. Business Inquiry

A. Need for a Truck Stop: Director Hage related information received from a national food distribution company that distributes products for Prime Pork that was looking at Windom for a new facility. Windom had been on the short-list for this new facility. However, one of the

reasons the facility decided not to locate here was the lack of a larger truck stop in Windom. Director Hage shared an email received from the national food distributor concerning the need for a larger truck stop in Windom.

A portion of the email from the national food distributor...“A year ago I felt this facility was needed, but today I know it is needed. Now that our drivers can no longer stay at our home, I am getting asked often where they can park when on their delivery routes or when picking up at Prime Pork.”

There was a discussion concerning prospective locations for a truck stop and the work that Staff has done thus far concerning this potential project.

8. Spec Housing Project

Closed Session - Land Negotiations

- (1) Parcels: Prairie Meadow Subdivision, 08.036.0200, 10.031.0500, 25.025.0200, 25.025.0201, 25.362.0040, 25.362.0030, 25.352.0020, 25.362.0050, 25.362.0060, 25.181.0030, 25.181.0040, 25.181.0050

Director Hage announced that because the EDA Board will be discussing negotiations concerning the above parcels, the Board will go into closed session.

Present for Closed Session: Rick Clerc, Justin Espenson, Marv Grunig, Rod Byam, Drew Hage, Dominic Jones, Steve Nasby, Kathy Hanson, and Mary Hensen. (Liaison Kevin Stevens excused himself from the Closed Session.)

Motion by Commissioner Espenson, seconded by Commissioner Grunig, authorizing the Board to go into closed session. Motion carried 4-0.

Vice President Clerc closed the meeting to the public at 12:25 p.m.

Motion by Commissioner Grunig, seconded by Commissioner Espenson, authorizing the President to re-open the meeting to the public. Motion carried 4-0.

Vice President Clerc re-opened the meeting to the public at 1:02 p.m.

Recap of Closed Session: The EDA discussed options for land for new housing development and potential costs. No action taken.

- 9. Old Business: Director Hage discussed options for the City owned lot between Shopko and Guardian Inn. This potential project has been discussed multiple times as previous meetings. After further discussion, the following action was taken.

Motion by Commissioner Espenson, seconded by Commissioner Grunig, to retain Wenck & Associates to delineate the wetland area in the Pamida Subdivision behind the Guardian Inn. Motion carried 4-0.

10. Miscellaneous Information

- A. EDA Monthly Financial Recap: The Board received copies of the EDA’s Account Activity through May 31, 2018.

11. Adjourn: On consensus, Vice President Clerc adjourned the meeting at 1:11 p.m.

Attest: _____
Drew Hage, EDA Executive Director

Justin Espenson, EDA Secretary-Treasurer

**TELECOMMUNICATIONS COMMISSION MEETING MINUTES
CITY OF WINDOM COUNCIL CHAMBERS June 13th, 2018 (rescheduled from
May 29th,2018)**

I. Call Meeting to Order. The meeting was called to order by VP at 6:08 PM.

II. Roll Call:

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

III. Approval of Minutes from April 23rd, 2018 meeting

**Motion by Eichstadt, to approve minutes from the April 23rd, 2018 meeting.
Seconded by Palm. Motion approves 3 to 0.**

IV. SMBS Liaison Report: No SMBS Liaison present for meeting.

V. Project Updates: -Internet Transport- More internet traffic is flowing towards the Omaha IX connection than to the Minneapolis connection.

-Internet Connection- Dahna is negotiating the termination of the Cogent 1GB connection in Minneapolis.

-Core System upgrade/migration- - Cutover contractor – Dahna is recommending using NP Nexlevel, LLC for a cutover contractor to assist with the new system cutover for the residence locations.

VI. Manager's Report: -Golden West after hours support- Dahna covers an issue with afterhours support calls that were billed to Windomnet but were not Windomnet customers. GW reviewed the issue as a result, Windomnet will receive a credit of \$265 on the next invoice to refund the minutes. GW has identified the cause of the issue and resolved it.

-The Windomnet Medallion was not found this year.

-Due to the recent changes on the email server security settings and settings on customer email accounts, the amount of SPAM has decreased dramatically. 7.2 million emails were quarantined in May.

-Dahna covers the streaming video platforms that are under review by Windomnet. Commissioners discuss.

-Local off-air channels Minneapolis DMA- Dahna covers his research into three providers for the OTA MPLS DMA video feeds. One didn't want to provide the feed, the second stopped responding to requests and the third one was receptive. The third provider was selected and agreement was worked out for channel feeds.

Pursuing agreement with Arvig for OTA MPLS DMA channels. The agreement is in the telecom packet-Streaming video service- Dahna covers preliminary findings on a streaming video service platform that has been under review.

-Mobi TV streaming service- Provider has a meeting scheduled with Mobi TV on site June 19th to whiteboard logistics of a hosted solution. They expect it will take a couple weeks after that meeting to solidify a business model they are comfortable presenting. Meanwhile, they are progressing nicely in their Beta testing and are still targeting a GA launch around July 11th. They are happy to provide Windomnet with some credentials if we'd like to test on an Amazon Firestick. I have credentials and we have been testing the product. First impressions are very good. Preliminary full package with premium channels price is \$90. Dahna has Mobi TV video platform running on the projector in the council chambers for committee review.

-Power Outage 6/12/18- CATV Headend issue - With the power outage and power hits that occurred, equipment in the CATV Headend was damaged. Six modulators were damaged which resulted in several expanded basic channels to go dark. Other modulators were repurposed to get the channels restored. Replacement units are \$900 each and repair is \$90 each. Units were shipped out for repair. There are many trouble calls coming in for CATV set top box issues/failures. May have to purchase STBs to replace damaged STBs. There are also several ONT power supplies that have failed and had to be replaced.

VII. New Business: -Video Services Management Agreement – located in Telecom packet- This is to secure our MPLS OTA video stream from Monticello, MN to be sent to the 511 building in MPLS and cross connected over to our switch at 511 building. City attorney has reviewed and had recommended changes, which were addressed. Current OTA transport is being disconnected on June 30th, 2018 so I signed agreement to get the process going. Rate is \$0.50 MRC per subscriber.

Motion by Eichstadt, seconded by Palm, to affirm Telecom Manager to execute agreement for Minneapolis DMA OTA TV Signal transport from Arvig to 511 building. Motion approved 3 – 0.

-Video Services Management Agreement – Dahna proposed that a rate of \$0.95 MRC per subscriber for delivery of MPLS DMA OTA video to Over-The-Top video provider or other agency. Agreement will be worked up, reviewed by telecom, admin and legal.

Motion by Eichstadt, seconded by Palm, to approve and recommend rate to City Council for delivery of Minneapolis DMA OTA video signal to OTT video provider or other agency at a rate of \$0.95 MRC per subscriber. Motion approved 3 – 0.

-The Windomnet email system has about 120 email accounts on Hosted Email Domains. Dahna looking to cover costs of email server, spam server, save for upgrades and staff time. Equipment upgrades/replacements and license fees will run around \$14,000 for the email system. Dahna would like the Telecom Committee to consider charges/rate for Hosted Domain email accounts. Other hosted email platforms cost \$3.50-\$6.00 per

mailbox per month. Currently, SPAM and Email license renewals are about \$7,300 per year. SPAM server appliance will need to be replaced in the next year or two.

Dahna proposed the following new rate for Hosted Email Domain email services:

-Hosted Email Domain Business email services-per email account \$3.50 MRC, \$5.00 NRC email account setup fee; \$50 domain setup/change fee. Custom setup would be ICB.

Commission discusses. Commission wants to wait on this request. Dahna states that if there is not a rate set, he cannot charge customer and the service is basically free.

Windomnet fiber expansion project (Express Fiber Route) CIP- South Dakota Networks is doing a fiber project through Windom for the Windom Area Schools. Windomnet has the opportunity to go along with the SDN build and secure a 1.25" innerduct to be placed from the Windomnet NOC to the LaCanne Funeral Home area. Joint build cost is \$4.78 per foot and should be within the \$30,000 CIP 2018 project. Windomnet currently does not have an express fiber route to the north of town and this innerduct would allow us to place an express fiber to that area of town.

Motion by Eichstadt, seconded by Palm, to approve 2018 CIP joint project with SDN for innerduct to be placed from the Windomnet NOC to the north edge of town. Motion approved 3 – 0.

VIII. Old Business:

-Video Service Update – Dahna covers the response from SMBS on the Committees request for costs for streaming video services from SMBS. SMBS SW Stream Video rate- As requested by committee, the preliminary rate for the SMBS SW Stream TV feed is as follows:

\$2.00 MRC per subscriber -white label branding, pay SFN video, pay custom app/logo \$3,000, two cache servers, \$4,500 each.

\$5.00 MRC per subscriber -SW Stream branding, pay SFN video.

Dahna and committee discuss streaming video service issues, options and costs.

Dahna wants to move into a main product line of internet service and to secure more internet customers onto the system, moving to an internet based streaming video product and expanding the Windomnet system would increase the number of internet accounts.

Committee directs Dahna to look into what it would cost to have the basic cable TV lineup to be delivered via streaming.

IX. Commissioner's concerns and questions: Eichstadt asks about customer owner routers that have died after the power outage. Dahna says if customers call in to get scheduled to be cutover to the WiFi router we will work as be

X. Set Next Telecom meeting: June 25th, 2018 at 6:00 PM at the Community Center.

X1. Adjourn: Motion to adjourn by Eichstadt second by Palm. Voted unanimous at time 8:17 PM.



Windom, MN

Expense Approval Report

By Fund

Payment Dates 05/26/2018 - 06/15/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - QUARTERLY P	100-36200	-527.92
					-527.92
Activity: 41110 - Mayor & Council					
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CREDIT-BLU	100-41110-200	-288.12
INDOFF, INC	3104078	05/15/2018	SUPPLIES	100-41110-200	199.99
INDOFF, INC	3107061	05/22/2018	SUPPLIES	100-41110-200	71.59
SCHRAMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	100-41110-304	322.50
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	100-41110-350	195.00
Activity 41110 - Mayor & Council Total:					500.96
Activity: 41310 - Administration					
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	100-41310-133	80.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY-VEE SUPPLI	100-41310-200	18.48
TYLER TECHNOLOGIES, INC	025-225711	06/13/2018	SERVICE	100-41310-200	400.00
INDOFF, INC	3105394	05/15/2018	SUPPLIES	100-41310-200	55.55
INDOFF, INC	3113027	06/05/2018	SUPPLIES	100-41310-200	9.05
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-41310-200	23.99
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	100-41310-217	30.25
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF - ACTUARIA	100-41310-301	191.67
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	100-41310-301	328.83
MCFOA REGION V	20180608	06/08/2018	REGISTRATION-CHELSIE CARL	100-41310-308	25.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41310-321	141.20
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	100-41310-321	46.20
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-41310-322	1.18
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-41310-322	1.77
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-41310-322	1.18
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CRASH PLAN P	100-41310-326	10.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41310-326	299.64
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CREDIT GRAN	100-41310-331	-32.94
STEVE NASBY	20180524	05/25/2018	MMUA SAFETY MTG	100-41310-331	67.58
LEAGUE OF MN CITIES INS TR	12620	06/06/2018	#1000955 CLAIM 00055017	100-41310-364	250.00
BLUE CROSS/BLUE SHIELD	180601059156	06/13/2018	INSURANCE PREM- JUNE 201	100-41310-480	632.00
HY-VEE, INC.	20180525	05/25/2018	BIOMETRIC SCREENINGS - CIT	100-41310-480	990.00
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	100-41310-480	1,150.00
Activity 41310 - Administration Total:					4,720.63
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	100-41910-133	24.00
INDOFF, INC	3104713	05/15/2018	SUPPLIES	100-41910-200	3.50
INDOFF, INC	3108079	05/22/2018	SUPPLIES - RETURNED ITEM	100-41910-200	-6.69
INDOFF, INC	3108079	05/22/2018	SUPPLIES	100-41910-200	16.19
CENTURY BUSINESS PRODUCT	422925	05/15/2018	SUPPLIES	100-41910-200	32.41
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-41910-200	23.99
SCHRAMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	100-41910-304	300.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - GTS EVENTS	100-41910-308	200.00
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-41910-308	2.50
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41910-321	105.32
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	100-41910-321	36.20
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE MEETI	100-41910-334	19.59
Activity 41910 - Building & Zoning Total:					757.01
Activity: 41940 - City Hall					
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41940-381	455.25
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41940-382	59.17
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-41940-385	118.38

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	163	05/29/2018	EL - CITY HALL	100-41940-406	5.46
SANDRA HERDER	20180606	06/06/2018	CLEANING	100-41940-406	397.75
MELISSA PENAS	20180606	06/06/2018	CLEANING	100-41940-406	397.75
Activity 41940 - City Hall Total:					1,433.76
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	100-42120-133	144.00
INDOFF, INC	3104715	05/16/2018	SUPPLIES	100-42120-200	26.39
INDOFF, INC	3107037	05/25/2018	SUPPLIES	100-42120-200	37.19
INDOFF, INC	3109760	06/05/2018	SUPPLIES	100-42120-200	44.29
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-42120-200	23.99
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - POLICE BIKE ST	100-42120-218	154.92
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HERO CLOTHI	100-42120-218	357.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - GALLS CLOTHI	100-42120-218	39.59
SCHRAMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	100-42120-304	180.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - BCA TRAINING	100-42120-308	250.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42120-321	294.28
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	100-42120-321	377.80
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-42120-322	3.75
LEASE FINANCE PARTNERS	#3250 5-18-18	05/25/2018	SERVICE #3250	100-42120-326	433.00
CDW GOVERNMENT	MVZ5454	06/08/2018	SERVICE	100-42120-326	1,410.00
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	100-42120-340	62.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CHEAPER THA	100-42120-404	19.92
E & C GRAPHICS INC	18687	05/22/2018	MAINTENANCE	100-42120-404	250.00
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	100-42120-404	15.13
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-42120-444	16.00
BLUE CROSS/BLUE SHIELD	180601059156	06/13/2018	INSURANCE PREM- JUNE 201	100-42120-480	632.00
Activity 42120 - Crime Control Total:					4,782.50
Activity: 42220 - Fire Fighting					
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - OFFICE DEPOT	100-42220-200	52.27
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SHOPKO SUPP	100-42220-200	29.85
INDOFF, INC	3109763	05/29/2018	SUPPLIES	100-42220-200	51.51
AMERIPRIDE SERVICES INC.	2800893563	05/29/2018	SERVICE	100-42220-217	25.02
AVERA MEDICAL GROUP	ST2181510007XB	06/08/2018	SERVICE #XB0000001081	100-42220-310	142.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42220-321	41.90
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - USPS POSTAGE	100-42220-322	20.00
ALPHA WIRELESS - MANKATO	695697	06/05/2018	SERVICE #00682	100-42220-323	419.80
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42220-381	245.50
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42220-382	12.53
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42220-385	26.68
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	100-42220-404	24.20
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400S40	100-42220-405	51.00
HIGLEY FORD	84347	06/05/2018	MAINTENANCE	100-42220-405	497.46
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SCHWALBACH	100-42220-406	243.62
Activity 42220 - Fire Fighting Total:					1,883.34
Activity: 42500 - Civil Defense					
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON SUP	100-42500-215	16.66
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-42500-381	31.20
Activity 42500 - Civil Defense Total:					47.86
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	187908	06/06/2018	SERVICE #187908	100-42700-300	11.00
Activity 42700 - Animal Control Total:					11.00
Activity: 43100 - Streets					
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	100-43100-133	64.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-43100-200	23.99
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	100-43100-212	79.92
COTTONWOOD CO HWY DEPT	11033	06/13/2018	SERVICE	100-43100-215	500.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MID-AMERICAN RESEARCH C	0637542-IN	06/06/2018	CHEMICALS	100-43100-216	177.80
LOCATORS & SUPPLIES, INC	0264240-IN	05/30/2018	OPERATING SUPPLIES	100-43100-217	143.52
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-217	70.00
LAMPERTS YARDS, INC.	#3902020 5-25-18	06/08/2018	MAINTENANCE	100-43100-224	122.79
COTTONWOOD CO HWY DEPT	11033	06/13/2018	SERVICE	100-43100-224	411.96
LUCAN COMMUNITY TV INC	209	06/13/2018	SERVICE	100-43100-224	100.00
DIAMOND VOGEL PAINT	295181497	06/06/2018	MAINTENANCE - PAINT	100-43100-224	900.47
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	100-43100-241	80.84
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-321	45.45
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	100-43100-321	35.63
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	100-43100-322	3.28
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	100-43100-350	361.50
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-381	363.20
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-381	2,121.57
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-382	19.57
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-43100-385	40.59
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	100-43100-404	107.36
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	100-43100-405	370.57
STAPLES OIL CO	116024	06/08/2018	GREASE FOR #49	100-43100-405	365.84
WINDOM TOWING LLC	1739	05/30/2018	SERVICE	100-43100-405	60.00
MILLER SELLNER EQUIP	99301B	06/08/2018	MAINTENANCE	100-43100-405	61.00
MILLER SELLNER EQUIP	99594B	06/08/2018	MAINTENANCE	100-43100-405	16.40
BLUE CROSS/BLUE SHIELD	180601059156	06/13/2018	INSURANCE PREM- JUNE 201	100-43100-480	632.00
BLUE CROSS/BLUE SHIELD	180601059156	06/13/2018	INSURANCE PREM- JUNE 201	100-43100-480	1,686.50
Activity 43100 - Streets Total:					8,965.75

Activity: 43210 - Sanitation

CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	100-43210-340	850.00
KDOM RADIO	#0951 5-31-18	06/06/2018	#0951 - CITY	100-43210-384	250.92
COTTONWOOD CO SOLID WA	1571	06/06/2018	SPRING CLEAN UP	100-43210-384	6,334.52
Activity 43210 - Sanitation Total:					7,435.44

Activity: 45120 - Recreation

MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-45120-200	23.99
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	100-45120-217	15.13
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	100-45120-340	159.00
Activity 45120 - Recreation Total:					198.12

Activity: 45202 - Park Areas

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	100-45202-133	16.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	100-45202-200	23.99
PET WASTE ELIMINATOR	1949326-0	05/23/2018	SERVICE	100-45202-217	192.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-45202-381	473.12
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	100-45202-382	2.45
FLAGSHIP RECREATION	F7536	05/30/2018	MAINTENANCE	100-45202-402	167.90
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	100-45202-405	32.96
LAMPERTS YARDS, INC.	#3902020 5-25-18	06/08/2018	MAINTENANCE	100-45202-406	177.60
NORTH STAR LUMBER & SUPP	131883	06/06/2018	MAINTENANCE - WOOD CHIP	100-45202-406	2,480.00
DIAMOND VOGEL PAINT	295181497	06/06/2018	MAINTENANCE - PAINT	100-45202-406	900.47
Activity 45202 - Park Areas Total:					4,933.16
Fund 100 - GENERAL Total:					35,141.61

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	211-45501-133	16.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON SUP	211-45501-200	4.48
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	211-45501-217	7.56
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	211-45501-321	29.70
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	211-45501-326	203.33
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	211-45501-381	173.76
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	211-45501-382	18.68
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	211-45501-385	37.95

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MELISSA PENAS	20180606	06/06/2018	CLEANING	211-45501-402	397.75
SANDRA HERDER	20180606	06/06/2018	CLEANING	211-45501-402	397.75
J & K WINDOWS	9596-36	06/05/2018	SERVICE	211-45501-402	20.00
AGRI NEWS	#20837 5-31-18	06/05/2018	#20837 - WINDOM LIBRARY	211-45501-433	30.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SOUTHERN LA	211-45501-433	29.95
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - THE NEW YOR	211-45501-433	119.99
COUNTRY SAMPLER	20180613	06/13/2018	SUBSCRIPTION	211-45501-433	19.98
QUILTER'S WORLD	20180613	06/13/2018	SUBSCRIPTION	211-45501-433	42.97
INGRAM INDUSTRIES	#2004243 6-1-18	06/13/2018	BOOKS #2004243	211-45501-435	1,652.50
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON BOO	211-45501-435	157.06
MICROMARKETING, LLC	722858	06/13/2018	BOOKS	211-45501-435	39.99
Activity 45501 - Library Total:					3,399.40
Fund 211 - LIBRARY Total:					3,399.40

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	#106026 6-1-18	06/06/2018	SERVICE #106026	225-45127-200	32.30
BEST OIL COMPANY	3109760	06/05/2018	FUEL - AV GAS 4800 GAL	225-45127-264	17,788.32
SOUTH CENTRAL ELECTRIC	#367400 4-30-18	06/06/2018	#367400 #26-12-112-04	225-45127-381	354.00
SOUTH CENTRAL ELECTRIC	#367403 4-30-18	06/06/2018	#367403 #26-12-116-04	225-45127-381	294.96
Activity 45127 - Airport Total:					18,469.58

Activity: 49950 - Capital Outlay

CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	225-49950-500	408.20
FINANCE & COMMERCE, INC.	743789733	06/05/2018	AIRPORT - ADVERTISING	225-49950-500	259.51
Activity 49950 - Capital Outlay Total:					667.71
Fund 225 - AIRPORT Total:					19,137.29

Fund: 230 - POOL

VIRGINIA SAVAGE	20180606	06/06/2018	REFUND - SWIM LESSONS - EZ	230-34721	70.00
					70.00

Activity: 45124 - Pool

ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	230-45124-217	133.33
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	230-45124-217	7.56
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	230-45124-321	27.94
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	230-45124-381	29.00
WINDOM FIRE & SAFETY	6698	05/25/2018	SERVICE - POOL	230-45124-402	35.00
Activity 45124 - Pool Total:					232.83
Fund 230 - POOL Total:					302.83

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	235-42153-200	23.99
BRITTANY ESPENSON - RIVERS	20180518	05/30/2018	SERVICE	235-42153-217	200.00
BOUND TREE MEDICAL, LLC	82875431	05/29/2018	OPERATING SUPPLIES	235-42153-217	1,151.33
PRAXAIR DISTRIBUTION INC	83321840	06/13/2018	OPERATING SUPPLIES	235-42153-217	313.83
SELECT BIOMEDICAL	83982	05/25/2018	OPERATING SUPPLIES	235-42153-217	320.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	235-42153-321	17.46
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	235-42153-321	108.60
REAL TIME TRANSLATION, INC	112521	06/08/2018	SERVICE	235-42153-327	34.00
KRISTEN PORATH	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	19.63
BUCKWHEAT JOHNSON	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	23.39
JIM AXFORD	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	65.42
LANDON JOHNSON	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	11.50
JUSTIN HARRINGTON	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	17.86
KIM POWERS	20180605	06/05/2018	EXPENSE - AMBULANCE	235-42153-334	48.83
MEGAN BRAMSTEDT	20180606	06/06/2018	EXPENSE - AMBULANCE	235-42153-334	148.12
KDOM RADIO	#0281 5-31-18	06/05/2018	#0281 ADVERTISING	235-42153-340	255.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - POSITIVE PRO	235-42153-340	397.78
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	235-42153-381	163.66
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	235-42153-382	8.35
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	235-42153-385	17.78

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ALPHA WIRELESS - MANKATO	205204	05/25/2018	SERVICE	235-42153-404	125.69
ZOLL MEDICAL CORPORATION	2696550	06/08/2018	DIFIB MONITOR REPLACEMEN	235-42153-404	1,000.25
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	235-42153-405	113.99
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON MAI	235-42153-405	181.96
O'REILLY AUTOMOTIVE, INC	4425-218372	05/25/2018	MAINTENANCE	235-42153-405	42.35
ARROW MANUFACTURING IN	4526	05/23/2018	MAINTENANCE #29	235-42153-405	53.29
TOWN'S EDGE AUTO, INC.	81605	06/06/2018	SERVICE - UNIT #29	235-42153-405	362.08
AMERIPRIDE SERVICES INC.	2800893563	05/29/2018	SERVICE	235-42153-406	16.68

Activity 42153 - Ambulance Total: 5,242.82

Fund 235 - AMBULANCE Total: 5,242.82

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	250-46520-133	24.00
INDOFF, INC	3104713	05/15/2018	SUPPLIES	250-46520-200	3.49
INDOFF, INC	3108079	05/22/2018	SUPPLIES - RETURNED ITEM	250-46520-200	-13.90
INDOFF, INC	3108079	05/22/2018	SUPPLIES	250-46520-200	32.88
CENTURY BUSINESS PRODUCT	422925	05/15/2018	SUPPLIES	250-46520-200	64.80
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	250-46520-200	23.99
SCHRAMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	250-46520-304	255.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	250-46520-321	105.32
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	250-46520-321	255.76
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	250-46520-321	26.89
DREW HAGE	20180608	06/08/2018	EXPENSE - GRANITE FALLS CO	250-46520-331	110.09
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	250-46520-340	273.60
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	250-46520-350	79.50
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	250-46520-381	47.70
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - GODFATHER'S	250-46520-438	28.30
DREW HAGE	20180525	05/30/2018	EXPENSE - BUSINESS LUNCH-	250-46520-438	15.97
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	250-46520-438	4.00
MN DEPT OF TRANSPORTATIO	111641	05/25/2018	ADVERTISING DEVICES PERMI	250-46520-443	120.00

Activity 46520 - EDA Total: 1,457.39

Fund 250 - EDA GENERAL Total: 1,457.39

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	#367404 4-30-18	05/30/2018	#367404 #26-24-123-04	254-46520-381	111.42
SCOTT VEENKER	25206	06/06/2018	SERVICE	254-46520-406	41.25

Activity 46520 - EDA Total: 152.67

Fund 254 - NORTH IND PARK Total: 152.67

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

COTTONWOOD CO SHERIFF	002	06/05/2018	WIRELESS ACCESS POINT	401-49950-501	3,066.50
MN DEPT OF TRANSPORTATIO	20180613	06/13/2018	APPLICATION - TRAFFIC SIGNS	401-49950-503	3,863.80

Activity 49950 - Capital Outlay Total: 6,930.30

Fund 401 - GENERAL CAPITAL PROJECTS Total: 6,930.30

Fund: 601 - WATER

Activity: 49400 - Water

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	601-49400-133	40.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	601-49400-200	23.99
HAWKINS, INC	4277773	05/22/2018	CHEMICALS	601-49400-216	299.50
HAWKINS, INC	4282462	05/25/2018	CHEMICALS	601-49400-216	1,550.59
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	601-49400-301	191.67
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	601-49400-301	328.83
SANFORD LABORATORIES	301864165	06/08/2018	#70000675 SERVICE	601-49400-310	41.59
MN VALLEY TESTING	916773	05/15/2018	TESTING	601-49400-310	67.50
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-321	49.80
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	601-49400-321	96.44
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	601-49400-322	3.75
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-326	70.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HP DATAONE, LLC	20180530	05/30/2018	CONTRACT: 5TH IN 2018	601-49400-326	1,328.13
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	601-49400-340	360.00
FEDERATED RURAL ELECTRIC	#112843 5-28-18	06/05/2018	SERVICE #112843	601-49400-381	30.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-381	4,799.17
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-382	16.98
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-385	32.93
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	601-49400-386	247.92
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE SUPPLI	601-49400-404	7.92
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	601-49400-404	30.25
COLBERT'S SERVICES	662	06/13/2018	MAINTENANCE	601-49400-404	863.88
WESTRUM LEAK DETECTION I	3253	05/22/2018	MAINTENANCE	601-49400-408	862.50
Activity 49400 - Water Total:					11,343.34
Fund 601 - WATER Total:					11,343.34

Fund: 602 - SEWER

ELECTRIC PUMP INC	0062763-IN	05/25/2018	MACHINERY & EQUIP	602-16400	14,856.01
ELECTRIC PUMP INC	0062764-IN	05/25/2018	MACHINERY & EQUIPMENT	602-16400	1,051.65
					15,907.66

Activity: 49450 - Sewer

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	602-49450-133	56.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	602-49450-200	23.99
HAWKINS, INC	4277774	05/15/2018	CHEMICALS	602-49450-216	784.50
HAWKINS, INC	4287008	06/05/2018	CHEMICALS	602-49450-216	154.50
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	602-49450-301	191.67
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	602-49450-301	328.83
FLAHERTY & HOOD, P.A.	11447	06/13/2018	#11447 #8845 - 2018 LEGISLA	602-49450-304	2,755.00
SCHRAMMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	602-49450-304	97.50
MN VALLEY TESTING	916639	05/15/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	916819	05/15/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	917313	05/15/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	917759	05/22/2018	TESTING	602-49450-310	127.20
MN VALLEY TESTING	917791	05/22/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	918886	05/25/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	919083	05/30/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	919415	05/30/2018	TESTING	602-49450-310	241.60
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	602-49450-321	172.64
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	602-49450-321	71.79
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	602-49450-322	7.08
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	602-49450-326	70.00
HP DATAONE, LLC	20180530	05/30/2018	CONTRACT: 5TH IN 2018	602-49450-326	1,328.12
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	602-49450-350	499.20
SOUTH CENTRAL ELECTRIC	#367405 4-30-18	05/30/2018	#367405 #26-24-125-04	602-49450-381	100.18
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	602-49450-381	15,285.90
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	602-49450-382	468.57
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	602-49450-404	28.97
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - ERA SUPPLIES	602-49450-404	326.14
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - THOMAS MAC	602-49450-404	20.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE SUPPLI	602-49450-404	8.37
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - USA BLUE BOO	602-49450-404	201.91
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - MIGHTY MULE	602-49450-404	639.11
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	602-49450-404	24.20
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	602-49450-405	135.98
MID-AMERICAN RESEARCH C	0637541-IN	06/06/2018	MAINTENANCE	602-49450-406	223.90
COLBERT'S SERVICES	649	05/30/2018	MAINTENANCE	602-49450-408	1,350.64
Activity 49450 - Sewer Total:					26,927.49
Fund 602 - SEWER Total:					42,831.15

Fund: 604 - ELECTRIC

BORDER STATES	915412640	06/05/2018	INVENTORY	604-14200	56.65
WESCO DISTRIBUTION, INC	087907	05/15/2018	EAST HILL CONSTRUCTION	604-16300	48,455.00
WESCO DISTRIBUTION, INC	105826	05/25/2018	NEW CONSTRUCT - RIVER RD	604-16300	42,350.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCOTT VEENKER	25198	06/06/2018	MATERIALS-CRUSHED CONCR	604-16300	197.45
UTILITIES PLUS ENERGY SERVI	600768	06/06/2018	SUBSTATION	604-16300	3,950.00
UTILITIES PLUS ENERGY SERVI	600770	06/06/2018	SUBSTATION	604-16300	1,020.00
RESCO	709085-01	06/06/2018	NEW CIRCUIT 6	604-16300	3,057.60
					99,086.70

Activity: 49550 - Electric

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	604-49550-133	80.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON SUP	604-49550-200	209.89
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	604-49550-200	23.99
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CREDIT AMAZ	604-49550-218	-138.45
BORDER STATES	915372750	05/30/2018	UNIFORMS	604-49550-218	50.75
BORDER STATES	915402641	06/05/2018	UNIFORMS	604-49550-218	200.75
BORDER STATES	915402642	06/05/2018	UNIFORMS	604-49550-218	189.00
BORDER STATES	915412641	06/05/2018	CREDIT - UNIFORMS	604-49550-218	-126.00
BORDER STATES	915422215	06/13/2018	CREDIT - UNIFORMS	604-49550-218	-107.10
BORDER STATES	915431748	06/13/2018	UNIFORMS	604-49550-218	270.25
BORDER STATES	915431750	06/13/2018	UNIFORMS	604-49550-218	50.05
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	604-49550-301	191.67
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	604-49550-301	328.83
SANFORD LABORATORIES	301864165	06/08/2018	#70000675 SERVICE	604-49550-310	41.59
SANFORD LABORATORIES	301864165	06/08/2018	#70000675 SERVICE	604-49550-310	41.59
SANFORD HEALTH OCCUPATIO	409391	06/13/2018	SERVICE	604-49550-310	50.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	604-49550-321	130.16
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	604-49550-321	120.91
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	604-49550-326	186.03
HP DATAONE, LLC	20180530	05/30/2018	CONTRACT: 5TH IN 2018	604-49550-326	1,328.12
STEVE NASBY	20180608	06/08/2018	EXPENSE - CMPAS JUNE MTG	604-49550-331	-144.97
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - APPLEBEES - F	604-49550-334	15.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	604-49550-381	182.10
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	604-49550-382	22.28
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	604-49550-385	44.46
TRI-STATE POWER SOLUTIONS	1912999021539	05/25/2018	MAINTENANCE	604-49550-402	5.13
J. H. LARSON	5101744116.001	05/15/2018	MAINTENANCE	604-49550-402	266.42
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	604-49550-404	30.25
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - NORTHERN TO	604-49550-406	220.12
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CREDIT NORT	604-49550-406	-27.76
RAGE INC - CAMPUS CLEANER	05-010712	05/15/2018	SERVICE - POWER PLANT	604-49550-406	34.17
RAGE INC - CAMPUS CLEANER	05-011766	05/30/2018	SERVICE - POWER PLANT	604-49550-406	34.17
BRAD BUSSA	20180613	06/13/2018	CLEANING	604-49550-406	184.60
ELECTRIC FUND	161	05/29/2018	EL - ELECTRIC SHOP	604-49550-408	34.91
ELECTRIC FUND	162	05/29/2018	EL - TRUCK STOCK	604-49550-408	43.17
ELECTRIC FUND	164	05/29/2018	EL - DISTRIBUTION	604-49550-408	277.54
ELECTRIC FUND	165	05/29/2018	EL - CL REPAIR	604-49550-408	15.40
ELECTRIC FUND	168	06/13/2018	EL - RL REPAIR	604-49550-408	208.26
RESCO	717012-00	06/13/2018	MAINTENANCE	604-49550-408	145.80
ZIEGLER, INC.	PC050193935	05/25/2018	MAINTENANCE	604-49550-410	35,400.00
MN DEPT OF COMMERCE	1000040322	06/13/2018	1ST Q 2019 INDIRECT ASSESS	604-49550-433	197.87
MN DEPT OF COMMERCE	1000040322	06/13/2018	1ST Q 2019 INDIRECT ASSESS	604-49550-450	805.83
MCDONALD'S	20180530	05/30/2018	ENERGY REBATE	604-49550-450	813.16
KEITH BLOOMGREN	20180606	06/06/2018	ENERGY REBATE	604-49550-450	525.00
TAYLOR KREMMIN	20180606	06/06/2018	ENERGY REBATE	604-49550-450	250.00
FIRST FLORAL HALLMARK	20180613	06/13/2018	ENERGY REBATE	604-49550-450	1,565.10
Activity 49550 - Electric Total:					44,559.98
Fund 604 - ELECTRIC Total:					143,646.68

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	609-49751-133	16.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON OFFI	609-49751-200	80.28
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - DELL OFFICE S	609-49751-200	574.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHI INTERNATIONAL CORP	B08185216	05/22/2018	OFFICE SUPPLIES	609-49751-200	243.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	609-49751-200	23.99
RAGE INC - CAMPUS CLEANER	05-011319	05/25/2018	SERVICE - RIVER BEND LIQ	609-49751-211	48.57
AH HERMEL COMPANY	709693	05/15/2018	MERCHANDISE	609-49751-217	102.09
AH HERMEL COMPANY	712200	05/29/2018	MERCHANDISE	609-49751-217	100.04
VINOCOPIA, INC	0204760-CM	05/25/2018	CREDIT - MERCHANDISE	609-49751-251	-112.00
VINOCOPIA, INC	0206815-IN	05/22/2018	MERCHANDISE	609-49751-251	90.13
JOHNSON BROS.	1003524	05/15/2018	MERCHANDISE	609-49751-251	1,129.01
JOHNSON BROS.	1009109	05/22/2018	MERCHANDISE	609-49751-251	2,439.75
JOHNSON BROS.	1009111	05/22/2018	MERCHANDISE	609-49751-251	311.90
JOHNSON BROS.	1014550	05/29/2018	MERCHANDISE	609-49751-251	2,016.81
BREAKTHRU BEVERAGE MN	1080801602	05/22/2018	MERCHANDISE	609-49751-251	4,077.05
BREAKTHRU BEVERAGE MN	1080807944	06/05/2018	MERCHANDISE	609-49751-251	153.00
SOUTHERN GLAZER'S OF MN	1681166	05/15/2018	MERCHANDISE	609-49751-251	2,728.19
SOUTHERN GLAZER'S OF MN	1683701	05/17/2018	MERCHANDISE	609-49751-251	328.45
SOUTHERN GLAZER'S OF MN	1686299	05/30/2018	MERCHANDISE	609-49751-251	3,030.25
PHILLIPS WINE & SPIRITS	2357635	05/22/2018	MERCHANDISE	609-49751-251	4,259.64
PHILLIPS WINE & SPIRITS	2361307	05/30/2018	MERCHANDISE	609-49751-251	1,367.05
BELLBOY CORP	64273400	05/29/2018	MERCHANDISE	609-49751-251	700.48
JOHNSON BROS.	681536	06/05/2018	CREDIT - MERCHANDISE	609-49751-251	-175.00
BEVERAGE WHOLESALERS	005417	05/25/2018	MERCHANDISE	609-49751-252	10,496.40
BEVERAGE WHOLESALERS	006578	06/05/2018	MERCHANDISE	609-49751-252	10,723.85
BEVERAGE WHOLESALERS	007747	06/13/2018	MERCHANDISE	609-49751-252	8,295.43
BEVERAGE WHOLESALERS	008535	06/13/2018	MERCHANDISE	609-49751-252	44.90
JOHNSON BROS.	1003526	05/15/2018	MERCHANDISE	609-49751-252	22.99
JOHNSON BROS.	1009113	05/22/2018	MERCHANDISE	609-49751-252	45.98
BREAKTHRU BEVERAGE MN	1080801603	05/22/2018	MERCHANDISE	609-49751-252	130.50
BREAKTHRU BEVERAGE MN	1080807843	06/05/2018	MERCHANDISE	609-49751-252	236.60
PAUSTIS WINE COMPANY	11802	05/25/2018	MERCHANDISE	609-49751-252	240.00
ARTISAN BEER COMPANY	3260747	05/15/2018	MERCHANDISE	609-49751-252	147.00
ARTISAN BEER COMPANY	3262476	05/22/2018	MERCHANDISE	609-49751-252	202.50
ARTISAN BEER COMPANY	3264263	05/29/2018	MERCHANDISE	609-49751-252	288.90
DOLL DISTRIBUTING, LLC	389887A	06/05/2018	MERCHANDISE	609-49751-252	154.80
ARTISAN BEER COMPANY	424664	06/13/2018	CREDIT - MERCHANDISE	609-49751-252	-12.72
DOLL DISTRIBUTING, LLC	448336	05/25/2018	MERCHANDISE	609-49751-252	19,093.75
DOLL DISTRIBUTING, LLC	452359	06/05/2018	MERCHANDISE	609-49751-252	6,616.45
DOLL DISTRIBUTING, LLC	457145	06/13/2018	MERCHANDISE	609-49751-252	123.00
DOLL DISTRIBUTING, LLC	921540	06/13/2018	MERCHANDISE	609-49751-252	9,217.10
VINOCOPIA, INC	0206815-IN	05/22/2018	MERCHANDISE	609-49751-253	256.00
JOHNSON BROS.	1003525	05/15/2018	MERCHANDISE	609-49751-253	1,156.43
JOHNSON BROS.	1009110	05/22/2018	MERCHANDISE	609-49751-253	532.05
JOHNSON BROS.	1009112	05/22/2018	MERCHANDISE	609-49751-253	476.32
JOHNSON BROS.	1009114	05/22/2018	MERCHANDISE	609-49751-253	240.00
JOHNSON BROS.	1014551	05/30/2018	MERCHANDISE	609-49751-253	1,280.20
PAUSTIS WINE COMPANY	10225	05/15/2018	MERCHANDISE	609-49751-253	664.00
BREAKTHRU BEVERAGE MN	1080801602	05/22/2018	MERCHANDISE	609-49751-253	216.65
BREAKTHRU BEVERAGE MN	1080807944	06/05/2018	MERCHANDISE	609-49751-253	168.00
PAUSTIS WINE COMPANY	11802	05/25/2018	MERCHANDISE	609-49751-253	742.00
SOUTHERN GLAZER'S OF MN	1681167	05/15/2018	MERCHANDISE	609-49751-253	112.00
SOUTHERN GLAZER'S OF MN	1686300	05/30/2018	MERCHANDISE	609-49751-253	946.00
PHILLIPS WINE & SPIRITS	2357636	05/22/2018	MERCHANDISE	609-49751-253	211.25
PHILLIPS WINE & SPIRITS	2361308	05/30/2018	MERCHANDISE	609-49751-253	1,424.10
PHILLIPS WINE & SPIRITS	294926	06/06/2018	CREDIT - MERCHANDISE	609-49751-253	-28.00
BELLBOY CORP	64273400	05/29/2018	MERCHANDISE	609-49751-253	120.00
JOHNSON BROS.	683018	06/13/2018	CREDIT - MERCHANDISE	609-49751-253	-19.42
PBC - PEPSI BEVERAGES COM	51910911	05/15/2018	MERCHANDISE	609-49751-254	202.80
AH HERMEL COMPANY	709693	05/15/2018	MERCHANDISE	609-49751-254	103.39
AH HERMEL COMPANY	712200	05/29/2018	MERCHANDISE	609-49751-254	176.60
RED BULL DISTRIBUTION CO, I	K-35144898	05/25/2018	MERCHANDISE	609-49751-254	85.00
AH HERMEL COMPANY	709693	05/15/2018	MERCHANDISE	609-49751-256	170.68

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AH HERMEL COMPANY	712200	05/29/2018	MERCHANDISE	609-49751-256	170.68
ARCTIC GLACIER U.S.A. INC	1950813701	05/22/2018	MERCHANDISE	609-49751-261	65.88
ARCTIC GLACIER U.S.A. INC	1950814401	05/25/2018	MERCHANDISE	609-49751-261	162.12
AH HERMEL COMPANY	709693	05/15/2018	MERCHANDISE	609-49751-261	42.25
AH HERMEL COMPANY	712200	05/29/2018	MERCHANDISE	609-49751-261	68.54
AH HERMEL COMPANY	C61853	05/25/2018	CREDIT - MERCHANDISE	609-49751-261	-7.30
BEVERAGE WHOLESALERS	006578	06/05/2018	MERCHANDISE	609-49751-265	-30.00
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	609-49751-301	191.66
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	609-49751-301	328.84
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SKILLPATH - RE	609-49751-308	349.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	609-49751-321	100.21
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	609-49751-321	56.02
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	609-49751-326	650.72
VINOCOPIA, INC	0204760-CM	05/25/2018	CREDIT - MERCHANDISE	609-49751-333	-2.50
VINOCOPIA, INC	0206815-IN	05/22/2018	MERCHANDISE	609-49751-333	7.50
JOHNSON BROS.	1003524	05/15/2018	MERCHANDISE	609-49751-333	19.14
JOHNSON BROS.	1003525	05/15/2018	MERCHANDISE	609-49751-333	43.50
JOHNSON BROS.	1009109	05/22/2018	MERCHANDISE	609-49751-333	35.67
JOHNSON BROS.	1009110	05/22/2018	MERCHANDISE	609-49751-333	20.88
JOHNSON BROS.	1009111	05/22/2018	MERCHANDISE	609-49751-333	5.22
JOHNSON BROS.	1009112	05/22/2018	MERCHANDISE	609-49751-333	19.14
JOHNSON BROS.	1009114	05/22/2018	MERCHANDISE	609-49751-333	15.66
JOHNSON BROS.	1014550	05/29/2018	MERCHANDISE	609-49751-333	19.14
JOHNSON BROS.	1014551	05/30/2018	MERCHANDISE	609-49751-333	35.53
PAUSTIS WINE COMPANY	10225	05/15/2018	MERCHANDISE	609-49751-333	10.50
BREAKTHRU BEVERAGE MN	1080801602	05/22/2018	MERCHANDISE	609-49751-333	72.46
BREAKTHRU BEVERAGE MN	1080807944	06/05/2018	MERCHANDISE	609-49751-333	4.16
PAUSTIS WINE COMPANY	11802	05/25/2018	MERCHANDISE	609-49751-333	16.25
SOUTHERN GLAZER'S OF MN	1681166	05/15/2018	MERCHANDISE	609-49751-333	64.99
SOUTHERN GLAZER'S OF MN	1681167	05/15/2018	MERCHANDISE	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	1683701	05/17/2018	MERCHANDISE	609-49751-333	6.15
SOUTHERN GLAZER'S OF MN	1686299	05/30/2018	MERCHANDISE	609-49751-333	62.19
SOUTHERN GLAZER'S OF MN	1686300	05/30/2018	MERCHANDISE	609-49751-333	21.35
ARCTIC GLACIER U.S.A. INC	1950813701	05/22/2018	MERCHANDISE	609-49751-333	1.00
ARCTIC GLACIER U.S.A. INC	1950814401	05/25/2018	MERCHANDISE	609-49751-333	1.00
PHILLIPS WINE & SPIRITS	2357635	05/22/2018	MERCHANDISE	609-49751-333	39.56
PHILLIPS WINE & SPIRITS	2357636	05/22/2018	MERCHANDISE	609-49751-333	6.96
PHILLIPS WINE & SPIRITS	2361307	05/30/2018	MERCHANDISE	609-49751-333	26.10
PHILLIPS WINE & SPIRITS	2361308	05/30/2018	MERCHANDISE	609-49751-333	28.71
BELLBOY CORP	64273400	05/29/2018	MERCHANDISE	609-49751-333	24.00
JOHNSON BROS.	681536	06/05/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
AH HERMEL COMPANY	709693	05/15/2018	MERCHANDISE	609-49751-333	4.95
AH HERMEL COMPANY	712200	05/29/2018	MERCHANDISE	609-49751-333	4.95
KDOM RADIO	#0229 5-31-18	06/05/2018	ADVERTISING - LIQUOR #0229	609-49751-340	1,132.51
CITIZEN PUBLISHING CO	20180531	06/06/2018	ADVERTISING	609-49751-340	98.00
WINDOM QUICK PRINT	20180601	06/13/2018	SUPPLIES	609-49751-340	234.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	609-49751-381	603.54
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	609-49751-382	18.64
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	609-49751-385	34.37
PRITTS ELECTRIC MOTORS, IN	20180601	06/06/2018	MAINTENANCE	609-49751-404	198.00
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	609-49751-404	30.25
				Activity 49751 - Liquor Store Total:	103,949.53
				Fund 609 - LIQUOR STORE Total:	103,949.53
Fund: 614 - TELECOM					
CALIX	1346417	05/23/2018	CORE UPGRADE	614-16400	3,734.44
INTERNAL REVENUE SERVICE	20180607	06/13/2018	EXCISE TAX POSTING - JUNE 2	614-20201	500.00
INTERNAL REVENUE SERVICE	20180607A	06/13/2018	EXCISE TAX POSTING - MAY 20	614-20201	436.61
MN 9-1-1 PROGRAM	20180608	06/13/2018	911 SERVICE - MAY 2018	614-20206	1,239.62
					5,910.67

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49870 - Telecom					
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	614-49870-133	80.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE OFFICE	614-49870-200	28.34
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON OFFI	614-49870-200	114.47
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON OFFI	614-49870-200	31.25
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON OFFI	614-49870-200	12.13
ADVANCED SYSTEMS, INC.	614188	05/23/2018	SUPPLIES	614-49870-200	46.92
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	614-49870-200	23.99
RAGE INC - CAMPUS CLEANER	05-010714	05/22/2018	SERVICE - WINDOM NET	614-49870-211	21.33
RAGE INC - CAMPUS CLEANER	05-011768	05/30/2018	SERVICE - WINDOM NET	614-49870-211	21.33
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - PAYPAL SOFTW	614-49870-217	69.00
INDOFF, INC	3109762	05/30/2018	SUPPLIES	614-49870-217	399.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - FIBERSTORE M	614-49870-227	318.85
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - CALIX MAINT	614-49870-227	489.99
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON MAI	614-49870-227	42.69
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON MAI	614-49870-227	111.68
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - FIBERSTORE M	614-49870-227	277.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON MAI	614-49870-227	159.99
CALIX	1347408	05/23/2018	SYSTEM MAINTENANCE	614-49870-227	646.00
POWER & TEL	6435770-00	05/30/2018	MAINTENANCE	614-49870-227	3,447.27
VAN IWAARDEN	20180612	06/13/2018	OPEB FIRE RELIEF	614-49870-301	191.66
VAN IWAARDEN	20180612A	06/13/2018	ACTUARIAL CONSULTING SER	614-49870-301	328.84
MN DEPT OF COMMERCE	#6412 6-1-18	06/06/2018	1ST Q FY 2019 INDIRECT ASS	614-49870-304	273.30
SCHRAMEL LAW OFFICE	20180601	06/08/2018	LEGAL FEES	614-49870-304	540.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	614-49870-321	409.39
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	614-49870-321	300.28
SECR REV FUND/CITY OF WD	20180530	05/30/2018	PETTY CASH	614-49870-322	1.15
HP DATAONE, LLC	20180530	05/30/2018	CONTRACT: 5TH IN 2018	614-49870-326	1,328.13
KDOM RADIO	#0073 5-31-18	06/06/2018	ADVERTISING #0073	614-49870-340	100.98
WINDOM QUICK PRINT	20180608	06/08/2018	SUPPLIES	614-49870-340	289.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - VISTA PRINT P	614-49870-350	191.81
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	614-49870-381	2,171.63
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	614-49870-382	19.40
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	614-49870-385	36.46
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON WAT	614-49870-402	299.99
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	614-49870-404	45.38
ELECTRIC SCIENTIFIC CO INC	429791	05/30/2018	MAINTENANCE	614-49870-404	374.06
PLUNKETT'S PEST CONTROL	5939332	06/06/2018	SERVICE #50728	614-49870-404	471.24
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	614-49870-405	117.93
ADVANTAGE COLLECTION PR	#3796 6-1-18	06/08/2018	SERVICE #3796	614-49870-432	179.91
SCOTT COUNTY TREASURER	IN22201	05/23/2018	MEMBERSHIP DUES	614-49870-433	1,500.00
CENTURY LINK	7242105D-D-18137	05/30/2018	CABS	614-49870-441	54.59
MLB NETWORK	102410	05/22/2018	SUBSCRIBER	614-49870-442	980.42
AZAR COMPUTER SOFTWARE	141413	06/06/2018	CATV SUPPORT 7/1 - 9/30/18	614-49870-442	2,145.00
DISPLAY SYSTEMS INTERNATI	15655	06/05/2018	SUBSCRIBER	614-49870-442	198.44
NATIONAL CABLE TV COOP	18050998	06/06/2018	SUBSCRIBER	614-49870-442	98,907.33
MANKATO NETWORKS, LLC	388171	06/06/2018	SERVICE	614-49870-442	1,110.00
SHOWTIME NETWORKS INC	9002731-0418	05/18/2018	SUBSCRIBER	614-49870-442	438.55
ADARA TECHNOLOGIES INC	AP100223CW-34	06/06/2018	SET TOP BOX HOSTING 6/1 -	614-49870-442	10,500.00
UNIVERSAL SERVICE ADMIN C	UBDI0000977791	05/22/2018	499A CONTRIBUTION	614-49870-443	1,535.82
E-911 - INDEPENDENT EMERG	#0010143 6-4-18	06/06/2018	MONTHLY 911 SERVICE #0010	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10084086	06/06/2018	SERVICE #17668-1 SPEC ACCE	614-49870-445	205.10
CONSOLIDATED CALL CENTER	11165	05/22/2018	DA/OPERATOR ASSIST MARCH	614-49870-445	118.13
ONVOY, LLC dba INTELIQUENT	180604008508	06/13/2018	SS7 #1555600262	614-49870-445	1,332.86
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - NAMECHEAP	614-49870-447	153.76
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - FIBERSTORE M	614-49870-447	340.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - DREAMHOST	614-49870-447	139.00
MANKATO NETWORKS, LLC	388171	06/06/2018	SERVICE	614-49870-447	5,230.89
HURRICANE ELECTRIC LLC	98277069-IN	06/06/2018	10 GB INTERNET NCC-OMAHA	614-49870-447	2,300.00
HURRICANE ELECTRIC LLC	98277069-IN-	06/06/2018	10 GB INTERNET MIN 1 MPLS	614-49870-447	1,800.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COGENT COMMUNICATIONS,	CITYOFWI0001 6-1-18	06/13/2018	1 GB INTERNET CONN AT 511	614-49870-447	1,750.00
SWWC - SOUTHWEST WEST C	57400	05/15/2018	ON-CALL SUPPORT	614-49870-448	950.00
CENTURY LINK	#507-831-1075 5-16-18	05/30/2018	SERVICE #507-831-1075 104	614-49870-451	81.83
ONVOY, LLC dba INTELIGUENT	180604009035	06/13/2018	SWITCHING SERVICES 6/1/20	614-49870-451	3,127.97
SOUTHWEST MN BROADBAN	QVC COMM-4-2018	06/06/2018	QVC COMMISSIONS-APRIL 20	614-49870-480	58.64
NATIONAL CABLE TV COOP	SI-580010	06/06/2018	HDMI CABLES	614-49870-480	183.70
Activity 49870 - Telecom Total:					14,193.80
Fund 614 - TELECOM Total:					15,104.47

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	615-49850-133	32.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	615-49850-200	23.99
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	615-49850-217	27.23
MN DEPT OF HEALTH	755709	05/25/2018	HOSPITALITY FEE 2018 - #305	615-49850-217	40.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	615-49850-321	124.00
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	615-49850-321	58.35
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	615-49850-326	358.00
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	615-49850-381	2,496.06
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	615-49850-382	840.00
MN ENERGY RESOURCES	20180514	05/25/2018	HEATING #0504094426-00001	615-49850-383	845.81
COTTONWOOD CO SOLID WA	1571	06/06/2018	SPRING CLEAN UP	615-49850-384	23.48
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	615-49850-385	890.20
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	615-49850-404	46.00
DEAN SMESTAD	20180522	05/23/2018	REIMBURSE - MAINT SUPPLIE	615-49850-404	45.76
WINDOM AUTO VALU	#3400540 4-25-18	05/25/2018	MAINTENANCE #3400540	615-49850-405	19.47
Activity 49850 - Arena Total:					5,840.35
Fund 615 - ARENA Total:					5,840.35

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	617-49860-133	48.00
MAIL FINANCE	N7161861	06/06/2018	LEASE PAYMENT	617-49860-200	23.99
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE MAINT	617-49860-211	1.98
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SCHWALBACH	617-49860-211	23.48
COLE PAPERS INC.	9430354	05/29/2018	SUPPLIES	617-49860-211	11.18
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SHOPKO SUPP	617-49860-217	115.35
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - RUNNINGS SHI	617-49860-217	215.43
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON SUP	617-49860-217	58.52
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE SUPPLI	617-49860-254	136.30
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE SUPPLI	617-49860-254	156.37
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - HY VEE SUPPLI	617-49860-254	12.83
AH HERMEL COMPANY	710814	05/29/2018	MERCHANDISE	617-49860-261	94.98
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	617-49860-321	109.46
VERIZON WIRELESS	9807580636	05/30/2018	TELEPHONE #486357723-000	617-49860-321	40.89
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	617-49860-326	403.33
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	617-49860-381	1,228.46
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	617-49860-382	86.60
ELECTRIC FUND	20180525	05/25/2018	MONTHLY UTILITY & TELECO	617-49860-385	161.08
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	358577047	06/06/2018	COPIER LEASE 5/20 - 6/20/18	617-49860-404	15.13
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - AMAZON SAFE	617-49860-406	329.00
US BANK	#8263 5-21-18	06/13/2018	CREDIT CARD - SCHWALBACH	617-49860-406	54.26
RAGE INC - CAMPUS CLEANER	05-010713	05/22/2018	SERVICE - COMM CENTER	617-49860-406	59.50
RAGE INC - CAMPUS CLEANER	05-011767	05/30/2018	SERVICE - COMM CENTER	617-49860-406	59.50
J. H. LARSON	S101751016.001	05/30/2018	MAINT - COMM CENTER	617-49860-409	32.88
Activity 49860 - M/P Center Total:					3,538.50
Fund 617 - M/P CENTER Total:					3,538.50

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001387	06/08/2018	Federal Tax Withholding	700-21701	10,252.02
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Expense Approval Report

Payment Dates: 05/26/2018 - 06/15/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN Department of Revenue -	INV0001386	06/08/2018	State Withholding	700-21702	5,089.90
Internal Revenue Service-Payr	INV0001388	06/08/2018	Social Security	700-21703	13,772.14
MN Pera	INV0001379	06/08/2018	PERA	700-21704	13,501.39
MN Pera	INV0001380	06/08/2018	PERA	700-21704	6,223.39
MN Pera	INV0001381	06/08/2018	PERA	700-21704	996.04
MN Pera	INV0001382	06/08/2018	PERA	700-21704	415.00
MN State Deferred	INV0001383	06/08/2018	Deferred Compensation	700-21705	5,319.11
MN State Deferred	INV0001384	06/08/2018	Deferred Roth	700-21705	535.00
BLUE CROSS/BLUE SHIELD	180601059156	06/13/2018	INSURANCE PREM- JUNE 201	700-21706	54,782.50
Internal Revenue Service-Payr	INV0001385	06/08/2018	Medicare Withholding	700-21711	3,849.12
SELECTACCOUNT	38689283	05/30/2018	FLEX SPENDING	700-21712	28.13
SELECTACCOUNT	38696376	06/06/2018	FLEX SPENDING	700-21712	275.00
SELECTACCOUNT	38707984	06/13/2018	FLEX SPENDING	700-21712	226.86
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	700-21718	16.00
NCPERS MINNESOTA	8446618	06/06/2018	INSURANCE #844600 - MAY 2	700-21718	16.00
					115,297.60
Fund 700 - PAYROLL Total:					115,297.60
Grand Total:					653,315.93

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	35,141.61
211 - LIBRARY	3,399.40
225 - AIRPORT	19,137.29
230 - POOL	302.83
235 - AMBULANCE	5,242.82
250 - EDA GENERAL	1,457.39
254 - NORTH IND PARK	152.67
401 - GENERAL CAPITAL PROJECTS	6,930.30
601 - WATER	11,343.34
602 - SEWER	42,831.15
604 - ELECTRIC	143,646.68
609 - LIQUOR STORE	103,949.53
614 - TELECOM	155,104.47
615 - ARENA	5,840.35
617 - M/P CENTER	3,538.50
700 - PAYROLL	115,297.60
Grand Total:	653,315.93

Account Summary

Account Number	Account Name	Payment Amount
100-36200	Other Income	-527.92
100-41110-200	Office Supplies	-16.54
100-41110-304	Legal Fees	322.50
100-41110-350	Printing & Design	195.00
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	507.07
100-41310-217	Other Operating Supplie	30.25
100-41310-301	Auditing & Consulting Se	520.50
100-41310-308	Training & Registrations	25.00
100-41310-321	Telephone	187.40
100-41310-322	Postage	4.13
100-41310-326	Data Processing	309.64
100-41310-331	Travel Expense	34.64
100-41310-364	Insurance - Worker's Co	250.00
100-41310-480	Other Miscellaneous	2,772.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	69.40
100-41910-304	Legal Fees	300.00
100-41910-308	Training & Registrations	202.50
100-41910-321	Telephone	141.52
100-41910-334	Meals/Lodging	19.59
100-41940-381	Electric Utility	455.25
100-41940-382	Water Utility	59.17
100-41940-385	Sewer Utility	118.38
100-41940-406	Repairs & Maint - Groun	800.96
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	131.86
100-42120-218	Uniforms	551.51
100-42120-304	Legal Fees	180.00
100-42120-308	Training & Registrations	250.00
100-42120-321	Telephone	672.08
100-42120-322	Postage	15.00
100-42120-326	Data Processing	1,843.00
100-42120-340	Advertising & Promotion	62.00
100-42120-404	Repairs & Maint - M&E	285.05
100-42120-444	License Fees	16.00
100-42120-480	Other Miscellaneous	632.00

Account Summary

Account Number	Account Name	Payment Amount
100-42220-200	Office Supplies	133.63
100-42220-217	Other Operating Supplie	25.02
100-42220-310	Lab Testing	142.00
100-42220-321	Telephone	41.90
100-42220-322	Postage	20.00
100-42220-323	Radio Units	419.80
100-42220-381	Electric Utility	245.50
100-42220-382	Water Utility	12.53
100-42220-385	Sewer Utility	26.68
100-42220-404	Repairs & Maint - M&E	24.20
100-42220-405	Repairs & Maint - Vehicl	548.46
100-42220-406	Repairs & Maint - Groun	243.62
100-42500-215	Materials & Equipment	16.66
100-42500-381	Electric Utility	31.20
100-42700-300	Charges for Services	11.00
100-43100-133	Employer Paid Insurance	64.00
100-43100-200	Office Supplies	23.99
100-43100-212	Motor Fuels	79.92
100-43100-215	Materials & Equipment	500.00
100-43100-216	Chemicals and Chemical	177.80
100-43100-217	Other Operating Supplie	213.52
100-43100-224	Street Maint Materials	1,535.22
100-43100-241	Small Tools	80.84
100-43100-321	Telephone	81.08
100-43100-322	Postage	3.28
100-43100-350	Printing & Design	361.50
100-43100-381	Electric Utility	2,484.77
100-43100-382	Water Utility	19.57
100-43100-385	Sewer Utility	40.59
100-43100-404	Repairs & Maint - M&E	107.36
100-43100-405	Repairs & Maint - Vehicl	873.81
100-43100-480	Other Miscellaneous	2,318.50
100-43210-340	Advertising & Promotion	850.00
100-43210-384	Refuse Disposal	6,585.44
100-45120-200	Office Supplies	23.99
100-45120-217	Other Operating Supplie	15.13
100-45120-340	Advertising & Promotion	159.00
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	23.99
100-45202-217	Other Operating Supplie	192.00
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	473.12
100-45202-382	Water Utility	2.45
100-45202-402	Repairs & Maint - Struct	167.90
100-45202-405	Repairs & Maint - Vehicl	32.96
100-45202-406	Repairs & Maint - Groun	3,558.07
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	4.48
211-45501-217	Other Operating Supplie	7.56
211-45501-321	Telephone	29.70
211-45501-326	Data Processing	203.33
211-45501-381	Electric Utility	173.76
211-45501-382	Water Utility	18.68
211-45501-385	Sewer Utility	37.95
211-45501-402	Repairs & Maint - Struct	815.50
211-45501-433	Dues & Subscriptions	242.89
211-45501-435	Books and Pamphlets	1,849.55
225-45127-200	Office Supplies	32.30

Account Summary

Account Number	Account Name	Payment Amount
225-45127-264	Merchandise For Resale	17,788.32
225-45127-381	Electric Utility	648.96
225-49950-500	Capital Outlay	667.71
230-34721	Pool Instruction	70.00
230-45124-217	Other Operating Supplie	140.89
230-45124-321	Telephone	27.94
230-45124-381	Electric Utility	29.00
230-45124-402	Repairs & Maint - Struct	35.00
235-42153-200	Office Supplies	23.99
235-42153-217	Other Operating Supplie	1,985.16
235-42153-321	Telephone	126.06
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	334.75
235-42153-340	Advertising & Promotion	652.78
235-42153-381	Electric Utility	163.66
235-42153-382	Water Utility	8.35
235-42153-385	Sewer Utility	17.78
235-42153-404	Repairs & Maint - M&E	1,125.94
235-42153-405	Repairs & Maint - Vehicl	753.67
235-42153-406	Repairs & Maint - Groun	16.68
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	111.26
250-46520-304	Legal Fees	255.00
250-46520-321	Telephone	387.97
250-46520-331	Travel Expense	110.09
250-46520-340	Advertising & Promotion	273.60
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	47.70
250-46520-438	Meeting Expense	48.27
250-46520-443	Intergovernmental Fees	120.00
254-46520-381	Electric Utility	111.42
254-46520-406	Repairs & Maint - Groun	41.25
401-49950-501	Capital Outlay - Police	3,066.50
401-49950-503	Capital Outlay - Streets	3,863.80
601-49400-133	Employer Paid Insurance	40.00
601-49400-200	Office Supplies	23.99
601-49400-216	Chemicals and Chemical	1,850.09
601-49400-301	Auditing & Consulting Se	520.50
601-49400-310	Lab Testing	109.09
601-49400-321	Telephone	146.24
601-49400-322	Postage	3.75
601-49400-326	Data Processing	1,398.13
601-49400-340	Advertising & Promotion	360.00
601-49400-381	Electric Utility	4,829.17
601-49400-382	Water Utility	16.98
601-49400-385	Sewer Utility	32.93
601-49400-386	Landfill	247.92
601-49400-404	Repairs & Maint - M&E	902.05
601-49400-408	Repairs & Maint - Distrib	862.50
602-16400	Machinery & Equipment	15,907.66
602-49450-133	Employer Paid Insurance	56.00
602-49450-200	Office Supplies	23.99
602-49450-216	Chemicals and Chemical	939.00
602-49450-301	Auditing & Consulting Se	520.50
602-49450-304	Legal Fees	2,852.50
602-49450-310	Lab Testing	1,568.80
602-49450-321	Telephone	244.43
602-49450-322	Postage	7.08

Account Summary

Account Number	Account Name	Payment Amount
602-49450-326	Data Processing	1,398.12
602-49450-350	Printing & Design	499.20
602-49450-381	Electric Utility	15,386.08
602-49450-382	Water Utility	468.57
602-49450-404	Repairs & Maint - M&E	1,248.70
602-49450-405	Repairs & Maint - Vehicl	135.98
602-49450-406	Repairs & Maint - Groun	223.90
602-49450-408	Repairs & Maint - Distrib	1,350.64
604-14200	Inventory	56.65
604-16300	Improvements Other Th	99,030.05
604-49550-133	Employer Paid Insurance	80.00
604-49550-200	Office Supplies	233.88
604-49550-218	Uniforms	389.25
604-49550-301	Auditing & Consulting Se	520.50
604-49550-310	Lab Testing	133.18
604-49550-321	Telephone	251.07
604-49550-326	Data Processing	1,514.15
604-49550-331	Travel Expense	144.97
604-49550-334	Meals/Lodging	15.00
604-49550-381	Electric Utility	182.10
604-49550-382	Water Utility	22.28
604-49550-385	Sewer Utility	44.46
604-49550-402	Repairs & Maint - Struct	271.55
604-49550-404	Repairs & Maint - M&E	30.25
604-49550-406	Repairs & Maint - Groun	445.30
604-49550-408	Repairs & Maint - Distrib	725.08
604-49550-410	Repairs & Maint - Gener	35,400.00
604-49550-433	Dues & Subscriptions	197.87
604-49550-450	Conservation	3,959.09
609-49751-133	Employer Paid Insurance	16.00
609-49751-200	Office Supplies	922.24
609-49751-211	Cleaning Supplies	48.57
609-49751-217	Other Operating Supplie	202.13
609-49751-251	Liquor	22,344.71
609-49751-252	Beer	66,067.43
609-49751-253	Wine	8,497.58
609-49751-254	Soft Drinks & Mix	567.79
609-49751-256	Tobacco Products	341.36
609-49751-261	Other Merchandise	331.49
609-49751-265	Merchandise Returned f	-30.00
609-49751-301	Auditing & Consulting Se	520.50
609-49751-308	Training & Registrations	349.00
609-49751-321	Telephone	156.23
609-49751-326	Data Processing	650.72
609-49751-333	Freight and Express	614.47
609-49751-340	Advertising & Promotion	1,464.51
609-49751-381	Electric Utility	603.54
609-49751-382	Water Utility	18.64
609-49751-385	Sewer Utility	34.37
609-49751-404	Repairs & Maint - M&E	228.25
614-16400	Machinery & Equipment	3,734.44
614-20201	Excise Tax Payable	936.61
614-20206	911 TAP & TACIP Fees Cl	1,239.62
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	257.10
614-49870-211	Cleaning Supplies	42.66
614-49870-217	Other Operating Supplie	468.00
614-49870-227	Utility System Maint Sup	5,493.47

Account Summary

Account Number	Account Name	Payment Amount
614-49870-301	Auditing & Consulting Se	520.50
614-49870-304	Legal Fees	813.30
614-49870-321	Telephone	709.67
614-49870-322	Postage	1.15
614-49870-326	Data Processing	1,328.13
614-49870-340	Advertising & Promotion	389.98
614-49870-350	Printing & Design	191.81
614-49870-381	Electric Utility	2,171.63
614-49870-382	Water Utility	19.40
614-49870-385	Sewer Utility	36.46
614-49870-402	Repairs & Maint - Struct	299.99
614-49870-404	Repairs & Maint - M&E	890.68
614-49870-405	Repairs & Maint - Vehicl	117.93
614-49870-432	Uncollectible	179.91
614-49870-433	Dues & Subscriptions	1,500.00
614-49870-441	Transmission Fees	54.59
614-49870-442	Subscriber Fees	114,279.74
614-49870-443	Intergovernmental Fees	1,535.82
614-49870-445	Switch Fees	1,696.09
614-49870-447	Internet Expense	11,713.65
614-49870-448	On-Call Support	950.00
614-49870-451	Call Completion	3,209.80
614-49870-480	Other Miscellaneous	242.34
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	23.99
615-49850-217	Other Operating Supplie	67.23
615-49850-321	Telephone	182.35
615-49850-326	Data Processing	358.00
615-49850-381	Electric Utility	2,466.06
615-49850-382	Water Utility	840.00
615-49850-383	Gas Utility	845.81
615-49850-384	Refuse Disposal	23.48
615-49850-385	Sewer Utility	890.20
615-49850-404	Repairs & Maint - M&E	91.76
615-49850-405	Repairs & Maint - Vehicl	19.47
617-49860-133	Employer Paid Insurance	48.00
617-49860-200	Office Supplies	23.99
617-49860-211	Cleaning Supplies	36.64
617-49860-217	Other Operating Supplie	389.30
617-49860-254	Soft Drinks & Mix	305.50
617-49860-261	Other Merchandise	94.98
617-49860-321	Telephone	150.35
617-49860-326	Data Processing	403.33
617-49860-381	Electric Utility	1,228.46
617-49860-382	Water Utility	86.60
617-49860-385	Sewer Utility	161.08
617-49860-404	Repairs & Maint - M&E	75.13
617-49860-406	Repairs & Maint - Groun	502.26
617-49860-409	Repairs & Maint - Utilitie	32.88
700-21701	Federal Withholding	10,252.02
700-21702	State Withholding	5,089.90
700-21703	FICA Tax Withholding	13,772.14
700-21704	PERA Contributions	21,135.82
700-21705	Retirement	5,854.11
700-21706	Medical Insurance	54,782.50
700-21711	Medicare Tax Withholdi	3,849.12
700-21712	Flex Account	529.99
700-21718	Individual Insurance-NC	32.00

Account Summary

Account Number	Account Name	Payment Amount
700-21718	Individual Insurance-NC	
	Grand Total:	<u>653,315.93</u>

Project Account Summary

Project Account Key	Payment Amount
None	<u>653,315.93</u>
Grand Total:	653,315.93

6-14-18
AS



APPLICATION FOR MUNICIPAL LICENSES
CITY OF WINDOM
WINDOM, MN

STATE OF MINNESOTA
COUNTY OF COTTONWOOD
CITY OF WINDOM

TO: OK Boss Grocery Store
Way Naing (Contact) & Thoung Htay (Owner)
340 10th Street
Windom, MN 56101
507-370-2528

This application is appropriate for item or items checked below, for the term of one year from January 1, 2018 to December 31, 2018.

- Cigarette License \$20.00
- Game of Skill \$50.00 for first game and \$15.00 for each additional game
- Theatre \$25.00

Required

MN Tax ID # 5617907

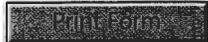
Federal Tax ID # 82-5410572

Total \$20.00

Dated this 18th Day of June 2018.

Signature of Applicant





Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
APPLICATION FOR COUNTY/CITY ON-SALE WINE LICENSE
 (Not to exceed 24% of alcohol by volume)

EVERY QUESTION MUST BE ANSWERED. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application. To apply for MN sales Tax # call 651-296-6181

Workers compensation insurance company name Midwest Family Mutual Policy Number CPMN030201849
 Licensee's MN sales and Use Tax ID # 5477247 Licensee's Federal Tax ID # 82-2425157

Applicants Name (Business, Partnerships, Corporation) <u>Windstream Inns LLC</u>		Trade Name or DBA <u>AmericInn</u>	
Business Address <u>200 Chelsea Rd</u>		Business Phone <u>763-34-0220</u>	Applicant's Home Phone <u>612-220-0180</u>
City <u>Monticello</u>	County <u>Wright</u>	State <u>MN</u>	Zip Code <u>55362</u>
Is this application <input checked="" type="checkbox"/> New or a <input type="checkbox"/> Transfer	If a transfer, give name of former owner	License Period From _____ To _____	
If a corporation, give name, title, address and date of birth of each officer. If a partnership, LLC, give name, address and date of birth of each partner.			
Partner/Officer Name and title <u>David Harchanko</u>	Address <u>19724 227th Ave NW Big Lake MN</u>	DOB <u>9-3-60</u>	SSN <u>415723026</u>
Partner/Officer Name and title	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN

CORPORATIONS

Date of incorporation <u>8-26-10</u>	State of incorporation <u>MN</u>	Certificate Number <u>89917370026</u>	Is corporation authorized to do business in Minnesota? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If a subsidiary of another corporation, give name and address of parent corporation			

BUILDING AND RESTAURANT

Name of building owner <u>Windstream Inns LLC</u>		Owner's address <u>200 Chelsea Rd, Monticello MN</u>	
Are property taxes delinquent? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the building owner any connection, direct or indirect with the applicant? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Restaurant seating capacity <u>135</u>	Hours food will be available <u>6am - 10am</u>
Number of restaurant employees <u>1</u>	Number of months per year restaurant is open <u>12</u>	Will food service be the principal business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Describe the premises to be licensed <u>limited service/mid scale hotel offering breakfast & pizza</u>			
If the restaurant is in conjunction with another business (resort etc.), describe business			

NO LICENSE WILL BE APPROVED OR RELEASED UNTIL THE \$20 RETAILER ID CARD FEE IS RECEIVED BY AGED

- Yes No Has the applicant or associates been granted an on-sale malt liquor (3.2) and/or a "set-up" license in conjunction with this wine license?
- Yes No Is the applicant or any of the associates in this application a member of the county board or the city council, which will issue this license? If yes, in what capacity? _____
(if the applicant is the spouse of a member of the governing body, or another family relationship exists, the member shall not vote on this application.)
- Yes No During the past license year, has a summons been issued under the liquor civil liability (Dram Shop)(M.S. 340A.802). If Yes, attach copy of the summons.
- Yes No Has applicant, partners, officers or employees ever had any liquor law violations in Minnesota or elsewhere. If so, give names, dates, violations and final outcome details.

Yes No Does any person other than the applicants, have any right, title or interest in the furniture, fixtures or equipment in the licensed premises? If yes, give names and details.

Yes No Have the applicants any interests, directly or indirectly, in any other liquor establishments in Minnesota? If yes, give name and address of establishment.

I CERTIFY THAT I HAVE READ THE ABOVE QUESTIONS AND THAT THE ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant

Date

The licensee must have one of the following:

Liquor liability insurance (Dram Shop) \$50,000 per person; \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support. Attach "CERTIFICATE OF INSURANCE" to this form.

A surety bond from a surety company with minimum coverage as specified above in.

A certificate from the state treasurer that the licensee has deposited with the state, trust funds having a market value of \$100,000 or \$100,000 in cash or securities.

IF LICENSE IS ISSUED BY THE COUNTY BOARD, REPORT OF COUNTY ATTORNEY

Yes No I certify that to the best of my knowledge the applicants named above are eligible to be licensed. If no, state reason.

Signature County Attorney

County

Date

REPORT BY POLICE OR SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates, named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota, Municipal or County ordinances relating to intoxicating liquor, except as follows:

Signature

Department and Title

Date

IMPORTANT NOTICE

**ALL RETAIL LIQUOR LICENSEES MUST REGISTER WITH THE ALCOHOL, TOBACCO TAX AND TRADE BUREAU.
FOR INFORMATION CALL 513-684-2979 OR 1-800-937-8864**

A \$30.00 service charge will be added to all dishonored checks You may also be subjected to a civil penalty of \$100.00 or 100 % of the value of the check, whichever is greater, plus interest and attorney fees.

#15000



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Windom License Period From: Aug. 9, '18 To: Dec. 31, '18

Circle One: New License License Transfer Suspension Revocation Cancel _____
(Give dates)

License type: (check all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ 150.00 3.2% Off Sale fee: \$ _____

Licensee Name: Windstream Inns LLC DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Zip Code _____ County _____ Business Phone _____ Home Phone _____

Business Trade Name AmericInn Business Address 2270 Hwy 60 City Windom

Licensee's Federal Tax ID # 82-2425157
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Home Address 19724 227th Ave NW City Big Lake MN Licensee's MN Tax ID # 5477247

David Harchanko 9-3-60 475-72-3024 19724 227th Ave NW Big Lake MN
Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Yes No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Midwest Family Mutual Policy # CPMN050281849

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.



INTOXICATING MALT LIQUOR (STRONG BEER) LICENSE AUTHORIZATION

Name of Applicant: Windstream Inns LLC

Home Address: 206 Chelsea Rd. Monticello MN

Business in connection with which the proposed license will operate:
AmericInn Hotel, Windom MN

Address of Business: 2270 Hwy 60 E. Windom MN

Required Minnesota Tax ID #: 5477247

Required Federal Tax ID #: 82-2425157

Applicant is (Owner), (Operator)

Name and address of Manager (if applicable) NA

License fee of \$100.00 must accompany this application.

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

Signed: [Signature] member

Date: 5-31-18

Report of Investigation: _____

Approved by the City Council _____



**Contract
Amendment No. 1
Between**

**The City of Windom (Owner) and
Short Elliott Hendrickson Inc. (SEH) (Consultant)**

Dated: June 19, 2018

The Contract between the Owner and Consultant dated March 7, 2018 shall be amended to include construction administration, observation, and closeout for the 2018 Hangar Construction at the Windom Municipal Airport (Windom, MN).

Unless specifically modified by this Amendment, the original contract provisions remain in effect. A description of the additional services is included in Attachment A.

Compensation by the Owner to the Consultant shall be a lump sum amount of \$47,400.

Detailed estimates of labor cost and expenses is enclosed (Attachment B).

APPROVED:

City of Windom

Short Elliott Hendrickson Inc.

Joel Dresel, PE, LS
Principal

Title: _____

Date

Date

Attest Title: _____

Attachment A
Project Scope and Scope of Engineering Services
2018 Hangar Construction
Windom Municipal Airport
Windom, Minnesota

CONSTRUCTION ADMINISTRATION / OBSERVATION / CLOSEOUT

Project Description and Scope

This project consists of construction administration services for construction of the addition of two hangars on existing city-owned multi-unit hangars previously constructed. The hangar structures will be a pre-engineered steel-framed building assembled from standard components of a manufacturer and include bi-fold doors. Foundations and structural details will be supplied by the manufacturer.

This proposal will provide engineering services associated with the construction phase of the project. The time of substantial completion for construction is 90 calendar days. It is anticipated that work will be performed during the weekdays, with occasional work on Saturday. Materials are expected to be ordered upon receipt of the grant and construction is anticipated to start dependent on the schedule of the building materials.

SCOPE OF SERVICES:

Services to be provided for under this proposal include professional engineering for construction observation, management and administration. Specific tasks to be performed by SEH include the following:

1. Establish Survey Control. SEH will provide survey control for the project. Control points for horizontal and vertical control will be established and provided to the Contractor.
2. Preconstruction Activities. A preconstruction conference will be held prior to beginning construction to outline and discuss project requirements, administration procedures, and other construction related information. SEH will administer the preconstruction conference, issue notifications, and record meeting minutes.
3. Submittal and Shop Drawing Review. SEH will review product and material data, shop drawings, building layout, foundation and slab review, material samples, concrete mixture design, samples, and other items required to be submitted by the contractor.
4. Construction Observation. SEH will provide periodic construction observation for the duration of construction. A Resident Project Representative (RPR) will be on-site periodically to assist in ensuring that construction is performed in accordance with contract documents. The RPR will document and record construction progress through a daily journal and weekly progress reports.
5. Progress Meetings. It is anticipated that a minimum of two progress meetings will be scheduled during construction. Additional meetings will be scheduled as needed. The progress meeting will be attended either in person or by conference call by SEH, including the RPR, project manager, and/or other staff as needed or required.
6. Pay Estimates. SEH will prepare multiple partial pay estimates and one final pay estimate upon completion of construction. Actual completed quantities will be tabulated for use in preparing pay estimates.
7. Final Inspection / Punchlist. A final inspection will be conducted by SEH after completion of the project. SEH will issue notifications and prepare a punchlist of any outstanding items needing correction.

Proposal for Engineering Services
Baudette, Minnesota

8. Record Drawings. Record drawings will incorporate any modifications or additions that occurred during construction. A final plan set will be plotted and distributed to the City for their records.
9. As-Built ALP Update. Update Airport Layout Plan with hangar location. The Airport Layout Plan Sheet and the Building Area Plan will be updated and routed to the City, MnDOT and FAA.
10. FAA Project Closeout Report. The Consultant will prepare a "Project Closeout Report" as required by the FAA and using "Sponsors Guide to Quality Project Closeout Report Requirements" (FAA Publication).
11. Project Management. Time required for the overall administering of the project, including preparing contract modifications, reviewing quality control and testing results, and coordination with the City, Contractor, FAA, Mn/DOT, and other regulatory agencies and utilities.

Subconsultants performing work under this proposal include the following:

1. Braun Intertec, Inc. Quality assurance testing for compaction and concrete work will be performed by Braun Intertec of St. Cloud, Minnesota.
2. Barr Engineering. Electrical reviews and inspections will be completed by Barr Engineering of Bloomington, Minnesota.

ATTACHMENT B
ESTIMATED FEES AND EXPENSES
2018 Hangar Construction
Construction Observation, Administration and Closeout
Windom Municipal Airport

Task No.	Task Description	Project Manager	Project Engineer	Project Architect	Senior Technician	Admin Technician
1	Established Survey Control	0	0	0	5	0
2	Preconstruction Activities	4	5	4	0	0
3	Submittal and Shop Drawing Review	2	10	10	0	0
4	Construction Observation	5	60	5	0	0
5	Progress Meetings	8	15	5	5	0
6	Pay Estimates	6	8	4	0	2
7	Final Inspection/Punchlist	5	15	5	5	0
8	Record Drawings	2	6	2	5	0
9	As-Built ALP Update	2	2	0	2	0
10	FAA Project Close-out Report	1	4	0	1	4
11	Project Management	10	10	5	2	2
Total hours per labor category		45	135	40	25	8

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	45	\$49.47	\$2,226.15
Project Engineer	135	\$31.38	\$4,236.30
Project Architect	40	\$46.44	\$1,857.60
Senior Technician	25	\$34.33	\$858.25
Admin Technician	8	\$25.15	\$201.20
Total Direct Labor Costs:	253		\$9,379.50
Salary Overhead (35%)			\$3,282.83
General and Administrative Overhead (137%)			\$12,849.92
Total Labor Costs			\$25,512.25
Fee (15%)			\$3,826.84

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Employee Mileage	5000	\$0.54	\$2,700.00
Construction Auto Allowance	15	\$16.00	\$240.00
Per Diem	15	\$131.00	\$1,965.00
Quality Assurance Testing (Braun Intertec)	1	\$8,413.00	\$8,413.00
Electrical Subconsultant (Barr Engineering)	1	\$3,500.00	\$3,500.00
Equipment Useage	253	\$3.00	\$759.00
Reproductions / Miscellaneous	1	\$500.00	\$500.00
Total Expenses			\$18,077.00

SUMMARY:

Total Labor Costs + Expenses + Fees	\$47,416.09
Estimated Total	\$47,400.00

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

**A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED
"2018 HANGAR CONSTRUCTION PROJECT"**

WHEREAS, pursuant to an advertisement for bids for the project entitled "2018 Hangar Construction Project", bids will be received, opened and tabulated according to law; and

WHEREAS, the revised engineer's estimate for the project is \$391,450; and

WHEREAS, the City Council has set a maximum bid award amount not to exceed 10% of the revised engineer's estimate; and

WHEREAS, to expedite the award of the contract and submission of a grant request for the project the City Council has approved granting the authority to award the bid for the project to the City Administrator; and

WHEREAS, the bid will be awarded to the lowest responsible bidder within the restrictions of the maximum bid award defined by the City Council; and

WHEREAS, upon bid award the Council approves submission of the grant request for issuance of a Grant Offer for Federal funding from the Federal Aviation Administration and the State of Minnesota Department of Transportation.

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

1. Bid award is contingent upon issuance of a Grant Offer of Federal funding from the Federal Aviation Administration and the State of Minnesota Department of Transportation.
2. Bid award is conditional to the low bid not exceeding the maximum bid award amount defined above by the City Council.
3. The City Administrator is hereby granted authority to award the bid to the lowest responsible bidder within the restrictions set forth for the maximum bid award amount.
4. A "Notice of Award" shall be issued to the low bidder if bid is awarded.
5. Upon bid award the Mayor and City Administrator are hereby authorized and directed to enter into the contract with the low bidder, in the name of the City of Windom, for the completion of the project entitled "2018 Hangar Construction Project" according to the plans and specifications approved by the City Council and on file in the Office of the City Administrator.
6. Upon bid award the City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contract has been signed.

Adopted by the Council this 19th day of June, 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: ANDY SPIELMAN, BUILDING & ZONING OFFICIAL
CC MEETING DATE: JUNE 19, 2018
RE: VARIANCE APPLICATION
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

The Planning Commission and Staff recommend that the City Council approve the zoning application submitted by Windom Towing LLC and Jed and Cynthia Knutson for a variance on a sideyard setback.

Issue Summary/Background

Applicants & Owners: Windom Towing LLC and Jed Knutson and Cynthia Knutson

Property Address: 2470 Highway 60 East

Legal Description: A Tract (approx. 200' X 245') located in the Northwest Quarter of the Southeast Quarter (NW¼ SE¼) of Section 24, Township 105 North, Range 36 West, in the City of Windom, Cottonwood County, Minnesota.

Parcel No.: 25-024-1001

The Applicants are requesting a variance from the City Code to allow the construction of a 32' X 95' addition on the south side of the existing building that will have a sideyard setback that is less than required by City Code. The Applicants have requested a reduction in the sideyard setback from 20 feet to 5.34 feet between the addition and the south property line. The property is located in the B-2 Highway Business Zoning District. The lot to the South of this property is undeveloped and currently used for display of storage sheds by Pro Shed.

The Planning Commission's recommendation is contingent on construction of a firewall on the side of the addition that is adjacent to the lot to the South. (The property owners have expressed a willingness to include the firewall in their construction plans.)

No objections to the proposed setback were received. The Applicants propose to use the property in a reasonable manner. The variance is in harmony with the general purposes and intent of the City ordinance.

Please refer to the Planning Commission Minutes from the June 4, 2018, Meeting for further details and discussion on these matters.

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Notice of Public Hearing,
2. Zoning Application,
3. Supplemental Information: Aerial of the property, site plan, floor plan showing the proposed addition, and easement map for property to the South.

AWS:mh

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

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION - SETBACK**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565–152.568, notice is hereby given that the Applicant, WINDOM TOWING LLC, and Owners, JED KNUTSON and CYNTHIA KNUTSON, husband and wife, of 51273 County Road 44, Windom, Minnesota, have submitted a zoning application for a variance for property located in a B-2 District at 2470 Highway 60 East, Windom, Minnesota. The Applicant/Owners request a variance of the sideyard setback to allow the construction of an addition which will have a sideyard setback less than the minimum required by City Code Section 152.113. The existing structure, setbacks, lot area, and proposed placement of the addition are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the City Council Chambers at City Hall, 444 Ninth Street, Windom, Minnesota on Monday, June 4, 2018, at 7:05 p.m.

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

Legally described as follows: A Tract (approx. 200' X 245') located in the Northwest Quarter of the Southeast Quarter (NW¼ SE¼) of Section 24, Township 105 North, Range 36 West, in the City of Windom, Cottonwood County, Minnesota (*abbreviated description*).

Parcel ID #: 25-024-1001

Address of the Property is: 2470 Highway 60 East, Windom, MN 56101

By Order of the City of Windom
Andrew Spielman, Zoning Administrator

Published: Cottonwood County Citizen (May 23, 2018)

CITY OF WINDOM, MINNESOTA

444 9th Street
Windom, MN 56101
507-831-6125

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Windom Towing LLC
Address 2470 Hwy 60
City Windom State MN Zip 56101 (Phone: 507-831-4300)

Owner(s): (If other than Applicant)
Name(s) Jed Knutson & Cynthia Knutson
Address 51273 Co Rd 44
City Bingham Lake State MN Zip 56118 (Phone: 307-399-6675)

Property Address: 2470 Hwy 60

Legal Description of Property: Tract in NW 1/4, SE 1/4 Section 24, Township 105, Range 36 West of the 5th P.M.
Lot(s) Block(s) Addition
NE 200' of SW 130' FRT N Line TH 60x245' (Tract approx. 200' X 245')
1,350' Parcel No. 250241001
(If metes and bounds, attach description.)

Existing Use of Property: Auto/Diesel repair, tires and towing Present Zoning: B-2

Action Requested: Conditional Use Permit Variance X
Subdivision (Sketch Plat) Preliminary Plat Final Plat
Planned Unit Development (PUD)
Amendment (Text, Rezoning, Comprehensive Plan) - SPECIFY: Variance of sideyard setback
Other (Specify): to allow construction of 32' X 95' Addition.

Description and Reason for Request (Attach Additional Information if necessary and/or required)
Lot 251090060 South of property is unoccupied with easements in place for city utilities.
With one hour fire wall and adequate access for emergency crews minimising offset from ten feet five feet would have little to no impact on future construction on adjacent lot.

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

X [Signature] X Cynthia Knutson
Date: 5/18/18 [SIGNATURES OF APPLICANT(S)]

Paid by: Windom Towing, LLC Fee: \$150.00 Paid: Ck. 4591 Date: 5-18-18

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 18th day of May, 2018.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]



Parcel ID	250241001	Alternate ID	n/a	Owner Address	LEROHL/ROBERT H & DIANE
Sec/Twp/Rng	24-105-36	Class	COMM LAND/BLD		35786 410TH AVE
Property Address	2470 HWY 60	Acres	n/a		STORDEN MN 56174
	56101				

District n/a
 Brief Tax Description NE200' OF SW 1,350' FRT N NEW LINE TH 60 X 245' IN NW1/4 SE1/4 1.07
 (Note: Not to be used on legal documents)

Date created: 5/18/2018
 Last Data Uploaded: 5/17/2018 8:59:03 PM



Runnings
Property

Property Line

95'

5.34'

32x50
New Const. -
Office

32x45
New Const. -
Tires + Parts

50x60

45x60

Window Tousing

37.34/32

2

Highway 60

EXHIBIT "B"

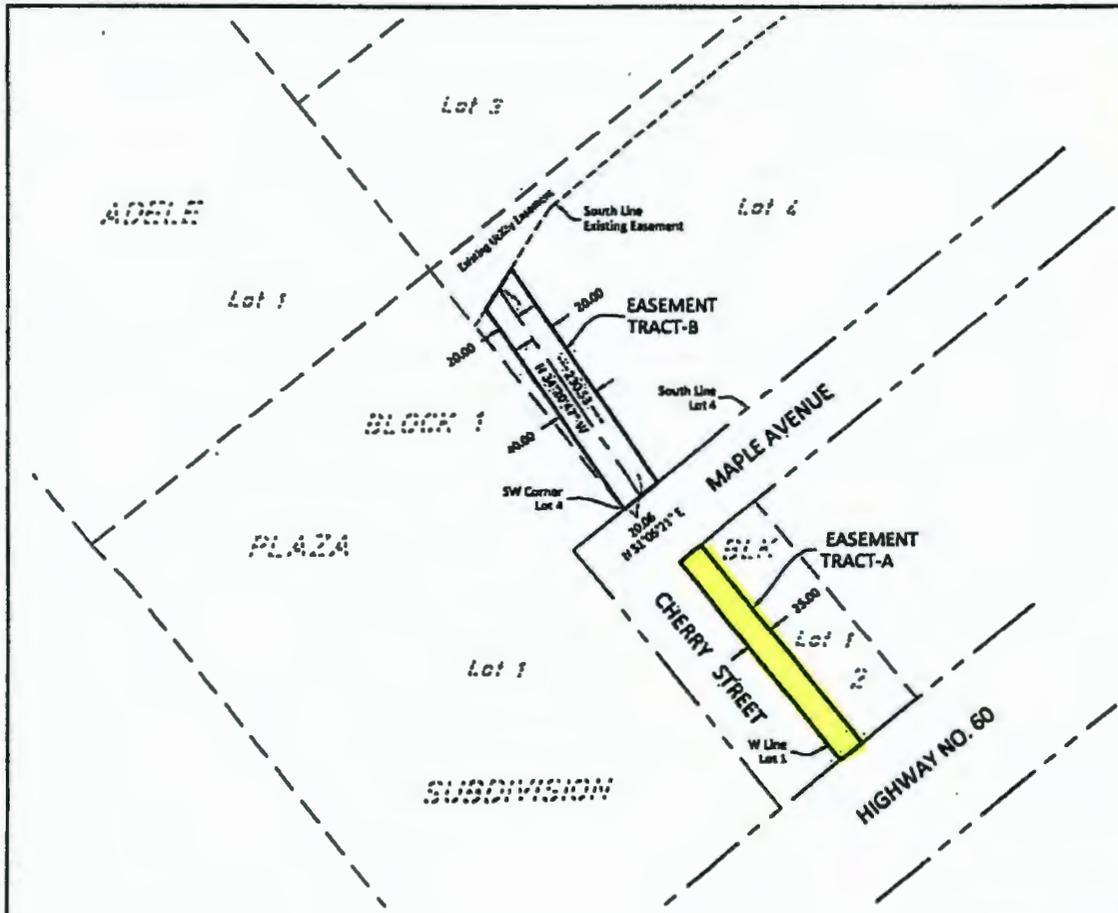
EASEMENT TRACT-A - on Runnings' Property

An easement over, under and across the westerly 25.00 feet (measured at right angles) of Lot 1, Block 2, ADELE PLAZA SUBDIVISION according to the plat thereof on file and of record in the office of the County Recorder in the City of Windom, Cottonwood County, Minnesota.

EASEMENT TRACT-B

An easement 40.00 feet in width, over, under and across a strip of land in Lot 4, Block 1, ADELE PLAZA SUBDIVISION according to the plat thereof on file and of record in the office of the County Recorder in the City of Windom, Cottonwood County, Minnesota lying 20.00 feet on both sides of the following described Line A. All sidelines shall be shortened or extended to terminate on the south of the south line of said Lot 4 and on the north of the south line of an existing utility-access easement, as dedicated in said ADELE PLAZA SUBDIVISION.

Line A: Commencing at the southwest corner of said Lot 4; thence North 51 degrees 05 minutes 21 seconds East, along the south line of said Lot 4, a distance of 20.06 feet to the point of beginning of Line A; thence North 34 degrees 20 minutes 47 seconds West, a distance of 230.53 feet to the south line of an existing utility-access easement, as dedicated in said ADELE PLAZA SUBDIVISION and said Line A there terminating.



SURVEYOR'S CERTIFICATION

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

Joseph A. Haskler
 Joseph A. Haskler
 License Number 43908
 8/25/2016
 Date

SKETCH OF EASEMENTS CITY OF WINDOM, MINNESOTA		EASEMENT IN LOT 1, BLOCK 1 AND LOT 4, BLOCK 2 ADELE PLAZA SUBDIVISION WINDOM, COTTONWOOD COUNTY, MN FOR: CITY OF WINDOM
 BOLTON & MENK, INC. Consulting Engineers & Surveyors 219 NORTH MAIN ST FAIRMONT, MINNESOTA 56031 (507)-338-4738		

©Bolton & Menk, Inc. 2016. All Rights Reserved
 H:\WIND\F18112135\CAD\CAD\112135EA1.DWG 08-26-2016 2:00 p.m.

SDR112135E

JOB NUMBER: F18.112135

FIELD BOOK:

DRAWN BY: DEA

20.01

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: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: JUNE 19, 2018
RE: CALL FOR PUBLIC HEARING – RESIDENTIAL TAX ABATEMENT
DEPT: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
CONTACT: DREW HAGE (drew.hage@windommn.com) (507-832-8661)

Recommendations/Options/Action Requested

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

1. Adopt attached RESOLUTION setting the public hearing on an application for residential tax abatement.
-

Issue Summary/Background

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

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

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

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

The EDA received a request for abatement of the City’s real estate taxes on a proposed new home to be constructed on property at 2960 Country Club Drive.

Based on an estimated market value of \$400,000 for the new home and the 2018 tax rates, the estimated tax abatement for the City would be the sum of \$3,549 per year for an estimated total abatement of \$17,745 over the five-year period. However, these are only estimates because the market value for the new home will not be known until completion of the construction and the tax rates change each year.

Example: The estimated tax abatement for a \$200,000 homestead property: County \$564; Windom Public Schools \$163; Windom \$ 1,124 (per year). Estimated Total 5-year tax abatement: \$12,885.

Pursuant to Minnesota Statutes, it is necessary to hold a public hearing on any proposed abatement of real estate taxes. Attached is a proposed Resolution calling for a public hearing to be held at the next City Council Meeting.

Fiscal Impact

Amount: No fiscal impact in calling for the public hearing. If the tax abatement is granted following the public hearing, the estimated abatement of real estate taxes by the City for the five-year period is \$17,745.

Attachments

1. Resolution Calling for Public Hearing on Proposed Tax Abatement for New Residential Project - 2960 Country Club Drive.
2. Letter Requesting Abatement.
3. Aerial of Property.

would be approximately \$3,549 per year. The total estimated tax abatement by the City of Windom for the five-year period would be approximately \$17,745. (These figures were calculated using 2018 tax rates. The market value for the project is only an estimate, since the building has not yet been constructed. The tax rates will also change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

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

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, July 17, 2018, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 7:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least ten (10) days prior to the date of hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted by the City Council this 19th day of June, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

Date: June 5, 2018

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

Dear Drew:

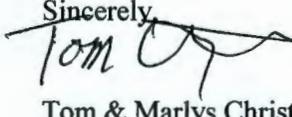
As part of the Cottonwood County Home Initiative I am building a new single family home at Lot 1, Block 1, John Vera Voth Subdivision, City of Windom. Attached please find property site map, tax statement, and construction plans for the new build. This request is being made under the provisions of the Cottonwood County Home Initiative. We are planning to start construction soon.

My Cottonwood County Home Initiative application includes:

- A letter requesting abatement
- Legal description of the property
- A site plan and construction plans for the proposed project
- Estimated market value of the new home
- A copy of the building permit
 - For county properties, a Letter of Compliance from the Cottonwood County Planning & Zoning Office is required. This is in regards to setback permits and septic systems.

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

Sincerely,

Tom & Marlys Christensen
2350 River Road, Windom. MN
507-831-2510 h
507-822-1078 c



Parcel ID	257960010	Alternate ID	n/a	Owner Address	CHRISTENSEN/THOMAS-MARLYS/TSTE
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL VACANT LAND		MARLYS G CHRISTENSEN TRUST
Property Address		Acreage	n/a		2350 RIVER RD
					WINDOM MN 56101

District n/a
Brief Tax Description n/a

(Note: Not to be used on legal documents)

Date created: 6/15/2018
 Last Data Uploaded: 6/14/2018 8:05:06 PM

Developed by



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 
DATE: June 14, 2018
RE: Compost Site
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 a lease agreement between Cottonwood County and the City of Windom for use of real property for the compost site.

Issue Summary/Background

Cottonwood County requested that the City provide liability coverage for our use of County property for the compost site. In the discussions at the County Board it was requested that the City have a lease and that the County is compensated for the City use of the property.

To address these issues the County Attorney drafted a lease which requires the liability coverage and compensation is set at \$1 for 2018. The City Attorney has reviewed the lease.

Should there be additional concerns about the operation of the compost site or costs at this location there could be alternatives for the City Council to discuss for upcoming years.

Fiscal Impact

None. The City's existing insurance policy will provide the coverage needed and the \$1 lease payment will not impact the budget for the compost site.

Attachments

1. Lease agreement between Cottonwood County and City of Windom

THIS AGREEMENT, made upon signature of all parties, by and between Cottonwood County, a body corporate and politic existing under the laws of the State of Minnesota, Lessor, and the City of Windom, a body corporate and politic existing under the laws of the State of Minnesota, Lessee.

The Lessor, in consideration of the rents and covenants in this agreement, leases to Lessee the following described property situated in the County of Cottonwood, and State of Minnesota:

See attached exhibit A;

The term of this lease agreement expires December 31, 2018.

The Lessee agrees to pay Lessor rent for the property the sum of \$1 (one dollar) payable at the office of the Cottonwood County Auditor/Treasurer in total by October 31, 2018.

IT IS AGREED, by and between the parties: if the Lessee fails to make the above mentioned rent, Lessor may re-enter and take possession of the property without such re-entering causing a forfeiture of the rent to be paid by the Lessee.

Lessee agrees not to assign this lease or underlet the property, without the written consent of the Lessor; and, at the expiration of the lease term, surrender the property to the Lessor in as good of condition as when taken, reasonable wear and tear and damage by the elements alone expected.

Lessor agrees the Lessee, on paying the rent and performing the agreement contained in this lease, shall peaceably and quietly have, hold and enjoy the property. In the event the rent has to be collected by lawsuit, the Lessee agrees to pay all expenses which are incurred in that process.

Lessee shall hold Lessor harmless from and indemnify Lessor against any and all liability, damage, loss and expenses arising or resulting from the acts of or omissions by Lessee or Lessee's employees, servants, agents, guests, assigns, subtenants, visitors or licensees in, upon or about the premises.

Lessee shall carry insurance naming Lessor as an additional insured. Minimum limits of liability shall be \$1,500,000 each occurrence and \$3,000,000 general aggregate. Proof of insurance should be provided to the Cottonwood County Auditor/Treasurer.

IN WITNESS WHEREOF, both parties have hereunto set their hands.

Lessor: Cottonwood County by:

Lessee: City of Windom by:

Lessor: Donna Gravely, Chairman date

Lessee: Dominic Jones, Mayor date

Attest: Jan Johnson, Auditor/Treasurer

Attest:

PARCEL NO. 100300601
OWNER: Cottonwood County

LEGAL: 268' X 810' IN NW CORNER W1/2 SW1/4 (4.98 ACRES)

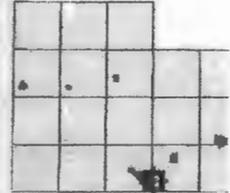
EXHIBIT A

Commencing at an existing iron monument at the center section 30, T105N R35W; to a point of beginning, thence south, assumed bearing, a distance of 810 feet, thence West, assumed bearing, a distance of 268 feet, thence north, assumed bearing, a distance of 810 feet, thence East, assumed bearing, a distance of 268 feet to a point of beginning, excluding an existing 50.00 foot highway easement, which is included within the above description, said description contains 4.98 acres, more or less.

**THIS INSTRUMENT WAS DRAFTED BY:
COTTONWOOD COUNTY
1355 9TH AVENUE
WINDOM, MN 56101**



Overview



Legend

- Corporate Limits
- Political Township
- Parcels

Parcel ID	100300601	Alternate ID	n/a	Owner Address	COUNTY OF COTTONWOOD
Sec/Twp/Rng	30-105-35	Class	CNTY PROPERTY-ALL OTHER		900 3RD AVE
Property Address		Acreage	4.98		WINDOM MN 56101
District	n/a				
Brief Tax Description	268' X 810' IN NW CORNER W1/2 SW1/4 (4.98 ACRES)				
	(Note: Not to be used on legal documents)				

Date created: 5/25/2018
 Last Data Uploaded: 5/24/2018 8:40:26 PM

 Developed by
 The Schneider Corporation

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: Brian Cooley, Street and Park Superintendent
DATE: **June 14, 2018**
RE: **Street and Park Closure**
DEPT: Street and Parks
CONTACT: Brian Cooley; brian.cooley@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. On July 27, 2018 Relay for Life is asking that we close Tegals Park from 3:00PM to Midnight.
2. Also on that same date they would request that a portion Cottonwood Lake Drive from the North and south entrances of the park be closed as well.

Issue Summary/Background

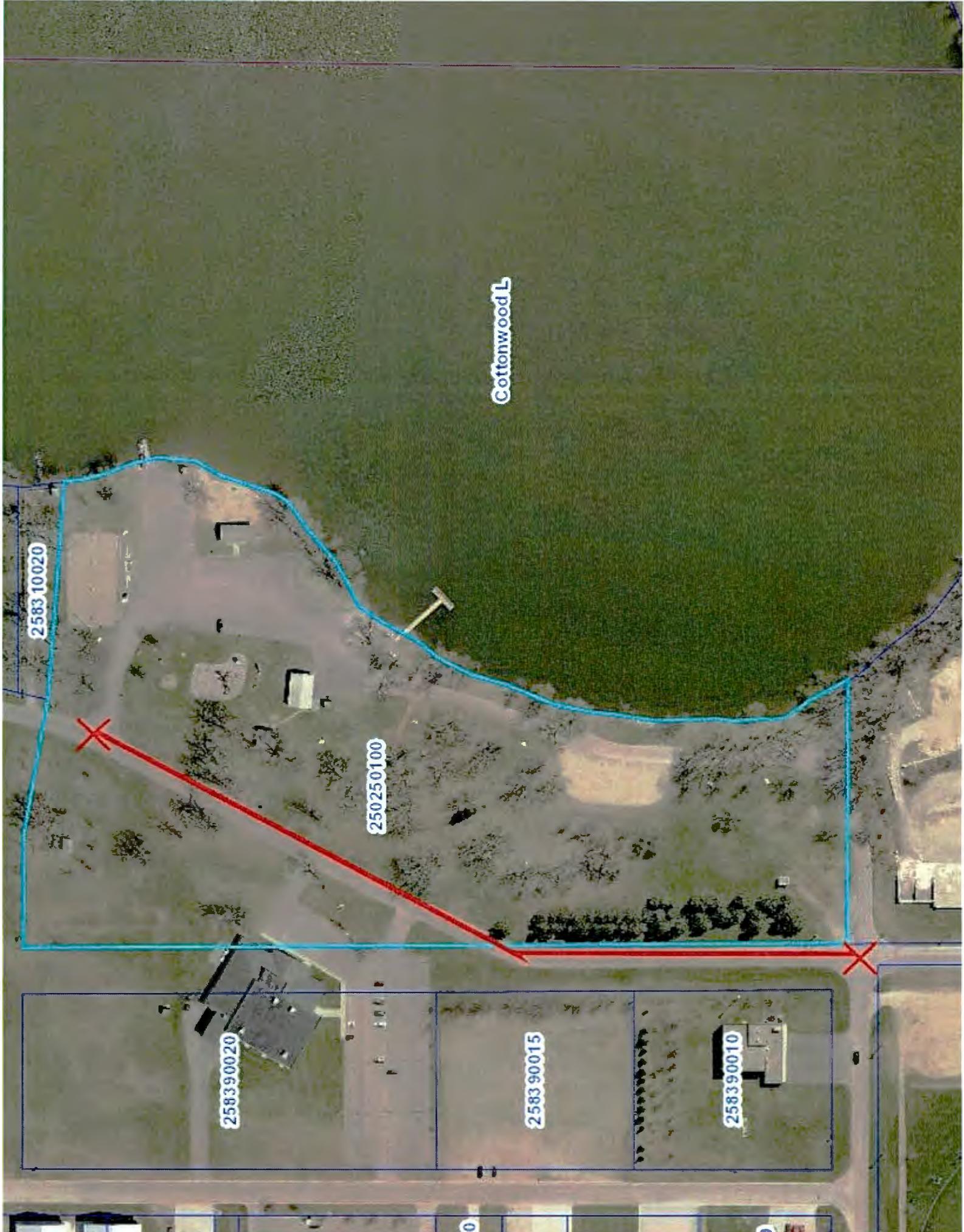
This has been a yearly closure that we have done for many years. We provide the cones and barricades which they put in place.

Fiscal Impact

None

Attachments

1. Map of the area with closed portions.



258310020

Cottonwood L

250250100

258390020

258390015

258390010

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

A RESOLUTION DESIGNATING THE FILING PERIOD FOR CANDIDATES FOR THE CITY ELECTION

WHEREAS, vacancies in elected offices for the City of Windom will occur on January 1, 2019; and

WHEREAS, vacancies will exist for the following positions:

Councilmember – At Large
Councilmember – Ward I
Councilmember -Ward II

WHEREAS, pursuant to State Statute, the filing period shall not commence earlier than 98 days nor less than 84 days before the municipal general election.

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

The filing period for elective office in the City of Windom shall commence on July 31, 2018, at 8:00 a.m. and end on August 14, 2018, at 5:00 p.m. Nomination papers may be filed at the City Clerk's Office in the Windom City Hall during normal business hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.) during said filing period.

Adopted this 19th day of June, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

A RESOLUTION APPOINTING ELECTION JUDGES AND DESIGNATING POLLING PLACE FOR THE FORTHCOMING PRIMARY AND GENERAL ELECTION IN 2018

WHEREAS, pursuant to Minnesota Statutes, a Primary and a General Election will be held on August 14, 2018, and November 6, 2018, respectively; and

WHEREAS, it is necessary that a polling place be designated and election judges be appointed.

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

1. That the hours for voting at the above-mentioned elections shall be from 7:00 a.m. until 8:00 p.m.
2. The polling place for Wards I and II shall be at the Windom Community Center at 1750 Cottonwood Lake Drive.
3. The following election judges are hereby appointed to serve at the above-mentioned primary and general election.

WARD I PRECINCT I

<u>NAME</u>	<u>ADDRESS</u>
Rosie Schwalbach	1305 20 th St
Maxine Frank	831 Des Moines Dr
Mary Okins	836 Highland Rd
Jackie Jurgens	829 12th St
Joe LaCanne	1244 5 th Ave
Kathryn Nemitz	905 River Road
Clarice Gregg	1261 5 th Avenue, Apt 2
Verna Jans	640 Des Moines Dr
Tary Johnson	3125 Matthew Dr
Darris Snelling	380 1st Street
Lynn Elston	688 River Road
Norman Holman	712 River Road
Dale Friesen	1304 6 th Ave
Aaron Klassen	919 17 th Street

WARD I PRECINCT 11

NAME

Marlene Nordquist
Jeanette Schuur
Rosalee Davis
Nancy Meyer
Margaret Keffeler
Carol Paplow
Linda Dawson
Thomas Wickie
Mary Franz
Carol Hochstein
Carol Jensen
Mary Meyer
Sharon Diemer
Virginia Cook
Rose Purrington
Mary Klosterbuer
Mick Christians
Landon Johnson
Dale Boyer
Laura Fresk
Juanita Grunewald
Barbara Christians
Marlene Smith
Becki Wormstadt
Carolyn Torkelson
Brendan Knapper
Paul Sajban
Curt Wieneke
Karla Sorenson

ADDRESS

1995 Great Bend Blvd
2001 Great Bend Blvd
861 18th St
628 18th St
1085 20th St
1156 River Rd
2570 River Rd
2411 Douglas St
2034 Great Bend Blvd
620 Des Moines Dr.
410 1st St
1610 River Road
2004 Great Bend Blvd
1620 6th Ave
665 22nd St
616 17th Street
2216 River Road
38447 460th Avenue
2000 River Road
2205 River Road
2215 River Road
2216 River Road
2654 River Road
2425 Douglas St.
325 16th Street
1354 10th Ave
769 16th Street
1895 Red Leaf Court
1128 River Road

WARD 11 PRECINCT I

NAME

Romelle Wojahn
Zola Wood
Barb LaCanne
Karen Wickie
Donna Torkelson
Bruce Olson
Mary Mohlencamp
Ronda Kelly
Pearl Christoffer

ADDRESS

35677 US Hwy 71
1368 11th Ave
1244 5th Ave
2411 Douglas St
721 Prospect Ave
853 Collins Ave
688 Prospect Ave
460 Bonnie Street
435 17th Street

Claudia Lopez
Sharon Snelling
Kathy Brandt
Lisa Farag
Shirleen Allen

1053 River Road
380 1st Street
455 1st Street
837 Prospect Ave
704 Miller Ave

WARD 11 PRECINCT 11

NAME

Jean Hoppe
Linda Ebeling
Mary Erickson
Deborah Polzin
Katherine Hansen
Ruby Wilson
Carol Hartman
Carol Brand
Julienne Antes
Charlotte Kruse
Kathy Ratzloff
Sandi Hunter
Debra Minion

ADDRESS

1705 Langley
1535 3rd Ave
350 6th Ave S
1220 Drake
49219 County Rd 13
1036 Lakeview Ave
1114 Lakeview Ave
592 Prospect Ave
1165 Drake Ave
93 12th Street
1710 Langley St
1532 2nd Ave N
1527 17th Street

REGISTRATION & SUBSTITUTES

NAME

Denise Nichols
Leesa Arndt
Robin Shaw
Emily Prokosch
Hallie Will

ADDRESS

2815 Cottonwood Lake Dr
93277 480th Ave
730 20th St
755 21st St
37143 County Rd 4

Adopted this 19th day of June, 2018.

Dominic Jones, Mayor

Attest: _____

Steven Nasby, City Administrator

ACTION ITEM



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

TO: City Council
FROM: Steve Nasby, City Administrator 
DATE: June 14, 2018
RE: Community Center Maintenance Position
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Advertise for a full-time Grade 1 Community Center Maintenance position.
2. Authorize staff to advertise for a PT Grade 1 Community Center Maintenance position, if needed.

Issue Summary/Background

On June 13, 2018 Steve Theesfeld, Community Center Senior Maintenance, turned in his retirement letter effective July 1, 2018. Staffing for Community Center daily operations and events has been covered through July 1, 2018. In July we will be able to cover the staffing needs with current staff and temporary help, but in August and September the Community Center is booked every weekend for events. To meet the Community Center staffing needs I am requesting City Council approval to advertise for a full-time position at the Community Center.

The position vacated is a Senior Community Center Maintenance position at Grade 5; however, the request is to advertise for a Community Center Maintenance position Grade 1. Should the full-time position be filled through an internal transfer there then could be an opening for a PT Community Center Maintenance position Grade 1 that would need to be filled, hence the request to also authorize the advertisement the PT Community Center Maintenance position Grade 1 if needed.

Thank you to Mr. Theesfeld for 17.5 years of dedicated service to the Windom Community Center.

Fiscal Impact

There will be a positive impact (lower cost) to the Community Center budget as a new hire will be at a lower pay scale than the retiring employee. The personnel cost savings is estimated at \$2,900 over the rest of 2018.

Attachments

1. None.



Contractor's Application for Payment No. 2

Application Period: 5/31/2018	Application Date: 6/12/2018	
To (Owner): City of Windom, Minnesota	From (Contractor): Minnesota Ice LLC	Via (Engineer): Stevens Engineers, Inc.
Project: Windom Ice Arena Ice System Replacement	Contract: Contractor's Application for Payment #2	
Owner's Contract No.: NA	Contractor's Project No.: NA	Engineer's Proj No.: 900-17-287

Change Order Summary

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

1. ORIGINAL CONTRACT PRICE.....	\$ 943,972.00
2. Net change by Change Orders.....	\$
3. Current Contract Price (Line 1 ± 2).....	\$ 943,972.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ 376,500.00
5. RETAINAGE:	
a. 5% X \$376,500.00 Work Completed.....	\$ 18,825.00
b. X _____ Stored Material.....	\$
c. Total Retainage (Line 5a + Line 5b).....	\$ 18,825.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 357,675.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applicatio	\$ 90,250.00
8. AMOUNT DUE THIS APPLICATION.....	\$ 267,425.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$ 586,297.00

Contractor's Certification

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

By: See attached document

Payment of: \$ 267,425.00
(Line 8 or other - attach explanation of the other amount)

is recommended by: *JSC* 6/12/18
Stevens Engineers, Inc. (Date)

Payment of: \$ 267,425.00
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
City of Windom, Minnesota (Date)

Approved by: NA
Funding Agency (if applicable) (Date)

Progress Estimate

Contractor's Application for Payment

For (contract): Windom Ice Arena Ice System Replacement				Application Number: 2				
Application Period: 5/31/2018				Application Date: 6/12/2018				
A		B	Work Completed		E	F	G	
Item		Scheduled Value	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) / B	Balance to Finish (B - F)
Specification Section No.	Description		From Previous Application (C+D)	This Period				
SECTION 1: GRADING								
1	Mobilization	\$25,000.00		\$12,500.00		\$12,500.00	50%	\$12,500.00
2	Mains Materials	\$30,000.00		\$30,000.00		\$30,000.00	100%	
3	Mains Insulation Materials	\$35,000.00						\$35,000.00
4	Mains and Mains Insulation Labor	\$15,000.00		\$10,000.00		\$10,000.00	67%	\$5,000.00
5	Supply Headers (Sub Flor & Mail Floor)	\$35,000.00		\$35,000.00		\$35,000.00	100%	
6	Install Headers Labor (Sub Floor & Main Floor)	\$15,000.00						\$15,000.00
7	Supply Floor Insulation	\$50,000.00		\$50,000.00		\$50,000.00	100%	
8	Install Floor Insulation Labor	\$45,000.00		\$25,000.00		\$25,000.00	56%	\$20,000.00
9	Supply Vapor Barrier	\$17,000.00						\$17,000.00
10	Install Labor Vapor Barrier	\$10,000.00						\$10,000.00
11	Supply Tubing Chairs	\$24,000.00		\$24,000.00		\$24,000.00	100%	
12	Install Labor Tubing Chairs	\$8,000.00						\$8,000.00
13	Supply Tubing Chairs	\$45,000.00						\$45,000.00
14	Install Labor Tubing Chairs	\$24,000.00						\$24,000.00
15	Supply Return Bends	\$14,000.00						\$14,000.00
16	Install Labor Return Bends	\$10,000.00						\$10,000.00
17	Main Floor Ancillary Materials	\$35,000.00						\$35,000.00
18	Supply and Install the Expansion Join	\$24,000.00						\$24,000.00
19	Supply and Install Concrete	\$123,000.00						\$123,000.00
20	Supply Zero Zone Refrigeration System	\$285,000.00	\$95,000.00	\$95,000.00		\$190,000.00	67%	\$95,000.00
21	Install Labor Zero Zone Refrigeration System	\$30,000.00						\$30,000.00
22	Supply and Install Ethylene Glycol	\$36,000.00						\$36,000.00
23	Start-Up	\$4,972.00						\$4,972.00
24	A1: Stainless Steele Coil in Snowmelt Pit	\$4,000.00						\$4,000.00
Totals		\$943,972.00	\$95,000.00	\$281,500.00		\$376,500.00	40%	\$567,472.00

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
 City of Windom, Minnesota
 444 9th Street, PO Box 38
 Windom, MN 56101-0038
 FROM CONTRACTOR:
 Minnesota Ice LLC
 13540 Flagstaff Ave
 Apple Valley, MN 55124

PROJECT:
 Windom Ice Arena Ice System Replacement
 1480 8th Ave
 Windom, MN 56101
 VIA ENGINEER:
 Stevens Engineers Inc.
 2211 O'Neil Road
 Hudson, WI 54016

APPLICATION #: 2
 PERIOD TO: 05/31/18
 PROJECT NOS: 900-17-287
 CONTRACT DATE: 02/17/18

Distribution to:
 Owner
 Const. Mgr
 Architect
 Contractor
 ENGINEER

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	943,972.00
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	943,972.00
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)		376,500.00
5. RETAINAGE:		
a. 5.0% of Completed Work (Columns D+E on Continuation Sheet)	\$	18,825.00
b. of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$	18,825.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	357,675.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	90,250.00
8. CURRENT PAYMENT DUE	\$	267,425.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	586,297.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

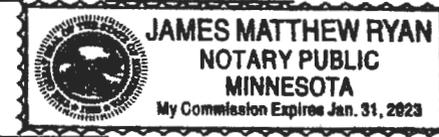
CONTRACTOR:

By: Minnesota Ice LLC

Date: 5/31/18

State of: MINNESOTA
 County of: Scott

Subscribed and sworn to before me this 31st day of May, 2018



Notary Public: *James Ryan*
 My Commission expires: 1/31/23

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

PROJECT:

Windom Ice Arena Ice System Replacement
1480 8th Ave
Windom, MN 56101

APPLICATION NUMBER: 2

APPLICATION DATE: 05/31/18

PERIOD TO: 31-May-18

ARCHITECT'S PROJECT NO: 900-17-287

A Item No.	B Description of Work	C Scheduled Value	D, E		F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			Work Completed			Total Completed And Stored To Date (D + E + F)	% (G/C)		
			From Previous Application (D + E)	This Period					
1	Mobilization	\$ 25,000		\$ 12,500		12,500.00	50%	12,500.00	625.00
2	Mains Materials	\$ 30,000		\$ 30,000		30,000.00	100%		1,500.00
3	Mains Insulation Materials	\$ 35,000						35,000.00	
4	Mains and Mains Insulation Labor	\$ 15,000		\$ 10,000		10,000.00	67%	5,000.00	500.00
5	Supply Headers (Sub Floor & Main Floor)	\$ 35,000		\$ 35,000		35,000.00	100%		1,750.00
6	Install Headers Labor (Sub Floor & Main Floor)	\$ 15,000						15,000.00	
7	Supply Floor Insulation	\$ 50,000		\$ 50,000		50,000.00	100%		2,500.00
8	Install Floor Insulation Labor	\$ 45,000		\$ 25,000		25,000.00	56%	20,000.00	1,250.00
9	Supply Vapor Barrier	\$ 17,000						17,000.00	
10	Install Labor Vapor Barrier	\$ 10,000						10,000.00	
11	Supply Tubing Chairs	\$ 24,000		\$ 24,000		24,000.00	100%		1,200.00
12	Install Labor Tubing Chairs	\$ 8,000						8,000.00	
13	Supply Tubing	\$ 45,000						45,000.00	
14	Install Labor Tubing	\$ 24,000						24,000.00	
15	Supply Return Bends	\$ 14,000						14,000.00	
16	Install Labor Return Bends	\$ 10,000						10,000.00	
17	Main Floor Ancillary Materials	\$ 35,000						35,000.00	
18	Supply and Install the Expansion Joint	\$ 24,000						24,000.00	
19	Supply and Install Concrete	\$ 123,000						123,000.00	
20	Supply Zero Zone Refrigeration System	\$ 285,000	95,000.00	\$ 95,000		190,000.00	67%	95,000.00	9,500.00
21	Install Labor Zero Zone Refrigeration System	\$ 30,000						30,000.00	
22	Supply and Install Ethylene Glycol	\$ 36,000						36,000.00	
23	Start-up	\$ 4,972						4,972.00	
24	A1: Stainless Steel Coilln Snowmelt Pit	\$ 4,000						4,000.00	
25									
26									
SUBTOTALS PAGE 2		943,972.00	95,000.00	281,500.00		376,500.00	40%	567,472.00	18,825.00