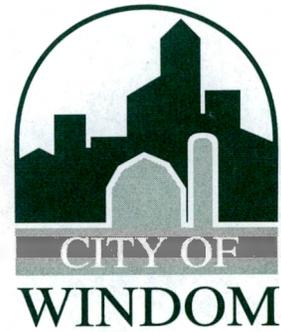


Council Meeting
Tuesday, June 5, 2018
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. 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

2. Department Heads

3. Resolution Accepting Donations

- Library – Windom Figure Skating
- Park & Recreation – Remick Foundation Trust

4. Tree Committee – Grant Application Authorization

5. Fire Department – Officer Appointments

6. Airport – Resolution Bid Award 2018 Hangar and Taxilane Construction Project

7. Ordinances

- Second Reading Ordinance No. 170, 2nd Series – Sidewalk Cafes
- Title and Summary Publication Ordinance No. 170, 2nd Series
- Second Reading Ordinance No. 171, 2nd Series – Outdoor Liquor Sales
- Title and Summary Publication Ordinance No. 171, 2nd Series

8. Resolution Sidewalk Café Annual Permit Fee

9. Contractor Payments – Substation Project

- Conductor Power LLC #5 - \$19,219.45
- States Manufacturing - \$51,145.00

10. New Business

11. Old Business

12. Council Comments



Adjourn

Special Council Meeting
Board of Review
City Hall, Council Chambers
May 14, 2018
4:30 p.m.

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones at 4:30 p.m.

2. Roll Call:

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

Council Absent: Rod Byam

City Staff Present: Chelsie Carlson, Finance Director/Controller

3. Board of Review:

Jones said that the County Assessor was present to discuss tax valuations and City Council would hear from property owners. He noted there is a sign-up sheet that needs to be signed to preserve the property owner's rights to appeal their valuations.

Gale Bondus, County Assessor, noted that Marv Grunig was the only City Council member trained for equalization and suggested second City Council member be trained.

Bondus discussed a summary of the 2018 Assessment totals. Bondus indicated sales data from open market transactions is used to set values for assessments. There were 72 residential sales used for the 2018 valuation. She noted that her office was seeing lower tax valuation ratios on the lower valued homes (under \$100,000) so any property valued \$100,000 or below received a 5% increase in the tax value for 2018. They did not see this same issue with the higher valued home sales. After making the adjustment to the lower valued homes, the residential ratio was 92.43% which falls within the State mandated 90 – 105% range.

There were only five commercial sales for 2018 valuation data. The tax valuation ratio of these sales was 75% but Bondus noted that since there were not the minimum of six sales there will be no blanket changes to commercial property this year.

Overall, there was \$2 million in new construction. Bondus indicated that the State assessed properties are done in July by the Department of Revenue and that is roughly \$2 million. The total valuation presented for the 2018 Assessment, not including the State assessed values, was \$271,473,000.

Jones opened the public comment portion of the meeting and asked each speaker to give their name, address and parcel number for the record.

Mike Schwalbach – 910 4th Ave - #25-820-1550

Schwalbach voiced a concern regarding downtown commercial district. He said he reviewed 16 commercial parcels in the downtown area and the averaged assessed value per square foot was \$16.59 while the average purchase price per square foot was \$13.81. He noted that his property has gone from \$15.51 per square foot in 2016 to \$20.11 per square foot in 2017 and now \$24.82 per square foot in 2018. He believes the commercial properties downtown are being overvalued and cautioned that property owners cannot afford the extra expense.

John Meyer – 1030 River Road - #25-673-0210

Meyer explained the valuation of his parcel increased 21% from prior year. Karla Ambrose, Cottonwood County Residential Appraiser, explained that the primary reason for the increase was due to her recommendation to increase the effective aged from 1952 to 1957 after visiting the property. Meyer's property was also included in the 5% overall increase in homes valued below \$100,000.

Ambrose and Bondus reviewed their processes for finding the effective dates of homes and also for reviewing overall valuations of properties. Ambrose noted several comparable properties and showed the average value of \$55.83 to \$57.57 per square foot. The 2018 valuation of the Meyer's parcel is at \$34.18 per square foot.

Meyer noted he made improvements to the exterior in 2004-2005 but nothing has been done since and the inside is very dated. He indicated the property was viewed after the 2004-2005 improvements and the value was increased at that time. He doesn't understand the effective date increase for 2018 because no further work has been done.

Meyer also presented sales data from 7 similar properties and noted a sales price lower than valuation.

Orville & Janice Wojahn – 925 3rd Ave - #25-820-0390

Orville Wojahn stated he has been trying to sell this parcel for over a year and believes the valuation is 1/3 too high. The valuation for 2017 was \$43,400 and the valuation for 2018 is \$42,200. Bondus noted the only change on this property was normal depreciation causing a \$1,200 reduction in value for 2018. It was also noted the property is listed for sale at \$44,900.

Jones closed public comment portion at 5:25 pm and City Council could now consider adjustments to any properties.

Jones noted that there was no request made by Mike Schwalbach for parcel #25-820-1550.

Motion by Joyce second by Ray to leave the tax valuation as is for 910 4th Ave - #25-820-1550. Motion carried 4-0.

Grunig asked for Bondus' opinion based on information presented for Meyer's parcel #25-673-0210. Bondus recommends no changes be made to 2018 valuation. Joyce asked if Meyer would see another increase in 2019 valuation. Bondus indicated it depends on final sales data but it is likely based on the sales trend. Bondus noted that most homes in Windom market are appreciating and that homes are selling at above the tax assessed value due to housing shortages in Windom.

Meyer added that his home is in the flood plain which also reduces value. Ambrose noted a comparable sale that was in the flood plain and sold above market valuation.

Jones encouraged Council to take action to recommend no change to valuation on this parcel.

Motion by Ray second by Grunig to leave the tax valuation as is for 1030 River Road - #25-673-0210. Motion carried 4-0.

Grunig noted no facts were presented related to the correct valuation of the property at 925 3rd Ave. Sherman noted valuation decreased from 2017.

Motion by Grunig second by Ray to leave the tax valuation as is for 925 3rd Ave - #25-820-0390. Motion carried 4-0.

Bondus noted one clerical correction to assessment for parcel #25-820-0061. This parcel is the former Fulda Credit Union building. She stated that they doubled the asphalt value by mistake. She recommends reduction of \$13,900 in valuation to correct the error.

Motion by Grunig second by Joyce to lower the tax valuation by \$13,900 for 866 1st Ave - #25-820-0061. Motion carried 4-0.

Motion by Joyce second by Sherman accept all other tax valuations as set by the County Assessor. Motion carried 4-0.

4. Old Business:

None

5. New Business:

None

6. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 5:45 p.m.

Dominic Jones, Mayor

Attest: _____
Chelsie Carlson, Finance Director\Controllor

Approved

**Regular Council Meeting
City Hall, Council Chamber
May 15, 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; Timothy Hacker, Ambulance Director; Jason Sykora, Electric Superintendent; Scott Peterson, Police Chief; Mike Haugen, Water/Wastewater Superintendent; Andy Spielman, Building and Zoning Official; Dan Ortmann, Fire Chief; Drew Hage, Development Director; Brian Cooley, Street Superintendent and Jeff Dahna, Telecom Manager.

Pledge of Allegiance

3. Addition to Agenda:

- New Business
 - July 3rd Council Meeting

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

4. Consent Agenda:

- Minutes
 - Council Minutes – May 1, 2018
 - HRA – April 11, 2018 & May 2, 2018
 - Telecom Commission – April 23, 2018
 - Library Board – May 8, 2018
 - Planning Commission – May 8, 2018
- License
 - Authorization to Dispense Liquor – Phat Pheasant Pub
- Amplification
 - Karz-N-Trucks Club Car Show – Tegels Park – June 10, 2018
 - Phat Pheasant Pub
 - May 19, 2018
 - June 8, 2018

Approved

- August 25, 2018

- Regular Bills

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

5. Proclamation – 2018 Emergency Medical Services Week, May 20-26, 2018:

Council member Byam introduced the Resolution No. 2018-45, entitled “2018 EMS Week Proclamation”, and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Byam, Grunig, Ray, Sherman, Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Tim Hacker, Ambulance Director, reviewed the 2017 run statistics. Hacker highlighted that the squad put on 68,332 miles and used 7,700 gallons of fuel. The ambulance completed 884 run sheets compared to 765 in 2016. Hacker thanked the squad for their dedication and service.

6. Department Heads:

Jason Sykora, Electric Superintendent, updated the Council on the substation project. The breakers and switch gear have been put into the building. The indoor wiring and relays have been installed as well. Sykora has informed the project foreman of the progress and stated that he could return to complete the project. Completion date is estimated for early August 2018 versus April 2018 (original estimated date).

7. Resolution Accepting Donation - Library - Diane Noyes:

Council member Joyce introduced the Resolution No. 2018-46, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM DIANE NOYES TO THE WINDOM LIBRARY”, and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Grunig, Ray, Sherman, Joyce, Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Fire Department-Submission of DNR 2019 Volunteer Fire Assistance Grant Application:

Dan Ortmann, Fire Chief, presented the Council with a Grant Application for the DNR, which if received the DNR would provide matching funds up to \$5,000. Grant funds would be used to purchase Wildland Personal Protection Gear for a total project cost of \$10,000. Current gear is approximately 20 years old. Ortmann would provide the matching funds out of his current operational budget. They are requesting 30 sets of equipment and have the match in the budget.

Motion by Byam second by Ray to approve the Grant Application to the Minnesota Department of Natural Resources. Motion carried 5 – 0.

9. Wastewater Treatment Plant - Resolution Approving Plans and Specifications and Calling For Bids:

Approved

Kelly Yahnke, Bolton & Menk, presented the Council with the plan sheets and layout for the Wastewater Treatment Plant upgrade. The plans show a new pretreatment building built over a previous digester area that will serve multiple treatment purposes. There will be a new anaerobic basin to help with nitrogen and phosphorous removal. Aeration areas will have upgrades. The control building will undergo electrical upgrades and house new blowers replacing those from 1995 technology. The filter building improvements include a disc filter system that improves the treatment output from 1.8-2 million gallons per day to 3.9 million gallons per day. The heater aerobic digester will have new diffusers and aeration equipment. There is also a three tank storage system for bio-solids that allows bio-solid land applications to be done annually.

Mike Haugen, Water/Wastewater Superintendent, added that the WWTP will utilize the 1974 & 1995 parts of the plant. Portions of the plant from the 1950's will be demolished.

Byam questioned how water will be treated when construction is in progress. Yahnke explained that the plant will be constructed in stages so treatment will still be in place during the conversion to the new system.

Council discussed the sludge storage and land application guidelines. Currently land application is done on 40 acres twice a year; Haugen is looking at an annual application to 80 acres of land.

Grunig asked about the efficiency of the new equipment and the effects on power load. Yahnke replied that the new blowers will cut energy use but other plant operations will be gaining electrical need, so the engineer estimates about the same electrical use.

Jones inquired about a timeline. Yahnke stated 18 months, plus a year to start up and refine operations. The project is also being driven by the new Nitrogen and Phosphorous limits the City must abide to due to the failure of a WET test in 2010.

Byam asked what a WET test is. Yahnke responded it is a Whole Effluent Toxicity Test that uses minnows and single cell organisms to determine toxicity.

Joyce would like to know what the cost impact for customers. The average user rate is \$38.31 per residential account for 5,000 gallons used. If the PSIG Grant and State request is received, the customer would see an estimated monthly increase of \$1.68. If no additional funding is received, customers would see an increase of \$14.19/month. Grunig noted that the 5,000 gallons estimate is average for a family of 4. Yahnke added the increase includes operational and maintenance costs. Industrial users will pay their portion of the upgrade respectively.

Nasby informed Council that the next regulatory issue would include the Chloride limit compliance. The City of Windom currently has that deferred until 2036. Yahnke stated that at the end of this period the City may be able to have a variance or waiver.

Jones mentioned that Yahnke explained the water treatment needs very well, and asked with the technology in use, if the City of Windom will meet the MPCA standards that are set. Yahnke replied that the design is made to exceed requirements. The peak manageable capacity is four million gallons per day.

Approved

Sherman asked at what population level would Windom need to reach in order to require expansion. Yahnke answered the design population was for 5,041 with the current industrial load.

Grunig questioned if there will be all new controls. Yahnke agreed, specifying that it will be a SCADA system.

Jones spoke about the rates and cost of the project mentioning if state additional funding is not received, the Council may not move forward with the project as presented. Yahnke reassured stating that there is a 90 hold on bids with the project to be awarded on October 2, 2018 if everything is in order. Joyce inquired when the City would receive any PSIG dollars if they are included in the state bonding bill. Yahnke said late July.

Council member Grunig introduced the Resolution No. 2018-47, entitled “RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2018 WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT”, and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Ray, Sherman, Joyce, Byam, Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Nasby added that the Utility Commission meeting will be held on May 23, 2018, with representatives from Bolton & Menk and MPCA available to answer questions and discuss the project. Council members are encouraged to attend and listen to the discussion.

10. Street Department – Street Closure Requests:

Brian Cooley, Street Superintendent, spoke with the Riverfest committee about the proposed parade route. Cooley is recommending changing the route due to poor conditions on 14th Street. He is recommending using 8th Ave, County Road 13, 4th Ave, 8th Street, 3rd Ave and 12th Street. Cottonwood County has approved the temporary closure of County Road 13 for the parade.

Motion by Joyce second by Sherman to approve the Riverfest Temporary Street Closure subject to Police Department approval. Motion carried 5 – 0.

Cooley proposed a temporary closure on 17th Street by the High School entrance and Perkins Creek Apartments for Bicycle Safety Training on May 25th and May 29th.

Motion by Joyce second by Ray to approve the Temporary 17th Street Closure on May 25th and May 29th, 2018 for Bicycle Safety Training. Motion carried 5 – 0.

11. Street Department – Tile Issues on Matthew Drive:

Cooley explained that Matthew Drive is a gravel road in North Windom that has tile on both sides for drainage. The tile has been damaged and plugged with dirt so drainage has been a problem. Cottonwood County will be working on adjoining County Road 15 and Cooley is planning on coordinating repairs to the tile at this time, as it would allow repairs to be made

Approved

without disturbing the bituminous on the County Road. The Street Department will be completing the work and the only fiscal cost will be materials.

12. Ordinances:

Drew Hage, Development Director, referenced previous discussions with the Council about parklets and making the Downtown Square a destination area. Hage is now proposing Sidewalk Café bump-outs that would provide a pedestrian walkway using parking spaces.

Andy Spielman, Building and Zoning Official, added that the Planning and Zoning Commission favored the proposed design and ordinance language with the addition of No Parking signs. The City Attorney, Police Chief and Street Superintendent have also reviewed the information.

Council discussed ADA access. The permit would be annual, with the closure between October 1st and May 1st with the City's authority to change dates for emergencies or repairs. Properties adjacent would have to majority approval for the sidewalk extension to occur.

Motion by Joyce second by Sherman to approve the 1st 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.

Spielman briefed the Council on Ordinance #171, 2nd Series. This proposed new Ordinance will create fair and consistent requirements for all businesses that intend to offer the sales/service of alcohol in outdoor areas. Only businesses with a liquor license would be applicable as an additional endorsement on their annual liquor license application. The Ordinance has been reviewed by the City Attorney and Police Chief.

Motion by Byam second by Joyce to approve the 1st 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.

13. Planning & Zoning – Variance Application – 629 Western Avenue:

Spielman stated that a variance application was received for 629 Western Avenue for the addition of a detached accessory building made of different building materials than the primary structure. A public hearing was held with no comments received. Planning & Zoning Commission is recommending approval.

Motion by Grunig second by Sherman to approve the Variance Application for 629 Western Avenue. Motion carried 5 – 0.

14. Seasonal Hiring –Summer Intern:

Motion by Byam second by Sherman to approve hiring Hallie Will as Summer Intern. Motion carried 5 – 0.

Approved

15. Seasonal Hiring – Recreation Seasonal Hires:

Motion by Ray second by Sherman to approve the Recreation hires as presented. Motion carried 5 – 0.

16. Hiring – Electric Line Worker:

Sykora mentioned that the Electric Department received 17 quality applicants and five were interviewed by Tom Riordan, Councilmember Grunig and Sykora. As a result, the Commission is recommending hiring Levi Bunting and Lucas Christians as apprentice line workers.

Motion by Byam second by Grunig to approve hiring Levi Bunting and Lucas Christians as apprentice line workers. Motion carried 5 – 0.

17. Personnel Policy Update – Social Media:

Joyce presented information regarding Social Media use by City Employees. The Personnel Committee is requesting to amend the Windom Personnel Policy to update information related to the Computer Use Policy and Social Media. This policy will be needed in the event of a disciplinary action is required.

Motion by Byam second by Sherman to approve updating the Personnel Policy as presented. Motion carried 5 – 0.

18. Contractor Payment:

Motion by Grunig second by Joyce to approve Pay Request #4 for Conductor Power LLC in the amount of \$33,250.00 for the Substation Project. Motion carried 5 - 0.

19. New Business:

Jones discussed to possibility of cancelling the July 3rd Council Meeting due to potential absences. The meeting has been cancelled the previous years. Nasby said a special meeting could be called if needed due to legislative issues.

Motion by Joyce second by Sherman to cancel the July 3, 2018 Council Meeting. Motion carried 5 - 0.

20. Old Business:

Byam asked about the Engine Breaking signs and installation. Nasby replied that the wet weather has been a factor and a map identifying locations will be reviewed by Cooley and MNDOT.

Nasby provided a legislative update. Windom is in both the House and Senate bills for a total of \$3 million in funding.

Approved

21. Council Comments:

Joyce reminded the Council that June 5th at 6 PM is the Bike Ride with the Council. He mentioned that one of his students made a trip to the Capital and lobbied on school security/safety. He also thanked those that attended Coffee with the Council on May 12th.

Byam stressed watching for kids on bicycles as summer activities will be starting.

Ray prompted residents to take care of mattresses and electronics from the spring cleanup if they did not purchase a pickup tag. Those items are the responsibility of the resident.

Sherman thanked the public for watching the Council meeting.

Mayor Jones also thanked those watching the Council meeting.

22. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 9:40 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

Parks & Recreation Commission
Windom City Hall
May 9, 2018
5:30 p.m.

1. Call to Order:

The meeting was called to order by Chair Jason Kloss at 5:30 PM.

2. Roll Call:

Present: Jason Kloss, Josh Schunk, Howard Davis, Ron Kuecker, and Mari Harries

Absent: Jess Smith, Dana Anderson, and Brian Cooley, Street and Park Superintendent

Council Liaisons: Bryan Joyce (absent) and Rod Byam (present)

City Staff Present: Al Baloun, Recreation Director,

Public Present: Diane Krueger

3. Approve Agenda

Agenda approved by Unanimous Consent with the addition of Riverfest

4. Approve Minutes

Motion by Schunk, second by Davis to approve the April 11, 2018 minutes. Motion carried 5 – 0.

5. Diane Krueger (Riverfest) - Diane updated the commission on daily activities during Riverfest.

Thursday- June 7- Castle Kingdom- King of the Kastle

Friday- June 8- Fireworks and Family Activities out at High School

Saturday- June 9- Fishing at Cottonwood Lake, Parade, Dance by Pool, and Softball at Windom Recreation Area

Sunday- June 10- Softball Tourney at Windom Recreation Area, Baseball Tourney at Island Park, Canoe and Kayak Races on Des Moines River, Car Show at Cottonwood Lake, and Tug of War at Island Park

6. Recreation Directors Report

a. Summer Programming- Al Baloun updated commission members on the number of participants registered for recreation programs.

b. Update on Arena Concrete and Compressor Project- Minnesota Ice started demolition Monday on the compressors and evaporative condenser. Freon was removed from the compressors last week. The rink mats have been drained of glycol and put in barrels.

7. Open Mike

-Ron Kuecker requested that commission members receive copies of the capital outlay and budgets for the parks, recreation, pool, and arena.

-Howard Davis handed out a list of 501c3 organizations.

-Dog Fecal Disposal bags are out at Island Park.

Adjourned at 6:29 PM by Unanimous Consent.

CITY OF WINDOM TREE COMMISSION MEETING MINUTES

May 15, 2018

1. Call to Order: The meeting was called to order at 5:30 p.m. at the conference room of 1043 4th Ave, Windom by Chairperson Steven Fresk.
2. Roll Call:
Commission Present: Jim Knigge, Deborah Polzin, Steve Fresk, Joanne Kaiser
Commission Absent:
Council Liaisons: Marv Grunig
Public Present: David Bucklin
Jed Rhubee, Cottonwood County Highway & Parks
3. New Business:
 - a. Steve Nasby informed the Tree Commission of grant funds available to aid in the management or protection of ash, or reduce the loss of tree canopy caused by emerald ash borers. Managing Ash for Emerald Ash Borer in Community Forests is funded by a grant from the USDA Forest Service. Administration of grant funds will be by MN Department of Natural Resources.
 - b. Project activities include tree inventory, survey or ash only inventory of the city, ash removal and/or stump grinding, tree planting, EAB management plan, ash non-neonicotinoid injectable insecticide treatment and outreach to citizens. A tree inventory has already been completed. Tree planting has been implemented since 2011. Treatment of infected trees has been deemed as futile. The remaining three options were chosen as the focus for the grant money; ash removal and/or stump grinding, EAB management plan and outreach to citizens.
 - c. The commission will begin working on adapting an EAB management plan and completion of the pre-application.
 - d. 33 trees were ordered for the 2018 tree planting season. 28 have been spoken for by the public. David Bucklin informed the group the trees have arrived and are scheduled to be planted Tuesday, May 22. Brian Cooley has arranged for location of underground wires and pipes in the boulevard areas and will be speaking to the citizens who purchased trees.
4. Meeting adjourned at 6:25 pm.

Next Tree Commission Meeting September 5, 2018 at 5:30 p.m. at Council Chambers.

ATTEST:

Tree Commission Chair _____

Tree Commission Secretary _____

**Capital Finance Committee
Minutes
Tuesday, May 15, 2018**

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

City Staff – Steve Nasby and Denise Nichols.

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

Call to Order – Chair White called the Capital Finance Committee Meeting to order at 9:00 a.m.

1. **Approval of Minutes:** Chair White requested the Committee review the minutes from the April 17, 2018, Meeting. **Motion by McDonald, second by Davis, to approve the minutes; Ayes – 5, Nay – 0, Absent – 2.**

2. **Council Priority Projects Update:**

Police Department – School Resource Officer – Nasby reported Chief Peterson is continuing to pursue Federal or State grant funds. There is possible funding in the State Bonding Bill. He also reported that the County pays a per diem for each student attending Red Rock ALC. The Committee discussed student costs and funding resources. Davis said that he discussed the project with the Remick Foundation and Remick is not interested in funding the position. They could be a possible resource for equipment funding but they will not provide funding for training or salaries.

Island Park – Nasby said the City is waiting for award announcements from the recent DNR Grant Application for the restroom and tennis/pickle ball courts. An AARP Grant application in the amount of \$3,000 for the project has also been submitted.

Pool - Due to standing water, the soil boring tests have not been completed. The weather has not been cooperating to complete the testing. Once the groundwater recedes, the soil testing will be completed.

3. **Sub-Committee Assignment Reports:**

Grant Research – Nothing to report.

Outreach/Promotion – Nothing to report.

4. **Review Committee Activities/Roles/Responsibilities** – The Committee discussed the vision for the Committee and the expectations of the Committee members regarding development and contributions to City projects. Members questioned the purpose and results from the Committee for Council projects. The Committee members discussed the pros and cons of reducing the monthly meetings to quarterly meetings. **Motion by Davis, second by McDonald, to change the meetings to quarterly or as needed; Ayes – 3, Nay – 2, Absent – 2.**

5. **New Business:**

6. **Set Next Meeting Date and Time:** The next meeting date was set for August 14th at 9:00 a.m.

7. **Adjourn:** Chair White declared the meeting adjourned at 10:15 a.m.

Tom White, Chairman

Attest: _____
Steve Nasby, City Administrator

**CITY OF WINDOM
PLANNING COMMISSION
MEETING NOTES
MAY 16, 2018**

1. Call to Order: Chairperson Wahl opened the meeting at 12:55 p.m.

(Due to work schedules and other commitments, only three Commissioners were able to attend the three-hour online seminar in the City Hall Council Chambers.)

2. Roll Call & Guest Introductions:

Planning Commission: Marilyn Wahl, Lorri Cole, and Greg Pfeffer.

Unable to Attend: Ben Derickson, Andy Harries, Brett Mattson, Ryan McNamara, and Kevin Rose.

Also Present: Zoning Admin. Andy Spielman *(as schedule allowed)* and Admin. Asst. Mary Hensen.

3. The Chairperson advised that no quorum was present for the meeting. However, the purpose of the meeting was to participate in an online training seminar commencing at 1:00 p.m. The online seminar was entitled "Your Role as A Planning Commissioner" and was presented by GTS Educational Events as part of their "Land Use" curriculum.
4. 2018 Land Use Training & Education Program
 - A. "Your Role as a Planning Commissioner": The presenter for the seminar was Breanne Rothstein, AICP, of WSB & Associates.
5. Topics included in the presentation were as follows:
 - A. Why Plan: Minnesota Law requires planning and review of development applications. Planning is one of the basic core functions of municipal government, involves the entire community through public participation in government, encourages orderly development, and improves overall quality of life in municipalities.
 - B. History of Planning: In 1785 an ordinance was adopted that required the "Rectangular Land Survey". All land was divided into sections, quarters, and quarter quarters, etc. In 1898, the "Garden City" Movement began in England and numerous cities and the idea of suburbs first became a reality. Prior to that time, housing was primarily focused in the downtown areas. People lived near the businesses where they were employed. In the Garden City Movement, they began using street cars and other modes of transit to move people out from the center of the City. In 1900, the "City Beautiful Movement" began and was an offshoot of the architectural movement. In the early 1900's, the U.S. took pride in its government buildings particularly in Washington, D.C. This movement was also occurring in Europe. The government buildings were the center of the focus in a city and development spread out around these buildings. In 1916, the first zoning ordinance was adopted in New York City. In the 1900's there was a significant amount of tenement housing. People were living in unsafe housing situated adjacent to industry (with a poor municipal sewer systems, etc.). This first ordinance focused on "access to light and air". Building heights and foundational setbacks were regulated to provide access to air and light which created "wedding cake" buildings. In 1947, Levittown, New York, was the site of America's first mass suburb. This was a post WWII area established in an effort to house people returning from the war. It was considered an efficient form of development. In 1967, the Metropolitan Council was created in the Twin Cities. In 1976, the Minnesota Legislature passed the Metropolitan Land Planning Act. The initial problem that the Met Council needed to address was sanitation systems in the metropolitan cities. The Met Council also addressed the met transit system. Every ten years the Met Council updates the comprehensive plan.
 - C. Your Role As a Planning Commissioner: There are various reasons why individuals serve on Planning Commissions such as they want to contribute and become more involved in their community, they may be retired and want to "give back", they are passionate about future development, they may consider this service as a step for other political aspirations, or they may be aggrieved or have an issue. Training is provided for balancing priorities and positions. There are official roles and responsibilities in the

municipal planning process for City Staff, Planning Commissioners, and City Council. These roles vary from community to community and there is some statutory guidance for these roles. Role of Staff: Implement policy; code enforcement (review Zoning Code, interpret Code, and answer questions); interact with the public; provide information to the Planning Commission; review applications and prepare Staff reports and recommendations. Planning Commission's Role: This was created under the premise that citizens can best objectively review and recommend sound regulations free of political influence. Planning Commissions conduct public hearings. The Commissioners use the applications and materials they are provided and information gathered at public hearings to build a record and provide recommendations to the City Council on zoning applications and questions. Planning Commissions may be responsible for reviewing a proposed comprehensive plan (from Staff) unless there is a separate steering committee to assume this responsibility.

The presenter displayed a pyramid of activities and reviewed the Staff's/Planning Commission's responsibilities in regard to each activity. Planning Commissions may create or review proposed comprehensive plans for the city and proposed zoning/subdivision ordinances. Planning Commissions conduct public hearings on subdivision applications, conditional use permit applications, and variance applications. The Commissioners gather information from materials provided by Staff and from the public hearing, "build" the record, and provide recommendations to the City Council concerning these applications. Plan review and issuance of building permits is conducted by City Building & Zoning Staff.

- D. Land Use & Zoning Tools: The presenter reviewed the Planning Commissions' roles, steps, and criteria in review of subdivision/platting applications, planned unit developments (PUDs), conditional use permits, and variances. She reiterated that conditional use permits run with the land and not with the applicant. She cautioned against overuse of PUDs. She stressed the importance of the findings of fact.

The presenter also provided a brief overview of other land use and zoning tools including annexation and interim/special uses (if allowed in a community). She indicated that interim uses/special uses run with the applicant and not the land. She said there is no statutory basis for these types of uses and cautioned against creating new provisions in city codes to allow for these types of uses.

Findings of facts for conditional use permits, variances, and other zoning applications need to be rooted in your City Code and State Statutes.

- E. The Development Process: The presenter reviewed the Development Process for new greenfield developments and the questions to be reviewed, such as is there a wetland on the property, is it a contaminated site, are their utilities to the site, what is the zoning of the property, review of the site plan compiled by the Developer or Engineer, etc. (Do the lot sizes, right-of-ways, setbacks, width of streets, width of sidewalks, on-street parking, driveway lengths/widths, building envelopes, preservation of trees and wetlands, wetland setbacks, etc. meet City Code requirements?) This information first comes to City Staff for review and then is presented to the Planning Commission.

The seminar attendees participated in a small-group variance application exercise based on an actual variance application from one of the metro communities. The results of the small groups' recommendations were discussed.

- F. Legal Basics: The presenter reviewed some legal basics—most of which applied only to metro communities. The presenter reviewed parliamentary procedure and a recommended basic "order of business" for each meeting. She addressed issues that can arise in public hearings and cautioned Planning Commissioners not to engage in a dialogue with the community at the meeting; to stay professional; require the members of the public to stand up, state their name, and ask their questions; refer the questions to Staff for answers at the end of the public hearing. Comprehensive Plans: A public hearing is required before a Comprehensive Plan (or update) is adopted by the City Council. Make sure that information is provided to the public concerning this public hearing to allow for public input. In response to a question, the presenter advised that if land is to be rezoned pursuant to the Comprehensive Plan, property owners

within 350 feet of the area to be rezoned must be notified. Open Meeting Laws: The presenter advised that the “Open Meeting Law” is intended to provide transparency and openness. Planning Commissioners, City Councilmembers, and members of other governing bodies cannot discuss business outside of a meeting (a public forum), or on social media, or before or after the meeting. She cautioned that as a Planning Commissioner do not express an opinion on any issue outside the meeting. Don’t formulate an opinion before the facts are presented at the meeting. Keep an open mind. When a Planning Commissioner is approached by a member of the public, thank the individual for his/her comments and tell him/her that you will pass those comments on at the meeting. A chain conversation can be considered a quorum—one member to another or so on. When a Planning Commission is working on a comprehensive plan or proposed laws and rules, Commissioners can talk to the public and do research then. However, Commissioners should not talk to the public regarding zoning applications for variances, conditional use permits, etc. Sixty-Day Rule: The presenter reminded the attendees of the 60-day Rule and requirements and procedures for any extension of that period.

G. Case Law Topics (Special Planning Topics): The presenter provided a list of topics in which federal law has pre-empted local laws.

Summary: In summary, the presenter cautioned that all of the decisions and consensus of the Planning Commissioners need to be made at the public meetings and communications between Planning Commissioners should be at the meeting. The Planning Commission is building the public record for the City Council’s decisions on applications, etc. The Planning Commissioners need to “stick to the standards outlined in the zoning ordinance”, don’t worry about setting a precedent (talk about the unique situation of the application in the findings of fact); every standard must be met (however every Planning Commissioner does not need to comment on each standard); yes means approval and no is a denial; clarity of record is important. Every application must be evaluated on its own merits and circumstances regardless of what the public expresses. “I don’t like it” isn’t a reason to recommend denial of an application.

Questions/Answers: The presenter answered questions concerning spot zoning, PUDs, homeowners’ associations, and other topics specific to metro communities.

6. The online training session concluded around 4:00 p.m.

Marilyn Wahi, Chairperson

Attest: _____
Andy Spielman, Zoning Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
MAY 17, 2018

1. Call to Order: The meeting was called to order by President Herding at 12:10 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Betsy Herding, Rick Clerc, and Justin Espenson.

Absent: Rod Byam and Marv Grunig.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby; Kevin Stevens, Co. Comm. Liaison; and Scott Burdorf with Van Binsbergen & Associates.

3. Approval of Minutes: April 9, 2018

Motion by Commissioner Espenson, seconded by Commissioner Clerc, to approve the Minutes of the EDA Meeting held on April 9, 2018. Motion carried 3-0.

4. River Bluff Townhomes

A. Annual Report: Scott Burdorf of Van Binsbergen & Associates (Management Company for the EDA's River Bluff Townshomes) was present at the meeting. He distributed copies of the financials for the River Bluff Townhomes (RBTH) with comparisons between 2017 and 2018 (January – April of both years). Scott and the Windom Building Official had completed the inspections at the RBTH this morning. He said that it had been a good year at the RBTH and he thanked the Board, Drew, and Mary for their assistance. Last year they replaced the blacktop parking areas at the RBTH in conjunction with the City's Street Project and were able to take advantage of better pricing because of the multiple projects. Work was also completed on the landscaping as it had become overgrown. They needed to replace a bathtub and a surround prior to re-renting the unit. The caretaker took care of the project. The costs were paid from the furniture and furnishings' budget. Several units received new flooring. Schwalbach's and Windom Floor & Sleep are the typical vendors for these types of projects. All of the updating over the course of the last years has been paid from the Operating Account and not from the reserves. There was also a considerable amount of snow removal during the 2017-18 Winter. All of the units are full. There was no hail claim in 2017 and only one piece of siding had been damaged. He reviewed the total of the balances of the checking/saving accounts as of April 30, 2018, and advised that this was a healthy balance. There was a discussion concerning the long-term debt and the repayment schedule. There was a discussion concerning a possible small rent increase. Scott indicated that they like to do rent increases every two years or so to keep the amount of the increase lower. Currently the 3-bedroom units rent for \$710 per month and the 2-bedroom units rent for \$645 per month. The tenants pay all utilities except the minimal charges for water, sewer, garbage pickup, and softener salt. Scott indicated that the rent was raised in September 2017. The increases are typically \$10 per month per unit (and sometimes \$15 per month for the 3-bedroom units). Because there is an income cap for tenants, Scott will check on the current amount. The consensus of the Board was to table this discussion until June pending further information.

B. Management Agreement: The Management Agreement between Van Binsbergen & Associates, Inc. and the EDA had expired. Typically the Agreement covers a three-year period. The Board had received a copy of the proposed Management Agreement covering the period of time from June 1, 2018, through May 31, 2021. Van Binsbergen is proposing to continue the current

management rate of \$42.00 per month per occupied unit through 2018 and then increase the management rate to \$43.00 per month per occupied unit thereafter for the remainder of the term of this Agreement.

Motion by Commissioner Clerc, seconded by Commissioner Espenson, approving the proposed Management Agreement for the River Bluff Townhomes between the EDA and Van Binsbergen & Associates, Inc. for the period from June 1, 2018, through May 31, 2021. Motion carried 3-0.

5. North Windom Industrial Park

A. Monument Sign: Installation of a monument sign on Lot 1, Block 1 of NWIP has been in discussion for several years. Todd Hagen with Ehlers has indicated that a sign would be a TIF-eligible expense and there are funds available in TIF 1-17 for a sign project. Director Hage presented a slide of a potential sign design. The sign design would allow for the installation of "Company" signs (for the businesses located in NWIP) below the main NWIP sign. Director Hage has been in contact with Brady Haugen concerning a potential design for the sign using coreten steel material (a group of steel alloys that rust over time after exposure to weather). Director Hage is proposing using two flood lights to illuminate the sign. He is suggesting a budget of \$40,000 for the sign. Director Hage will provide the Board with a proposed sign design when it is available.

B. Farm Lease – Phase I: Director Hage advised that there are two tillable lots (Lots 1 and 5 in Block 2) that have been previously leased to Scott Veenker who planted soybeans or small grains on those lots. Mr. Veenker has indicated that he does not wish to lease that property again this year. Wyatt Bloch mowed some of the property in NWIP in 2017 and also farms in the area. Mr. Bloch expressed his willingness to lease those two lots from the EDA for the 2018 crop year for the purpose of planting a grass/alfalfa mix with a possible cover crop of oats. Director Hage is proposing that no rent be charged for the lease of these two lots. In exchange, the EDA would not be responsible to reimburse Mr. Bloch for any expenses in preparation of the ground for planting, seed, fertilizer, herbicide, pesticide or harvesting of the crops if any areas are taken out of production prior to harvest of the crops. Mr. Bloch is responsible for weed control on these lots and also mowing as agreed to between the parties. In the past, Scott Veenker has also planted a small portion of the undeveloped land owned by "A Red Shed ME&C LLC" (Cheley Smith). Any arrangements concerning Red Shed's property are to be made by the Tenant directly with Cheley Smith. After further discussion, the following action was taken.

Motion by Commissioner Espenson, seconded by Commissioner Clerc, approving the proposed Farm Lease (for NWIP Lots 1 and 5, Block 2) between the EDA and Wyatt Bloch for the 2018 crop year. Motion carried 3-0.

6. Fill Agreement

A. Pamida Subdivision and

B. Lot 6, Block 2, Windom Industrial Park Subdivision (Spec Building Lot): Director Hage advised that he had been contacted by Mathiowetz Construction. This year they estimate that there will be approximately 15,000 to 20,000 cubic yards of fill (clay) that they are willing to stockpile on city-owned property at no charge. Director Hage reviewed his discussions with

Mathiowetz Construction. Director Hage has also been in discussions with DNR and Cottonwood County Soil & Water reps. concerning whether any portion of the City-owned land in the Pamida Subdivision is classified as a wetland. If the area that the City wants to develop in the future is classified as a wetland, for every one acre you remove from that status, you need to add or retain two acres as wetland. He reviewed a preliminary development concept with the Board. Director Hage briefed the Board on his conversations with Wenck Associates concerning their soil borings of the City-owned property located in the Pamida Subdivision and a preliminary estimate for their services to delineate the wetland in the property located east/southeast of the Guardian Inn. Director Hage is proposing that in 2018 approximately 10,000 cubic yards of the fill (offered by Mathiowetz) be stockpiled on the east side of this property adjacent to the Township Road. Approximately 5,000–10,000 cubic yards of the fill could be stockpiled on the west side of the Spec Building lot. Director Hage had contacted Fast Global Solutions about this proposed stockpiling on the EDA's reserved portion of the Spec Building lot and they had no objections.

7. Old Business:
 - A. Director Hage updated the Board concerning a potential sidewalk running from the hospital trail, behind the hotel, and to Runnings.
 - B. Director Hage provided a recap to the Board concerning the status of the commercial rehab funds and there was a discussion concerning potential ideas to replenish some of the funds in this program.
8. Miscellaneous Information
 - A. EDA Monthly Financial Recap: The Board received copies of the EDA's Account Activity through April 30, 2018.
 - B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for April 2018 provided by Van Binsbergen & Associates.
9. Adjourn: On consensus, President Herding adjourned the meeting at 1:03 p.m.

Attest: _____
Drew Hage, EDA Executive Director

Justin Espenson, EDA Secretary-Treasurer

Community Center Commission Minutes
Monday May 21, 2018

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:40 p.m.

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

3. Approval of Minutes:

Motion by Lenny Thiner, seconded by Mitch Voehl to approve the April 23, 2018 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:

Review Annual Contract for Senior Dining and Meals on Wheels involving Mountain Lake. Annual Review of Multi-Use Contracts in Future Meeting

5. President's Report:

City Council Approved and the Building Ordered for Out Door Facility.

6. Director's Report:

- a. Patio Update-Mitch Voehl Up Dated WCC Commission on Building, Fence, and Cement.
- b. Ein Bier Bitte 3-Donations for Fireworks, Advertising, Cook Off with Mason's, checking into the Shriner's involvement for Entertainment, Kids Events, Approach Lion's Club about Dance and Music
- c. Director and Staff Information Update- Busy and Short Handed.

7. Resource Management:

Schedule of Events: Events were Reviewed

Income & Expense: Was Reviewed

8. Miscellaneous:

- a. Commission Request for Staff to Read Policies and Certify in Writing that had Read and Understood Policies by 6-18-18. Send Policies with Form that all Users have Read and Agree with Policies and Sign and Return Form to WCC.
- b. Request City Hall Guidance Check In for Guidance, if needed, during WCC Directors absence periodically.

9. Open Forum:

Nothing to Report

10. Next Meeting:

Monday June 18, 2018 @ 5:30pm

Adjourn:

Motion by Lenny Thiner, seconded by Mitch Voehl, to adjourn the meeting at 6:55 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

UTILITY COMMISSION MINUTES
Windom City Hall, Council Chamber
May 23, 2018

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

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

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve the April 19, 2018 minutes. Motion carried 2-0.

WATER\WASTEWATER ITEMS

January & April 2018 Sampling Events – Haugen provided summaries for January and April Sampling Events for the formal Windom Municipal Dump. Review of the most recent sampling events regarding cis-1,2-dichloroethene indicates results at MW-5A were 0.241 ug/L in January 2018, and 0.267 ug/L in April 2018. Haugen noted a new detection of cis-1,2-dichloroethene in CW-10 at a concentration of 0.194 ug/l. Schwalbach requested Haugen discuss additional testing of CW-10 and CW-7 with Wenck.

With regards to Vinyl chloride, the only detections during the 2018 winter and spring sampling events were at MW-5A other than detection at RW-A in April 2018. It is important to note that the method detection limit for Vinyl Chloride was lowered by the laboratory in July 2016 from 0.26 ug/l to 0.118 ug/l. The detections at MW-5A in January and April 2018 were 0.242 ug/l and 0.336 ug/l, respectively.

The recovery wells were last operated from April 3, 2017 through November 2017. The City resumed pumping operations at the recovery wells on May 1, 2018.

Bolton & Menk and MPCA – Wastewater Permit and Chloride Limits

Several staff from MPCA and the City engineer from Bolton & Menk were present to discuss the Wastewater Treatment Plant draft permit. MPCA staff first noted a change in the permitting software that changed the format of the new permit. In the new permit the limits and monitoring is at the end of the permit instead of the beginning. The new permit also references Phase 1 and Phase 2 limits. Phase 1 refers to the interim limits for Class B plant (existing facility) and Phase 2 represents the final limits for Class A plant (proposed facility). If no phase is referenced in the permit the limit applies to the full term of the permit.

The MPCA staff noted the permit is setup to allow up to one year after completed construction of the new facility for compliance with final limits. The construction must be completed and in operation within 2.5 years of permit issuance.

Chronic toxicity requirements were discussed by the Commission and MPCA staff. The Windom WWTP is currently operating under a TRE that was implemented in 2010. The WET limit of 1.0 TUc established in a previous permit cycle remains. The new permit requires 2 WET tests one year after initiation of the upgraded facility. If both WET tests are below 1.0 TUc, MPCA will send notification of the successful completion of TRE and semi-annual testing will be conducted for the rest of the permit cycle. The new permit also includes a

Phase 2 Total Nitrogen limit of 18mg/L to prevent WET toxicity issues from reoccurring. Nasby noted the former Total Nitrogen limit was 20mg/L and inquired why the change was made to 18mg/L. It was noted that the 18mg/L is not a uniform standard and future limits are proposed below 10 mg/L. The MPCA engineer explained that denitrification is on or off and the new plant will be treating to a low level and would likely meet any future reduced limits. The Commission and City Staff were concerned about regulatory certainty and MPCA staff explained if new regulations are put into place, MPCA is given flexibility to implement compliance based on individual plant situations.

The next item discussed at length was the compliance for chloride and use of chloride linkage in the permit. MPCA staff explained the positive relationship between chloride and other salty parameters. If chloride is within limits, the salty parameters are likely to also be within limits. This allows the use of one chloride limit in the permit and no limits in the permit for the other salty parameters. MPCA Staff noted that once a limit is put into a permit it is difficult to remove. Not including limits for each salty parameter makes it easier if future limits for salty parameters are changed. The draft permit includes an interim chloride limit of 608 mg/L daily maximum and the final limits are 280 mg/L daily maximum with a 229 mg/L calendar month average limit. The final limits must be met as soon as possible but no later than December 31, 2036

City Staff expressed concern regarding meeting the 229 mg/L final limit for chloride. It is uncertain the sources of chloride and whether the City will be able to reduce the level to be within the final limit in the permit. The largest source identified is home softeners and it is difficult to control public softening habits. Veenker, Windom Wash, expressed concern regarding road salt contributing to the chloride levels. There was lengthy discussion regarding the compliance schedule included in the permit. City Staff inquired about the need for a variance on chloride levels. MPCA staff explained the 229 mg/L is the legal limit that must be in the permit for compliance. If a variance was used it will still need to define when the 229 mg/L limit would be obtained. MPCA noted Windom will always have the option to obtain the variance. If it is determined in year 15, the 2036 chloride limits are not feasible, the plant will have the option to apply for a variance. Schwalbach asked about the possibility of seasonal limits and MPCA Staff did not know if that was possible.

The permit public notice closes at 4:30 on June 25th. MPCA staff questioned if City was planning to submit comments on the permit and the consensus was no. If the governor does not sign the bonding bill and the project is not completed at this time, there is still time to not final the permit.

High Water Bill - Dulci McGuire was present to discuss a high water bill received in April for March usage. The gallons used for March were 71,310 for a total charge of \$443.93. Haugen presented data from the meter showing spikes in usage starting on 3/10/2018 and returning to normal on 3/17/2018. McGuire explained the source of the problem was never identified. They do not believe any toilets were running or any other utility issues caused this water usage. Haugen reported they replaced the meter mid-April and have been monitoring usage. Usage appears to have normalized since the issue was resolved 3/17/2018. The consensus of the Commission was that McGuire was responsible for the water usage and agreed to allow Staff to work with McGuire on a payment plan.

ELECTRIC ITEMS

Sykora provided an update on Lineman positions. A total of 17 applicants were received and 5 were interviewed. The hiring committee selected Levi Bunting and Lucas Christians and both started their Lineman positions on 5/21/2018.

Sykora noted he is trying to finalize the Apprenticeship program.

The Substation Project is on hold because the contractor was waiting for the switch gear. Sykora is hopeful they will resume work after Memorial Day.

The Electric Crew finished the lighting project by Hwy 71 and has also started work on the hotel project.

After discussion with CMPAS, the electric crew is starting to track their time spent on transmission so additional recovery can be obtained through Attachment O reporting.

REGULAR BILLS

Motion by Riordan, second by Francis, to pay the bills as presented in the packet. Motion carried 3-0.

NEW BUSINESS

None.

OLD BUSINESS

Next meeting set for Wednesday, July 11, 2018 at 10:00 am.

ADJOURN

Schwalbach adjourned the meeting at 12:15 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

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

Solicitor's Name: Anderson Brent Kenneth
Last First Middle

Date of Birth: 1

Driver's License Number _____ State of Issue: MN

Address: (Street, City, State, Zip) 2530 Lutefisk Ln.
Windom, MN 56101

Name of Business or Organization: Edward Jones

Contractor's License #: _____ Required State ID # _____
Required Federal ID # - FEIN # or SS # _____

Address of Business or Organization: 201 Progress Pkwy
Maryland Heights, MD 63043 Phone# (314) 515-2000

Purpose of SOLICITATION: Financial Services

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

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

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

Informed Consent Form completed
Initial Investigation Fee - \$20.00
5/25/2018
Date

Annual License Fee - \$40.00
[Signature]
Applicant's Signature

I have on May 25, 2018 collected from applicant \$ 600.00 as prescribed in City Code,
TITLE XI BUSINESS REGULATIONS, CHAPTER 114.
[Signature]
City Clerk

Referred to the Police Chief on 5/29/18
Recommendation: Approved Disapproved . If disapproved give reason: _____

05/30/18 [Signature]
Date Police Chief

Approved by the City Council on _____, 20____.

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

Solicitor's Name: Scott Tony Steven
Last First Middle

Date of Birth: _____

Driver's License Number: _____ State of Issue: MN

Address: (Street, City, State, Zip) 1208 6th Ave. N,
Windom, MN 56101

Name of Business or Organization: Edward Jones

Contractor's License #: _____ Required State ID # N/A
Required Federal ID # - FEIN # or SS #: _____

Address of Business or Organization: 244 9th Street
Windom, MN 56101 Phone# 507 831-9998

Purpose of SOLICITATION: Service - Stockbroker / Dealer

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

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

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

Informed Consent Form completed
Initial Investigation Fee - \$20.00 Annual License Fee - \$40.00
5-29-2018 Tony [Signature]
Date Applicant's Signature

I have on May 29, 2018 collected from applicant \$ 60.00 as prescribed in City Code,
TITLE XI BUSINESS REGULATIONS, CHAPTER 114. [Signature]
City Clerk

Referred to the Police Chief on 05/30/18
Recommendation: Approved Disapproved _____. If disapproved give reason: _____

05/30/18 Scott [Signature]
Date Police Chief

Approved by the City Council on _____, 20____.



Q What are you looking for?

This Business Is Not BBB Accredited

Edward Jones Market Research

Menu

Business Information

201 Progress Pkwy
Maryland Heights, MO 63043-3003

BBB File Opened: 09/04/2008

Business Management

- Mr. Jeff Brown, Manager
- Ms. Lisa Harrison, Agent
- Mr. Ricky Jones, Agent

Business Category

- Market Research

BBB Reason for Ratings

BBB rating is based on 13 factors: **[Get the details about the factors considered.](https://www.bbb.org/council/overview-of-bbb-grade)**
<https://www.bbb.org/council/overview-of-bbb-grade>

Based on BBB files, this business has a BBB Rating of No Rating. The reason is as follows:
BBB does not have sufficient information to issue a rating on this business.

BBB Reports On

Licensing

Licensing information is provided in the BBB Business Profiles to inform the public about industries that may require professional licensing, bonding, or registration. Better Business Bureau encourages you to check with the appropriate agency to be certain any requirements are currently being met.

Advertising Review



<https://www.bbb.org/en/us>

BBB promotes truth in advertising by contacting advertisers whose claims conflict with the BBB

Code of Advertising. These claims come to our attention from our internal review of advertising, consumer complaints and competitor challenges. BBB asks advertisers to substantiate their claims,

change ads to make offers more clear to consumers, and remove misleading or deceptive statements.

Government Actions

BBB reports on known significant government actions involving the business's marketplace conduct.

Out of Business

BBB reports on a company that is out of business for one year from the date the company closes its doors or ceases to do business.

Misuse of Better Business Bureau Name/Logo

BBB reports on unauthorized use of the Better Business Bureau's name and/or logo for as long as the business continues to use it in any advertising, or for one year after the business ceases any repeated unauthorized uses.

Bankruptcy

BBB reports on a business's bankruptcy as long as the business remains in bankruptcy.

Mail Returned

BBB reports when mail sent to the business was returned by the Postal Service.

BBB Rating Scorecard

This Business Is Not BBB Accredited

Edward Jones Market Research

NR

[BBB Rating System Overview \(https://www.bbb.org/council/overview-of-bbb-grade\)](https://www.bbb.org/council/overview-of-bbb-grade)

Customer Review Rating:

The BBB Customer Review Rating represents the customer's opinion of the business. The Customer Review Rating percentages are based on the total number of positive, neutral, and negative reviews posted.

There are **NO** reviews for this business.

Be the first to leave a review!

This business has no complaints filed.



What are you looking for?

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File an Auto Warranty Complaint ([//www.bbb.org/autoline](https://www.bbb.org/autoline))

For Businesses

Become Accredited (<https://www.bbb.org/en/us/become-accredited>)

BBB EU Privacy Shield ([//www.bbb.org/EU-privacy-shield](https://www.bbb.org/EU-privacy-shield))

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Give.org (<http://www.give.org>)

BBB Institute for Marketplace Trust (<http://www.bbbmarketplacetrust.org>)

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Council of Better Business Bureaus (<https://www.bbb.org/en/us/local-bbb/council-of-better-business-bureaus>)

Contact (<https://www.bbb.org/minnesota/get-to-know-us/contact>)

BBB Business Partner Code (<https://www.bbb.org/en/us/partner-code-of-conduct>)

Mission & Vision (<https://www.bbb.org/en/us/mission-and-vision>)



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Leave a message





Windom, MN

Expense Approval Report

By Fund

Payment Dates 05/05/2018 - 05/25/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
ANNA BIASTOCK	20180516	05/16/2018	REFUND - STATEMENT CREDIT	100-20191	48.53
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	100-20202	100.00
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	100-20202	8,324.67
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	100-20202	16,086.08
WINDOM FIRE RELIEF ASSOC.	20180515	05/15/2018	MMB-STATE OF MINN - FIREFI	100-33436	1,000.00
					<u>25,559.28</u>
Activity: 41110 - Mayor & Council					
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - BLU WEBHOS	100-41110-200	299.88
SCHRAMEL LAW OFFICE	20180501	05/08/2018	LEGAL FEES	100-41110-304	645.00
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	100-41110-350	156.60
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41110-365	1,348.00
MN CITY/COUNTY MANAGEM	20180515	05/15/2018	MEMBERSHIP -	100-41110-433	138.90
CONVENT. & VISITOR BUREAU	20180504	05/04/2018	LODGING TAX - GUARDIAN IN	100-41110-491	1,058.87
CONVENT. & VISITOR BUREAU	20180504A	05/04/2018	LODGING TAX - RED CARPET I	100-41110-491	585.53
CONVENT. & VISITOR BUREAU	20180522	05/22/2018	LODGING TAX - RED CARPET I	100-41110-491	395.82
CONVENT. & VISITOR BUREAU	20180522A	05/22/2018	LODGING TAX - GUARDIAN IN	100-41110-491	985.07
			Activity 41110 - Mayor & Council Total:		<u>5,613.67</u>
Activity: 41310 - Administration					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	100-41310-133	80.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - VISTAPRINT C	100-41310-200	16.01
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON BAT	100-41310-200	13.99
LUCAN COMMUNITY TV INC	189	05/15/2018	SUPPLIES	100-41310-200	24.00
INDOFF, INC	3101905	05/08/2018	OFFICE SUPPLIES	100-41310-200	17.49
MANTRONICS MAILING SYSTE	40400	05/08/2018	MAILING SUPPLIES	100-41310-200	165.50
STOREY KENWORTHY	PINV583954	05/22/2018	CHECK PRINTING	100-41310-200	689.92
SELECTACCOUNT	1230742	05/22/2018	ADMIN FEE	100-41310-217	165.60
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	100-41310-217	30.25
SELECTACCOUNT	38676296	05/15/2018	PARTICIPANT FEE	100-41310-217	124.85
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-41310-308	139.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-41310-308	139.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - CRASH PLAN	100-41310-326	19.99
STEVE NASBY	20180507	05/08/2018	MILEAGE	100-41310-331	245.75
STEVE NASBY	20180509	05/15/2018	EXPENSE-SW CITY ADMIN MT	100-41310-331	71.40
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	100-41310-350	415.80
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41310-361	405.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41310-365	1,092.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41310-365	290.00
BLUE CROSS/BLUE SHIELD	180502357427	05/15/2018	INSURANCE PREM- APRIL 201	100-41310-480	632.00
			Activity 41310 - Administration Total:		<u>4,777.68</u>
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	100-41910-133	24.00
INDOFF, INC	3101904	05/08/2018	OFFICE SUPPLIES	100-41910-200	3.12
WEX BANK	54116423	05/15/2018	FUEL - P/Z	100-41910-212	77.96
SCHRAMEL LAW OFFICE	20180501	05/08/2018	LEGAL FEES	100-41910-304	405.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - DEPT OF LAB	100-41910-308	85.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-41910-308	139.00
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	100-41910-350	240.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41910-365	247.00
INTERNATIONAL CODE COUN	3195771	05/15/2018	DUES - #0599050	100-41910-433	135.00
			Activity 41910 - Building & Zoning Total:		<u>1,356.08</u>
Activity: 41940 - City Hall					
COLE PAPERS INC.	9421269	05/15/2018	SUPPLIES	100-41940-211	38.38

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Payment Dates: 05/05/2018 - 05/25/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-41940-362	441.00
MN ENERGY RESOURCES	20180510A	05/15/2018	HEATING #0505105084-00001	100-41940-383	337.58
HOMETOWN SANITATION SER	0000285438	05/04/2018	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	100-41940-406	1,400.00
KULSETH LAWN LANDSCAPE	326	05/15/2018	SERVICE-SNOW REMOVAL	100-41940-406	1,125.00
WORTHINGTON GLASS INC	45297	05/15/2018	MAINTENANCE	100-41940-406	299.17
Activity 41940 - City Hall Total:					3,726.17

Activity: 42120 - Crime Control

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	100-42120-133	144.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SHOPKO TV	100-42120-200	118.88
INDOFF, INC	3097697	05/02/2018	SUPPLIES	100-42120-200	30.10
INDOFF, INC	3098464	05/02/2018	SUPPLIES	100-42120-200	73.98
INDOFF, INC	3101382	05/08/2018	OFFICE SUPPLIES	100-42120-200	38.90
WEX BANK	54116423	05/15/2018	FUEL CREDIT - POLICE	100-42120-212	-29.65
WEX BANK	54116423	05/15/2018	FUEL - POLICE	100-42120-212	1,629.87
ITL PATCH COMPANY, INC	50213	05/04/2018	UNIFORMS	100-42120-218	205.95
SCHRAMMEL LAW OFFICE	20180501	05/08/2018	LEGAL FEES	100-42120-304	465.00
COTTONWOOD CO AUD/TREA	20180517	05/22/2018	DEPUTY ATTORNEY	100-42120-304	3,957.50
WINDOM AREA HOSPITAL	301627499	05/16/2018	SERVICE #30005319	100-42120-305	132.37
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-42120-308	139.00
VERIZON WIRELESS	9806790803	05/15/2018	SERVICE FOR LAP TOPS 5/8-6/	100-42120-321	135.55
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - USPS POSTAG	100-42120-322	6.70
ALPHA WIRELESS - MANKATO	205240	05/16/2018	SERVICE	100-42120-323	550.50
ALPHA WIRELESS - MANKATO	695194	05/04/2018	SERVICE	100-42120-323	108.00
LANGUAGE LINE SERVICES, IN	4315818	05/22/2018	SERVICE	100-42120-327	24.32
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - TRAIN THE TR	100-42120-334	450.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42120-361	3,304.70
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42120-363	1,450.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42120-363	2,703.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42120-365	47.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - OPTICS PLANE	100-42120-404	278.00
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	100-42120-404	15.13
TACTICAL SOLUTIONS	6669	05/04/2018	MAINTENANCE	100-42120-404	244.00
WINDOM TOWING LLC	5904	05/08/2018	VEHICLE MAINTENANCE	100-42120-405	238.00
COTTONWOOD CO AUD/TREA	20180517	05/22/2018	RENT	100-42120-412	1,900.00
FLEET SERVICES DIVISION	2018100002	05/22/2018	SERVICE #A00WIN	100-42120-419	2,218.80
MN BOARD OF PEACE OFFICE	#16815	05/15/2018	LICENSE RENEWAL #16815 - D	100-42120-433	90.00
MN BOARD OF PEACE OFFICE	#20490	05/15/2018	RENEWAL LICENSE #20490 CO	100-42120-433	90.00
DEPT OF THE NAVY	N00164LE0974-18	05/15/2018	AGREEMENT RENEWAL	100-42120-433	300.00
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	100-42120-480	5.98
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	100-42120-480	64.45
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - NARTEC SUPP	100-42120-480	148.18
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	100-42120-480	7.90
GRAFIX SHOPPE	120931	05/16/2018	MAINTENANCE	100-42120-480	415.12
BLUE CROSS/BLUE SHIELD	180502357427	05/15/2018	INSURANCE PREM- APRIL 201	100-42120-480	632.00
JIM VELLEMA	20180516	05/22/2018	SERVICE -	100-42120-480	17.50
Activity 42120 - Crime Control Total:					22,350.73

Activity: 42220 - Fire Fighting

WEX BANK	54116423	05/15/2018	FUEL - FIRE	100-42220-212	176.52
EXPRESSWAY WINDOM	7268	05/15/2018	FUEL	100-42220-212	56.00
LUCAN COMMUNITY TV INC	183	05/04/2018	SUPPLIES	100-42220-215	23.51
INDOFF, INC	3098833	05/02/2018	SUPPLIES	100-42220-218	59.90
WINDOM FAMILY MEDICAL C	#C8400305 4-12-18	05/15/2018	SERVICE	100-42220-310	26.00
AVERA MEDICAL GROUP	20180430	05/08/2018	PHYSICAL TESTING	100-42220-310	1,004.00
VERIZON WIRELESS	9806790803	05/15/2018	SERVICE FOR LAP TOPS 5/8-6/	100-42220-321	18.50
VERIZON WIRELESS	9806790803	05/15/2018	SERVICE FOR LAP TOPS 5/8-6/	100-42220-326	10.02
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-361	520.45
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-362	1,387.20
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-363	197.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-363	1,137.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-365	702.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-42220-365	929.00
MN ENERGY RESOURCES	0506419706-00002	05/04/2018	HEATING-FINAL ON #0506419	100-42220-383	14.37
MN ENERGY RESOURCES	201805088	05/22/2018	HEATING #0616354678-00001	100-42220-383	320.84
HOMETOWN SANITATION SER	0000285473	05/04/2018	GARBAGE SERVICE - EMS BUIL	100-42220-384	41.99
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	100-42220-404	24.20
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - O'REILLY MAI	100-42220-405	183.78
KULSETH LAWN LANDSCAPE	279	05/08/2018	SNOW REMOVAL	100-42220-406	2,130.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - ENGRAVING A	100-42220-480	1,332.55
Activity 42220 - Fire Fighting Total:					10,294.96
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	20180430	05/08/2018	IMPOUND FEES	100-42700-300	103.00
Activity 42700 - Animal Control Total:					103.00
Activity: 43100 - Streets					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	100-43100-133	48.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - CREDIT - DELL	100-43100-200	-20.40
WEX BANK	54116423	05/15/2018	FUEL - STREET CREDIT	100-43100-212	-29.65
WEX BANK	54116423	05/15/2018	FUEL - STREET	100-43100-212	4,433.51
TEXAS REFINERY CORP	150205	05/15/2018	SUPPLIES - CHEMICALS	100-43100-216	196.72
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	100-43100-217	21.95
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	100-43100-217	26.57
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - COUNTRY PRI	100-43100-224	18.00
AMUNDSON DIG	04221801	05/04/2018	SERVICE	100-43100-224	172.50
M-R SIGN CO., INC	199617	05/08/2018	STREET MAINTENANCE MATE	100-43100-224	231.76
SCOTT VEENKER	25170	05/08/2018	STREET MAINTENANCE - HAU	100-43100-224	900.00
UNIQUE PAVING MATERIALS C	35674	05/04/2018	MAINTENANCE MATERIALS	100-43100-224	1,822.38
BARCO MUNICIPAL PRODUCT	IN-228415	05/15/2018	MAINTENANCE	100-43100-224	369.96
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-43100-308	69.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-43100-308	174.50
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	100-43100-350	676.80
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-361	1,727.75
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-362	2,418.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-363	933.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-363	844.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-365	702.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-43100-365	656.50
MN ENERGY RESOURCES	20180507A	05/15/2018	HEATING #0505064121-00001	100-43100-383	560.97
HOMETOWN SANITATION SER	0000285439	05/04/2018	GARBAGE SERVICE - STREET D	100-43100-384	84.73
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	100-43100-404	131.99
G.M.S. INDUSTRIAL SUPPLIES,	040003	05/15/2018	MAINTENANCE	100-43100-404	733.33
FOX BROTHERS OF SANBORN,	485904	05/04/2018	MAINTENANCE UNIT #43	100-43100-404	526.33
MILLER SELLNER EQUIP	98580B	05/04/2018	MAINTENANCE	100-43100-404	108.73
NCI - NORTH CENTRAL INT'L I	20180427	05/22/2018	MAINTENANCE - STREET	100-43100-405	3,553.38
BLUE CROSS/BLUE SHIELD	180502357427	05/15/2018	INSURANCE PREM- APRIL 201	100-43100-480	632.00
BLUE CROSS/BLUE SHIELD	180502357427	05/15/2018	INSURANCE PREM- APRIL 201	100-43100-480	1,686.50
Activity 43100 - Streets Total:					24,411.44
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20180523	05/23/2018	COMPOST SITE MANAGER	100-43210-307	173.25
KDOM RADIO	#0951 4-30-18	05/04/2018	ADVERTISING - CITY OF WIND	100-43210-340	288.66
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	100-43210-340	1,010.00
Activity 43210 - Sanitation Total:					1,471.91
Activity: 45120 - Recreation					
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	100-45120-217	15.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45120-361	133.21
Activity 45120 - Recreation Total:					153.34
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	100-45202-133	16.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - CREDIT - DELL	100-45202-200	-20.40
WEX BANK	54116423	05/15/2018	FUEL - PARK	100-45202-212	48.46

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COUNTRY PRIDE SERVICE	5075	05/04/2018	SPRAY - CHEMICALS	100-45202-216	174.64
MASON ANDERSON	20180515	05/22/2018	SAFETY BOOTS	100-45202-217	79.91
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-45202-308	69.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	100-45202-308	174.50
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45202-361	608.98
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45202-362	14,313.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45202-363	246.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45202-363	119.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	100-45202-365	702.13
HOMETOWN SANITATION SER	00000285440	05/04/2018	GARBAGE SERVICE - SQUARE	100-45202-384	46.12
HOMETOWN SANITATION SER	00000285455	05/04/2018	GARBAGE SERVICE - ISLAND P	100-45202-384	95.81
HOMETOWN SANITATION SER	0000285456	05/04/2018	GARBAGE SERVICE - TEGELS P	100-45202-384	38.25
HOMETOWN SANITATION SER	0000285457	05/04/2018	GARBAGE SERVICE - WRA	100-45202-384	94.13
HOMETOWN SANITATION SER	0000285458	05/04/2018	GARBAGE SERVICE - KASTLE KI	100-45202-384	54.74
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	100-45202-405	15.57
WINDOM TOWING LLC	5654	05/08/2018	REPAIRS - LAWN MOWER	100-45202-405	42.75
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	100-45202-406	2.94
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	100-45202-406	75.94
Activity 45202 - Park Areas Total:					16,997.97
Fund 100 - GENERAL Total:					116,816.23

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	211-45501-133	16.00
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	211-45501-200	11.71
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	211-45501-200	129.98
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	211-45501-200	101.99
DEMCO	6358547	05/01/2018	SUPPLIES	211-45501-200	458.19
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	211-45501-217	7.56
PLUM CREEK LIBRARY	IV24946	05/16/2018	OPERATING SUPPLIES	211-45501-217	150.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	211-45501-308	139.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	211-45501-361	625.19
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	211-45501-362	2,562.00
MN ENERGY RESOURCES	20180508	05/16/2018	HEATING #0504542703-00001	211-45501-383	303.97
KULSETH LAWN LANDSCAPE	326	05/15/2018	SERVICE-SNOW REMOVAL	211-45501-406	375.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - PIONEER WO	211-45501-433	28.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - WOODWORK	211-45501-433	37.95
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON BO	211-45501-433	54.71
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SEVENTEEN	211-45501-433	10.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - CREDIT - AMA	211-45501-435	-7.48
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON BO	211-45501-435	220.55
INGRAM INDUSTRIES	20180501	05/08/2018	BOOKS	211-45501-435	1,627.88
MICROMARKETING, LLC	718586	05/16/2018	BOOKS	211-45501-435	64.99
MICROMARKETING, LLC	719183	05/22/2018	BOOKS	211-45501-435	69.98
PLUM CREEK LIBRARY	IV24928	05/16/2018	BOOKS	211-45501-435	49.00
Activity 45501 - Library Total:					7,036.17
Fund 211 - LIBRARY Total:					7,036.17

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	20180504	05/04/2018	SERVICE	225-45127-200	29.00
SOUTHWEST MN BROADBAN	#886 5-15-18	05/15/2018	SERVICE #886 #507-831-6120	225-45127-321	26.58
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	225-45127-361	303.73
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	225-45127-362	10,075.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	225-45127-365	290.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	225-45127-365	576.00
SOUTH CENTRAL ELECTRIC	#367400 3-31-18	05/04/2018	SERVICE #367400 26-12-112-	225-45127-381	223.00
SOUTH CENTRAL ELECTRIC	#367403 03312018	05/04/2018	SERVICE #367403 26-12-116-	225-45127-381	355.23
Activity 45127 - Airport Total:					11,878.54

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49950 - Capital Outlay					
SEH	349342	05/15/2018	WINDOM FEMA FLOODPLAIN	225-49950-500	2,087.75
Activity 49950 - Capital Outlay Total:					2,087.75
Fund 225 - AIRPORT Total:					13,966.29

Fund: 230 - POOL

Activity: 45124 - Pool					
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	230-45124-217	7.56
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	230-45124-308	69.50
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	230-45124-361	331.93
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	230-45124-365	1,218.00
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	230-45124-460	135.00
Activity 45124 - Pool Total:					1,761.99
Fund 230 - POOL Total:					1,761.99

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance					
WEX BANK	54116423	05/15/2018	FUEL - AMBULANCE	235-42153-212	765.43
WEX BANK	54116423	05/15/2018	FUEL CREDIT - AMBULANCE	235-42153-212	-29.64
LEWIS FAMILY DRUG, LLC	#105865-3 4-30-18	05/15/2018	OPERATING SUPPLIES	235-42153-217	1,074.05
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	235-42153-217	49.95
RITA HACKER -CREATIVE DESI	647	05/15/2018	SERVICE - COT COVERS	235-42153-217	60.00
PRAXAIR DISTRIBUTION INC	82783728	05/15/2018	OPERATING SUPPLIES	235-42153-217	294.17
BOUND TREE MEDICAL, LLC	82848835	05/04/2018	OPERATING SUPPLIES	235-42153-217	56.47
WINDOM AREA HOSPITAL	20180430	05/22/2018	NURSING - APRIL 2018	235-42153-312	804.91
VERIZON WIRELESS	9806790803	05/15/2018	SERVICE FOR LAP TOPS 5/8-6/	235-42153-321	115.56
EXPERT T BILLING	4452	05/22/2018	SERVICE	235-42153-326	1,944.00
REAL TIME TRANSLATION, INC	112357	05/04/2018	SERVICE	235-42153-327	34.00
APRIL HARRINGTON	20180508	05/08/2018	REIMBURSED EXPENSES	235-42153-334	6.67
JUSTIN HARRINGTON	20180508	05/08/2018	REIMBURSED EXPENSES	235-42153-334	36.70
KIM POWERS	20180508	05/08/2018	REIMBURSED EXPENSES	235-42153-334	80.66
KRISTEN PORATH	20180508	05/08/2018	REIMBURSED EXPENSES	235-42153-334	65.19
LANDON JOHNSON	20180508	05/08/2018	REIMBURSED EXPENSES	235-42153-334	16.76
TIM HACKER	20180515	05/15/2018	EXPENSE - AMBULANCE	235-42153-334	50.04
JORDAN BUSSA	20180522	05/22/2018	EXPENSE - AMBULANCE	235-42153-334	30.55
JUSTIN HARRINGTON	20180522	05/22/2018	EXPENSE - AMBULANCE	235-42153-334	10.88
KRISTEN PORATH	20180522	05/22/2018	EXPENSE - AMBULANCE	235-42153-334	37.64
TIM HACKER	20180522	05/22/2018	EXPENSE - AMBULANCE	235-42153-334	47.25
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	235-42153-361	1,068.26
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	235-42153-362	924.80
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	235-42153-363	674.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	235-42153-363	360.00
MN ENERGY RESOURCES	0506419706-00002	05/04/2018	HEATING-FINAL ON #0506419	235-42153-383	9.57
MN ENERGY RESOURCES	201805088	05/22/2018	HEATING #0616354678-00001	235-42153-383	213.89
HOMETOWN SANITATION SER	0000285473	05/04/2018	GARBAGE SERVICE - EMS BUIL	235-42153-384	28.00
ZOLL MEDICAL CORPORATION	2679776	05/02/2018	MAINTENANCE	235-42153-404	808.50
SANFORD HEALTH	NI 1006	05/15/2018	#S-000831	235-42153-404	145.78
O'REILLY AUTOMOTIVE, INC	#1510318 4-28-18	05/15/2018	MAINTENANCE	235-42153-405	53.95
WINDOM FARM SERVICE	170091	05/04/2018	REPAIRS	235-42153-405	134.52
WINDOM FARM SERVICE	170126	05/04/2018	REPAIRS	235-42153-405	307.90
ALPHA WIRELESS - MANKATO	202877	05/08/2018	RADIO MAINTENANCE	235-42153-405	1,204.00
KULSETH LAWN LANDSCAPE	279	05/08/2018	SNOW REMOVAL	235-42153-406	1,420.00
Activity 42153 - Ambulance Total:					12,904.41
Fund 235 - AMBULANCE Total:					12,904.41

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	250-46520-133	24.00
INDOFF, INC	3100007	05/04/2018	SUPPLIES	250-46520-200	19.25
INDOFF, INC	3101904	05/08/2018	OFFICE SUPPLIES	250-46520-200	3.13
EHLERS & ASSOC., INC.	76790	05/15/2018	TIF ADMINISTRATION-WINDO	250-46520-301	360.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHRAMEL LAW OFFICE	20180501	05/08/2018	LEGAL FEES	250-46520-304	255.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	250-46520-308	139.00
DREW HAGE	20180501	05/22/2018	EXPENSE-REG WORKFORCE S	250-46520-331	18.53
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	250-46520-340	300.80
COUNTY WIDE DIRECTORY	60491	05/01/2018	ADVERTISING	250-46520-340	81.25
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	250-46520-350	79.50
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	250-46520-362	3,167.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	250-46520-365	616.93
THE GLOBE	177922276 5-14-18	05/15/2018	SUBSCRIPTION	250-46520-433	90.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HY VEE MEETI	250-46520-438	21.79
MATHIOWETZ CONSTRUCTIO	2020	05/04/2018	FILL AND COMPACTION	250-46520-491	60,000.00

Activity 46520 - EDA Total: 65,176.18

Fund 250 - EDA GENERAL Total: 65,176.18

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SCOTT VEENKER	25125	05/08/2018	SERVICE	254-46520-406	40.00
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Activity 46520 - EDA Total: 40.00

Fund 254 - NORTH IND PARK Total: 40.00

Fund: 601 - WATER

CORE & MAIN LP	1785697	05/04/2018	INVENTORY	601-14200	844.66
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844.66

Activity: 49400 - Water

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	601-49400-133	40.00
WEX BANK	54116423	05/15/2018	FUEL - WATER	601-49400-212	369.47
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	601-49400-308	69.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMERICAN W	601-49400-308	90.00
GOPHER STATE ONE CALL	8040818	05/04/2018	LOCATES	601-49400-321	5.85
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	601-49400-322	15.71
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - POSTAGE	601-49400-322	233.86
INNOVATIVE SYSTEMS LLC	37170	05/02/2018	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	37297	05/03/2018	BILLING SYSTEM ANNUAL AP	601-49400-326	833.33
INNOVATIVE SYSTEMS LLC	37323	05/04/2018	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INVOICE	601-49400-326	195.68
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	601-49400-340	370.00
COUNTY WIDE DIRECTORY	60491	05/01/2018	ADVERTISING	601-49400-340	40.63
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INSERTS	601-49400-350	30.27
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	601-49400-361	3,005.09
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	601-49400-362	5,511.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	601-49400-363	243.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	601-49400-363	246.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	601-49400-365	702.13
FEDERATED RURAL ELECTRIC	#112843 4-28-18	05/04/2018	SERVICE #112843	601-49400-381	53.00
MN ENERGY RESOURCES	20180511A	05/22/2018	HEATING #0505923431-00001	601-49400-383	552.60
WENCK ASSOCIATES, INC.	11802516	05/23/2018	WINDOM LANDFILL #0045-01	601-49400-386	3,902.01
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	601-49400-404	4.49
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	601-49400-404	30.03
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - DOLLAR GENE	601-49400-404	6.41
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	601-49400-404	30.25
SCOTT VEENKER	25102	05/22/2018	SERVICE	601-49400-408	925.63

Activity 49400 - Water Total: 18,783.94

Fund 601 - WATER Total: 19,628.60

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	602-49450-133	56.00
WEX BANK	54116423	05/15/2018	FUEL - SEWER	602-49450-212	203.97
RYAN ANDERSON	20180515	05/15/2018	EXPENSE - SAFTEY BOOTS	602-49450-217	100.00
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	602-49450-241	58.37
FLAHERTY & HOOD, P.A.	11336	05/08/2018	CONSULTING - LEGAL SERVICE	602-49450-301	471.25

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	602-49450-308	69.50
MN VALLEY TESTING	915314	05/02/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	915513	05/04/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	916844	05/15/2018	TESTING	602-49450-310	52.00
GOPHER STATE ONE CALL	8040818	05/04/2018	LOCATES	602-49450-321	5.85
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - POSTAGE	602-49450-322	233.87
INNOVATIVE SYSTEMS LLC	37170	05/02/2018	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	37297	05/03/2018	BILLING SYSTEM ANNUAL AP	602-49450-326	833.33
INNOVATIVE SYSTEMS LLC	37323	05/04/2018	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INVOICE	602-49450-326	195.68
STEVE NASBY	20180510	05/15/2018	EXPENSE - SENATE CAPITAL IN	602-49450-331	167.56
STEVE NASBY	20180514	05/16/2018	EXPENSE-SENATE FINANCE CO	602-49450-331	163.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MARRIOTT FO	602-49450-334	36.11
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - BUFFALO WIL	602-49450-334	34.43
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MARRIOTT H	602-49450-334	480.78
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - RED LOBSTER	602-49450-334	61.19
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MARRIOTT H	602-49450-334	480.78
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INSERTS	602-49450-350	30.29
COUNTY WIDE DIRECTORY	60491	05/01/2018	ADVERTISING	602-49450-350	40.62
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-361	3,790.19
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-362	5,867.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-363	387.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-363	377.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-365	702.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	602-49450-365	56.00
MN ENERGY RESOURCES	20180507	05/15/2018	HEATING #0506646838-00001	602-49450-383	722.22
MN ENERGY RESOURCES	20180510	05/15/2018	HEATING #0506746718-00001	602-49450-383	19.20
MN ENERGY RESOURCES	20180511B	05/22/2018	HEATING #0504488160-00001	602-49450-383	33.07
HOMETOWN SANITATION SER	0000285442	05/02/2018	GARBAGE SERVICE - WASTE	602-49450-384	85.04
O'REILLY AUTOMOTIVE, INC	#1510318 4-28-18	05/15/2018	MAINTENANCE	602-49450-404	176.25
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	602-49450-404	1.79
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HACH SUPPLI	602-49450-404	304.27
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - USA BLUE BO	602-49450-404	124.44
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - USA BLUE BO	602-49450-404	132.54
MN MANURE SPECIALISTS	1197	05/08/2018	MAINTENANCE SUPPLIES	602-49450-404	28.98
JEN'S CLEANING SERVICE	20180510	05/23/2018	SERVICE - CLEANING	602-49450-404	112.50
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	602-49450-404	24.20
JOSEPH JOHN ROSENHAMME	20180507	05/08/2018	SLUDGE HAULING	602-49450-446	11,241.75
			Activity 49450 - Sewer Total:		29,638.65
			Fund 602 - SEWER Total:		29,638.65
Fund: 604 - ELECTRIC					
RESCO	710260-01	05/02/2018	INVENTORY	604-14200	141.81
RESCO	710756-00	05/02/2018	INVENTORY	604-14200	511.40
RESCO	712607-00	05/02/2018	CREDIT - INVENTORY	604-14200	-392.53
RESCO	712749-00	05/02/2018	INVENTORY	604-14200	1,045.60
DAKOTA SUPPLY GROUP	D716996	05/01/2018	INVENTORY	604-14200	72,674.18
DAKOTA SUPPLY GROUP	D852157	05/08/2018	INVENTORY SUPPLIES	604-14200	400.08
J. H. LARSON	S101729666.001	05/01/2018	INVENTORY	604-14200	185.63
WESCO DISTRIBUTION, INC	074033	05/02/2018	NEW CONSTR MOTEL	604-16300	50,180.00
ELECTRIC FUND	157	05/04/2018	EL DISTRIBUTION	604-16300	20,940.10
CONDUCTOR POWER LLC	2018-0055-004	05/23/2018	SUBSTATION	604-16300	33,250.00
UTILITIES PLUS ENERGY SERVI	600708	05/15/2018	SUBSTATION	604-16300	5,182.50
ZIESKE LAND SURVEYING	C1811 S 5-7-18	05/15/2018	SERVICE-#C 1811 S (CIRCUIT 6	604-16300	665.00
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	604-20202	18.92
ALICIA LONG	20180516	05/16/2018	REFUND -BALANCE OF UTILIT	604-22000	241.46
NICK KULSETH	20180516	05/16/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
UNITED PACKING, INC	20180516	05/16/2018	REFUND-UTILITY PREPAYMEN	604-22000	300.00
DIXON OILOUCH	20180516	05/16/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
					185,944.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49550 - Electric					
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	604-49550-133	80.00
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	604-49550-211	16.99
WEX BANK	54116423	05/15/2018	FUEL - ELECTRIC	604-49550-212	443.53
BORDER STATES	915142528	05/04/2018	OPERATING SUPPLIES	604-49550-217	138.16
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	604-49550-218	27.98
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - FRANKS SHOE	604-49550-218	144.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON CLO	604-49550-218	138.45
DG ENERGY LLC	1699	05/01/2018	UNIFORMS	604-49550-218	589.00
JOANNE NELSON	20180515	05/15/2018	EXPENSE - UNIFORMS	604-49550-218	30.00
BORDER STATES	915190451	05/02/2018	UNIFORMS	604-49550-218	65.49
BORDER STATES	915276524	05/15/2018	UNIFORMS	604-49550-218	58.01
BORDER STATES	915285508	05/22/2018	UNIFORMS	604-49550-218	131.76
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - WINDOM FAR	604-49550-241	14.65
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - WINDOM FAR	604-49550-241	16.56
CMP - CENTRAL MUNICIPAL P	06287	05/15/2018	ENERGY	604-49550-263	174,211.12
CMP - CENTRAL MUNICIPAL P	06287	05/15/2018	TRANSMSSION	604-49550-263	134,291.90
DEPARTMENT OF ENERGY	BFPB000800418	05/04/2018	POWER COST	604-49550-263	59,291.37
CLIFTON-LARSON-ALLEN, LLP	1801831	05/04/2018	AUDIT SERVICE	604-49550-301	1,300.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	604-49550-308	139.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	604-49550-308	201.96
GOPHER STATE ONE CALL	8040818	05/04/2018	LOCATES	604-49550-321	5.85
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - POSTAGE	604-49550-322	233.86
GOLDEN WEST TECH & INT SO	180210372	05/23/2018	SERVICE #A3786	604-49550-325	43.70
GOLDEN WEST TECH & INT SO	180310381	05/23/2018	SERVICE #A3786	604-49550-325	31.20
GOLDEN WEST TECH & INT SO	180410366	05/23/2018	SERVICE #A3786	604-49550-325	30.02
INNOVATIVE SYSTEMS LLC	37170	05/02/2018	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	37297	05/03/2018	BILLING SYSTEM ANNUAL AP	604-49550-326	1,666.67
INNOVATIVE SYSTEMS LLC	37323	05/04/2018	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INVOICE	604-49550-326	195.68
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	604-49550-333	30.55
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	604-49550-340	231.00
COUNTY WIDE DIRECTORY	60491	05/01/2018	ADVERTISING	604-49550-340	81.25
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INSERTS	604-49550-350	30.29
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-361	17,528.89
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-362	17,674.00
TRAVELERS	20180430	05/08/2018	INSURANCE - BOILER AND MA	604-49550-362	65,282.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-363	915.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-363	941.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-365	702.13
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	604-49550-365	48.00
MN ENERGY RESOURCES	20180511C	05/22/2018	HEATING #0506419706-00001	604-49550-383	216.00
HOMETOWN SANITATION SER	0000285443	05/04/2018	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	604-49550-402	27.25
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SELECT BLIND	604-49550-402	129.55
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	604-49550-404	30.25
NCI - NORTH CENTRAL INT'L I	20180427	05/22/2018	MAINTENANCE - ELECTRIC	604-49550-405	822.35
ADVANCE AUTO PARTS	2789-329664	05/15/2018	MAINTENANCE	604-49550-405	38.44
RAGE INC - CAMPUS CLEANER	04-011753	05/01/2018	SERVICE - POWER PLANT	604-49550-406	34.17
BRAD BUSSA	20180514	05/15/2018	CLEANING	604-49550-406	184.60
SCOTT VEENKER	25178	05/15/2018	SERVICE - CONCRETE	604-49550-406	329.12
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	604-49550-408	77.10
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	604-49550-408	142.15
ELECTRIC FUND	159	05/15/2018	EL DISTRIBUTION	604-49550-408	798.16
ELECTRIC FUND	160	05/15/2018	EL TRUCK STOCK	604-49550-408	243.29
ELECTRIC FUND	20180504	05/04/2018	EL RL REPAIR	604-49550-408	45.07
BORDER STATES	915190452	05/02/2018	MAINTENANCE	604-49550-408	485.64
J. H. LARSON	5101729666.001	05/01/2018	MAINTENANCE	604-49550-408	67.07
CMP - CENTRAL MUNICIPAL P	06303	05/15/2018	DG BINDER	604-49550-410	1,282.50
MN DEPT OF PUBLIC SAFETY	1712500242017 M-94605	05/15/2018	#171250024 FACILITY ID: 156	604-49550-410	25.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF NAT RES - ECO-	#UWAT011276 4-12-18	05/15/2018	LICENSE #UWAT011276	604-49550-444	124.00
CMP - CENTRAL MUNICIPAL P	06302	05/15/2018	CIP PROGRAM	604-49550-450	2,501.13
JEFFREY DAHNA	20180504	05/04/2018	ENERGY REBATE	604-49550-450	100.00
WERNER ELECTRIC	5009856387.001	05/15/2018	CONSERVATION	604-49550-450	2,691.56
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	604-49550-460	10.60
Activity 49550 - Electric Total:					489,236.17
Fund 604 - ELECTRIC Total:					675,180.32

Fund: 609 - LIQUOR STORE

MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	609-20202	15,193.00
					15,193.00

Activity: 49751 - Liquor Store

SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	609-49751-200	14.99
INDOFF, INC	3080841	05/23/2018	FREIGHT FEES	609-49751-200	24.06
SCHWAAB, INC	8082812	05/15/2018	SERVICE #26471B	609-49751-200	38.04
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	609-49751-211	53.43
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - DOLLAR GENE	609-49751-211	8.55
RAGE INC - CAMPUS CLEANER	04-011267	05/01/2018	SERVICE - RIVER BEND LIQUO	609-49751-211	55.25
RAGE INC - CAMPUS CLEANER	05-010270	05/15/2018	SERVICE - RIVER BEND LIQUO	609-49751-211	48.57
AH HERMEL COMPANY	707308A	05/02/2018	MERCHANDISE	609-49751-217	59.64
VINOCOPIA, INC	0205269-IN	05/02/2018	MERCHANDISE	609-49751-251	224.00
BREAKTHRU BEVERAGE MN	1080794776	05/04/2018	MERCHANDISE	609-49751-251	1,194.20
SOUTHERN GLAZER'S OF MN	1675692	05/02/2018	MERCHANDISE	609-49751-251	3,198.41
SOUTHERN GLAZER'S OF MN	1678515	05/04/2018	MERCHANDISE	609-49751-251	604.00
PHILLIPS WINE & SPIRITS	2346022	05/02/2018	MERCHANDISE	609-49751-251	401.35
PHILLIPS WINE & SPIRITS	2349950	05/04/2018	MERCHANDISE	609-49751-251	2,681.99
PHILLIPS WINE & SPIRITS	2350745	05/15/2018	MERCHANDISE	609-49751-251	64.00
JOHNSON BROS.	5992375	05/01/2018	MERCHANDISE	609-49751-251	1,069.62
JOHNSON BROS.	5998108	05/04/2018	MERCHANDISE	609-49751-251	1,694.00
PAUSTIS WINE COMPANY	8751	05/02/2018	MERCHANDISE	609-49751-251	131.00
BEVERAGE WHOLESALERS	002101	05/04/2018	MERCHANDISE	609-49751-252	11,467.90
BEVERAGE WHOLESALERS	003197	05/15/2018	MERCHANDISE	609-49751-252	9,802.64
BEVERAGE WHOLESALERS	004226	05/22/2018	MERCHANDISE	609-49751-252	156.60
BEVERAGE WHOLESALERS	004323	05/22/2018	MERCHANDISE	609-49751-252	6,234.65
BREAKTHRU BEVERAGE MN	1080794777	05/04/2018	MERCHANDISE	609-49751-252	78.30
ARTISAN BEER COMPANY	3257225	05/01/2018	MERCHANDISE	609-49751-252	389.80
ARTISAN BEER COMPANY	3259022	05/04/2018	MERCHANDISE	609-49751-252	248.00
DOLL DISTRIBUTING, LLC	434695	05/04/2018	MERCHANDISE	609-49751-252	4,237.00
DOLL DISTRIBUTING, LLC	439337	05/15/2018	MERCHANDISE	609-49751-252	8,672.20
DOLL DISTRIBUTING, LLC	439338	05/15/2018	MERCHANDISE	609-49751-252	290.25
DOLL DISTRIBUTING, LLC	443785	05/22/2018	MERCHANDISE	609-49751-252	11,324.75
ROUND LAKE VINEYARDS & W	1053	05/15/2018	MERCHANDISE	609-49751-253	621.00
BREAKTHRU BEVERAGE MN	1080794776	05/04/2018	MERCHANDISE	609-49751-253	232.00
SOUTHERN GLAZER'S OF MN	1675693	05/02/2018	MERCHANDISE	609-49751-253	582.33
PHILLIPS WINE & SPIRITS	2346023	05/02/2018	MERCHANDISE	609-49751-253	556.00
PHILLIPS WINE & SPIRITS	2349951	05/04/2018	MERCHANDISE	609-49751-253	1,410.66
JOHNSON BROS.	5992376	05/01/2018	MERCHANDISE	609-49751-253	2,336.81
JOHNSON BROS.	5998109	05/04/2018	MERCHANDISE	609-49751-253	1,637.05
JOHNSON BROS.	679415	05/22/2018	CREDIT - MERCHANDISE	609-49751-253	-26.20
JOHNSON BROS.	679416	05/22/2018	CREDIT - MERCHANDISE	609-49751-253	-156.00
WINE MERCHANTS	7181550	05/04/2018	MERCHANDISE	609-49751-253	327.00
PAUSTIS WINE COMPANY	8750	05/02/2018	MERCHANDISE	609-49751-253	631.00
JOHNSON BROS.	5998109	05/04/2018	MERCHANDISE	609-49751-254	123.50
AH HERMEL COMPANY	707308A	05/02/2018	MERCHANDISE	609-49751-254	166.41
AH HERMEL COMPANY	707308A	05/02/2018	MERCHANDISE	609-49751-256	85.34
BREAKTHRU BEVERAGE MN	1080794776	05/04/2018	MERCHANDISE	609-49751-259	30.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HY VEE SUPPL	609-49751-261	58.05
ARCTIC GLACIER U.S.A. INC	1950813002	05/15/2018	MERCHANDISE	609-49751-261	35.70
ARCTIC GLACIER U.S.A. INC	1951812301	05/04/2018	MERCHANDISE	609-49751-261	129.09
BEVERAGE WHOLESALERS	004323	05/22/2018	MERCHANDISE	609-49751-265	30.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	439338	05/15/2018	MERCHANDISE	609-49751-265	90.00
DOLL DISTRIBUTING, LLC	443785	05/22/2018	MERCHANDISE	609-49751-265	-90.00
CLIFTON-LARSON-ALLEN, LLP	1801831	05/04/2018	AUDIT SERVICE	609-49751-301	1,300.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MUNICIPAL V	609-49751-308	50.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	609-49751-308	139.00
JOHN C NELSON	20180514	05/15/2018	EXPENSE - POSTAGE	609-49751-322	11.15
KEVIN SPANGLER	20180515	05/15/2018	EXPENSE - MMBA 2018 CONF	609-49751-331	172.22
KEVIN SPANGLER	20180515A	05/22/2018	EXPENSE - TRIP TO PRITTS ELE	609-49751-331	52.54
VINOCOPIA, INC	0205269-IN	05/02/2018	MERCHANDISE	609-49751-333	5.00
BREAKTHRU BEVERAGE MN	1080794776	05/04/2018	MERCHANDISE	609-49751-333	21.28
SOUTHERN GLAZER'S OF MN	1675692	05/02/2018	MERCHANDISE	609-49751-333	49.37
SOUTHERN GLAZER'S OF MN	1675693	05/02/2018	MERCHANDISE	609-49751-333	10.59
SOUTHERN GLAZER'S OF MN	1678515	05/04/2018	MERCHANDISE	609-49751-333	8.20
ARCTIC GLACIER U.S.A. INC	1950813002	05/15/2018	MERCHANDISE	609-49751-333	1.00
ARCTIC GLACIER U.S.A. INC	1951812301	05/04/2018	MERCHANDISE	609-49751-333	1.00
PHILLIPS WINE & SPIRITS	2346022	05/02/2018	MERCHANDISE	609-49751-333	3.48
PHILLIPS WINE & SPIRITS	2346023	05/02/2018	MERCHANDISE	609-49751-333	17.40
PHILLIPS WINE & SPIRITS	2349950	05/04/2018	MERCHANDISE	609-49751-333	42.33
PHILLIPS WINE & SPIRITS	2349951	05/04/2018	MERCHANDISE	609-49751-333	69.59
JOHNSON BROS.	5992375	05/01/2018	MERCHANDISE	609-49751-333	14.22
JOHNSON BROS.	5992376	05/01/2018	MERCHANDISE	609-49751-333	95.71
JOHNSON BROS.	5998108	05/04/2018	MERCHANDISE	609-49751-333	22.62
JOHNSON BROS.	5998109	05/04/2018	MERCHANDISE	609-49751-333	43.49
JOHNSON BROS.	679416	05/22/2018	CREDIT - MERCHANDISE	609-49751-333	-5.22
AH HERMEL COMPANY	707308A	05/02/2018	MERCHANDISE	609-49751-333	4.95
WINE MERCHANTS	7181550	05/04/2018	MERCHANDISE	609-49751-333	5.22
PAUSTIS WINE COMPANY	8750	05/02/2018	MERCHANDISE	609-49751-333	8.75
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MUNICIPAL B	609-49751-334	545.00
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	609-49751-340	840.00
KDOM RADIO	20180430A	05/08/2018	ADVERTISING - RIVERBEND LI	609-49751-340	645.46
COUNTY WIDE DIRECTORY	60497	05/01/2018	ADVERTISING	609-49751-340	315.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	609-49751-361	3,600.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	609-49751-361	5,238.05
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	609-49751-362	1,821.00
MN ENERGY RESOURCES	20180511	05/22/2018	HEATING #0507314125-00001	609-49751-383	169.21
HOMETOWN SANITATION SER	0000285441	05/04/2018	GARBAGE SERVICE - RIVER BE	609-49751-384	139.00
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	609-49751-402	1.35
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	609-49751-404	30.25
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	609-49751-460	4.68

Activity 49751 - Liquor Store Total: 88,769.82

Fund 609 - LIQUOR STORE Total: 103,962.82

Fund: 614 - TELECOM

CALIX	1339831	05/01/2018	CORE UPGRADE	614-16400	44,222.52
CALIX	1339897	05/01/2018	CREDIT - CORE UPGRADE	614-16400	-1,176.00
CALIX	1340589	05/15/2018	CORE UPGRADE	614-16400	22,327.14
INTERNAL REVENUE SERVICE	20180508	05/15/2018	EXCISE TAX POSTING - MAY 20	614-20201	500.00
INTERNAL REVENUE SERVICE	20180508A	05/15/2018	EXCISE TAX POSTING - FINAL -	614-20201	442.18
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	614-20202	31.33
MN 9-1-1 PROGRAM	20180508	05/08/2018	APR 911 SERVICE	614-20206	1,237.99
BOND TRUST SERVICE CORP	41092	04/16/2018	2012B - BOND PRINCIPAL	614-23100	490,000.00

557,585.16

Activity: 49870 - Telecom

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	614-49870-133	80.00
CULLIGAN	#5647 4-30-18	05/15/2018	SERVICE - #5647	614-49870-200	20.25
RAGE INC - CAMPUS CLEANER	04-011755	05/01/2018	SERVICE - WINDOM NET	614-49870-211	21.33
WEX BANK	54116423	05/15/2018	FUEL - TELECOM	614-49870-212	252.92
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	614-49870-217	207.97
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON VAC	614-49870-223	129.99
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	614-49870-227	49.33

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	614-49870-227	48.89
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - FIBERSTORE	614-49870-227	378.00
TRI-STATE POWER SOLUTIONS	1912999021424	05/22/2018	MAINTENANCE	614-49870-227	177.60
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - FIBERSTORE	614-49870-241	186.00
CLIFTON-LARSON-ALLEN, LLP	1801831	05/04/2018	AUDIT SERVICE	614-49870-301	400.00
INTERSTATE TRS FUND	82580705188	05/22/2018	ASSESSMENT FOR 499-A FILIN	614-49870-304	227.07
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	614-49870-308	139.00
GOPHER STATE ONE CALL	8040818	05/04/2018	LOCATES	614-49870-321	5.85
RUSHMORE INDUSTRIES, INC	05182018	05/23/2018	FREIGHT - WINDOMNET	614-49870-322	14.50
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - POSTAGE	614-49870-322	233.86
INNOVATIVE SYSTEMS LLC	37170	05/02/2018	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	37170	05/02/2018	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	37297	05/03/2018	BILLING SYSTEM ANNUAL AP	614-49870-326	1,666.67
INNOVATIVE SYSTEMS LLC	37323	05/04/2018	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INVOICE	614-49870-326	195.68
NEUSTAR, INC.	L-0000024426	05/22/2018	NUMBER PORTS	614-49870-326	23.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - MILLENNIUM	614-49870-334	41.59
KDOM RADIO	0073 4-30-18	05/15/2018	ADVERTISING - WINDOM NET	614-49870-340	100.98
COUNTY WIDE DIRECTORY	60491	05/01/2018	ADVERTISING	614-49870-340	81.25
BOLD REFLECTIONS	337	05/15/2018	GIGACENTER ARTWORK	614-49870-350	113.75
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INSERTS	614-49870-350	156.67
INNOVATIVE SYSTEMS LLC	37428	05/08/2018	MONTHLY BILLING - INSERTS	614-49870-350	30.29
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	614-49870-361	7,504.25
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	614-49870-362	4,323.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	614-49870-363	722.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	614-49870-365	702.13
MN ENERGY RESOURCES	20180508A	05/16/2018	HEATING #0507509833-00001	614-49870-383	106.84
HOMETOWN SANITATION SER	0000285444	05/15/2018	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON SUP	614-49870-401	32.95
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	614-49870-404	45.38
KULSETH LAWN LANDSCAPE	328	05/22/2018	SERVICE - SNOW REMOVAL (F	614-49870-406	630.00
CALIX	1340585	05/15/2018	MAINTENANCE	614-49870-408	49.00
CENTURY LINK	461689	05/23/2018	DIRECTORY LISTINGS	614-49870-441	158.07
CONSOLIDATED COMMUNICA	#1160904 5-1-18	05/16/2018	CONNECTION	614-49870-442	2,950.00
FOX SPORTS	017155	05/22/2018	SUBSCRIBER	614-49870-442	19,024.32
BTN - BIG TEN NETWORK	021914	05/22/2018	SUBSCRIBER	614-49870-442	4,088.56
TEGNA	1399-1135	05/22/2018	SUBSCRIBER	614-49870-442	7,270.20
NEXSTAR BROADCASTING GR	1485-1129	05/22/2018	SUBSCRIBER	614-49870-442	7,136.10
DISPLAY SYSTEMS INTERNATI	15425	05/02/2018	SUBSCRIBER	614-49870-442	198.44
UNITED COMMUNICATIONS C	20180430	05/22/2018	SUBSCRIBER	614-49870-442	6,924.00
CBS TELEVISION STATIONS	20180430	05/22/2018	SUBSCRIBER	614-49870-442	6,231.60
INDEPENDENT COMMUNIATI	20180430	05/22/2018	SUBSCRIBER	614-49870-442	4,374.77
FOX TELEVISION STATIONS, IN	399-1029	05/22/2018	SUBSCRIBER	614-49870-442	5,193.00
TOWER DISTRIBUTION COMP	677678	05/22/2018	SUBSCRIBER	614-49870-442	650.83
WOODSTOCK COMMUNICATI	10082565	05/09/2018	SPECIAL ACCESS CIRCUITS	614-49870-445	205.10
ONVOY, LLC dba INTELIGENT	180502008508	05/08/2018	SS7	614-49870-445	1,342.02
E-911 - INDEPENDENT EMERG	20180501	05/09/2018	MONTHLY 911 SERVICE	614-49870-445	40.00
NENA - CID	300006603	05/16/2018	COMPANY IDENTIFIER SUBSC	614-49870-445	255.00
CONSOLIDATED COMMUNICA	#1160904 5-1-18	05/16/2018	10 GB TRANSPORT -MAY 2018	614-49870-447	5,987.50
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - DREAMHOST	614-49870-447	139.00
NEAR NORTH PARTNERS, LLC	1570	05/15/2018	10 GB INT CONN MSP1-OMA1	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	388131	05/16/2018	SERVICE	614-49870-447	1,538.39
MANKATO NETWORKS, LLC	388143	05/23/2018	SERVICE	614-49870-447	6,603.75
MANKATO NETWORKS, LLC	388160	05/16/2018	SERVICE	614-49870-447	900.00
COGENT COMMUNICATIONS,	CITYOFWI00001 5-1-18	05/16/2018	1 GB INTERNET CONN AT 511	614-49870-447	1,750.00
GOLDEN WEST TECH & INT SO	180410289	05/02/2018	SERVICE	614-49870-448	115.38
JEREMY ROLFES	20180516	05/16/2018	EXPENSE - INTERNET ON CALL	614-49870-448	55.94
ONVOY, LLC dba INTELIGENT	180502009035	05/16/2018	SWITCHING SERVICES 5/1/18	614-49870-451	3,133.19
ZAYO GROUP, LLC	20180501	05/08/2018	TRANSPORT	614-49870-451	387.72
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	614-49870-460	20.72

Expense Approval Report

Payment Dates: 05/05/2018 - 05/25/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ADVANTAGE COLLECTION PR	20180501	05/08/2018	COLLECTIONS ON ACCOUNT	614-49870-480	42.99
BOND TRUST SERVICE CORP	41092	04/16/2018	2012B - BOND - ADMIN FEE	614-49870-480	450.00
				Activity 49870 - Telecom Total:	112,530.60

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	41092	04/16/2018	2012B - BOND - INTEREST	614-49980-611	153,065.63
				Activity 49980 - Debt Service Total:	153,065.63
				Fund 614 - TELECOM Total:	823,181.39

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	615-49850-133	32.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SHOPKO	615-49850-200	30.58
WEX BANK	54116423	05/15/2018	FUEL - ARENA	615-49850-212	43.11
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	615-49850-217	27.23
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	615-49850-241	98.98
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	615-49850-308	69.50
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	615-49850-361	1,029.93
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	615-49850-362	7,295.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	615-49850-363	369.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	615-49850-365	19.50
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	615-49850-365	702.13
HOMETOWN SANITATION SER	0000285445	05/04/2018	GARBAGE SERVICE - ARENA	615-49850-384	130.88
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	615-49850-402	1.99
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	615-49850-402	19.99
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	615-49850-404	36.93
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	615-49850-404	14.55
ADVANCE AUTO PARTS	2789-329404	05/15/2018	MAINTENANCE	615-49850-405	13.51
RUNNINGS SUPPLY, INC	#71920 4-24-18	05/16/2018	MAINTENANCE	615-49850-406	6.98
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	615-49850-409	93.55
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	615-49850-460	1,370.00
				Activity 49850 - Arena Total:	11,405.34
				Fund 615 - ARENA Total:	11,405.34

Fund: 617 - M/P CENTER

MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	617-20202	78.73
					78.73

Activity: 49860 - M/P Center

NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	617-49860-133	48.00
INDOFF, INC	3098469	05/08/2018	OFFICE SUPPLIES	617-49860-200	38.50
COLE PAPERS INC.	9421268	05/15/2018	SUPPLIES	617-49860-211	11.18
COLE PAPERS INC.	9421269	05/15/2018	SUPPLIES	617-49860-211	147.32
MN DEPT OF HEALTH	#3021 7-1-18	05/23/2018	HOSPITALITY FEE-2018 #3021	617-49860-217	40.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - AMAZON COF	617-49860-217	219.92
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HY VEE SUPPL	617-49860-217	27.58
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HY VEE SUPPL	617-49860-251	4.78
RIVER BEND LIQUOR	20180515	05/15/2018	COMM CENTER	617-49860-251	1,467.52
RIVER BEND LIQUOR	20180515	05/15/2018	COMM CENTER	617-49860-252	777.00
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - HY VEE SUPPL	617-49860-254	240.86
RIVER BEND LIQUOR	20180515	05/15/2018	COMM CENTER	617-49860-254	47.94
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - REGISTRATIO	617-49860-308	139.00
CITIZEN PUBLISHING CO	20180430	05/04/2018	ADVERTISING	617-49860-340	210.00
KDOM RADIO	20180430	05/08/2018	ADVERTISING - COMMUNITY	617-49860-340	160.14
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	617-49860-361	1,154.30
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	617-49860-362	2,660.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	617-49860-363	123.00
LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	617-49860-365	48.00
HOMETOWN SANITATION SER	0000285446	05/04/2018	GARBAGE SERVICE - COMM C	617-49860-383	51.52
MN ENERGY RESOURCES	20180511D	05/22/2018	HEATING #0503741572-00001	617-49860-383	479.26
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SCHWALBACH	617-49860-402	12.79
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - ALLTECSTORE	617-49860-404	1,826.00

Expense Approval Report

Payment Dates: 05/05/2018 - 05/25/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - LOWES WASH	617-49860-404	1,077.67
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	617-49860-404	15.13
TOSHIBA FINANCIAL SERVICES	356140632	05/04/2018	COPIER LEASE 2/20 - 3/20	617-49860-404	60.00
RAGE INC - CAMPUS CLEANER	04-011754	05/01/2018	SERVICE - COMM CENTER	617-49860-406	59.50
TRUGREEN	159486	05/23/2018	SERVICE #178265	617-49860-406	186.56
TRUGREEN	20180515	05/22/2018	MAINTENANCE	617-49860-406	523.68
SCHWALBACH HARDWARE	#72861 4-25-18	05/15/2018	MAINTENANCE	617-49860-409	72.97
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - ALL PARTITIO	617-49860-409	30.44
US BANK	#8263 4-20-18	05/15/2018	CREDIT CARD - SCHWALBACH	617-49860-409	26.71
MN REVENUE	20180516	05/22/2018	SALES TAX - APRIL 2018	617-49860-460	687.27
SECR REV FUND/CITY OF WD	20180509	05/09/2018	PETTY CASH - COMMUNITY C	617-49860-480	1,300.00
				Activity 49860 - M/P Center Total:	13,974.54
				Fund 617 - M/P CENTER Total:	14,053.27

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

LEAGUE OF MN CITIES INS TR	#10002872 4-11-18	04/17/2018	ANNUAL INSURANCE PREMIU	651-46520-480	6,746.00
				Activity 46520 - EDA Total:	6,746.00
				Fund 651 - RIVERLBUFF TOWNHOMES Total:	6,746.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001367	05/11/2018	Federal Tax Withholding	700-21701	9,305.54
Internal Revenue Service-Payr	INV0001377	05/25/2018	Federal Tax Withholding	700-21701	9,394.49
MN Department of Revenue -	INV0001366	05/11/2018	State Withholding	700-21702	4,579.35
MN Department of Revenue -	INV0001376	05/25/2018	State Withholding	700-21702	4,617.61
Internal Revenue Service-Payr	INV0001368	05/11/2018	Social Security	700-21703	11,950.12
Internal Revenue Service-Payr	INV0001378	05/25/2018	Social Security	700-21703	12,003.32
MN Pera	INV0001360	05/11/2018	PERA	700-21704	13,030.45
MN Pera	INV0001361	05/11/2018	PERA	700-21704	5,774.37
MN Pera	INV0001362	05/11/2018	PERA	700-21704	886.86
MN Pera	INV0001369	05/25/2018	PERA	700-21704	13,150.42
MN Pera	INV0001370	05/25/2018	PERA	700-21704	5,951.63
MN Pera	INV0001371	05/25/2018	PERA	700-21704	695.06
MN Pera	INV0001372	05/25/2018	PERA	700-21704	20.00
MN State Deferred	INV0001363	05/11/2018	Deferred Compensation	700-21705	5,169.11
MN State Deferred	INV0001364	05/11/2018	Deferred Roth	700-21705	535.00
MN State Deferred	INV0001373	05/25/2018	Deferred Compensation	700-21705	5,219.11
MN State Deferred	INV0001374	05/25/2018	Deferred Roth	700-21705	535.00
BLUE CROSS/BLUE SHIELD	180502357427	05/15/2018	INSURANCE PREM- APRIL 201	700-21706	63,215.00
LOCAL UNION #949	20180510	05/15/2018	UNION DUES - MAY 2018	700-21707	1,817.56
LAW ENFORCMENT LABOR SE	20180510	05/15/2018	POLICE UNION DUES - MAY 20	700-21708	343.00
Internal Revenue Service-Payr	INV0001365	05/11/2018	Medicare Withholding	700-21711	3,402.02
Internal Revenue Service-Payr	INV0001375	05/25/2018	Medicare Withholding	700-21711	3,418.24
SELECTACCOUNT	38677517	05/15/2018	FLEX SPENDING	700-21712	649.33
SELECTACCOUNT	38681141	05/23/2018	FLEX SPENDING	700-21712	201.24
AFLAC	600646	05/15/2018	INSURANCE - MAY 2018 - AFT	700-21715	204.00
AFLAC	600646	05/15/2018	INSURANCE - MAY 2018 - PRE	700-21716	334.59
MN BENEFIT ASSOCIATION	2018-0028809	05/22/2018	INSURANCE - PRE TAX	700-21717	4.84
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	700-21718	16.00
NCPERS MINNESOTA	8446518	05/04/2018	INSURANCE #844600 - MAY 2	700-21718	16.00
MN BENEFIT ASSOCIATION	2018-0028809	05/22/2018	INSURANCE - AFTER TAX	700-21719	109.17
MII LIFE	20180515	05/16/2018	VEBA - MAY 2018	700-21720	7,300.00
					183,848.43
				Fund 700 - PAYROLL Total:	183,848.43

Grand Total: 2,085,346.09

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	116,816.23
211 - LIBRARY	7,036.17
225 - AIRPORT	13,966.29
230 - POOL	1,761.99
235 - AMBULANCE	12,904.41
250 - EDA GENERAL	65,176.18
254 - NORTH IND PARK	40.00
601 - WATER	19,628.60
602 - SEWER	29,638.65
604 - ELECTRIC	675,180.32
609 - LIQUOR STORE	103,962.82
614 - TELECOM	823,181.39
615 - ARENA	11,405.34
617 - M/P CENTER	14,053.27
651 - RIVERLBUFF TOWNHOMES	6,746.00
700 - PAYROLL	183,848.43
Grand Total:	2,085,346.09

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	48.53
100-20202	Sales Tax Payable	24,510.75
100-33436	Reimbursements	1,000.00
100-41110-200	Office Supplies	299.88
100-41110-304	Legal Fees	645.00
100-41110-350	Printing & Design	156.60
100-41110-365	Insurance - Misc	1,348.00
100-41110-433	Dues & Subscriptions	138.90
100-41110-491	Payments to Other Orga	3,025.29
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	926.91
100-41310-217	Other Operating Supplie	320.70
100-41310-308	Training & Registrations	278.00
100-41310-326	Data Processing	19.99
100-41310-331	Travel Expense	317.15
100-41310-350	Printing & Design	415.80
100-41310-361	Insurance - General Liabi	405.13
100-41310-365	Insurance - Misc	1,382.00
100-41310-480	Other Miscellaneous	632.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	3.12
100-41910-212	Motor Fuels	77.96
100-41910-304	Legal Fees	405.00
100-41910-308	Training & Registrations	224.00
100-41910-350	Printing & Design	240.00
100-41910-365	Insurance - Misc	247.00
100-41910-433	Dues & Subscriptions	135.00
100-41940-211	Cleaning Supplies	38.38
100-41940-362	Insurance - Property	441.00
100-41940-383	Gas Utility	337.58
100-41940-384	Refuse Disposal	85.04
100-41940-406	Repairs & Maint - Groun	2,824.17
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	261.86
100-42120-212	Motor Fuels	1,600.22
100-42120-218	Uniforms	205.95
100-42120-304	Legal Fees	4,422.50

Account Summary

Account Number	Account Name	Payment Amount
100-42120-305	Medical & Dental Fees	132.37
100-42120-308	Training & Registrations	139.00
100-42120-321	Telephone	135.55
100-42120-322	Postage	6.70
100-42120-323	Radio Units	658.50
100-42120-327	Interpretation Fees	24.32
100-42120-334	Meals/Lodging	450.00
100-42120-361	Insurance - General Liabi	3,304.70
100-42120-363	Insurance - Automotive	4,153.00
100-42120-365	Insurance - Misc	47.00
100-42120-404	Repairs & Maint - M&E	537.13
100-42120-405	Repairs & Maint - Vehicl	238.00
100-42120-412	Rentals - Building	1,900.00
100-42120-419	Vehicle Lease	2,218.80
100-42120-433	Dues & Subscriptions	480.00
100-42120-480	Other Miscellaneous	1,291.13
100-42220-212	Motor Fuels	232.52
100-42220-215	Materials & Equipment	23.51
100-42220-218	Uniforms	59.90
100-42220-310	Lab Testing	1,030.00
100-42220-321	Telephone	18.50
100-42220-326	Data Processing	10.02
100-42220-361	Insurance - General Liabi	520.45
100-42220-362	Insurance - Property	1,387.20
100-42220-363	Insurance - Automotive	1,334.00
100-42220-365	Insurance - Misc	1,631.13
100-42220-383	Gas Utility	335.21
100-42220-384	Refuse Disposal	41.99
100-42220-404	Repairs & Maint - M&E	24.20
100-42220-405	Repairs & Maint - Vehicl	183.78
100-42220-406	Repairs & Maint - Groun	2,130.00
100-42220-480	Other Miscellaneous	1,332.55
100-42700-300	Charges for Services	103.00
100-43100-133	Employer Paid Insurance	48.00
100-43100-200	Office Supplies	-20.40
100-43100-212	Motor Fuels	4,403.86
100-43100-216	Chemicals and Chemical	196.72
100-43100-217	Other Operating Supplie	48.52
100-43100-224	Street Maint Materials	3,514.60
100-43100-308	Training & Registrations	244.00
100-43100-350	Printing & Design	676.80
100-43100-361	Insurance - General Liabi	1,727.75
100-43100-362	Insurance - Property	2,418.00
100-43100-363	Insurance - Automotive	1,777.00
100-43100-365	Insurance - Misc	1,358.63
100-43100-383	Gas Utility	560.97
100-43100-384	Refuse Disposal	84.73
100-43100-404	Repairs & Maint - M&E	1,500.38
100-43100-405	Repairs & Maint - Vehicl	3,553.38
100-43100-480	Other Miscellaneous	2,318.50
100-43210-307	Management Fees	173.25
100-43210-340	Advertising & Promotion	1,298.66
100-45120-217	Other Operating Supplie	15.13
100-45120-361	Insurance - General Liabi	138.21
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	-20.40
100-45202-212	Motor Fuels	48.46
100-45202-216	Chemicals and Chemical	174.64

Account Summary

Account Number	Account Name	Payment Amount
100-45202-217	Other Operating Supplie	79.91
100-45202-308	Training & Registrations	244.00
100-45202-361	Insurance - General Liabi	608.98
100-45202-362	Insurance - Property	14,313.00
100-45202-363	Insurance - Automotive	365.00
100-45202-365	Insurance - Misc	702.13
100-45202-384	Refuse Disposal	329.05
100-45202-405	Repairs & Maint - Vehicl	58.32
100-45202-406	Repairs & Maint - Groun	78.88
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	701.87
211-45501-217	Other Operating Supplie	157.56
211-45501-308	Training & Registrations	139.00
211-45501-361	Insurance - General Liabi	625.19
211-45501-362	Insurance - Property	2,562.00
211-45501-383	Gas Utility	303.97
211-45501-406	Repairs & Maint - Groun	375.00
211-45501-433	Dues & Subscriptions	130.66
211-45501-435	Books and Pamphlets	2,024.92
225-45127-200	Office Supplies	29.00
225-45127-321	Telephone	26.58
225-45127-361	Insurance - General Liabi	303.73
225-45127-362	Insurance - Property	10,075.00
225-45127-365	Insurance - Misc	866.00
225-45127-381	Electric Utility	578.23
225-49950-500	Capital Outlay	2,087.75
230-45124-217	Other Operating Supplie	7.56
230-45124-308	Training & Registrations	69.50
230-45124-361	Insurance - General Liabi	331.93
230-45124-365	Insurance - Misc	1,218.00
230-45124-460	Miscellaneous Taxes	135.00
235-42153-212	Motor Fuels	735.79
235-42153-217	Other Operating Supplie	1,534.64
235-42153-312	Nursing	804.91
235-42153-321	Telephone	115.56
235-42153-326	Data Processing	1,944.00
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	382.34
235-42153-361	Insurance - General Liabi	1,068.26
235-42153-362	Insurance - Property	924.80
235-42153-363	Insurance - Automotive	1,034.00
235-42153-383	Gas Utility	223.46
235-42153-384	Refuse Disposal	28.00
235-42153-404	Repairs & Maint - M&E	954.28
235-42153-405	Repairs & Maint - Vehicl	1,700.37
235-42153-406	Repairs & Maint - Groun	1,420.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	22.38
250-46520-301	Auditing & Consulting Se	360.00
250-46520-304	Legal Fees	255.00
250-46520-308	Training & Registrations	139.00
250-46520-331	Travel Expense	18.53
250-46520-340	Advertising & Promotion	382.05
250-46520-350	Printing & Design	79.50
250-46520-362	Insurance - Property	3,167.00
250-46520-365	Insurance - Misc	616.93
250-46520-433	Dues & Subscriptions	90.00
250-46520-438	Meeting Expense	21.79

Account Summary

Account Number	Account Name	Payment Amount
250-46520-491	Payments to Other Orga	60,000.00
254-46520-406	Repairs & Maint - Groun	40.00
601-14200	Inventory	844.66
601-49400-133	Employer Paid Insurance	40.00
601-49400-212	Motor Fuels	369.47
601-49400-308	Training & Registrations	159.50
601-49400-321	Telephone	5.85
601-49400-322	Postage	249.57
601-49400-326	Data Processing	2,307.01
601-49400-340	Advertising & Promotion	410.63
601-49400-350	Printing & Design	30.27
601-49400-361	Insurance - General Liabi	3,005.09
601-49400-362	Insurance - Property	5,511.00
601-49400-363	Insurance - Automotive	489.00
601-49400-365	Insurance - Misc	702.13
601-49400-381	Electric Utility	53.00
601-49400-383	Gas Utility	552.60
601-49400-386	Landfill	3,902.01
601-49400-404	Repairs & Maint - M&E	71.18
601-49400-408	Repairs & Maint - Distrib	925.63
602-49450-133	Employer Paid Insurance	56.00
602-49450-212	Motor Fuels	203.97
602-49450-217	Other Operating Supplie	100.00
602-49450-241	Small Tools	58.37
602-49450-301	Auditing & Consulting Se	471.25
602-49450-308	Training & Registrations	69.50
602-49450-310	Lab Testing	452.00
602-49450-321	Telephone	5.85
602-49450-322	Postage	233.87
602-49450-326	Data Processing	2,307.01
602-49450-331	Travel Expense	331.06
602-49450-334	Meals/Lodging	1,093.29
602-49450-350	Printing & Design	70.91
602-49450-361	Insurance - General Liabi	3,790.19
602-49450-362	Insurance - Property	5,867.00
602-49450-363	Insurance - Automotive	764.00
602-49450-365	Insurance - Misc	758.13
602-49450-383	Gas Utility	774.49
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	904.97
602-49450-446	Sludge Hauling	11,241.75
604-14200	Inventory	74,566.17
604-16300	Improvements Other Th	110,217.60
604-20202	Sales Tax Payable	18.92
604-22000	Prepayments	1,141.46
604-49550-133	Employer Paid Insurance	80.00
604-49550-211	Cleaning Supplies	16.99
604-49550-212	Motor Fuels	443.53
604-49550-217	Other Operating Supplie	138.16
604-49550-218	Uniforms	1,185.19
604-49550-241	Small Tools	31.21
604-49550-263	Merchandise for Resale -	367,794.39
604-49550-301	Auditing & Consulting Se	1,300.00
604-49550-308	Training & Registrations	340.96
604-49550-321	Telephone	5.85
604-49550-322	Postage	233.86
604-49550-325	Dispatching	104.92
604-49550-326	Data Processing	3,607.25

Account Summary

Account Number	Account Name	Payment Amount
604-49550-333	Freight and Express	30.55
604-49550-340	Advertising & Promotion	312.25
604-49550-350	Printing & Design	30.29
604-49550-361	Insurance - General Liabi	17,528.89
604-49550-362	Insurance - Property	82,956.00
604-49550-363	Insurance - Automotive	1,856.00
604-49550-365	Insurance - Misc	750.13
604-49550-383	Gas Utility	216.00
604-49550-384	Refuse Disposal	84.75
604-49550-402	Repairs & Maint - Struct	156.80
604-49550-404	Repairs & Maint - M&E	30.25
604-49550-405	Repairs & Maint - Vehicl	860.79
604-49550-406	Repairs & Maint - Groun	547.89
604-49550-408	Repairs & Maint - Distrib	1,858.48
604-49550-410	Repairs & Maint - Gener	1,307.50
604-49550-444	License Fees	124.00
604-49550-450	Conservation	5,292.69
604-49550-460	Miscellaneous Taxes	10.60
609-20202	Sales Tax Payable	15,193.00
609-49751-200	Office Supplies	77.09
609-49751-211	Cleaning Supplies	165.80
609-49751-217	Other Operating Supplie	59.64
609-49751-251	Liquor	11,262.57
609-49751-252	Beer	52,902.09
609-49751-253	Wine	8,151.65
609-49751-254	Soft Drinks & Mix	289.91
609-49751-256	Tobacco Products	85.34
609-49751-259	Non- Alcoholic	30.00
609-49751-261	Other Merchandise	222.84
609-49751-265	Merchandise Returned f	30.00
609-49751-301	Auditing & Consulting Se	1,300.00
609-49751-308	Training & Registrations	189.00
609-49751-322	Postage	11.15
609-49751-331	Travel Expense	224.76
609-49751-333	Freight and Express	418.98
609-49751-334	Meals/Lodging	545.00
609-49751-340	Advertising & Promotion	1,800.46
609-49751-361	Insurance - General Liabi	8,838.05
609-49751-362	Insurance - Property	1,821.00
609-49751-383	Gas Utility	169.21
609-49751-384	Refuse Disposal	139.00
609-49751-402	Repairs & Maint - Struct	1.35
609-49751-404	Repairs & Maint - M&E	30.25
609-49751-460	Miscellaneous Taxes	4.68
614-16400	Machinery & Equipment	65,373.66
614-20201	Excise Tax Payable	942.18
614-20202	Sales Tax Payable	31.33
614-20206	911 TAP & TACIP Fees CI	1,237.99
614-23100	Bond Payable - Noncurre	490,000.00
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	20.25
614-49870-211	Cleaning Supplies	21.33
614-49870-212	Motor Fuels	252.92
614-49870-217	Other Operating Supplie	207.97
614-49870-223	Buidling Repair Supplies	129.99
614-49870-227	Utility System Maint Sup	653.82
614-49870-241	Small Tools	186.00
614-49870-301	Auditing & Consulting Se	400.00

Account Summary

Account Number	Account Name	Payment Amount
614-49870-304	Legal Fees	227.07
614-49870-308	Training & Registrations	139.00
614-49870-321	Telephone	5.85
614-49870-322	Postage	248.36
614-49870-326	Data Processing	6,127.45
614-49870-334	Meals/Lodging	41.59
614-49870-340	Advertising & Promotion	182.23
614-49870-350	Printing & Design	300.71
614-49870-361	Insurance - General Liabi	7,504.25
614-49870-362	Insurance - Property	4,323.00
614-49870-363	Insurance - Automotive	722.00
614-49870-365	Insurance - Misc	702.13
614-49870-383	Gas Utility	106.84
614-49870-384	Refuse Disposal	73.92
614-49870-401	Repairs & Maint - Buildi	32.95
614-49870-404	Repairs & Maint - M&E	45.38
614-49870-406	Repairs & Maint - Groun	630.00
614-49870-408	Repairs & Maint - Distrib	49.00
614-49870-441	Transmission Fees	158.07
614-49870-442	Subscriber Fees	64,041.82
614-49870-445	Switch Fees	1,842.12
614-49870-447	Internet Expense	18,868.64
614-49870-448	On-Call Support	171.32
614-49870-451	Call Completion	3,520.91
614-49870-460	Miscellaneous Taxes	20.72
614-49870-480	Other Miscellaneous	492.99
614-49980-611	Bond Interest	153,065.63
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	30.58
615-49850-212	Motor Fuels	43.11
615-49850-217	Other Operating Supplie	27.23
615-49850-241	Small Tools	98.98
615-49850-308	Training & Registrations	69.50
615-49850-361	Insurance - General Liabi	1,029.93
615-49850-362	Insurance - Property	7,295.00
615-49850-363	Insurance - Automotive	369.00
615-49850-365	Insurance - Misc	721.63
615-49850-384	Refuse Disposal	130.88
615-49850-402	Repairs & Maint - Struct	21.98
615-49850-404	Repairs & Maint - M&E	51.48
615-49850-405	Repairs & Maint - Vehicl	13.51
615-49850-406	Repairs & Maint - Groun	6.98
615-49850-409	Repairs & Maint - Utilitie	93.55
615-49850-460	Miscellaneous Taxes	1,370.00
617-20202	Sales Tax Payable	78.73
617-49860-133	Employer Paid Insurance	48.00
617-49860-200	Office Supplies	38.50
617-49860-211	Cleaning Supplies	158.50
617-49860-217	Other Operating Supplie	287.50
617-49860-251	Liquor	1,472.30
617-49860-252	Beer	777.00
617-49860-254	Soft Drinks & Mix	288.80
617-49860-308	Training & Registrations	139.00
617-49860-340	Advertising & Promotion	370.14
617-49860-361	Insurance - General Liabi	1,154.30
617-49860-362	Insurance - Property	2,660.00
617-49860-363	Insurance - Automotive	123.00
617-49860-365	Insurance - Misc	48.00

Account Summary

Account Number	Account Name	Payment Amount
617-49860-383	Gas Utility	530.78
617-49860-402	Repairs & Maint - Struct	12.79
617-49860-404	Repairs & Maint - M&E	2,978.80
617-49860-406	Repairs & Maint - Groun	769.74
617-49860-409	Repairs & Maint - Utilitie	130.12
617-49860-460	Miscellaneous Taxes	687.27
617-49860-480	Other Miscellaneous	1,300.00
651-46520-480	Other Miscellaneous	6,746.00
700-21701	Federal Withholding	18,700.03
700-21702	State Withholding	9,196.96
700-21703	FICA Tax Withholding	23,953.44
700-21704	PERA Contributions	39,508.79
700-21705	Retirement	11,458.22
700-21706	Medical Insurance	63,215.00
700-21707	Union Dues	1,817.56
700-21708	PD Union Dues	343.00
700-21711	Medicare Tax Withholdi	6,820.26
700-21712	Flex Account	850.57
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	334.59
700-21717	Individual Insurance-MB	4.84
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	109.17
700-21720	VEBA Contributions	7,300.00
	Grand Total:	2,085,346.09

Project Account Summary

Project Account Key	Payment Amount
None	2,085,346.09
Grand Total:	2,085,346.09

UX
5-24-18

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION
FROM WINDOM FIGURE SKATING CLUB TO THE WINDOM LIBRARY**

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

WHEREAS, the City of Windom has received a donation of \$100.00 from the Windom Figure Skating Club for the Windom Library; and

WHEREAS, the Windom Figure Skating Club has designated the donation is to be used as deemed appropriate for the Windom Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$100.00 offered by the Windom Figure Skating Club for the Windom Library.

Adopted by the Council this 5th day of June, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION FROM
THE REMICK FOUNDATION TO THE
WINDOM PARK & RECREATION PROGRAMS**

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

WHEREAS, the Remick Foundation is a supporter of the City of Windom; and

WHEREAS, the City of Windom has recently received a donation from the Remick Foundation of \$525.00 for use in the Summer Recreation Program; and

WHEREAS, the Remick Foundation designated the donation is to be used to purchase water bottles for a Summer Recreation Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$525.00 offered by the Remick Foundation to purchase water bottles.

Adopted by the Council this 5th 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: Tree Committee
DATE: May 24, 2018
RE: Authorization to Apply for Tree Grant
DEPT: Streets & Parks Department
CONTACT: Brian Cooley: Brian.Cooley@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approve authorization for Tree Committee to apply for a State Tree grant.
2. Approve committing up to \$6,000 (2019 & 2020) Local Funds for match.

Issue Summary/Background

The Tree Committee met to discuss a grant opportunity and decided to ask for money for public education about emerald ash borers, tree removal/ stump grinding and other related activities. We thought local matching funds could amount to as much as \$6,000. This grant runs over two years or less and we get about \$3,000 a year from various departments and grants.

We would like to ask the City Council for more money for our projects and activities. The grant stated local matching funds was not necessary, but in our opinion make our grant much more competitive. The pre-application for the grant must be mailed by June 15.

Fiscal Impact

The Street Department budget typically includes \$2,750 to \$3,000 for the Tree Committee annual activities, which has been tree planting within the community. If the City Council were to approve the submission including a local match the City would be committed to those funds should the grant be awarded.

Attachments

None



Memo

To: Mayor and City Council Members
From: Dan Ortmann, Fire Chief
Date: May 21, 2018
Re: Fire Department Officer Appointments

Due to recent retirements there are now vacant officer positions within the Windom Fire Department. I have appointed the following department members to the positions that were left vacant.

1st. Assistant Chief – Ben Derickson

2nd Assistant Chief and Training Officer – Mark Marcy

Denise Nichols

From: Steve Nasby <Steve.Nasby@windommn.com>
Sent: Friday, June 01, 2018 11:48 AM
To: Denise Nichols (E-mail) (DNichols@windom-mn.com); Brian Underwood
Subject: FW: Windom Airport - 2018 Hangar and Taxilane Bid
Attachments: WINDM 145757_Itemized Bid Tab.pdf

Importance: High

FYI

From: Lindsay Reidt [mailto:lreidt@sehinc.com]
Sent: Friday, June 1, 2018 10:34 AM
To: Steve Nasby <Steve.Nasby@windommn.com>
Cc: Jacqueline Zirbes <jzirbes@sehinc.com>
Subject: Windom Airport - 2018 Hangar and Taxilane Bid

Good morning Steve-

The bid received from APX yesterday for the 2018 Hangar and Taxilane project has been tabulated, see attached, and there are no errors in the bid.

As we discussed after the bid opening, I separated the bid into 3 parts (hangar 1-larger hangar, hangar 2- smaller hangar, and taxilane/grading) and compared each part to our estimate. These 3 parts and the mobilization are summarized as follows:

	Engineer's Estimate	APX Construction
Mobilization/Haul Road Maint.	\$ 55,000.00	\$ 170,000.00
Hangar 1 - 52' x 56'	\$ 195,000.00	\$ 165,000.00
Hangar 2 - 37' x 50'	\$ 120,000.00	\$ 140,000.00
Taxilane/Grading	\$ 170,000.00	\$ 155,000.00

Overall, I think each of the "parts" are within an acceptable range. As you'll notice the mobilization item from the bid is the main factor in the high number. When comparing the total without mobilization, the estimate is \$485k and the bid is \$460k. We typically estimate mob between 8-15% depending on the size and type of the project. For this project we estimated just over 10%, but the bid is at 27%.

As we briefly discussed yesterday, here are a few of our options for moving forward and consideration by the City Council:

1) Accept the bid as is. To do so an additional transfer would be required. I left a message with Dan Millenacker yesterday, just to give him a heads up on the outcome of bid opening. FAA wanted all transfers complete by May 23, but we know they are still working through what they have received, so I was going to verify with him we had the option to do another if needed. Something else to keep in mind with this option is the pay back period, with the two transfers that are currently set up the next two years of entitlements will be paybacks, or additional transfers will be needed to fund any projects.

2) Remove items and rebid. We could select one of the 3 parts to remove and rebid the project. This would require a very short turn around as the bids and grant application would need to be completed by the end of June. The risk with this option might be still only receiving one bid.

3) Remove items and change order. Since there is only one bidder, this option becomes slightly easier. Its harder with multiple bids because removing items could potentially effect the results of the low bidder. With only one bid, we could approach the contractor regarding a change order to remove one of the parts in its entirety, some negotiation would likely

be required especially with regards to the mob cost.

One other thing I wanted to mention for consideration regarding the taxilane portion of the project. If this were to be removed from the bid now, it would allow for more time to coordinate with MNDOT about potentially relocating the AWOS before the taxilane extension and grading. The current AWOS location was a limiting factor in the potential hangar development and restricted height and location. The building area development is also part of the overall master plan process, as you know, so we'll be looking at the building area in its entirety in the steps of the master plan coming up shortly.

I'm around all today and Monday, feel free to give me a call if you want to discuss further before the Council meeting next Tuesday.

Thank you!

Lindsay Reidt, PE | Aviation Planning & Design
SEH | 3535 Vadnais Center Drive | St. Paul, MN 55110
763.370.4055 cell | lreidt@sehinc.com
www.sehinc.com
SEH—Building a Better World for All of Us™



TABULATION OF BIDS

2018 Hangar and Taxilane Construction Windom Municipal Airport - Windom, Minnesota SEH No.: WINDM 145757 Bid Date: 2:00 p.m., Thursday, May 31, 2018				Shaded area denotes corrected figure		Engineer's Estimate \$539,150.00		APX Construction Group LLC 1820 Willow St Mankato, MN 56001 \$630,000.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price		
2021.501	Mobilization	LS	1		\$45,000.00		\$164,124.28		
2051.501	Maintenance & Restoration of Haul Roads	LS	1		5,000.00		5,500.00		
2211.501	Aggregate Base (CV)	CY	175	30.00	5,250.00	35.00	6,125.00		
2231.501	Bituminous Patch -Special	LS	1		2,000.00		15,026.00		
2301.501	Hangar Foundation/Floor Design & Construction (Hangar	LS	1		70,000.00		49,267.00		
2301.502	Hangar Foundation/Floor Design & Construction (Hangar	LS	1		45,000.00		37,634.00		
13133.501	Pre-Engineered Building System (Hangar 1)	LS	1		100,000.00		93,683.00		
13133.502	Pre-Engineered Building System (Hangar 2)	LS	1		60,000.00		79,085.72		
13133.503	Bi-Fold Door Hangar 1 - See plan sheets for sizing	LS	1		25,000.00		15,817.50		
13133.504	Bi-Fold Door Hangar 2 - See plan sheets for sizing	LS	1		15,000.00		15,817.50		
P-152-5.1	Common Excavation (EV)	CY	2400	11.00	26,400.00	15.00	36,000.00		
P-152-5.2	Subgrade Excavation (EV)	CY	350	20.00	7,000.00	18.00	6,300.00		
P-152-5.5	Subgrade Preparation	LS	1		3,000.00		5,000.00		
P-152-5.6	Proof Rolling	LS	1		3,000.00		5,000.00		
P-154-5.1	Subbase Course (CV)	CY	3775	20.00	75,500.00	12.00	45,300.00		
P-156-5.1	Silt Fence Type Preassembled (Incl. Mtce.)	LF	800	3.50	2,800.00	8.00	6,400.00		
P-156-5.2	Inlet Protection	EA	2	200.00	400.00	500.00	1,000.00		
P-501-5.1	Concrete Pavement - 5"	SY	730	60.00	43,800.00	54.00	39,420.00		
T-901-5.1	Turf Establishment	LS	1		5,000.00		3,500.00		
0	0	0	0		0.00		0.00		
TOTAL BID PRICE					\$539,150.00		\$630,000.00		

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

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

WHEREAS, pursuant to an advertisement for bids for the project entitled "2018 Hangar and Taxilane Construction Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

APX Construction Group \$630,000.00

AND WHEREAS, it appears that the lowest responsible bidder is:

APX Construction Group \$630,000.00

**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. A "Notice of Award" shall be issued to the above low bidder.
3. The Mayor and City Administrator are hereby authorized and directed to enter into the contract with the above low bidder, in the name of the City of Windom, for the completion of the project entitled "2018 Hangar and Taxilane Construction Project" according to the plans and specifications approved by the City Council and on file in the Office of the City Administrator.
4. 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 5th 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 5, 2018
RE: ORDINANCE No. 170, 2nd SERIES – 2ND READING,
TITLE & SUMMARY (For Publication), & FEE RESOLUTION
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following actions regarding a proposed new ordinance:

1. Approve the second reading of **Ordinance No. 170, 2nd Series** adding new provisions covering “**Sidewalk Cafes**” to Chapter 95 of the City Code.
 2. Approve the proposed “Title and Summary of Ordinance No. 170, 2nd Series” for publication, in lieu of publishing the entire ordinance, by at least a 4/5 vote of the Council.
 3. Adopt the “Resolution Establishing Rates, Charges and Fees for Sidewalk Cafe Permits”.
-

Issue Summary/Background

- A. At the City Council Meeting on May 15th, the City Council approved the first reading of Ordinance No. 170, 2nd Series.
- B. Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance. A proposed Title and Summary has been prepared and reviewed by the City Attorney.

Pursuant to State law, the Council needs to (1) **approve the text of the summary and (2) determine that it clearly informs the public of the intent and effect of the ordinance.** *Approval of the Title and Summary requires a 4/5 vote of the Council.*

- C. If approved by the City Council, the new ordinance would become effective as of June 13, 2018. Therefore, the City Council needs to approve the **permit fees for private sidewalk cafes**. The Planning Commission reviewed and recommended approval of an annual permit fee of \$50 for sidewalk cafes. (The property owner applying for a Sidewalk Cafe Permit is also responsible for all costs of installation, maintenance, and removal of the sidewalk cafe and sidewalk extension.)

A proposed Resolution establishing the permit fee for a private sidewalk cafe has been prepared and is attached for your review and approval.

Fiscal Impact

The fiscal impact on the City would be Staff time and expense for administering the ordinance. Revenue from permit fees will be applied to the expense for administering the ordinance.

Attachments

1. Ordinance No. 170, 2nd Series
2. Title and Summary of Ordinance No. 170, 2nd Series
3. Resolution Establishing Rates, Charges and Fees for Sidewalk Cafe Permits.

AWS:mh

ORDINANCE NO. 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"

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the City has received a proposal for installation of a sidewalk cafe on property situated around the Courthouse in the "Downtown Square"; and

WHEREAS, City Code Section 95.11 sets forth the procedure through which an application can be made to the City to grant special permission for the use of on-street parking or public sidewalks for private use on terms and for compensation as the Council may deem just and equitable; and

WHEREAS, it is necessary to adopt guidelines for permitting, installation and operation of sidewalk cafes; and

WHEREAS, the Planning Commission has reviewed a proposed "Sidewalk Cafe" Ordinance and recommended its adoption by the City Council; and

WHEREAS, it is in the best interests of the citizens of Windom that Chapter 95, entitled "Streets and Sidewalks", be amended to add new sections on "Sidewalk Cafes" as set forth herein.

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

THE CITY CODE OF THE CITY OF WINDOM IS HEREBY AMENDED BY INSERTING THE FOLLOWING NEW SECTIONS IN CHAPTER 95:

"SIDEWALK CAFES"

§ 95.19 PURPOSE AND GOALS

(A) *Purpose.* The purpose of these sections is to establish guidelines for the design and location of both public and private sidewalk cafes. These guidelines will aid the City of Windom and the Windom City Council in determining whether or not to grant the private use of public streets and sidewalks as allowed in §95.11 of the Windom City Code. These sections will provide a formal mechanism and permit process for business owners to develop sidewalk cafes in the public right- of-way adjacent to their businesses.

(B) *Goals.* The goals of these sections are to create an inviting environment that supports local arts and business in the Central Business District and promote properly designed sidewalk cafes that encourage community interaction and pedestrian traffic by creating a new urban streetscape.

§ 95.20 DEFINITIONS

DOWNTOWN SQUARE. The immediate area which surrounds the Courthouse Square and specifically properties situated on Third and Fourth Avenues between Ninth and Tenth Streets and on Ninth and Tenth Streets between Third and Fourth Avenues.

PRIVATE SIDEWALK CAFE. An area adjacent to a business in the Downtown Square that provides outdoor seating in the public right-of-way only for use by the customers of that business.

PUBLIC RIGHT-OF-WAY. The area on, below, or above a public sidewalk, any sidewalk extensions, bicycle lane, and the public street/roadway/highway. For purposes of Sections 95.19 through 95.25, "public right-of-way" refers to the public sidewalk.

PUBLIC SIDEWALK CAFE. An area in the public right-of-way in the Downtown Square that provides outdoor seating for the general public.

SIDEWALK EXTENSION. An extension of the public sidewalk around a sidewalk cafe to provide free and unobstructed use of the public sidewalk.

§ 95.21 LOCATION

Sidewalk cafes must be located on a public sidewalk around the Downtown Square. Sidewalk cafes must be situated a minimum of fifteen feet (15') from a fire hydrant. Sidewalk extensions shall only occupy lawful parking spaces.

§ 95.22 SIDEWALK CAFE DESIGN AND MAINTENANCE

(A) A Private Sidewalk Cafe shall be operated and maintained by the business it serves pursuant to the following provisions.

- (1) The sidewalk cafe must be adjacent and contiguous to the business it serves.
- (2) The sidewalk cafe must be accompanied by a sidewalk extension if it occupies the majority of the sidewalk.
- (3) The sidewalk cafe shall not obstruct the sidewalk extension.
- (4) The sidewalk cafe must be delineated by approved materials that make it easily distinguishable from the public sidewalk.
- (5) Twenty percent (20%) of fixed seating must be accessible.

(6) Tables, furniture, umbrellas and other fixtures must be suitable for outdoor use and maintained by the business served by the sidewalk cafe.

(7) Businesses that intend to serve alcohol in a sidewalk cafe may only do so under the provisions of their liquor licenses and all other City of Windom codes and policies.

(8) The owners of the property served by a sidewalk cafe shall be responsible for installation, maintenance and removal of the sidewalk extension as set forth in this Policy.

(9) The owners of the property served by a sidewalk cafe shall be responsible for maintaining liability insurance in an amount acceptable to the City, which shall name the City as an additional insured, and shall hold the City harmless and indemnify the City from any damages to items situated in the sidewalk cafe or the sidewalk extension area; any damages to the sidewalk or adjacent parking spaces caused by the installation, placement or removal of the sidewalk cafe or sidewalk extension; and any injuries to the business owners, employees, patrons, or the general public incurred in the sidewalk cafe or in the sidewalk extension area.

(10) The City Council may impose any additional conditions it deems necessary in the interest of the public health, safety and welfare at the time of initial approval or any renewal of the permit for a sidewalk cafe. The conditions set forth allowing the sidewalk cafe shall be reviewed during the annual renewal period.

(11) *Public Sidewalk Cafes* (public outdoor seating areas adjacent to City property) in the Downtown Square will be governed under the same provisions, but will only occupy the public right-of-way adjacent to City-owned property. The City of Windom will construct, install, remove and maintain the sidewalk extensions associated with a *public* sidewalk cafe.

§ 95.23 SIDEWALK EXTENSION DESIGN

(A) Sidewalk extensions shall provide free and unobstructed use of the public sidewalk around a sidewalk cafe. Sidewalk extensions shall be built, installed, removed and maintained by the owners of the property adjacent to the sidewalk cafe according to the following provisions.

(1) Sidewalk extensions may occupy no more than three (3) diagonal or one (1) parallel parking space(s).

(2) Design and building materials must be adequate to support the weight of pedestrians using the extension. The sidewalk extension shall not shift, buckle or otherwise move under normal use.

(3) The floor surface of the sidewalk extension shall be stable, firm, and slip resistant. Openings in floor surfaces shall not be more than one-half inch (1/2") wide.

(4) The sidewalk extension must be level across and flush with the existing sidewalk at both points of entry.

(5) The sidewalk extension must include a traffic control barrier that encompasses the entire exterior boundary of the sidewalk extension, is a minimum of three feet (3') high, and includes reflective material on all sides exposed to traffic.

(6) Sidewalk extensions that are placed in diagonal parking spaces shall include approved reflective "No Parking" signs to discourage parking in the remainder of the parking area between the sidewalk extension and the street.

(7) The sidewalk extension shall provide at least four feet (4') of clear unobstructed travel space between the sidewalk cafe and traffic control barriers.

(8) The sidewalk extension shall be a maximum of eight feet (8') wide including traffic control barriers.

(9) The sidewalk extension shall not prohibit the adequate drainage of storm water in the existing street.

(10) Sidewalk extensions shall be prohibited between October 1st and May 1st. The City reserves the right to change the permitted dates based on emergency or weather-related conditions.

§ 95.24 ANNUAL RENEWAL

Any permitted sidewalk cafe shall be deemed annual and, as such, will be required to apply for a permit annually. No expectation shall be assumed by the permit holder that the sidewalk cafe permit will be renewed.

§ 95.25 PERMIT REQUIRED

(A) The following information, at a minimum, must be submitted to the Windom Development Department for the consideration of a sidewalk cafe permit. The Windom Development Department may request additional information necessary to determine if the proposed sidewalk cafe meets all requirements. The Permit Application will then be submitted to the City Council for final approval and authorization to issue the permit. In the event that an application is denied, the permit fee will be refunded to the applicant.

(1) Fully-completed permit application.

- (2) Permit Fees (to be established by City Council Resolution).
- (3) Site plan detailing location and size of sidewalk cafe and sidewalk extension.
- (4) Design plan detailing building materials for sidewalk extension, traffic control barrier and sidewalk cafe barrier.

(5) Floor plan that includes: (a) the amount of seating, (b) arrangement of tables, chairs and any other furniture or fixtures, and (c) the type of furniture and any other fixtures proposed on the sidewalk cafe.

(6) Certificate of liability insurance that includes the coverage for the proposed sidewalk cafe and sidewalk extension listing the City of Windom as an additional insured.

(7) All other property owners on the same block (fronting the Courthouse Square) will be notified of the proposed sidewalk cafe by First Class U. S. Mail at least fourteen (14) calendar days prior to the City Council Meeting at which the proposal will be considered and will have an opportunity to express their comments prior to City Council action on the proposal.

(B) Permits issued under the provisions of this policy are not assignable or transferable in any situation and are applicable only to the person filing the application.

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

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

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 5th day of June, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: May 15, 2018
2nd Reading: June 5, 2018
Adoption: June 5, 2018
Published: June 13, 2018

TITLE AND SUMMARY
OF
ORDINANCE NO. 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"

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:

To amend CHAPTER 95, ENTITLED "STREETS AND SIDEWALKS", by adding new City Code Sections establishing guidelines for the design, location, installation, operation, maintenance, and permitting of "SIDEWALK CAFES" around the Downtown Square in Windom, Minnesota.

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS THAT CHAPTER 95 OF THE CITY CODE IS HEREBY AMENDED BY ADDING THE FOLLOWING NEW SECTIONS:

"SIDEWALK CAFES"

95.19 PURPOSE AND GOALS.

95.20 DEFINITIONS.

95.21 LOCATION.

95.22 SIDEWALK CAFE DESIGN AND MAINTENANCE.

95.23 SIDEWALK EXTENSION DESIGN.

95.24 ANNUAL RENEWAL.

95.25 PERMIT REQUIRED.

ORDINANCE NO. 170, 2ND SERIES:

1st Reading: Windom City Council Meeting – May 15, 2018

2nd Reading: Windom City Council Meeting – June 5, 2018

Adoption: June 5, 2018

Publication: June 13, 2018

Effective Date: June 13, 2018

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 170, 2ND SERIES AND COPIES OF THE FOREGOING SECTIONS (as incorporated into Ordinance No. 170, 2nd Series) ARE AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Building & Zoning Office
Windom City Hall
444 9th Street
Windom, MN 56101

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

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

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

This “Title and Summary” approved for publication by the Windom City Council on June 5, 2018.

CITY OF WINDOM
By 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: ANDY SPIELMAN, BUILDING & ZONING OFFICIAL
CC MEETING DATE: JUNE 5, 2018
RE: ORDINANCE No. 171, 2nd SERIES – 2ND READING & TITLE & SUMMARY (For Publication)
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following actions regarding a proposed new ordinance:

1. Approve the second reading of **Ordinance No. 171, 2nd Series** adding new provisions covering “**Outdoor Sales/Service of Alcoholic Beverages**” to Chapter 118 of the City Code.
 2. Approve the proposed “Title and Summary of Ordinance No. 171, 2nd Series” for publication, in lieu of publishing the entire ordinance, by at least a 4/5 vote of the Council.
-

Issue Summary/Background

- A. At the City Council Meeting on May 15th, the City Council approved the first reading of Ordinance No. 171, 2nd Series.
- B. Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance. A proposed Title and Summary has been prepared and reviewed by the City Attorney.

Pursuant to State law, the Council needs to (1) **approve the text of the summary and (2) determine that it clearly informs the public of the intent and effect of the ordinance.** *Approval of the Title and Summary requires a 4/5 vote of the Council.*

- C. City Staff is not requesting any additional permit fees for an endorsement allowing Outdoor Sales/Service of Alcoholic Beverages by a licensee. An Applicant for an onsale license for sales/service of beer, wine and/or liquor would be required to declare its intention to provide outdoor sales and services in its annual license application(s). If the proposed outdoor sales/service is approved by the City Council, an endorsement would be added to the license(s) issued to the Applicant. The license fee paid by the Applicant would cover the outdoor sales/service endorsement.

Fiscal Impact

The fiscal impact on the City would be Staff time and expense for administering the ordinance. Revenue from license fees will be applied to the expense for administering the ordinance.

Attachments

1. Ordinance No. 171, 2nd Series
2. Title and Summary of Ordinance No. 171, 2nd Series.

AWS:mh

ORDINANCE NO. 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"

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the City has received requests for clarification of the regulations concerning the sales and service of alcoholic beverages in outdoor areas which are contiguous to an establishment that is licensed to sell/serve alcoholic beverages to the public; and

WHEREAS, City Code Chapter 118 sets forth the regulations and licensing requirements concerning the sales and service of alcoholic beverages in the City of Windom; and

WHEREAS, it is necessary to adopt guidelines for sales and service of alcoholic beverages in outdoor areas owned by individuals/establishments that are licensed for the sales/service of beer, wine and/or liquor; and

WHEREAS, the Planning Commission has reviewed a proposed "Outdoor Sales/Service of Alcoholic Beverages" Ordinance and recommended its adoption by the City Council; and

WHEREAS, it is in the best interests of the citizens of Windom that Chapter 118, entitled "Alcoholic Beverages", be amended to add new sections on "Outdoor Sales/Service of Alcoholic Beverages" as set forth herein.

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

THE CITY CODE OF THE CITY OF WINDOM IS HEREBY AMENDED BY INSERTING THE FOLLOWING NEW SECTIONS IN CHAPTER 118:

"OUTDOOR SALES/SERVICE OF ALCOHOLIC BEVERAGES"

§ 118.050 DEFINITIONS

LICENSE ENDORSEMENT. An endorsement to an on-sale Beer, Wine and/or Liquor License issued by the City which allows for the sales and service of beer, wine and/or liquor in outdoor areas.

OUTDOOR AREA. An area that is compact and contiguous to the principal structure owned by the person(s) or establishment named as the licensee for the Beer, Wine and/or Liquor License issued by the City.

SIDEWALK CAFE. Sidewalk cafes are permitted in the Downtown Square. See City Code Section 95.20 for definitions and City Code Sections 95.19 through 95.25 for regulations for sidewalk cafes.

§ 118.051 LICENSE REQUIRED

Any person or establishment that intends to offer sales and service of beer, wine and/or liquor in an outdoor area shall obtain an endorsement on its on-sale beer, wine and/or liquor license(s) from the City permitting such sales and service. The licensee must declare its intention to provide outdoor sales and services in its annual license application(s).

§ 118.052 REQUIREMENTS FOR SALES AND SERVICE IN OUTDOOR AREAS

(A) A person or establishment that is granted an endorsement from the City of Windom for the sales/service of any alcoholic beverage in an outdoor area shall comply with the following requirements:

(1) *Time of Sales and Service.* The outdoor area in which alcohol will be served or consumed shall only be open during the hours set forth in City Code Sections 118.041, 118.045, and 118.049 pursuant to the on-sale license issued to the person(s)/establishment.

(2) *Location and Barrier.* The outdoor area shall be compact and contiguous to the principal building and shall be defined by the use of a barrier around the entire perimeter of the outdoor area. A barrier may include, but is not limited to, vegetative screening, fences (according to Sections 152.420 thru 152.428 of this Code), or railings. Fences, railings and similar structures must create an effective barrier between a height of six inches and thirty six inches (at a minimum) above grade level. Permitted sidewalk cafes in the Downtown Square shall install a continuous barrier of vegetative screening, fences, or railings around the perimeter of the sidewalk cafe. This barrier shall be a minimum of 36" in height and delineate the sidewalk cafe from the public sidewalk. (See City Code Sections 95.20 through 95.25 for additional requirements for sidewalk cafes and sidewalk extensions.)

(3) *Access.* The primary access and egress to/from the outdoor area shall be from the main premise (building) and no other access or egress openings will be allowed, except those required for emergency exits. Permitted sidewalk cafes in the Downtown Square may be allowed to have one gateway access from the sidewalk adjacent to their main business entrance. Patrons shall not leave the premises, the outdoor area, or the sidewalk cafe with a drink nor can drinks be taken onto a public sidewalk.

(4) *Supervision.* A manager shall be assigned the responsibility of supervising the activities of the outdoor area at all times the outdoor area is in operation.

(5) *Waste Collection.* Adequate garbage receptacles shall be provided for the outdoor area.

(6) *Maintenance.* Outdoor area facilities, barriers and furniture shall be suitable for outdoor use, secured, and maintained by the business served by the outdoor area.

(7) *Amplification:* The use of amplification is allowed pursuant to an event amplification permit issued by the City. Amplification of the outdoor area shall be governed by the provisions of Sections 90.20, 90.23 and 90.26 of the Windom City Code and any other permit requirements. Background music that does not disturb the peace of the surrounding area is permitted during hours when service of alcoholic beverages is permitted.

(8) *Non-smoking:* The use of the outdoor area shall be in compliance with state no smoking regulations. Smoking may be allowed in the outdoor area, provided it is in compliance with the Minnesota "Freedom to Breathe Act of 2007".

(9) *Compliance:* The endorsement to the licensee's licenses for the outdoor area shall be approved on a provisional basis. The Council may revoke, suspend or decline to renew the endorsement for the outdoor area portion of the licensed premises on the grounds of failure to comply with the conditions outlined in this ordinance or other local or state laws.

(10) *Liability Insurance:* The outdoor area must be included in the required liquor liability insurance for the premises. The licensees shall hold the City harmless and indemnify the City from any damages or injuries incurred in connection with the installation, use, or removal of the outdoor area.

(11) *Additional Conditions:* The City Council may impose any additional conditions it deems necessary in the interest of the public health, safety and welfare at the time of initial approval or any renewal of the endorsement for an outdoor area. The conditions set forth allowing the outdoor area shall be reviewed during the annual renewal period.

§ 118.053 FAILURE TO COMPLY.

Failure to comply with the provisions of these sections or any other applicable provisions of local, State, or Federal law may result in the suspension or revocation of the outdoor sales/service endorsement. Additional violations may result in suspension or revocation of the licensee's beer, wine and/or liquor license(s).

§ 118.054 NO EXPECTATION OF RENEWAL.

Any endorsement issued for outdoor sales/service of beer, wine and/or liquor shall be deemed annual and as such, no expectation shall be assumed by the licensee that the endorsement for outdoor sales/service will be renewed.

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

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

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 5th day of June, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: May 15, 2018
2nd Reading: June 5, 2018
Adoption: June 5, 2018
Published: June 13, 2018

**TITLE AND SUMMARY
OF
ORDINANCE NO. 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”**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:
TO AMEND CHAPTER 118: ALCOHOLIC BEVERAGES, BY ADDING NEW
SECTIONS ON “OUTDOOR SALES/SERVICE OF ALCOHOLIC BEVERAGES”.**

OUTDOOR SALES/SERVICE OF ALCOHOLIC BEVERAGES – Provides guidelines for sales and service of alcoholic beverages in outdoor areas owned by individuals/establishments that are licensed for the sales/service of beer, wine and/or liquor.

118.050 DEFINITIONS.

118.051 LICENSE REQUIRED.

118.052 REQUIREMENTS FOR SALES AND SERVICE IN OUTDOOR AREAS.

118.053 FAILURE TO COMPLY.

118.054 NO EXPECTATION OF RENEWAL.

Adopted by the City Council of Windom, Minnesota, on the 5th day of June, 2018. Publication and effective date: June 13, 2018.

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 171, 2ND SERIES AND A COPY OF THE ENTIRE CODE OF ORDINANCES FOR THE CITY OF WINDOM, MINNESOTA, ARE AVAILABLE ON THE CITY’S WEBSITE AT WWW.WINDOM-MN.COM OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101

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

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

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

This “Title and Summary” approved for publication by the Windom City Council on June 5, 2018.

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR SIDEWALK CAFE PERMITS**

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

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

WHEREAS, the City Council has amended City Code Chapter 95 by adding Sections 95.19-95.25 which set forth the guidelines for the design, maintenance and location of both public and private sidewalk cafes, and permit requirements; and

WHEREAS, City Code Section 95.11 sets forth the procedure through which an application can be made to the City to grant permission for the use of on-street parking or public sidewalks for private use on terms and for compensation; and

WHEREAS, it is in the best interests of the City of Windom and its citizens to operate the City general fund in a cost-effective manner by setting permit fees for private sidewalk cafes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Windom, Minnesota, that effective June 13, 2018, the City Council will implement the following permit fees:

Private Sidewalk Cafe

\$50.00 (Annual Renewal Required)

Adopted this 5th day of June, 2018.

Dominic Jones, Mayor

ATTEST: _____
Steven Nasby, City Administrator



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

Progress Billing

Application: 5

Period: 04/30/2018

License:

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

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

Client PO#: Project: N16085

Application For Payment On Contract

Original Contract.....	1,576,521.00
Net Change by Change Orders.....	-85,210.00
Contract Sum to Date.....	1,491,311.00
Total Complete to Date.....	1,200,330.00
Total Retained.....	60,016.50
Total Earned Less Retained.....	1,140,313.50
Less Previous Billings.....	1,121,094.05
Current Payment Due.....	19,219.45
Balance on Contract.....	350,997.50

Contractor's Certification of Work

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

Contractor:

[Handwritten Signature]

Date:

5/2/18

APPROVED

[Handwritten Signature]

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

Thank you for your prompt payment.

Conductor Power LLC

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

Application No.: 4
 Application Date: 3/28/2018
 Period To: 3/31/2018
 Contractor's PO No. _____

Windom CP - 05 S

A	B												
Item No.	Description of Work	No. of Units	Labor	Materials	Labor & Materials	Work From Prev Applications	Labor This Period	Materials This Period	Total Completed	% (G) divided by (C)	Balance to Finish (C - G)	Retainage 5%	
1	General Conditions, Mobilization, Demobilization	1	\$ 9,919.00	\$ -	\$ 9,919.00	\$ 9,919.00			\$ 9,919.00	100.0%	\$ -	\$ 495.95	
2	Demolition	1	\$ 28,171.00	\$ -	\$ 28,171.00	\$ 2,000.00			\$ 2,000.00	7.1%	\$ 26,171.00	\$ 100.00	
3	Sitework	1	\$ 161,100.00	\$ 107,400.00	\$ 268,500.00	\$ 268,500.00			\$ 268,500.00	100.0%	\$ -	\$ 13,425.00	
4	Concrete	1	\$ 95,006.00	\$ 34,316.00	\$ 129,322.00	\$ 129,322.00			\$ 129,322.00	100.0%	\$ -	\$ 6,466.10	
5	Below Grade Grounding	1	\$ 6,480.00	\$ 2,391.00	\$ 8,871.00	\$ 8,871.00			\$ 8,871.00	100.0%	\$ -	\$ 443.55	
6	Above Grade Grounding	1	\$ 2,380.00	\$ 2,727.00	\$ 5,107.00	\$ 2,727.00			\$ 2,727.00	53.4%	\$ 2,380.00	\$ 136.35	
7	Fence Grounding	1	\$ 4,348.00	\$ 963.00	\$ 5,311.00	\$ 963.00			\$ 963.00	18.1%	\$ 4,348.00	\$ 48.15	
8	Below Grade Conduit	1	\$ 12,929.00	\$ 8,723.00	\$ 21,652.00	\$ 21,652.00			\$ 21,652.00	100.0%	\$ -	\$ 1,082.60	
9	LV Power & Control Cable	1	\$ 13,183.00	\$ 78,142.00	\$ 91,325.00	\$ 78,142.00			\$ 78,142.00	85.6%	\$ 13,183.00	\$ 3,907.10	
10	LV Power & Control Cable Terminations	1	\$ 9,358.00	\$ 1,637.00	\$ 10,995.00	\$ 1,637.00			\$ 1,637.00	14.9%	\$ 9,358.00	\$ 81.85	
11	MV Power Cable	1	\$ 38,661.00	\$ 145,453.00	\$ 184,114.00	\$ 145,453.00			\$ 145,453.00	79.0%	\$ 38,661.00	\$ 7,272.65	
12	MV Power Cable Terminations	1	\$ 59,913.00	\$ 74,124.00	\$ 134,037.00	\$ 74,124.00			\$ 74,124.00	55.3%	\$ 59,913.00	\$ 3,706.20	
13	Grounding Platforms	1	\$ 99.00	\$ 797.00	\$ 896.00	\$ 797.00			\$ 797.00	89.0%	\$ 99.00	\$ 39.85	
14	High Voltage Equipment	1	\$ 10,713.00	\$ 684.00	\$ 11,377.00	\$ -	\$ 1,500.00		\$ 1,500.00	13.2%	\$ 9,877.00	\$ 75.00	
15	Electrical Bus System	1	\$ 10,082.00	\$ 8,056.00	\$ 18,138.00	\$ 8,056.00	\$ 5,250.00		\$ 13,306.00	73.4%	\$ 4,832.00	\$ 665.30	
16	Control Building	1	\$ 44,562.00	\$ 288,945.00	\$ 333,527.00	\$ 328,695.00			\$ 328,695.00	98.6%	\$ 4,832.00	\$ 16,434.75	
17	Battery System	1	\$ 8,332.00	\$ 36,989.00	\$ 45,321.00	\$ 36,989.00	\$ 4,250.00		\$ 41,239.00	91.0%	\$ 4,082.00	\$ 2,061.95	
18	Control Panel Modifications	1	\$ 57,731.00	\$ 108,962.00	\$ 166,693.00	\$ 147,462.00	\$ 9,231.00		\$ 156,693.00	94.0%	\$ 10,000.00	\$ 7,834.65	
19	Testing & Commissioning	1	\$ 103,245.00	\$ -	\$ 103,245.00	\$ -			\$ -	0.0%	\$ 103,245.00	\$ -	
Totals			\$676,232.00	\$900,289.00	\$1,576,521.00	\$1,265,309.00	\$20,231.00	\$0.00	\$1,285,540.00	\$12.72	\$290,981.00	\$64,277.00	
Change Orders/Adjustments													
1	COR #1 - Delete Shoring, curb & gutter and pa	1	\$ (63,745.00)	\$ (21,465.00)	\$ (85,210.00)	\$ (85,210.00)			\$ (85,210.00)	100.0%	\$ -	\$ (4,280.50)	
									\$ -	#DIV/0!	\$ -	\$ -	
									\$ -	#DIV/0!	\$ -	\$ -	
Total of all Change Orders			\$ (63,745.00)	\$ (21,465.00)	\$ (85,210.00)	\$ (85,210.00)	\$ -	\$ -	\$ (85,210.00)	100.0%	\$ -	\$ (4,280.50)	
Adjusted Contract Amount Totals			\$612,487.00	\$878,824.00	\$1,491,311.00	\$1,180,099.00	\$20,231.00	\$0.00	\$1,200,330.00	80.5%	\$290,981.00	\$60,016.50	



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

Contract Invoice

Invoice#: 18-005S-005

Date: 04/30/2018

License:

Billed To: Windom Municipal Utilities
 444 9th Street
 PO Box 38
 Windom MN 56101-0038

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

Due Date: 05/30/2018

Terms: 30DY

Order#

Description	Amount
Progress Billing# 5	20,231.00

604-116300
 Substation
 Killgore
 Jason Simpson
 MAY 29 2018

A service charge of 0.00 % per annum will be charged on all amounts overdue on regular statement dates.

Thank you for your prompt payment!

Sales Tax:	0.00
Invoice Total:	20,231.00
Retention:	1,011.55
Amount Paid:	0.00
Amount Due	19,219.45



STATES MANUFACTURING CORPORATION
 650 Ottawa Avenue North | Minneapolis, MN 55422
 TEL 763.588.0536 FAX 763.588.9450 WEB statesmfg.com

Date: 5/18/2018

Invoice: 98517

INVOICE

Sold To:

WINDOM MUNICIPAL UTILITIES
 444 - 9TH STREET
 P.O. BOX 38
 WINDOM MN 56101-0038
 USA

Ship To:

WINDOM MUNICIPAL UTILITIES
 444 - 9TH STREET
 WINDOM MN 56101-0038
 USA

PO Number: PROJECT N16085	Terms: NET 30 DAYS	F.O.B.: STATES MFG. DOCK
Sales Rep: Joe Shallbetter	Ordered: 10/5/2016	Ship Via: BEST WAY
Packing Slip: 53542	Order Num: 70814	Ship Date: 5/18/2018

Line	Part Number/Description	Revision	Quantity	Unit Price	Ext Price
1	SE-14260B		1.00 EA	\$51,145.00	\$51,145.00

STARTUP/RETAINER

Job No.: 070814-2-1

Product Group: ENGINEERING/FIELD SERVICES

Sales Tax ID:
8026129

JOB: WINDOM

Due Date	Amount
1 6/17/2018	\$51,145.00
Total	\$51,145.00

602-16300
 Substation
 Megan
 Jason

MAY 25 2018

Total: \$51,145.00