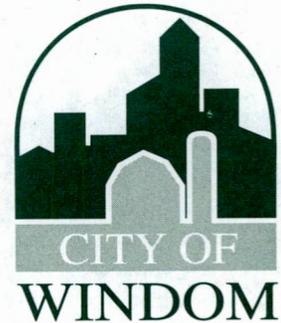


**Council Meeting**  
**Tuesday, October 16, 2018**  
**City Council Chambers**  
**5:30 p.m.**  
**AGENDA**



**5: 30 BUDGET WORKSHOP**

2019 Proposed Budget Discussion

**7:30 p.m. Regular City Council**

Call to Order  
Pledge of Allegiance

1. Consent Agenda
  - Minutes
    - Council Minutes –October 2, 2018
    - Telecom Commission – September 20, 2018
    - Tree Commission –October 3, 2018
    - EDA Minutes – October 8, 2018
    - Library Board – October 9, 2018
    - Planning Commission – October 9, 2018
  - Regular Bills
  - License
    - Exempt Gambling Permits
      - Windom Fire Dept. Relief Association
      - Windom Youth Hockey Association
2. Department Heads
3. Wastewater Treatment Facility Improvement
  - Bid Award
4. Planning Commission Recommendation Conditional Use Permit - 1044 3<sup>rd</sup> Avenue
5. Riverbend Liquor Sunday Sales Hours
6. Fire Department
  - Resolution Supporting Fire Assistance Grant Application
  - Recommendation to Hire Additional Firefighters
7. New Business
8. Old Business
9. Council Comments
10. Adjourn

**REMINDER BUDGET WORKSHOP – OCT. 16, 2018 AT 5:30 P.M. – CITY COUNCIL CHAMBERS**



**Regular Council Meeting  
City Hall, Council Chamber  
October 2, 2018  
5:30 p.m. Budget Work Session**

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

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Chelsie Carlson, Finance Director/Controller; John Nelson, Liquor Store Manager; Mike Haugen, Water/Wastewater Superintendent; Al Baloun, Park & Recreation Director; Dawn Aamot, Library Director; Dan Ortmann, Fire Chief; Jeff Dahna, Windomnet General Manager; Jason Sykora, Electric Superintendent; Drew Hage, Development Director; Scott Peterson, Police Chief

2019 Budget Discussion:

Nasby gave a brief overview of the process and handed out budget materials to the Council.

Jones mentioned the City of Windom has growth goal of 5,000 residents by 2020. He added the City streets are in need of maintenance/repairs and with more population we would be eligible for State gas tax funds to help repair roads. Jones asked if growing the population was still a goal as it relates to the City's budget and future revenues/expenditures.

Joyce stated school enrollment has increased since the 2010 census numbers. He pointed out that growth is parallel with City amenities to make people want to move into Windom.

Sherman agreed with the population goal and stated the City pool needs attention.

Byam remarked the City is closer to maintaining the population level and needs to focus on housing and childcare. He concurred that the City Streets and City Pool need work.

Ray would like to see City growth and meet the 5,000 population goal.

Jones asked the Department Heads to give the City Council any highlights and noted that Council should ask questions as they arise.

Liquor

- New store in 2020 is in the CIP. Worthington has experienced sales growth since they built a new store.

Water

- Pickup replacement partly funded with sewer is their capital request.

Arena

- Substantial Completion Date for the Ice System Replacement Project was discussed.
- Parking lot rehab for 2020 was discussed. Concurred that it could wait to 2021.

## Preliminary

### Pool

- Borings have been completed by Geotek at the existing pool site.

### Recreation

- Community Education took over flag football, soccer programming and hosts the 4-6 grade football.

### Library

- Increase in books and e-products over prior year's budget.
- Currently undergoing \$20,000 remodeling, funded by the Friends of the Library and State grants. More grant funds are available and would like to do another project in 2019.

### Fire

- Pumper/Engine replacement in capital budget. FEMA grant possible to provide grant funds

### Electric

- Gas turbine replacement for generation is in future years.
- Transmission study in 2019. If transmission line needs to be constructed it is costly as estimates are \$1 million/mile.
- Powerhouse building maintenance (tuck-pointing, etc.).

### Telecom

- SMBS revenue loss severely impacting revenues.
- Department working on expense reductions to address revenue losses.
- TV change over from cable to another solution such as over-the-top underway.
- Package changes to align data and video is most pressing need.
- Increased fees for co-location and managed wi-fi would bring in more revenue.
- Labor rate increase for vendors using NOC building is possible.
- Capital equipment reductions to save on 2019 budget.
- Zayo fiber damage creating Video issues for Windom customers, which is being worked on by staff and Zayo techs to resolve the issues.

### EDA

- Highway corridor study \$150,000 with City share of \$30,000. The ask for 2019 is \$12,500 as other funds have already been committed.

### Building/Zoning

- Building demolition program \$30,000 is requested. There are 9-12 houses identified as possible demolition candidates.
- Working on a grant to help save 1-2 homes / year with the HRA.

### Police

- Part-time officer request (shifts currently worked by chief and assistant chief)
  - Increase in calls to the Red Rock Alternative school a primary reason.
  - Savings of \$5,000 in overtime expenses if a part-time officer were available.
  - Share/bill cost with school districts using the SW\WC programs was preferred.
- Resource officer car request to be off-set with funds from the Windom schools.

Preliminary

- AED replacements for squad cars a 2019 capital need.

Jones said that the Council would continue the discussion with Department Heads on October 16<sup>th</sup> at 5:30 PM for departments that were not covered in this discussion.

Jones recessed the meeting at 7:25 pm.

**Regular Council Meeting  
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, Marv Grunig, Rod Byam, JoAnn Ray and Bryan Joyce

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent; Jeff Dahna, Telecom General Manager; Dawn Aamot, Library Director; Dan Ortmann, Fire Chief; Drew Hage, Development Director and Al Baloun, Park & Recreation Director

Pledge of Allegiance

3. Addition to Agenda:

- New Business -- Community Center Commission Appointment

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

4. Consent Agenda:

- Minutes
  - Council Minutes – September 18, 2018
  - Housing and Redevelopment Authority – August 8, 2018
  - Community Center Commission – September 17, 2018
  - Utility Commission – September 26, 2018
- Regular Bills

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

5. Department Heads:

Jason Sykora, Electric Superintendent, updated the Council on rate adjustments for the electric re-connection fees. The Utility Commission approved a “tag hanging” fee to be placed on customers prior to a disconnection. A door tag is the fourth notice given before disconnecting service. The

## Preliminary

Commission also increased the after hour labor fee to reconnect service from \$75 to \$150 to cover lineworker wages, office staff time, equipment time, and dispatch fees.

Jeff Dahna, Telecom General Manager, stated that WindomNet recently had video transmission issues with Minneapolis local channels. An upstream transmission line from Zayo was damaged and WindomNet staff worked to re-route traffic to correct the situation.

Dan Ortmann, Fire Chief, informed the Council that October 7-13<sup>th</sup> is Fire Prevention Week. On October 10<sup>th</sup>, the Fire Department will be conducting Operation EDITH (Exit Drill In The Home) driving trucks throughout Windom to remind residents to practice fire exit drills. Throughout the week the Fire Department will be providing tours to school children. He also reminded the public to change their batteries in smoke detectors throughout their homes.

### 6. Public Input Meeting – MN Workforce Housing Grant – Water Retention & Housing Project:

Jones presented an updated recommendation from staff. First is to hold a public information meeting to discuss flood mitigation plans, water retention/detention, the proposed site locations and then to table the Resolution approving the Grant Application Submission.

Drew Hage, Development Director, said that the Council packet included a 79 signature petition opposing the housing project. The two housing projects' values are approximately \$7 million in tax value with \$115,000 in annual property taxes. The townhome project is grant dependent, so he doesn't foresee a 2019 build. The private developer that is proposing the 46 unit apartment is open for location negotiation, but would like a location by March 2019 to begin building by June/July. The Street Department has been working with DGR Engineering on the drainage/retention issue on 18<sup>th</sup> Ave and Red Leaf Court areas. As a retention/detention pond can incur a substantial cost the EDA is proposing the 46 unit apartment building be built in conjunction with the storm water and street improvements needed in this proposed area. Project information has been made available online and in house. Re-zoning will be needed.

Jones reiterated that one of the Council goals is to grow population. Only 35% of large employer's workers live in town. Housing is seen as a major need in the community. If the population level hits 5,000 it increases state funding for street improvements.

Joyce clarified that if the Council tables the Workforce Grant Resolution, it would postpone any development of the townhome portion of the proposal. The apartment developer has agreed to extend his proposal to March 2019. Hage is planning to host 3-4 more public input meetings.

Joyce mentioned that we need to evaluate the comprehensive plan for R-2 and R-3 zoning areas. Developers and residents need to know where multi-family buildings can be constructed. Joyce stated that being proactive about development instead of reactive.

Byam stressed the public to stay informed and consider giving input. Council has been pursuing this for a few years, and they want to make the best decision. Cost considerations are a factor.

### Public Input Session

Dennis Johnson – 1890 Red Leaf Court: Johnson mentioned when this land was originally subdivided approximately 35 years ago, the intent was to mine the (Kruse) property for gravel.

## Preliminary

The Council at that time denied the mining request. Another request was made years later to mine the property but to put in a single family housing development to help resolve storm water and drainage issues. Johnson mentioned when Prairie Meadows subdivision was platted (on 17<sup>th</sup> Street) it included some ponds to help with water drainage along with increasing the size of the storm sewer. The property owner closest to the proposed river outlet strongly opposed the proximity to her home.

Johnson stated that the 79 signature petition opposes any R-2 or R-3 rezoning for housing, but encourages a storm water solution. Zones R-3 & B-1 allow multi-family dwellings along with R-2 & B-3 zones with conditions. He presented a map of Windom showing the abundance of R-2 zones including the downtown. Johnson mentioned demolishing a residential block(s) of housing to construct an apartment building. He said that there are 5 out of 6 rezoning conditions that would not be address adequately if this property were to be rezoned. Johnson is also concerned with the increased amount of traffic on 18<sup>th</sup> Avenue. Nasby asked what a "reasonable" amount of traffic would be on a residential street. Johnson replied 500-1000 is a realistic number.

Marv Grunig – 2121 17<sup>th</sup> Avenue: Grunig commented as a Council perspective. He stated proper preparation will lead to successful outcomes. Grunig said that the townhouse and apartment building proposal, the City failed to inform the public of the importance of the construction. Items such as the Emergency Services Facility funding and more recently rumors about selling the Community Center result in citizens mistrusting the City. A petition is now presented in opposition, as community members are lacking "why" the project is important.

Grunig has many concerns about water drainage and flood mitigation efforts in a development area. Proposed plans of a water retention/detention area (could be a permanent lake) without a comprehensive study, how does a Council proceed not knowing all the water issues. i.e.: Can this proposed pond resolve all the surface water issues in the area? Would the resolution of all the surface water to the pond create water table issues for nearby residents? Would the pond inflow/outflow infrastructure be able to handle 5" rains or larger? If the water is retained in the pond, what would the water quality be in July or August? Will it become pest infested or "scummy"? Will it require fencing or posting for thin ice?

Grunig agreed that the proposed projects have value in the community and helps the City meet its goals. It would help with the housing need and help fund a water solution issue. Without a proposed project, the water issue may be directly assessed to homeowners or not happen at all. Without population growth, the increased tax burden falls on the existing citizens.

Grunig emphasized that communication is lacking from the City. Citizens need to know why, before the where, what, and how. This is made apparent by the petition that has been received from the public. Informational meetings need to be scheduled whether it is Council Meetings, EDA Meetings or Comprehensive Planning Committee. After all appropriate information is acquired and delivered; Grunig proposes a City Council vote in March of 2019. If it fails due to lack of public support, then the project should be dropped. The Council can ill afford to push this housing project forward against public opinion because the residual affect lingers for years.

Vernon Lien – 1815 Red Leaf Court: Lien mentioned that he pumps a lot of water at his residence. He has been dealing with this water issue since 1993. He has had water issues twice this year. One was due to snow melt, the other a rain event. The storm drain was plugged on the first occasion. He would like to know why the storm sewer upgrade is not a primary issue. Lien

## Preliminary

believes the land use owner wants to sell due to standing water in the proposed pond area. He believes that the pond area will not remedy the water problems on the West side of 18<sup>th</sup> Avenue. The proposed building and surrounding structures will take away water infiltration in that area. This area has flooded 4 times since 1993. The retention pond will be full of scum and pests. 18<sup>th</sup> Avenue will not hold up to the construction traffic and influx of residential traffic.

Ken Fast – 1845 Red Leaf Court: Fast has lived in his home since 1991. Shortly thereafter water issues have been noted. Fast lives on the southern portion of Red Leaf Court and has seen water several feet high in the street. He believes that when Willnor Drive and Kalash Road areas were developed it added to the water drainage issues. Fast is not convinced that a water retention/detention pond on the East part of 18<sup>th</sup> Avenue is the solution to water troubles on the West side of the road. He agrees that Windom needs housing, just somewhere else.

Ryan Doorenbos – 1830 Jamison Drive: Doorenbos thanked the Council for allowing the public to comment and serving on the Council. He is concerned about the process that was taken for this proposed project. Doorenbos was reassured hearing that the townhomes are being put on hold allowing the public to have input in the project. He had spoken with Hage, and the concern was that the developer would pull out if he did not receive certain items such as the grant monies. Doorenbos said you have to have community support to have the long term effect that is intended. He said this is a classic case of “not in my backyard.” Doorenbos would like to see the EDA focus on industry attraction. He states that there may be a housing need, but people can start with lower income property and build up equity. The proposed area is a floodplain. It has both groundwater and surface water issues. The river is the outlet for the rainwater in this area. If the water table is high, you will not receive the downstream flow as you would expect. Data evaluations need to be completed to have a more accurate picture of the water flow in the area. A “flawed” project cannot stand on its own. Doorenbos also mentioned an impervious surface creates additional water flow issues. Surface water has to go somewhere.

Rodney Nickel – 1825 Jamison Drive: Nickel said that the building of a retention/detention pond is a problem because no river flow will turn it into an algae and pest breeding problem. He also feels that a pond will increase the ground water level. Nickel prefers better drainage to the storm sewer and river. The freezing/thawing breaks up streets more. He questioned why the City is participating in the project? Nickel also asked if the apartments do not obtain tenants and the developer sells the property, will it become subsidized housing in 2-3-4 years? The number of neighbor disputes will increase due to the proximity of each other. Private homes generate more property taxes than apartment complexes. Property owners in the area appreciate the openness of their neighborhood and have a hard time appreciating a large “obstruction.” Nickel stated that the apartment building would change the culture of the neighborhood and make residents feel “unsafe.” He said that industry can change quickly, directly affecting the need for housing.

Bill Inman – 1870 Red Leaf Court: Inman stated he was part of the 2010 flooding in Red Leaf Court. As a resident, he was told that the City of Windom would “take care of it.” He would like to see the housing and the water retainage issues separated. Inman said that the turnout for public comment is focused on the water issue in the area. If the retention pond is an option, how will the water on the West side of 18<sup>th</sup> Avenue flow into the pond if it’s built? Inman said we can talk zoning and what are preferences are, but the water is a known issue that should be addressed.

## Preliminary

Jones interjected that this was an opportunity to address the water issue in conjunction with a housing development. The water issue alone may have too high of a price for adjoining homeowners alone. The challenge was to find a way to help fund the water issue.

Joyce added that the Council has not been presented with options (without the housing development) to resolve the water issue.

Jones stated that follow up with DGR Engineers should take place.

Byam asked Dennis Johnson why prior action was never taken. Johnson replied that it has been brought up several times. In 1993 or 1997 the City applied for a grant, had the grant approved, but matching funds were not available from the City to complete the work.

Nasby stated that Johnson's engineering firm also looked at the area and presented options in 2010 after flood waters affected the Red Leaf Court area. Estimates at that time ranged around \$400,000 to fix the water issue. Johnson concurred that was correct.

Aaron Walklin – 1655 17<sup>th</sup> Street: Walklin is concerned about the additional housing. He has rental units in town, and said it is hard to rent quality homes at \$750/month. Walklin is concerned about the impact the proposed development will have on the rental market. He believes that if there truly is a tight market for housing, a development could be built anywhere.

Karen Knigge – 1773 Maple Park Circle: Knigge believes that the proposed retention pond will not remedy flooding in the Red Leaf Court area. In 2010, the culvert was plugged with debris and 9" of rain within a 24 hour period created the area to flood. This year, Knigge recalls several bags of leaves clogging the drain as well. She believes that Kalash hill is giving the neighborhood water and would like to see drain improvements on the West side of 18<sup>th</sup> Avenue.

Linda Sandberg – 510 12<sup>th</sup> Street: Sandberg stated she is a current employee of Prime Pork. She has lived in Windom for two years. Sandberg mentioned that 140 of 500 Prime Pork employees have a Windom zip code. There are 180 employees that come from Worthington. She sees a housing need based on coworkers requests. The average wage range for a Prime Pork employee is \$35,000-65,000 annually.

Riley VanWesten – 2385 Red Leaf Court: VanWesten is concerned with the project as his wife is a daycare provider. They may have 10-15 kids at their home in any given day. He is worried if a development were added in their neighborhood, the safety concerns for all the children in the area such as increased traffic and protection near the holding pond. VanWesten noted that there is a constant turnover in the lower income units in Windom.

Sally Oltmanns – 1875 Red Leaf Court: Oltmanns said that she has had water in her basement but has been fortunate that insurance has covered the lost expenses. She said there is a need for housing especially for seniors.

### **Public Input Session Closed**

Sherman would like to see water resolution options separate from the housing proposal. He is interested in touring the area with an engineer to help explain the need in the area.

## Preliminary

Ray is interested to hear what large employers would like to see for available housing. Hage replied a variety is wanted after the 2014 Housing Study that was completed.

Joyce stated that it should be the City's responsibility to help decide where housing can go. Developers can then focus on where they are able to build. There are different housing needs in the community. Joyce said there are existing homes that need care and other homes that need to be demolished. The Council should focus on all these aspects.

Council discussed what future action should be taken. DGR Engineering was the last to work on street projects in Windom and have obtained information for SEH Engineers. The first \$3,500 would be spent on a topography survey. DGR also has 2-3 concept plans for Council review. Jones suggested getting estimates that include resolving the issue as it is currently, and also an estimate with additional impervious surfaces included if a development was built.

**Motion by Grunig second by Ray to authorize staff to get proposals from DGR Engineering, SEH Engineering and Wenck Engineers for cost of services that include resolving the water drainage issue as it is currently and also an estimate with additional impervious surfaces included if a development was built. Motion carried 5 – 0.**

Jones directed the Council to wait on additional public meetings until proposals are received from the three engineers. Hage would like to hold separate meetings to further discuss other potential development areas.

Jones noted that the Resolution of Support – Workforce Housing Grant would not be considered.

### 7. Resolution Accepting Donations – Library – In Memory of Dale Minion:

**Council member Joyce introduced the Resolution No. 2018-77, entitled “AUTHORIZATION TO ACCEPT A DONATION IN MEMORY OF DALE MINION FOR THE WINDOM LIBRARY”, and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Grunig, Ray, Sherman, Joyce and Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

### 8. Resolution Appointing Additional Election Judges:

Joyce added three additional names to the resolution for election judges; Jesus Cezares-Reyes, Allison Letcher and Ally Ward.

**Council member Joyce introduced the Resolution No. 2018-78, entitled “A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE FORTHCOMING GENERAL ELECTION IN 2018”, and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Ray, Sherman, Joyce, Byam and Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

### 9. Resolution Calling for a Public Hearing for 2018 Miscellaneous Special Assessments:

**Council member Joyce introduced the Resolution No. 2018-79, entitled “RESOLUTION DECLARING THE COSTS TO BE ASSESSED, ORDERING THE CITY ADMINISTRATOR TO PREPARE AN ASSESSMENT ROLL, AND CALLING FOR A**

Preliminary

**PUBLIC HEARING FOR THE "2018 MISCELLANEOUS SPECIAL ASSESSMENTS"", and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Sherman, Joyce, Byam, Grunig, Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

10. Contractor Payment – Substation Project – Conductor Power #7 - \$29,527.90:

**Motion by Grunig second by Sherman to approve Pay Request #7 for Conductor Power LLC in the amount of \$29,527.90 for the Substation Project. Motion carried 5 - 0.**

11. New Business:

Jones said he has a willing resident to serve on the Community Center Commission and recommends Council approve James Rosenkranz.

**Motion by Joyce second by Sherman to appoint James Rosenkranz to the Community Center Commission. Motion carried 5 - 0.**

12. Old Business:

None.

13. Council Comments:

Grunig would like to see a Street and Water/Sewer replacement plan be established for the departments. Nasby will work with the Street Superintendent on updates for a CIP timeline.

Sherman thanked the citizens for their public input.

Joyce extended appreciation to Byam for his work in the Carolina's for Red Cross. He also thanked Nasby and the Street Staff for helping barricade streets for the Homecoming Parade.

Byam expressed gratitude to Brian Cooley, Street Superintendent, for his work.

Nasby reminded Ray and Byam that Coffee with the Council is on October 13<sup>th</sup> at McDonald's. The public is encouraged to visit with the City Council members and School Board.

Jones acknowledged all the public comments received and thanked the people for attending.

14. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 9:42 PM.

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Dominic Jones, Mayor

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

**TELECOMMUNICATIONS COMMISSION MEETING  
CITY OF WINDOM COMMUNITY CENTER September 24<sup>th</sup>, 2018**

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

**II. Roll Call:**

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

III. Approval of Minutes from August 27, 2018 meeting

**Motion by Eichstadt, to approve minutes from the August 27, 2018 meeting. Motion approves 4 to 0.**

**IV. SMBS Liaison Report:** Travis Thies, SMBS General Manager spoke with committee regarding the internet streaming TV product and answered questions.

- Learning curve of the technology for older demographic of subscribership
  - Lost maybe a ¼ of the video subs during the conversion
  - Gained more internet customers
  - Don't have the huge monthly overhead for a video system
  - SMBS techs installed every single SW Streaming TV service installs, using Roku units
  - Pushed out home WiFi to customers for added service. Whole home Wifi is \$9.95 MRC.
  - Customers like the channel lineup
  - No retrans agreements with broadcasters needed. SFN handles retrans agreements.
  - No 4K service, HD service on all channel that can be HD. Others are SD.
  - No numbers on remote, so subs must scroll to channel selection
  - New system means increased tech on call, Golden West after hours support time
  - 5 devices maximum on the system per account
  - DVR 5 day
  - Local channels - Minneapolis DMA and limited Sioux Falls DMA
- Thies leaves at 7:00PM.

Committee discusses the streaming TV product pros, cons and other options.  
Lund leaves meeting at 7:15PM

**V. Project Updates:**

- Migration project- techs have placed additional fiber optic 32-way splitters in most of the Customer Serving Area (CSA) cabinets. We will be targeting specific addresses that are on the same 32-way splitter so we can groom the fiber counts from the OSI FD500 system to the E7 and free up 32-way splitters to clean, inspect and reinstall.

## **VI. Manager's Report:**

- Flooding – Dahna reports on the erosion of bank on Perkins Creek 17<sup>th</sup> Street and 6<sup>th</sup> Ave. Bank continues to erode exposing more fiber duct. Dahna has paperwork at city attorney's office to get a utility easement, so the fiber cable route can be re-routed. This needs to be done before the cold sets in.

- Update Mobi TV streaming service- Dahna reports on the Arvig product. Launched on September 4<sup>th</sup>, 2018. Currently have 65 customers of which 55 were self-install and 10 were tech install. They will cutover Monticello Fibernet first. They will not take on anyone else until after the 1<sup>st</sup> of the year. Wholesale options are still in the works, if Mobi TV allows it. Wholesale customers may have to keep broadcaster's contracts with NCTC or directly. Pricing structure would be no worse and might be better than NCTC rates.

- Windomnet Internet - We are offering a data speed up grade incentive. New customer can have a 60-day trial at 60 Mb.

- Telecom will be setting up a CSR Gigacenter training time so CSR can get familiar with the Gigacenter Family.

## **VII. New Business:**

### **VIII. Old Business:**

- Video Service Update – Dahna and committee discuss the SFN SW steaming product. Committee directs Dahna to work out what the costs, tech support and transport would be with from SMBS for the SFN streaming product. Dahna will work with SMBS and report back at the next meeting for a decision to be made by committee.

- Windomnet Expansion Windomnet fiber expansion- Cottonwood Co. Rd 25/Jackson Co. Rd 17- Dahna covers the estimated project costs with the committee and the ROI of the project. Dahna/Nasby will check with bond attorney on expansion. Service connection fee is set at Initial signup connection fee \$500 before December 31<sup>st</sup>, 2018 after January 1<sup>st</sup>, 2019

**Motion by Eichstadt, seconded by Palm, to set install cost of Project- County Road 25/17- due to cost reductions from a property owner, in said project, initial cost of service connection fee will be \$500 per customer to sign up and pay prior to December 31<sup>st</sup>, 2018 thereafter fee will be \$1000. Motion approved 4 – 0.**

Dahna is on the Utility Commission agenda to request an interdepartmental loan to fund this project as it was not budgeted for 2018.

- Budget- Dahna covers ways to reduce expenses and lower operational costs. Nasby discusses budget with committee with the video product and how going to a streaming TV product will help to improve budget. New Internet packages with larger bandwidth profiles and change video product will help to improve the budget. Dahna covers that fixed wireless internet market is another protentional revenue generation. Revenues can be increased by adding more customers and/or increase current rates of Windomnet

services to improve budget. Committee members, Dahna and Nasby work to move CIP items to other years, reduce/remove capital for 2019. Discussion of technician stand-by and on-call costs.

Abraham leaves meeting at 8:56PM

Dahna covers that labor rate increase could be done to help with budget. Committee will review and recommend budgetary changes at next meeting.

**IX. Commissioner's concerns and questions:** None.

**X. Set Next Telecom meeting:** October 22, 2018 at 6:00 PM at the Community Center.

**X1. Adjourn:** Meeting adjourned by unanimous consent at 9:15 pm.

\_\_\_\_\_  
Jeremy Lund, Telecom Committee President

\_\_\_\_\_  
George Rogotzke, Telecom Committee Secretary

Attest: \_\_\_\_\_  
Jeff Dahna, Telecom General Manager

**CITY OF WINDOM TREE COMMISSION MEETING MINUTES**

October 3, 2018

1. Call to Order: The meeting was called to order at 5:30 p.m. at the council chambers by Chairperson Steven Fresk.
  
2. Roll Call:  
Commission Present: Jim Knigge, Deborah Polzin, Steve Fresk  
Commission Absent: Joanne Kaiser  
Council Liaisons: Marv Grunig  
Public Present:
  
3. Approve Minutes of May 15, 2018  
**Motion made by Deborah Polzin, seconded by Jim Knigge**
  
4. Treasurer Report: \$2,500 will be budgeted
  
5. Old Business:
  - a. A large number of trees have been marked to be taken down by Brian Cooley of the Street and Parks Department.
  - b. Mayflower Park is silt filled due to flooding and trees in the area are in poor condition.
  - c. Horkey Addition has a large number of trees of all varieties in poor condition or dead.
  
6. New Business:
  - a. David Bucklin has placed a preliminary tree order for 2019 with Bailey Nursery of 25 trees, 5 each of Matador Maple, Hackberry, Northern Acclaim Honey Locust and Cathedral Elm.
  - b. It is expected the Cottonwood Water Plan will provide \$1,000 again for the Windom Urban tree program for 2019.
  - c. Rainfall for the summer of 2018 is running over twice normal totals. Additional fall watering most likely will not be needed this year.
  - d. Cottonwood County did not receive the Emerald Ash Borer Grant.
  
7. Meeting adjourned at 6:15 pm.

**Next Tree Commission Meeting January 9, 2019 at 5:30 p.m. at Council Chambers.  
Election of Officers will be held.**

ATTEST:

Tree Commission Chair \_\_\_\_\_

Tree Commission Secretary \_\_\_\_\_

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
OCTOBER 8, 2018

1. Call to Order: The meeting was called to order by President Herding at 12:02 p.m.

2. Roll Call & Guest Introductions:

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

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

3. Approval of Minutes: September 10, 2018

**Motion by Commissioner Grunig, seconded by Commissioner Espenson, to approve the Minutes of the EDA Meeting held on September 10, 2018. Motion carried 3-0.**

4. November & December EDA Board Meetings: The November EDA Meeting is scheduled for Monday, November 12<sup>th</sup>. This is a holiday in remembrance of Veterans' Day. Director Hage advised that he is scheduled for meetings and appointments out of the office the week of November 12<sup>th</sup> and also on December 10<sup>th</sup> (which would be the regularly-scheduled date for the December Meeting). He will send out a Doodle Poll to the Commissioners to determine the best dates for the November and December Meetings.

5. 1120 Miller Avenue: The property at 1120 Miller Avenue was deeded to the EDA by the property owners as part of the "Blighted Homes Program". Director Hage recapped the program's criteria. The house on the lot has been demolished. The goal is to sell the property and revolve the sale proceeds to the Blighted Homes Revolving Fund. The lot is approximately 70' wide by 288' deep. The east half of the lot is zoned as R-2 ("Urban – 1 & 2 Family") and the west half is zoned as I-1 ("Light Industrial"). There was a discussion concerning the expenses for legal fees and demolition of the property, uses for the property, and marketing of the property. It was the consensus of the realtors that the EDA should market the property. If any realtor brings a ready, willing and able buyer to the EDA, the arrangements for payment of a commission could be included in the purchase offer. (The EDA has an agreement with local realtors concerning the remaining lot in River Bluff Estates based on a commission of 7.5%.)

**Motion by Commissioner Espenson, seconded by Commissioner Grunig, to establish the sales price for the property at 1120 Miller Avenue as \$10,000. Motion carried 3-0.**

6. EDA Billboard/New Billboards: Director Hage briefed the Commissioners concerning a potential project to place billboards on the undeveloped Country Pride property located adjacent to the southern entrance of Windom. He explained MnDOT's restrictions concerning placement of billboards within so many feet of church property. It was the Board's consensus that EDA Staff should contact the church concerning a possible letter of support regarding placement of the billboards to market businesses in Windom.

The EDA owns a billboard which is situated on the Hospital property. The "Windom Connects" wrap on the billboard has been in place for quite a number of years. There have been discussions concerning possibly updating the wrap on this billboard. The CVB would help fund this project. Suggestions for the updated billboard could include a livability promotion of play and stay / hotel

logos / Cottonwood Lake/ Community Center, amenities, etc. The hospital has shown some interest in having a wrap on the other side of the billboard promoting the wellness path.

**Motion by Commissioner Espenson, seconded by Commissioner Grunig, approving replacement of the “Windom Connects” wrap on the EDA’s billboard located on the hospital property with a new livability ad. Motion carried 3-0.**

7. DEED Shovel-Ready Ad: Director Hage advised that DEED has indicated that the EDA will likely be contacted by Conway Media concerning marketing of the NWIP Shovel-Ready site. DEED and the Marketing Partnership are working with Conway on an economic development magazine and will be featuring DEED’s Shovel-Ready Program on a 2-page spread. This section will mention all sites in the program along with contact information and provide a map of the state with pins for each site. Conway may reach out to EDA Staff to see if the EDA has an interest in a more in-depth ad for our site at a cost of \$1,600 for a half page ad (50% off). The expanded ad includes logo, contact information, and four to five sentences about the site. Director Hage advised that there is money available in the marketing budget for this ad.

**Motion by Commissioner Grunig, seconded by Commissioner Espenson, to approve an expanded ad for the NWIP Shovel-Ready site in DEED’s Minnesota marketing magazine at a cost of \$1,600.00. Motion carried 3-0.**

8. Multi-Family Housing & Workforce Housing Grant Update  
 A. Updated Timeline  
 B. Updated Vacancy Rate – Housing Study

In September 2018, Viewpoint Consulting Group surveyed properties in Windom to confirm a vacancy rate below 5 percent. The survey included a mix of market rate, affordable, and subsidized properties. The overall rental vacancy rate was 2.5 percent.

Director Hage advised that 79 people had signed a Petition opposing the proposed multi-family workforce housing projects on 17<sup>th</sup> and 18<sup>th</sup> Avenues. This Petition was presented to the City Council at the public input meeting on October 2<sup>nd</sup>. The timeline had been pushed by the proposed townhome project as the developer requested that the City apply for the Workforce Housing Grant through Minnesota Housing. The grant application would have been due October 11, 2018. The grant application has been tabled until 2019. This will likely result in the townhome project being pushed back to 2020. There is also a chance that it might not happen at all with this developer.

The City Council revised the timeline for these discussions to allow for several community meetings on potential multi-family housing locations and also allow for community meetings concerning flood mitigation in the 18<sup>th</sup> Avenue – Red Leaf Court areas. The proposed timeline is to bring the flood mitigation proposal and the 46-unit apartment project back to the City Council by March 2019. At the October 16<sup>th</sup> Meeting, the City Council will consider proposals from DGR, SEH, and Wenck to review the existing infrastructure and topography in the 18<sup>th</sup> Avenue – Red Leaf Court areas and provide options regarding flood mitigation in those areas.

Street Superintendent Brian Cooley and City Administrator Steve Nasby will be scheduling the flood mitigation community meetings. Director Hage proposed that three community meetings on multi-family housing be scheduled for the meeting dates of the second Council Meetings in November, January, and February. The community meetings would be held from 6:30 p.m. until 7:15 p.m. (prior

to the 7:30 p.m. City Council Meetings) on those dates. Director Hage asked for 2 volunteers from the EDA Board to attend the multi-family housing meetings. Betsy Herding and Kathy Hanson were volunteered and agreed to attend those meetings.

9. EDA Spec Building – Lease: The EDA’s current Lease with Fast Global Solutions, Inc. for the Spec Building ends on November 30, 2018. The lease provides an option to renew. There is an annual escalator clause of three percent of the rental amount. The escalator would equate to an additional 10¢ per square foot which equals an annual rent increase of \$2,800. The monthly rent payment is currently \$7,653.33. The new monthly rent payment would be \$7,886.67. The TIF District covering this property will be decertified at the end of 2018 and the real estate taxes to be paid by the EDA for the property will be increasing.

**Motion by Commissioner Espenson, seconded by Commissioner Grunig, to approve renewal of the Spec Building lease with Fast Global Solutions for another year including the three (3%) rent increase and to add a provision that the lease can be terminated by either party upon 60-days’ written notice to the other party. Motion carried 3-0.**

10. North Windom Industrial Park  
 A. Monument Sign Update: The current plan is to retain the existing billboard sign to be used for information and business ads for businesses in NWIP. Director Hage reported that he is also working with Snick Signs in Jackson concerning a proposed design and quote for the monument sign. He previewed a design idea with the Commissioners.
11. New Business: Director Hage advised that the EDA had budgeted \$7,500 for marketing. He is proposing using \$3,500 towards a membership in the Community Venture Network. (The EDA would be splitting the membership cost of \$7,000 with Worthington.) This membership provides quarterly meetings with businesses interested in expanding or relocating in Greater Minnesota. He has already received leads from other CVN Meetings he has attended as a guest and through referrals from the CVN Executive Director. Director Hage believes that the use of marketing dollars for attendance at meetings where he has access to potential developers is more effective than dollars spent for print ads. Because there are funds remaining in the budget for marketing, the consensus of the Board was that the EDA share a CVN membership with Worthington.
12. Old Business: Director Hage updated the Board concerning efforts to repair the solar lighting for the East Highway 60 entrance sign. However, the individual originally contacted to make the repair has not followed through on the project. Director Hage has now requested that an individual from Storden, who works with solar-powered projects, provide a cost estimate for the repair which should be forthcoming soon.
13. Miscellaneous Information  
 A. River Bluff Townhomes: The Board received copies of the financial reports for August 2018 provided by Van Binsbergen & Associates.
14. Adjourn: On consensus, President Herding adjourned the meeting at 1:19 p.m.

Attest: \_\_\_\_\_  
 Drew Hage, EDA Executive Director

\_\_\_\_\_  
 Justin Espenson, EDA Secretary-Treasurer

Windom Library Board Meeting

City of Windom Council Chamber

Tuesday, October 9, 2018

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher
2. Roll Call: Members Present: Steve Fresk, Kathy Hiley, John Duscher, Terri Jones, Susan Ebeling and Anita Winkel

Members Absent: Barb Henning

Library Staff Present: Dawn Aamot

City Council Member Present: Jayesun Sherman

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Susan Ebeling to approve the agenda and the minutes.

4. Financial Report:

Dawn reviewed the monthly finances. We are in a good position with 33% of the 2018 budget remaining.

Motion by Susan Ebeling and seconded by Steve Fresk to accept the Financial Report.

5. Librarian's Report:

Dawn reported that the staff's time has revolved around the windows and making that happen. The current plan is for the last large window be installed on Monday next week. Then the final 3 small windows on the west side will be replaced. Tri-State construction will install the window trim. It may be the end of October before this is all completed, weather permitting.

Dawn called BARC and they will store the newly discarded books for a Spring Book Sale. Dawn contacted Sentenced to Serve and they will assist moving the books to BARC and moving books within the library.

Dawn is working on getting quotes to submit to the MN Library construction grant fund. The deadline for this grant is Oct. 26. Dawn would need a resolution from the city council before submitting the application and the city council doesn't meet again until after the grant deadline. The grant is for matching funds and the Friends of the Library have indicated that they would help with that. This grant would cover replacing the windows in the children's section.

A rep from Coit Cleaners was in the library today and looked at cleaning the ductwork. They will put together a quote to clean the ducts (AC) and will explore ways of dealing with the asbestos on the vents in the basement. Removal would be quite costly. It is possible that the asbestos could be encapsulated with paint.

As this time, the boiler has not been lit. If Brian Cooley is not able to do it soon, Dawn will contact someone else. Brian has not been available due to an injury.

Nancy has sent letters to the daycare providers offering to come to their daycares for an onsite story time at least every other month. She will schedule these story times with those that respond.

Motion by Susan Ebeling and seconded by Terri Jones to accept the librarian's report.

6. Old Business:

See the window discussion above.

7. New Business:

The City Council is asking for the library's 2019 Smart Goals. Dawn asked the board members for their input. These are due in November or December.

Dawn proposed that we replace the library flooring at this time. With the window project, half of the books and shelves have been moved. This would be an ideal time to put in flooring and flip the arrangement of the bookshelves and the circulation desk. The flooring is part of the second approved grant from the state. Dave Eyeberg has submitted a quote and said he would be able to install the flooring about the middle of November. Dawn has had Gino from Gino flooring look at the terrazzo floor under the present carpeting. He feels it can be cleaned up and used. This would be a great way to preserve the original footprint of the building. The reveal of the terrazzo floors would probably be limited to the front reading rooms and the entry way. Steve Fresk motioned that we go forward with the flooring project and schedule as necessary. Anita Winkel seconded the motion. Motion passed.

Terry and Bill Fredin have looked at the circulation desk and are willing to cut one side down to meet ADA standards.

8. Book Suggestions:

9. Adjourn:

Meeting adjourned at 5:40 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM  
PLANNING COMMISSION  
MINUTES  
OCTOBER 9, 2018**

1. Call to Order: The meeting was called to order by Chairperson Wahl at 7:13 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Marilyn Wahl, Greg Pfeffer, Lorri Cole, Brett Mattson, and Kevin Rose.

Absent: Ben Derickson, Andy Harries, and Ryan McNamara.

Also Present: Zoning Admin. Andy Spielman, Admin. Asst. Mary Hensen, and Tom White.

3. Approval of Minutes:

**Motion by Commissioner Rose, seconded by Commissioner Pfeffer, to approve the Minutes of the Planning Commission Meeting held on September 11, 2018. Motion carried 5-0.**

4. Public Hearing – 7:05 P.M.: Zoning Application – Thomas/Linda White – 1044 Third Avenue (Conditional Use Permit – Change in Use of Building): Chairperson Wahl opened the public hearing at 7:15 p.m. The Commissioners had received copies of the Application submitted by Mr. and Mrs. White, notice of hearing, Beacon aerial of the property, and proposed floorplan.

Zoning Admin. Spielman advised that this is the public hearing concerning the Conditional Use Permit (“CUP”) Application submitted by Tom and Linda White for their property at 1044 Third Avenue. The property is currently rented as office space. The Whites are requesting a change of use to a loft-style apartment on the main floor. Zoning Admin. Spielman displayed the proposed floorplan for the single-family apartment which includes three bedrooms and two bathrooms. The entrances for the apartment are on Third Avenue and a side door off the alley. Their plans are to retain the basement for storage and personal use. One of the main floor bedrooms may be retained as an office for Renner Roofing (who currently rents that space). Zoning Admin. Spielman displayed the Beacon aerial of the property. There is off-street parking on the lot behind the building. Beacon shows that the vacated alley in the parking lot is owned by Ivan Harris. The property is located in the B-3 “Central Business District”. The City Code allows multiple-family dwellings in this district as a conditional use. Single-family housing is not specifically allowed as a permitted use or a conditional use in this district. However, Section 152.132(Q) of the City Code provides that “other uses similar to those uses listed in this section, and which in the opinion of the City Planning Commission will not be detrimental to the integrity of the district”, may be approved as conditional uses in the B-3 Zoning District. Zoning Admin. Spielman stated that he had received a call from a business owner in the area. He had some confusion as to which building. After the location of the building and the proposed use were clarified, the business owner had no objection to the CUP application.

Chairperson Wahl asked if Applicant Tom White would like to comment on the proposed use. Mr. White said that the building is 40’ X 50’ and was originally built as a telephone office. Since that time, the building has been rented by Cottonwood County. Whites currently rent office space on the main floor for the County Attorney’s Office and Renner Roofing. The County plans to remodel another building for the County Attorney’s Office and hopes to have that building ready by June 30, 2019. At that time, Whites could begin renovation of the space. Mr. White said that the building has 12’ ceilings and big windows similar to a loft-style apartment and has a lot of unique features and it’s close to downtown. There are steps into the building. Mr. White believes that the steps would not be as big an issue for apartment tenants as for customers of regular downtown office spaces. Renner Roofing currently rents office space in the front of the building (where the third bedroom would be located). Renner Roofing has expressed an interest in possibly continuing to rent the office space and also rent the apartment. There is some yard space on the North and East sides of the building. Whites want to retain the current use of the basement for their storage and also for rental of office space.

Mr. White said that the lot behind the building has always been used for public parking. The City has always removed the snow on the lot and Whites allowed anyone to park in the lot. During the day, the tenants could park in front of the building and at night they could park in the lot behind the building. He said that some of the parking in the lot is used during the day but not much at night. Zoning Admin.

Spielman said that if the availability of parking space in the lot becomes a problem for the apartment tenants, Whites could post signage to reserve some parking spaces for the tenants directly behind their building.

There being no further comments from the public, Chairperson Wahl closed the public hearing at 7:35 p.m. and re-opened the meeting for discussion by the Planning Commission. There was some discussion as to whether there had been any conditional use permit applications regarding downtown apartments in the past. Zoning Admin. Spielman advised that not to our knowledge since the new zoning ordinance was adopted in 2003. There was discussion concerning positive aspects of the proposed use as the building is off the square, there is off-street parking available, and there is some greenspace for the apartment tenants.

**Motion by Commissioner Cole, seconded by Commissioner Rose, to recommend City Council approval of the conditional use permit, submitted by Thomas White and Linda White, to allow the change in use of the main floor of the building on the property from office space to a single-family residential apartment. The property is located at 1044 Third Avenue and is described as: South Fifty Feet (50') of Lots 1 and 2 in Block 14 of the Original Townsite to the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-820-0980).**

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

**Findings of Fact for Conditional Use Permit:**

- (1) As stated in the narrative herein.**
- (2) The proposed use will not be detrimental to the integrity of the B-3 Zoning District.**
- (3) The proposed use is not in conflict with the City's comprehensive plan.**
- (4) The proposed use is not in conflict with the stated intent of the zoning district in which it is to be located and is compatible with present land uses.**
- (5) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.**
- (6) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.**
- (7) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.**
- (8) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.**
- (9) The proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity.**

**Motion was declared carried 5-0.**

Chairperson Wahl stated that the Planning Commission makes recommendations and the City Council will make the final decision on this application at its meeting on October 16th. She recommended that Mr. White attend the City Council Meeting.

5. **2019 S.M.A.R.T. Goals:** The Commissioners had received copies of the 2018 S.M.A.R.T. Goals which they approved in the Fall of 2017. Zoning Admin. Spielman reviewed the goals with the Commissioners. **Short-Term Goal No. 1** – Begin implementation of licensing and inspections of rental housing properties in the

City of Windom. Zoning Admin. Spielman updated the Commissioners concerning the status of the licensing of rental properties in Zone 1. The Commissioners felt that this goal should be continued for 2019 as the properties in Zone 2 are scheduled for licensing in 2019.

Short-Term Goal No. 2 – Establish the procedure and begin the process of demolition of blighted properties in the City of Windom. Zoning Admin. Spielman advised that the City Council budgeted \$10,000 for this program for 2018. The Planning Commission approved the criteria for the Blighted Homes Program, a property was approved to participate in the program, the property was deeded to the EDA, and the home on the lot was demolished. The EDA is now marketing the lot for sale. The plan is to add the proceeds of the lot sale to the revolving fund for the program to use in demolition of additional homes. The Development Department has made a request in the budget process for additional funds for this program for 2019. The Commissioners felt that this goal should be continued for 2019.

Short-Term Goal No. 3 – Review the fence ordinance. The Planning Commission has not had an opportunity in 2018 to accomplish this goal. The Commissioners recommended continuing this goal for 2019.

Short-Term Goal No. 4 – Present a proposed Outdoor Liquor Ordinance to the City Council for review and discussion. In 2018, the Planning Commission reviewed proposed ordinances for both outdoor liquor sales and service and sidewalk cafes. These ordinances were presented to the City Council and adopted. This goal has been accomplished.

Long-Term Goal No. 5 – Periodic review of ordinances. The Planning Commission recommended continuing this goal for 2019.

The Planning Commission recommended adding a new Short-Term Goal for 2019: Review the fee schedules for the Building & Zoning Office.

Zoning Admin. Spielman asked if there were any additional goals that the Planning Commission would like to add for 2019. He indicated that if any of the Commissioners have additional suggestions to contact him.

6. Fee Discussion: There was a discussion concerning current building permit fees. There was also a discussion concerning potential new fees for plumbing and mechanical permits and additional zoning permits for fences and also for decks and smaller storage sheds that do not currently require a building permit. Zoning Admin. Spielman asked if the Commissioners would like the Building & Zoning Office to research the fees charged by other cities. The Commissioners recommended that review of fees be added as a 2019 S.M.A.R.T. Goal.
7. Minor Ordinance Revisions – Preliminary Discussion: Zoning Admin. Spielman advised that Staff has discovered several minor items in the City Code that could be clarified through a “housekeeping ordinance”, such as the definitions for “front yard”, “rear yard”, and “side yard”. There was a discussion concerning other items, including typographical errors, that could be included in this ordinance. Zoning Admin. Spielman asked the Commissioners if they had any other items to include in this housekeeping ordinance. If they have any future suggestions, to e-mail or call the office. Staff hopes to bring a proposed ordinance to the Planning Commission at the November meeting.
8. Unfinished Business:
  - A. Pursuant to a request from the EDA Executive Director, Zoning Admin. Spielman reported that the EDA was marketing the property that was demolished as part of the Blighted Homes Program. The lot is unique in that the west half of the lot is zoned as I-1 “Light Industrial” and the east half is zoned as R-2 “Urban – 1 & 2 Family”. There was a discussion concerning a proposal to construct a mini storage building on the I-1 portion of the lot and a potential request for a variance of the north side yard setback. There was a discussion concerning the need for fencing between the I-1 portion of the lot and the residential property to the south. There was also a discussion concerning the status and future use for the R-2 portion of the lot.

B. Zoning Admin. Spielman advised that he had been contacted by representatives of Heinold and they provided him with information concerning the proposed types of trees and bushes to be planted as screening on the Heinold property. Zoning Admin. Spielman displayed an aerial showing the proposed location and spacing for the planting of trees and bushes on the property. He has sent the plan to MnDOT and they have no objection to the plan. Zoning Admin. Spielman asked if the Planning Commission deemed that the plan was appropriate and if the plan was what they had in mind when they made it a condition of the conditional use permit. It was the consensus of the Commissioners that they approved the plan as presented.

9. New Business: Pursuant to a request from the EDA Executive Director, Zoning Admin. Spielman reported on the public input meeting held on October 2<sup>nd</sup> by the City Council. Public input had been requested concerning floodwater mitigation and multi-family housing proposals that had been presented to the Commissioners at the September 11<sup>th</sup> Meeting. There were residents of the 18<sup>th</sup> Avenue – Red Leaf Court areas in attendance at the meeting in opposition to the multi-family housing proposals. The urgency of the issue was because the deadline for a workforce housing grant application was October 11<sup>th</sup>. The City Council decided not to apply for that grant, to hold community meetings regarding potential workforce housing locations, to request proposals from engineers to review the water issues and present options to the City Council, and to hold community meetings regarding floodwater mitigation options. Director Hage had asked for representatives from the Planning Commission to attend these community meetings. After further discussion, Commissioner Cole volunteered to attend the community meetings on multi-family housing. It was suggested that Commissioner Derickson might have information that would be helpful for the community meetings on the water issues as he was one of the firemen who assisted during the flooding of the Red Leaf Court area. Zoning Admin. Spielman will provide more information to the Commissioners as to the dates for these future meetings in the event that any other Commissioners wish to attend.
10. Planning Commission Comments, Concerns, Suggestions: Chairperson Wahl advised that the next Planning Commission Meeting is scheduled for November 13<sup>th</sup>.
11. Adjourn: By consensus, Chairperson Wahl adjourned the meeting at 8:45 p.m.

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Marilyn Wahl, Chairperson

Attest: \_\_\_\_\_  
Andy Spielman, Zoning Administrator



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 09/25/2018 - 10/04/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Fund: 100 - GENERAL</b>						
WINDOM FIRE RELIEF ASSOC.	20181003	10/03/2018	FIRE AID	100-33431	9,272.94	
WINDOM FIRE RELIEF ASSOC.	20181003	10/03/2018	FIRE AID	100-33431	38,970.92	
					<b>48,243.86</b>	
<b>Activity: 41110 - Mayor &amp; Council</b>						
CITIZEN PUBLISHING CO	20180930	10/02/2018	ADVERTISING	100-41110-350	75.00	
CONVENT. & VISITOR BUREAU	20180924	09/24/2018	LODGING TAX - GUARDIAN IN	100-41110-491	2,031.27	
CONVENT. & VISITOR BUREAU	20180924	09/24/2018	LODGING TAX - AMERICINN	100-41110-491	80.74	
CONVENT. & VISITOR BUREAU	20180924	09/24/2018	LODGING TAX - RED CARPET I	100-41110-491	1,113.95	
					<b>Activity 41110 - Mayor &amp; Council Total:</b>	<b>3,300.96</b>
<b>Activity: 41310 - Administration</b>						
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	100-41310-133	80.00	
AMAZON CAPITAL SERVICES, I	1C97-MDQD-VCTF	10/02/2018	#A2Q0YJ8ZNZN2YT - SUPPLIES	100-41310-200	31.59	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-200	0.99	
WINDOM QUICK PRINT	20180925	09/25/2018	SUPPLIES	100-41310-200	69.77	
INDOFF, INC	3150914	09/18/2018	SUPPLIES	100-41310-200	17.78	
INDOFF, INC	3152213	09/18/2018	SUPPLIES	100-41310-200	77.05	
INDOFF, INC	3158975	10/02/2018	CREDIT - SUPPLIES	100-41310-200	17.78	
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	100-41310-321	46.16	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	1.77	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	1.77	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	1.18	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	6.49	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	8.26	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	0.59	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41310-322	0.59	
CHELSIE CARLSON	20180920	09/24/2018	EXPENSE-MARSHALL SWWC	100-41310-331	73.03	
STEVE NASBY	20181003	10/03/2018	EXPENSE - SALES CAMP	100-41310-331	166.06	
CHELSIE CARLSON	20180925	09/26/2018	MN BOARD OF ACCOUNTANC	100-41310-433	26.50	
AMAZON CAPITAL SERVICES, I	1D3D-WGQ7-9NYL	09/25/2018	ACCT #A2Q0YJ8ZNZN2YT - WE	100-41310-480	16.92	
AMAZON CAPITAL SERVICES, I	1HL6-KLWY-NQQF	09/24/2018	ACCT A2Q0YJ8ZNZN2YT	100-41310-480	64.52	
					<b>Activity 41310 - Administration Total:</b>	<b>673.24</b>
<b>Activity: 41910 - Building &amp; Zoning</b>						
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	100-41910-133	24.00	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-41910-200	2.00	
INDOFF, INC	3148926	09/18/2018	SUPPLIES	100-41910-200	3.75	
CENTURY BUSINESS PRODUCT	438234	09/18/2018	SUPPLIES	100-41910-200	25.75	
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	100-41910-321	36.16	
					<b>Activity 41910 - Building &amp; Zoning Total:</b>	<b>91.66</b>
<b>Activity: 41940 - City Hall</b>						
MN ENERGY RESOURCES	20180911	09/18/2018	HEATING #0505105084-00001	100-41940-383	48.01	
HOMETOWN SANITATION SER	0000297772	09/04/2018	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04	
MELISSA PENAS	20181003	10/03/2018	CLEANING	100-41940-406	365.50	
SANDRA HERDER	20181003	10/03/2018	CLEANING	100-41940-406	365.50	
					<b>Activity 41940 - City Hall Total:</b>	<b>864.05</b>
<b>Activity: 42120 - Crime Control</b>						
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	100-42120-133	144.00	
INDOFF, INC	3150378	09/18/2018	SUPPLIES	100-42120-200	42.90	
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	100-42120-321	384.50	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	10.45	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.50	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.50	
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.75	

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.75
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	100-42120-322	3.75
ALPHA WIRELESS - MANKATO	697168	09/24/2018	SERVICE	100-42120-323	108.00
LEASE FINANCE PARTNERS	#3250 9-20-18	09/26/2018	SERVICE #3250	100-42120-326	287.00
DEVIN KOPPERUD	20180924	09/24/2018	EXPENSE - BCA NARC, BASIC -	100-42120-334	456.48
CORY HILLESHEIM	20181002	10/02/2018	EXPENSE - HEAT TRAINING	100-42120-334	109.55
WINDOM QUICK PRINT	20180919	09/26/2018	SUPPLIES	100-42120-350	79.85
CITY OF FAIRMONT	20180925	09/26/2018	ALUMINUM STORAGE COMPA	100-42120-404	100.00
P.M. REPAIR & DETAILING	7484	09/25/2018	MAINTENANCE	100-42120-405	70.00
P.M. REPAIR & DETAILING	7487	09/25/2018	MAINTENANCE -	100-42120-405	19.68
FLEET SERVICES DIVISION	2019020002	09/26/2018	SERVICE #A00WIN	100-42120-419	2,292.76
<b>Activity 42120 - Crime Control Total:</b>					<b>4,127.17</b>

Activity: 42220 - Fire Fighting

INDOFF, INC	3150831	09/18/2018	SUPPLIES	100-42220-200	398.95
AMERIPRIDE SERVICES INC.	2800933824	09/18/2018	SERVICE #280001722	100-42220-211	27.85
MN ENERGY RESOURCES	20180910	09/18/2018	HEATING #061635478-00001	100-42220-383	35.52
HOMETOWN SANITATION SER	0000297811	09/06/2018	GARBAGE SERVICE - EMS BUIL	100-42220-384	41.99
WINDOM FARM SERVICE	28586	10/03/2018	MAINTENANCE	100-42220-404	530.53
BUILDING SPRINKLER INC.	73843	09/24/2018	INSPECTION	100-42220-404	117.00
JOHNSON HARDWARE	7256	10/02/2018	MAINTENANCE	100-42220-405	98.69
<b>Activity 42220 - Fire Fighting Total:</b>					<b>1,250.53</b>

Activity: 43100 - Streets

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	100-43100-133	80.00
WINDOM QUICK PRINT	20180925	09/25/2018	SUPPLIES	100-43100-200	199.00
SHI INTERNATIONAL CORP	808796455	09/25/2018	MATERIALS - STREET DEPT	100-43100-215	243.00
RED ROCK QUARRY	26048	09/18/2018	STREET MATERIALS	100-43100-224	1,044.79
MAC TOOLS	D 15714	09/25/2018	TOOLS	100-43100-241	180.00
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	100-43100-321	44.47
HOMETOWN SANITATION SER	0000297773	09/06/2018	GARBAGE SERVICE - STREET D	100-43100-384	84.73
BARGEN INC	218505	09/18/2018	SERVICE #CITYWIND	100-43100-407	5,057.58
BARGEN INC	218506	09/18/2018	SERVICE - #CITYWIND	100-43100-407	3,425.80
<b>Activity 43100 - Streets Total:</b>					<b>10,359.37</b>

Activity: 43210 - Sanitation

WAYNE ERICKSON	20180926	09/26/2018	COMPOST SITE MANAGER	100-43210-307	168.00
<b>Activity 43210 - Sanitation Total:</b>					<b>168.00</b>

Activity: 45202 - Park Areas

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	100-45202-133	16.00
HOMETOWN SANITATION SER	0000297774	09/06/2018	GARBAGE SERVICE - SQUARE	100-45202-384	46.12
HOMETOWN SANITATION SER	0000297790	09/06/2018	GARBAGE SERVICE - ISLAND P	100-45202-384	20.38
HOMETOWN SANITATION SER	0000297791	09/06/2018	GARBAGE SERVICE - TEGELS P	100-45202-384	38.25
HOMETOWN SANITATION SER	0000297793	09/06/2018	GARBAGE SERVICE - KASTLE KI	100-45202-384	54.74
COLE PAPERS INC.	9465975	09/24/2018	SUPPLIES	100-45202-404	108.60
MTI DISTRIBUTING, INC	1188511-00	09/25/2018	MAINTENANCE	100-45202-405	282.69
<b>Activity 45202 - Park Areas Total:</b>					<b>566.78</b>

Fund 100 - GENERAL Total: 69,645.62

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	211-45501-133	16.00
INDOFF, INC	3151670	09/24/2018	SUPPLIES	211-45501-200	61.66
MELISSA PENAS	20181003	10/03/2018	CLEANING	211-45501-402	365.50
SANDRA HERDER	20181003	10/03/2018	CLEANING	211-45501-402	365.50
<b>Activity 45501 - Library Total:</b>					<b>808.66</b>

Fund 211 - LIBRARY Total: 808.66

Fund: 225 - AIRPORT

Activity: 45127 - Airport

BEST OIL COMPANY	17291	09/24/2018	FUEL	225-45127-264	10,484.25
SOUTHWEST MN BROADBAN	#886 9-15-18	09/18/2018	SERVICE #886 507-831-6120	225-45127-321	26.54

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SOUTH CENTRAL ELECTRIC	#367400 8-31-18	10/03/2018	#367400 #26-12-112-04	225-45127-381	195.00
SOUTH CENTRAL ELECTRIC	#367403 8-31-18	10/03/2018	#367403 #26-12-116-04	225-45127-381	154.79
				<b>Activity 45127 - Airport Total:</b>	<b>10,860.58</b>
				<b>Fund 225 - AIRPORT Total:</b>	<b>10,860.58</b>

Fund: 230 - POOL

Activity: 45124 - Pool

RON'S ELECTRIC INC	138195	10/03/2018	MAINTENANCE	230-45124-404	57.00
HORIZON CHEMICAL CO. INC	180702031	10/02/2018	PUMP FOR SLIDE	230-45124-404	996.09
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018 - POO	230-45124-480	-75.00
				<b>Activity 45124 - Pool Total:</b>	<b>978.09</b>
				<b>Fund 230 - POOL Total:</b>	<b>978.09</b>

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

EMSRB	502784	09/25/2018	MNSTAR FORMS #21	235-42153-217	234.00
EMS CUSTOM EDUCATION LL	1066	09/24/2018	EMT COURSE - DAN MESNER	235-42153-308	1,150.00
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	235-42153-321	108.48
EXPERT T BILLING	4909	10/02/2018	SERVICE	235-42153-326	2,295.00
LONDON JOHNSON	20180926	09/26/2018	EXPENSE - AMBULANCE	235-42153-331	57.56
STACEY BOTTELBERGHE	20181003	10/03/2018	MILEAGE - MEMSA CONF	235-42153-331	57.56
BUCKWHEAT JOHNSON	20180924	09/24/2018	EXPENSE - AMBULANCE	235-42153-334	19.35
JUSTIN HARRINGTON	20180925	09/25/2018	EXPENSE - AMBULANCE	235-42153-334	64.86
JORDAN BUSSA	20180925	09/25/2018	EXPENSE - AMBULANCE	235-42153-334	15.72
LONDON JOHNSON	20180925	09/25/2018	EXPENSE - AMBULANCE	235-42153-334	53.28
MEGAN BRAMSTEDT	20180925	09/25/2018	EXPENSE - AMBULANCE	235-42153-334	100.62
MN ENERGY RESOURCES	20180910	09/18/2018	HEATING #061635478-00001	235-42153-383	23.69
HOMETOWN SANITATION SER	0000297811	09/06/2018	GARBAGE SERVICE - EMS BUIL	235-42153-384	28.00
P.M. REPAIR & DETAILING	7451	09/18/2018	SERVICE - #29	235-42153-405	119.44
AMERIPRIDE SERVICES INC.	2800933824	09/18/2018	SERVICE #280001722	235-42153-406	18.54
BUILDING SPRINKLER INC.	73843	09/24/2018	INSPECTION	235-42153-406	78.00
				<b>Activity 42153 - Ambulance Total:</b>	<b>4,424.10</b>
				<b>Fund 235 - AMBULANCE Total:</b>	<b>4,424.10</b>

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	250-46520-133	24.00
INDOFF, INC	3148926	09/18/2018	SUPPLIES	250-46520-200	3.74
CENTURY BUSINESS PRODUCT	438234	09/18/2018	SUPPLIES	250-46520-200	51.48
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	250-46520-321	26.82
DREW HAGE	20180924	09/26/2018	EXPENSE - SPEC HOUSES	250-46520-331	89.93
WINDOM THEATER, INC.	20180926	09/26/2018	HOLIDAY MOVIES - EDA OF WI	250-46520-340	50.00
CITIZEN PUBLISHING CO	20180930	10/02/2018	ADVERTISING	250-46520-340	468.80
CITIZEN PUBLISHING CO	20180930	10/02/2018	ADVERTISING	250-46520-350	79.50
FEDERATED RURAL ELECTRIC	#112954 1-28-18	02/02/2018	SERVICE #112954	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 3-28-18	04/03/2018	#112954 -	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 4-28-18	05/04/2018	SERVICE #112954	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 5-28-18	06/05/2018	#112954	250-46520-381	14.00
FEDERATED RURAL ELECTRIC	#112954 7-28-18	08/07/2018	#112954 SERVICE	250-46520-381	14.00
FEDERATED RURAL ELECTRIC	#112954 8-28-18	09/05/2018	SERVICE #112954	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 9-28-18	10/02/2018	SERVICE #112954	250-46520-381	6.00
FEDERATED RURAL ELECTRIC	#112954 10-28-17	12/20/2017	CREDIT GIVEN -ADJ RETIRME	250-46520-381	-170.74
FEDERATED RURAL ELECTRIC	#112954 10-28-17A	12/20/2017	SERVICE #112954 10-28-17	250-46520-381	14.74
FEDERATED RURAL ELECTRIC	#112954 11-28-17	12/20/2017	SERVICE #112954 11-28-17	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 12-28-17	12/31/2017	SERVICE #112954	250-46520-381	15.00
FEDERATED RURAL ELECTRIC	#112954 6-28-18	07/05/2018	SERVICE #112954	250-46520-381	14.00
FEDERATED RURAL ELECTRIC	112954 2-28-18	03/02/2018	SERVICE #112954 2/28/28	250-46520-381	15.00
CITIZEN PUBLISHING CO	20181002	10/02/2018	SUBSCRIPTION - EDA OF WIN	250-46520-433	49.00
DAVID A SWENSON CONSTRU	282	09/18/2018	BIOLOGS	250-46520-439	951.70
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0070	250-46520-462	212.54
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0100	250-46520-462	553.10

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0060	250-46520-462	442.32
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #08-012-0500	250-46520-462	909.00
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX - #25-839-007	250-46520-462	50.00
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX - 25-839-0075	250-46520-462	10,777.00
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0010	250-46520-462	444.78
<b>Activity 46520 - EDA Total:</b>					<b>15,180.71</b>
<b>Fund 250 - EDA GENERAL Total:</b>					<b>15,180.71</b>

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	#367404 8-31-18	10/03/2018	#367404 #26-24-123-04	254-46520-381	119.74
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0010	254-46520-462	537.22
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0070	254-46520-462	102.46
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0130	254-46520-462	92.00
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0100	254-46520-462	450.90
COTTONWOOD CO AUD/TREA	20180618	06/19/2018	PROPERTY TAX #25-556-0060	254-46520-462	222.68
<b>Activity 46520 - EDA Total:</b>					<b>1,525.00</b>
<b>Fund 254 - NORTH IND PARK Total:</b>					<b>1,525.00</b>

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

SEH	355635	09/25/2018	FEMA FLOODPLAIN DATA	401-49950-500	1,399.72
<b>Activity 49950 - Capital Outlay Total:</b>					<b>1,399.72</b>
<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>					<b>1,399.72</b>

Fund: 601 - WATER

Activity: 49400 - Water

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	601-49400-133	32.00
HAWKINS, INC	4356788	09/18/2018	CHEMICALS	601-49400-216	3,298.68
MN VALLEY TESTING	937427	09/18/2018	TESTING	601-49400-310	67.50
GOPHER STATE ONE CALL	8080819	09/18/2018	LOCATES	601-49400-321	26.31
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	601-49400-321	96.32
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	POSTAGE	601-49400-322	228.23
FEDERAL EXPRESS CORP	6-319-03771	10/03/2018	#1702-5771-5 - FREIGHT	601-49400-322	57.19
HP DATAONE, LLC	20180925	09/26/2018	9TH IN 2018	601-49400-326	1,328.13
INNOVATIVE SYSTEMS LLC	38813	09/04/2018	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	38838	09/05/2018	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	PROCESSING	601-49400-326	191.52
CITIZEN PUBLISHING CO	20180930	10/02/2018	ADVERTISING	601-49400-340	180.00
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	INSERTS	601-49400-350	6.57
FEDERATED RURAL ELECTRIC	#112843 9-28-18	10/02/2018	SERVICE #112843	601-49400-381	24.00
MN ENERGY RESOURCES	20180912A	09/18/2018	HEATING #0505923431-00001	601-49400-383	579.95
WENCK ASSOCIATES, INC.	11806097	09/26/2018	WINDOM LANDFILL	601-49400-386	1,143.49
WERNER ELECTRIC	S0009945600.001	10/03/2018	WATER TOWER LIGHTS	601-49400-402	1,392.40
MILBANK WINWATER WORKS	153623 00	10/03/2018	SUPPLIES - METER FOR AMERI	601-49400-480	543.03
<b>Activity 49400 - Water Total:</b>					<b>10,473.32</b>
<b>Activity: 49980 - Debt Service</b>					
KUNDEL INDUSTRIES INC	1062	10/02/2018	NEW EQUIPMENT -	601-49980-720	3,391.24
<b>Activity 49980 - Debt Service Total:</b>					<b>3,391.24</b>
<b>Fund 601 - WATER Total:</b>					<b>13,864.56</b>

Fund: 602 - SEWER

BOLTON & MENK, INC.	0220854	09/26/2018	WINDOM/WWTF IMPROVEM	602-16300	75,000.00
<b>Activity: 49450 - Sewer</b>					
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	602-49450-133	64.00
HAWKINS, INC	4362018	09/24/2018	CHEMICALS	602-49450-216	154.50
TEXAS REFINERY CORP	159542	09/25/2018	TESTING	602-49450-310	160.60
MN VALLEY TESTING	935956	09/05/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	936900	09/18/2018	TESTING	602-49450-310	214.40
MN VALLEY TESTING	937047	09/18/2018	TESTING	602-49450-310	158.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	937763	09/18/2018	TESTING	602-49450-310	214.40
GOPHER STATE ONE CALL	8080819	09/18/2018	LOCATES	602-49450-321	26.33
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	602-49450-321	71.71
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	602-49450-322	7.50
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	POSTAGE	602-49450-322	228.23
HP DATAONE, LLC	20180925	09/26/2018	9TH IN 2018	602-49450-326	1,328.12
INNOVATIVE SYSTEMS LLC	38813	09/04/2018	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	38838	09/05/2018	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	PROCESSING	602-49450-326	191.52
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	INSERTS	602-49450-350	6.57
SOUTH CENTRAL ELECTRIC	#367405 8-31-18	10/03/2018	#367405 #26-24-125-04	602-49450-381	50.00
MN ENERGY RESOURCES	20180911A	09/18/2018	HEATING #0506746718-00001	602-49450-383	35.73
MN ENERGY RESOURCES	20180912B	09/18/2018	HEATING #0504488160-00001	602-49450-383	49.31
HOMETOWN SANITATION SER	0000297776	09/05/2018	GARBAGE SERVICE - WASTEW	602-49450-384	85.04
WINDOM TOWING LLC	6815	09/25/2018	SERVICE	602-49450-404	20.00
COALITION OF GREATER MN C	20180801A	10/02/2018	2019 CGMC VOLUNTARY ASSE	602-49450-480	1,000.00
				<b>Activity 49450 - Sewer Total:</b>	<b>5,502.76</b>

## Activity: 49980 - Debt Service

KUNDEL INDUSTRIES INC	1062	10/02/2018	NEW EQUIPMENT -	602-49980-720	3,391.24
				<b>Activity 49980 - Debt Service Total:</b>	<b>3,391.24</b>
				<b>Fund 602 - SEWER Total:</b>	<b>83,894.00</b>

## Fund: 604 - ELECTRIC

RESCO	725106-01	09/25/2018	INVENTORY	604-14200	220.85
CONDUCTOR POWER LLC	18-0055-007	09/26/2018	SUBSTATION	604-16300	29,527.90
UTILITIES PLUS ENERGY SERVI	601054	09/26/2018	NEW SUBSTATION	604-16300	9,705.00
KUNDEL INDUSTRIES INC	1062	10/02/2018	NEW EQUIPMENT -	604-16400	22,608.25
KUNDEL INDUSTRIES INC	1062	10/02/2018	NEW EQUIPMENT -	604-39200	-6,782.48
					<b>55,279.52</b>

## Activity: 49550 - Electric

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	604-49550-133	112.00
AMAZON CAPITAL SERVICES, I	1D7V-FVXQ-NMR3	09/25/2018	ACCT #A2QOYJ8ZLN2YT - SU	604-49550-200	68.99
BORDER STATES	916177870	09/25/2018	UNIFORMS	604-49550-218	133.06
BORDER STATES	916177871	09/25/2018	UNIFORMS	604-49550-218	69.50
BORDER STATES	916221413	10/02/2018	UNIFORMS	604-49550-218	401.74
CMP - CENTRAL MUNICIPAL P	6413	09/18/2018	ENERGY	604-49550-263	155,313.87
CMP - CENTRAL MUNICIPAL P	6413	09/18/2018	TRANSMISSION	604-49550-263	156,101.33
GOPHER STATE ONE CALL	8080819	09/18/2018	LOCATES	604-49550-321	26.33
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	604-49550-321	121.51
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	604-49550-322	7.60
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	POSTAGE	604-49550-322	228.23
HP DATAONE, LLC	20180925	09/26/2018	9TH IN 2018	604-49550-326	1,328.12
INNOVATIVE SYSTEMS LLC	38813	09/04/2018	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	38838	09/05/2018	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	PROCESSING	604-49550-326	191.52
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	INSERTS	604-49550-350	6.58
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	INSERTS	604-49550-350	140.25
MN ENERGY RESOURCES	20180912D	09/25/2018	HEATING #0506419706-00001	604-49550-383	48.01
HOMETOWN SANITATION SER	0000297777	09/06/2018	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
TRUCK UTILITIES	0328952	10/03/2018	MAINTENANCE	604-49550-405	2,207.73
JORDAN BUSSA	002	10/03/2018	CLEANING - SEPT 2018	604-49550-406	184.60
RAGE INC - CAMPUS CLEANER	09-010916	09/24/2018	SERVICE - POWER PLANT	604-49550-406	34.17
TRAFFIC CONTROL CORP	108467	09/25/2018	MAINTENANCE	604-49550-408	141.00
ELECTRIC FUND	204	10/02/2018	EL - DISTRIBUTION	604-49550-408	696.73
ELECTRIC FUND	205	10/02/2018	EL - TRUCK STOCK	604-49550-408	48.29
RETROFIT RECYCLING, INC	0100537-IN	09/18/2018	CONSERVATION	604-49550-450	78.38
JAMES D MILLER DDS	20181002	10/02/2018	ENERGY REBATE	604-49550-450	228.82
CMP - CENTRAL MUNICIPAL P	6413	09/18/2018	CONSERVATION	604-49550-450	2,501.13

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Payment Dates: 09/25/2018 - 10/04/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MISSOURI RIVER ENERGY SER	SM00000004879	09/25/2018	CONSERVATION	604-49550-450	2,391.20
				<b>Activity 49550 - Electric Total:</b>	<b>324,640.34</b>
				<b>Fund 604 - ELECTRIC Total:</b>	<b>379,919.86</b>

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	609-49751-133	32.00
TOWNSEND PRICING, INC	0394292-IN	10/03/2018	MERCHANDISE	609-49751-200	96.08
RAGE INC - CAMPUS CLEANER	09-010462	09/18/2018	SERVICE - RIVER BEND LIQ	609-49751-211	51.78
AH HERMEL COMPANY	731554	09/18/2018	MERCHANDISE	609-49751-217	104.33
VINOCOPIA, INC	0214902-IN	09/18/2018	MERCHANDISE	609-49751-251	902.46
BREAKTHRU BEVERAGE MN	1080854092	09/18/2018	MERCHANDISE	609-49751-251	2,804.89
JOHNSON BROS.	1097827	09/18/2018	MERCHANDISE	609-49751-251	85.80
JOHNSON BROS.	1097829	09/18/2018	MERCHANDISE	609-49751-251	1,796.00
JOHNSON BROS.	1102552	09/18/2018	MERCHANDISE	609-49751-251	735.99
SOUTHERN GLAZER'S OF MN	1726294	09/18/2018	MERCHANDISE	609-49751-251	1,436.42
SOUTHERN GLAZER'S OF MN	1728889	09/18/2018	MERCHANDISE	609-49751-251	2,546.42
PAUSTIS WINE COMPANY	23377	09/18/2018	MERCHANDISE	609-49751-251	131.00
PHILLIPS WINE & SPIRITS	2418450	09/18/2018	MERCHANDISE	609-49751-251	3,735.12
SOUTHERN GLAZER'S OF MN	5033515	09/10/2018	MERCHANDISE	609-49751-251	343.00
BEVERAGE WHOLESALERS	024860	09/24/2018	MERCHANDISE	609-49751-252	8,657.40
BEVERAGE WHOLESALERS	025569	10/02/2018	MERCHANDISE	609-49751-252	157.65
BREAKTHRU BEVERAGE MN	1080854093	09/18/2018	MERCHANDISE	609-49751-252	130.50
ARTISAN BEER COMPANY	3289732	09/18/2018	MERCHANDISE	609-49751-252	230.40
ARTISAN BEER COMPANY	3290990	09/18/2018	MERCHANDISE	609-49751-252	114.00
DOLL DISTRIBUTING, LLC	519363	09/18/2018	MERCHANDISE	609-49751-252	5,748.25
DOLL DISTRIBUTING, LLC	523782	09/24/2018	MERCHANDISE	609-49751-252	7,451.70
DOLL DISTRIBUTING, LLC	530009	10/02/2018	CREDIT - MERCHANDISE	609-49751-252	3,126.20
DOLL DISTRIBUTING, LLC	530043	10/02/2018	MERCHANDISE	609-49751-252	212.25
VINOCOPIA, INC	0214902-IN	09/18/2018	MERCHANDISE	609-49751-253	88.00
BREAKTHRU BEVERAGE MN	1080854092	09/18/2018	MERCHANDISE	609-49751-253	424.00
JOHNSON BROS.	1097828	09/18/2018	MERCHANDISE	609-49751-253	324.28
JOHNSON BROS.	1097830	09/18/2018	MERCHANDISE	609-49751-253	992.15
JOHNSON BROS.	1102553	09/18/2018	MERCHANDISE	609-49751-253	660.30
SOUTHERN GLAZER'S OF MN	1728890	09/18/2018	MERCHANDISE	609-49751-253	210.00
PAUSTIS WINE COMPANY	23376	09/18/2018	MERCHANDISE	609-49751-253	72.00
PHILLIPS WINE & SPIRITS	2418451	09/18/2018	MERCHANDISE	609-49751-253	140.00
JOHNSON BROS.	500515	09/26/2018	CREDIT - MERCHANDISE	609-49751-253	-36.00
JOHNSON BROS.	501052	09/26/2018	CREDIT - MERCHANDISE	609-49751-253	-2.67
SOUTHERN GLAZER'S OF MN	5033516	09/10/2018	MERCHANDISE	609-49751-253	128.00
PBC - PEPSI BEVERAGES COM	01208962	09/04/2018	MERCHANDISE	609-49751-254	505.12
BEVERAGE WHOLESALERS	025915	10/02/2018	MERCHANDISE	609-49751-254	16,918.30
BREAKTHRU BEVERAGE MN	1080854092	09/18/2018	MERCHANDISE	609-49751-254	134.00
JOHNSON BROS.	1097828	09/18/2018	MERCHANDISE	609-49751-254	32.00
AH HERMEL COMPANY	731554	09/18/2018	MERCHANDISE	609-49751-254	60.02
RED BULL DISTRIBUTION CO, I	K-35146081	09/25/2018	MERCHANDISE	609-49751-254	257.20
RED BULL DISTRIBUTION CO, I	K-35146082	09/25/2018	CREDIT - MERCHANDISE	609-49751-254	-34.40
ARCTIC GLACIER U.S.A. INC	1952825504	09/18/2018	MERCHANDISE	609-49751-257	236.31
PHILLIPS WINE & SPIRITS	2418451	09/18/2018	MERCHANDISE	609-49751-259	23.50
AH HERMEL COMPANY	731554	09/18/2018	MERCHANDISE	609-49751-261	61.14
VINOCOPIA, INC	0214902-IN	09/18/2018	MERCHANDISE	609-49751-333	14.00
TOWNSEND PRICING, INC	0394292-IN	10/03/2018	MERCHANDISE	609-49751-333	6.27
BREAKTHRU BEVERAGE MN	1080854092	09/18/2018	MERCHANDISE	609-49751-333	73.29
JOHNSON BROS.	1097827	09/18/2018	MERCHANDISE	609-49751-333	1.97
JOHNSON BROS.	1097828	09/18/2018	MERCHANDISE	609-49751-333	16.09
JOHNSON BROS.	1097829	09/18/2018	MERCHANDISE	609-49751-333	48.72
JOHNSON BROS.	1097830	09/18/2018	MERCHANDISE	609-49751-333	17.40
JOHNSON BROS.	1102552	09/18/2018	MERCHANDISE	609-49751-333	8.70
JOHNSON BROS.	1102553	09/18/2018	MERCHANDISE	609-49751-333	18.27
SOUTHERN GLAZER'S OF MN	1726293	09/18/2018	MERCHANDISE	609-49751-333	5.29
SOUTHERN GLAZER'S OF MN	1726294	09/18/2018	MERCHANDISE	609-49751-333	1.678

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	1728889	09/18/2018	MERCHANDISE	609-49751-333	49.43
SOUTHERN GLAZER'S OF MN	1728890	09/18/2018	MERCHANDISE	609-49751-333	10.25
ARCTIC GLACIER U.S.A. INC	1952825504	09/18/2018	MERCHANDISE	609-49751-333	1.00
PAUSTIS WINE COMPANY	23376	09/18/2018	MERCHANDISE	609-49751-333	5.25
PAUSTIS WINE COMPANY	23377	09/18/2018	MERCHANDISE	609-49751-333	1.75
PHILLIPS WINE & SPIRITS	2418450	09/18/2018	MERCHANDISE	609-49751-333	44.51
PHILLIPS WINE & SPIRITS	2418451	09/18/2018	MERCHANDISE	609-49751-333	6.96
JOHNSON BROS.	500515	09/26/2018	CREDIT - MERCHANDISE	609-49751-333	-1.74
JOHNSON BROS.	501052	09/26/2018	CREDIT - MERCHANDISE	609-49751-333	-0.15
SOUTHERN GLAZER'S OF MN	5033515	09/10/2018	MERCHANDISE	609-49751-333	4.10
SOUTHERN GLAZER'S OF MN	5033516	09/10/2018	MERCHANDISE	609-49751-333	2.05
AH HERMEL COMPANY	731554	09/18/2018	MERCHANDISE	609-49751-333	4.95
CITIZEN PUBLISHING CO	20180930	10/02/2018	ADVERTISING	609-49751-340	862.50
UAC	647867	10/03/2018	ADVERTISING	609-49751-340	609.95
MN ENERGY RESOURCES	20180912C	09/25/2018	HEATING #0507314125-00001	609-49751-383	52.47
HOMETOWN SANITATION SER	0000297775	09/04/2018	GARBAGE SERVICE - RIVER BE	609-49751-384	139.00

Activity 49751 - Liquor Store Total: 57,589.55

Fund 609 - LIQUOR STORE Total: 57,589.55

Fund: 614 - TELECOM

CALIX	1376136	09/18/2018	CORE UPGRADE - INVENTORY	614-16400	6,787.60
eNETWORK SUPPLY LLC	16841	09/18/2018	INVENTORY - CORE UPGRADE	614-16400	282.21
					<b>7,069.81</b>

Activity: 49870 - Telecom

NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	614-49870-133	80.00
RAGE INC - CAMPUS CLEANER	09-010919	09/18/2018	SERVICE - WINDOM NET	614-49870-211	21.33
AMAZON CAPITAL SERVICES, I	13XM-349X-4HTT	09/26/2018	ACCT #A2Q0YJ8ZNZN2YT - SM	614-49870-241	98.00
AMAZON CAPITAL SERVICES, I	14D1-NGVT-R1YP	09/26/2018	ACCT #A2Q0YJ8ZNZN2YT - SM	614-49870-241	8.89
INTERSTATE TRS FUND	82580795054	09/26/2018	ASSESSMENT FOR 499-A FILIN	614-49870-304	269.20
GOPHER STATE ONE CALL	8080819	09/18/2018	LOCATES	614-49870-321	26.33
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	614-49870-321	262.43
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	614-49870-322	2.30
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	614-49870-322	1.15
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	614-49870-322	1.15
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	POSTAGE	614-49870-322	228.23
HP DATAONE, LLC	20180925	09/26/2018	9TH IN 2018	614-49870-326	1,328.13
INNOVATIVE SYSTEMS LLC	38813	09/04/2018	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	38838	09/05/2018	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	38838	09/05/2018	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	PROCESSING	614-49870-326	191.52
ICONECTIV	L-10024975	09/24/2018	SERVICE	614-49870-326	57.19
INNOVATIVE SYSTEMS LLC	39096	09/18/2018	INSERTS	614-49870-350	6.58
MN ENERGY RESOURCES	20180910B	09/18/2018	HEATING #0507509833-00001	614-49870-383	53.03
HOMETOWN SANITATION SER	0000297778	09/05/2018	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
MLB NETWORK	108681	09/18/2018	SUBSCRIBER	614-49870-442	516.06
NATIONAL CABLE TV COOP	18090554	10/03/2018	SUBSCRIBER	614-49870-442	52,962.51
TOWER DISTRIBUTION COMP	704004	09/18/2018	SUBSCRIBER	614-49870-442	342.58
SHOWTIME NETWORKS INC	9002731-0818	09/18/2018	SUBSCRIBER	614-49870-442	313.25
UNIVERSAL SERVICE ADMIN C	UBDI0000999788	10/03/2018	499A CONTRIBUTION	614-49870-443	1,377.13
NORTH AMERICAN NUMBERI	IN094544	09/25/2018	ANNUAL FEE - #825807	614-49870-444	25.00
MANKATO NETWORKS, LLC	388265	09/18/2018	SERVICE	614-49870-447	1,813.39
MANKATO NETWORKS, LLC	388289	09/18/2018	SERVICE	614-49870-447	200.00
JEFFREY DAHNA	20180924	09/26/2018	INTERNET SUPPORT - APRIL-J	614-49870-448	100.50
JEREMY ROLFES	20180924	09/24/2018	EXPENSE - INTERNET SUPPOR	614-49870-448	57.94
SWWC - SOUTHWEST WEST C	58604	09/05/2018	ON-CALL SUPPORT - SERVICE	614-49870-448	950.00
CENTURY LINK	507-831-1075-104 9-16-18	09/26/2018	SERVICE #507-831-1075-104	614-49870-451	73.37
SOUTHWEST MN BROADBAN	20181003	10/03/2018	QVC COMMISSION-AUG 2018	614-49870-480	65.80
NATIONAL CABLE TV COOP	SI-592966	09/25/2018	SUPPLIES FOR SMBS	614-49870-480	181.55

Activity 49870 - Telecom Total: 65,930.56

Fund 614 - TELECOM Total: 73,000.37

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Payment Dates: 09/25/2018 - 10/04/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 615 - ARENA</b>					
Activity: 49850 - Arena					
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	615-49850-133	32.00
JERRY'S REPAIR	9181	10/02/2018	OPERATING SUPPLIES	615-49850-217	182.00
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	615-49850-321	58.16
MN ENERGY RESOURCES	20180913	10/03/2018	HEATING #0504094426-00001	615-49850-383	127.39
HOMETOWN SANITATION SER	0000297779	09/05/2018	GARBAGE SERVICE - ARENA	615-49850-384	130.88
RON'S ELECTRIC INC	138352	10/03/2018	MAINTENANCE	615-49850-402	57.00
RON'S ELECTRIC INC	138218	10/03/2018	MAINTENANCE	615-49850-406	171.00
NEGEN CONSTRUCTION LLC	20180915	10/03/2018	MAINTENANCE	615-49850-406	81.50
COTTONWOOD CO AGRICULT	20181002	10/02/2018	BUILDING RENTAL-FALL-WINT	615-49850-412	5,000.00
Activity 49850 - Arena Total:					<b>6,569.93</b>
Fund 615 - ARENA Total:					<b>6,569.93</b>
<b>Fund: 617 - M/P CENTER</b>					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	617-49860-133	16.00
SECR REV FUND/CITY OF WD	20180925	09/26/2018	PETTY CASH - SEP 2018	617-49860-217	15.00
VERIZON WIRELESS	9814996675	10/03/2018	TELEPHONE	617-49860-321	40.82
MN ENERGY RESOURCES	20180910A	09/18/2018	HEATING #0504542703-00001	617-49860-383	48.01
MN ENERGY RESOURCES	20180912	09/18/2018	HEATING #0503741572-00001	617-49860-383	96.67
HOMETOWN SANITATION SER	0000297780	09/04/2018	GARBAGE SERVICE - COMM C	617-49860-384	103.03
HANSON PLUMBING	5539	09/24/2018	SERVICE	617-49860-404	1,980.34
RAGE INC - CAMPUS CLEANER	09-010918	09/18/2018	SERVICE - COMM CENTER	617-49860-406	59.50
B.C. JOHNSON CONSTRUCTIO	20180822	09/25/2018	SHEET ROCK PATCHING	617-49860-406	460.00
Activity 49860 - M/P Center Total:					<b>2,819.37</b>
Fund 617 - M/P CENTER Total:					<b>2,819.37</b>
<b>Fund: 700 - PAYROLL</b>					
Internal Revenue Service-Payr	INV0001467	09/28/2018	Federal Tax Withholding	700-21701	9,530.29
MN Department of Revenue -	INV0001466	09/28/2018	State Withholding	700-21702	4,675.98
Internal Revenue Service-Payr	INV0001468	09/28/2018	Social Security	700-21703	12,074.04
MN Pera	INV0001460	09/28/2018	PERA	700-21704	13,084.70
MN Pera	INV0001461	09/28/2018	PERA	700-21704	6,222.73
MN Pera	INV0001462	09/28/2018	PERA	700-21704	794.12
MN State Deferred	INV0001463	09/28/2018	Deferred Compensation	700-21705	5,344.11
MN State Deferred	INV0001464	09/28/2018	Deferred Roth	700-21705	535.00
Internal Revenue Service-Payr	INV0001465	09/28/2018	Medicare Withholding	700-21711	3,463.24
SELECTACCOUNT	1275397	09/25/2018	FLEX SPENDING	700-21712	182.94
SELECTACCOUNT	38806163	10/03/2018	FLEX SPENDING	700-21712	231.62
AFLAC	311837	09/18/2018	INSURANCE - AUG 2018 - AFT	700-21715	204.00
AFLAC	311837	09/18/2018	INSURANCE - AUG 2018 - PRE	700-21716	492.28
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	700-21718	16.00
NCPERS MINNESOTA	#84461018 9-21-18	10/03/2018	INSURANCE #844600 - OCT 20	700-21718	16.00
					<b>56,867.05</b>
Fund 700 - PAYROLL Total:					<b>56,867.05</b>
Grand Total:					<b>779,347.17</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	69,645.62
211 - LIBRARY	808.66
225 - AIRPORT	10,860.58
230 - POOL	978.09
235 - AMBULANCE	4,424.10
250 - EDA GENERAL	15,180.71
254 - NORTH IND PARK	1,525.00
401 - GENERAL CAPITAL PROJECTS	1,399.72
601 - WATER	13,864.56
602 - SEWER	83,894.00
604 - ELECTRIC	379,919.86
609 - LIQUOR STORE	57,589.55
614 - TELECOM	73,000.37
615 - ARENA	6,569.93
617 - M/P CENTER	2,819.37
700 - PAYROLL	56,867.05
<b>Grand Total:</b>	<b>779,347.17</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-33431	State Aid - Fire Relief	48,243.86
100-41110-350	Printing & Design	75.00
100-41110-491	Payments to Other Orga	3,225.96
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	179.40
100-41310-321	Telephone	46.16
100-41310-322	Postage	20.65
100-41310-331	Travel Expense	239.09
100-41310-433	Dues & Subscriptions	26.50
100-41310-480	Other Miscellaneous	81.44
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	31.50
100-41910-321	Telephone	36.16
100-41940-383	Gas Utility	48.01
100-41940-384	Refuse Disposal	85.04
100-41940-406	Repairs & Maint - Groun	731.00
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	42.90
100-42120-321	Telephone	384.50
100-42120-322	Postage	32.45
100-42120-323	Radio Units	108.00
100-42120-326	Data Processing	287.00
100-42120-334	Meals/Lodging	566.03
100-42120-350	Printing & Design	79.85
100-42120-404	Repairs & Maint - M&E	100.00
100-42120-405	Repairs & Maint - Vehicl	89.68
100-42120-419	Vehicle Lease	2,292.76
100-42220-200	Office Supplies	398.95
100-42220-211	Cleaning Supplies	27.85
100-42220-383	Gas Utility	35.52
100-42220-384	Refuse Disposal	41.99
100-42220-404	Repairs & Maint - M&E	647.53
100-42220-405	Repairs & Maint - Vehicl	98.69
100-43100-133	Employer Paid Insurance	80.00
100-43100-200	Office Supplies	199.00
100-43100-215	Materials & Equipment	243.00
100-43100-224	Street Maint Materials	1,044.79

## Account Summary

Account Number	Account Name	Payment Amount
100-43100-241	Small Tools	180.00
100-43100-321	Telephone	44.47
100-43100-384	Refuse Disposal	84.73
100-43100-407	Repairs & Maint - Seal C	8,483.38
100-43210-307	Management Fees	168.00
100-45202-133	Employer Paid Insurance	16.00
100-45202-384	Refuse Disposal	159.49
100-45202-404	Repairs & Maint - M&E	108.60
100-45202-405	Repairs & Maint - Vehicl	282.69
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	61.66
211-45501-402	Repairs & Maint - Struct	731.00
225-45127-264	Merchandise For Resale	10,484.25
225-45127-321	Telephone	26.54
225-45127-381	Electric Utility	349.79
230-45124-404	Repairs & Maint - M&E	1,053.09
230-45124-480	Other Miscellaneous	-75.00
235-42153-217	Other Operating Supplie	234.00
235-42153-308	Training & Registrations	1,150.00
235-42153-321	Telephone	108.48
235-42153-326	Data Processing	2,295.00
235-42153-331	Travel Expense	115.12
235-42153-334	Meals/Lodging	253.83
235-42153-383	Gas Utility	23.69
235-42153-384	Refuse Disposal	28.00
235-42153-405	Repairs & Maint - Vehicl	119.44
235-42153-406	Repairs & Maint - Groun	96.54
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	55.22
250-46520-321	Telephone	26.82
250-46520-331	Travel Expense	89.93
250-46520-340	Advertising & Promotion	518.80
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	-3.00
250-46520-433	Dues & Subscriptions	49.00
250-46520-439	Special Projects	951.70
250-46520-462	Real Estate Taxes	13,388.74
254-46520-381	Electric Utility	119.74
254-46520-462	Real Estate Taxes	1,405.26
401-49950-500	Capital Outlay - Office	1,399.72
601-49400-133	Employer Paid Insurance	32.00
601-49400-216	Chemicals and Chemical	3,298.68
601-49400-310	Lab Testing	67.50
601-49400-321	Telephone	122.63
601-49400-322	Postage	285.42
601-49400-326	Data Processing	2,797.65
601-49400-340	Advertising & Promotion	180.00
601-49400-350	Printing & Design	6.57
601-49400-381	Electric Utility	24.00
601-49400-383	Gas Utility	579.95
601-49400-386	Landfill	1,143.49
601-49400-402	Repairs & Maint - Struct	1,392.40
601-49400-480	Other Miscellaneous	543.03
601-49980-720	Transfers - Debt Service	3,391.24
602-16300	Improvements Other Th	75,000.00
602-49450-133	Employer Paid Insurance	64.00
602-49450-216	Chemicals and Chemical	154.50
602-49450-310	Lab Testing	906.20

## Account Summary

Account Number	Account Name	Payment Amount
602-49450-321	Telephone	98.04
602-49450-322	Postage	235.73
602-49450-326	Data Processing	2,797.64
602-49450-350	Printing & Design	6.57
602-49450-381	Electric Utility	50.00
602-49450-383	Gas Utility	85.04
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	20.00
602-49450-480	Other Miscellaneous	1,000.00
602-49980-720	Transfers - Debt Service	3,391.24
604-14200	Inventory	220.85
604-16300	Improvements Other Th	39,232.90
604-16400	Machinery & Equipment	22,608.25
604-39200	Interfund Transfers	-6,782.48
604-49550-133	Employer Paid Insurance	112.00
604-49550-200	Office Supplies	68.99
604-49550-218	Uniforms	604.30
604-49550-263	Merchandise for Resale -	311,415.20
604-49550-321	Telephone	147.84
604-49550-322	Postage	235.83
604-49550-326	Data Processing	3,264.54
604-49550-350	Printing & Design	146.83
604-49550-383	Gas Utility	48.01
604-49550-384	Refuse Disposal	84.75
604-49550-405	Repairs & Maint - Vehicl	2,207.73
604-49550-406	Repairs & Maint - Groun	218.77
604-49550-408	Repairs & Maint - Distrib	886.02
604-49550-450	Conservation	5,199.53
609-49751-133	Employer Paid Insurance	32.00
609-49751-200	Office Supplies	96.08
609-49751-211	Cleaning Supplies	51.78
609-49751-217	Other Operating Supplie	104.33
609-49751-251	Liquor	14,517.10
609-49751-252	Beer	19,575.95
609-49751-253	Wine	3,000.06
609-49751-254	Soft Drinks & Mix	17,872.24
609-49751-257	Ice	236.31
609-49751-259	Non- Alcoholic	23.50
609-49751-261	Other Merchandise	61.14
609-49751-333	Freight and Express	355.14
609-49751-340	Advertising & Promotion	1,472.45
609-49751-383	Gas Utility	52.47
609-49751-384	Refuse Disposal	139.00
614-16400	Machinery & Equipment	7,069.81
614-49870-133	Employer Paid Insurance	80.00
614-49870-211	Cleaning Supplies	21.33
614-49870-241	Small Tools	106.89
614-49870-304	Legal Fees	269.20
614-49870-321	Telephone	288.76
614-49870-322	Postage	232.83
614-49870-326	Data Processing	5,818.94
614-49870-350	Printing & Design	6.58
614-49870-383	Gas Utility	53.03
614-49870-384	Refuse Disposal	73.92
614-49870-442	Subscriber Fees	54,134.40
614-49870-443	Intergovernmental Fees	1,377.13
614-49870-444	License Fees	25.00
614-49870-447	Internet Expense	2,013.39

**Account Summary**

Account Number	Account Name	Payment Amount
614-49870-448	On-Call Support	1,108.44
614-49870-451	Call Completion	73.37
614-49870-480	Other Miscellaneous	247.35
615-49850-133	Employer Paid Insurance	32.00
615-49850-217	Other Operating Supplie	182.00
615-49850-321	Telephone	58.16
615-49850-383	Gas Utility	127.39
615-49850-384	Refuse Disposal	130.88
615-49850-402	Repairs & Maint - Struct	57.00
615-49850-406	Repairs & Maint - Groun	982.50
615-49850-412	Rentals - Building	5,000.00
617-49860-133	Employer Paid Insurance	16.00
617-49860-217	Other Operating Supplie	15.00
617-49860-321	Telephone	40.82
617-49860-383	Gas Utility	144.68
617-49860-384	Refuse Disposal	103.03
617-49860-404	Repairs & Maint - M&E	1,980.34
617-49860-406	Repairs & Maint - Groun	519.50
700-21701	Federal Withholding	9,530.29
700-21702	State Withholding	4,675.98
700-21703	FICA Tax Withholding	12,074.04
700-21704	PERA Contributions	20,101.55
700-21705	Retirement	5,879.11
700-21711	Medicare Tax Withholdi	3,463.24
700-21712	Flex Account	414.56
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	492.28
700-21718	Individual Insurance-NC	32.00
	<b>Grand Total:</b>	<b>779,347.17</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	779,347.17
<b>Grand Total:</b>	<b>779,347.17</b>

10/3/18  




Windom, MN

# Expense Approval Report

## By Fund

Payment Dates 10/05/2018 - 10/12/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
<b>Activity: 41110 - Mayor &amp; Council</b>					
SCHRAMEL LAW OFFICE	20181001	10/10/2018	LEGAL FEES	100-41110-304	315.00
KDOM RADIO	#0281 9-30-18	10/05/2018	ADVERTISING	100-41110-350	264.00
<b>Activity 41110 - Mayor &amp; Council Total:</b>					<b>579.00</b>
<b>Activity: 41310 - Administration</b>					
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	100-41310-217	30.25
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	100-41310-480	72.57
<b>Activity 41310 - Administration Total:</b>					<b>102.82</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
SCHRAMEL LAW OFFICE	20181001	10/10/2018	LEGAL FEES	100-41910-304	75.00
MN DEPT OF LABOR & INDUS	WINDOM 3RD Q	10/08/2018	BUILDING PERMIT SURCHARG	100-41910-443	1,409.88
COTTONWOOD CO RECORDER	P23303 - A283989	10/08/2018	P23303 A 283989	100-41910-480	46.00
<b>Activity 41910 - Building &amp; Zoning Total:</b>					<b>1,530.88</b>
<b>Activity: 41940 - City Hall</b>					
LAMPERTS YARDS, INC.	39199981	10/10/2018	MAINTENANCE	100-41940-406	18.87
<b>Activity 41940 - City Hall Total:</b>					<b>18.87</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	3117733	10/05/2018	CREDIT - MERCHANDISE	100-42120-200	-25.98
INDOFF, INC	3129321	10/05/2018	CRDIT - MERCHANDISE	100-42120-200	-21.18
INDOFF, INC	3153977	09/26/2018	SUPPLIES	100-42120-200	16.98
INDOFF, INC	3155129	09/26/2018	SUPPLIES	100-42120-200	80.42
ALPHA WIRELESS - MANKATO	697491	10/10/2018	SERVICE #00681	100-42120-323	108.00
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	100-42120-404	15.13
P.M. REPAIR & DETAILING	7568	10/03/2018	MAINTENANCE	100-42120-405	54.00
SHOPKO STORES OPERATING	04049 9-5-18	10/10/2018	#90000046130010 #4049	100-42120-480	27.96
<b>Activity 42120 - Crime Control Total:</b>					<b>255.33</b>
<b>Activity: 42220 - Fire Fighting</b>					
SCHRAMEL LAW OFFICE	20181001	10/10/2018	LEGAL FEES	100-42220-304	465.00
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	100-42220-404	24.20
<b>Activity 42220 - Fire Fighting Total:</b>					<b>489.20</b>
<b>Activity: 42700 - Animal Control</b>					
COTTONWOOD VET CLINIC	193529	10/04/2018	SERVICE	100-42700-300	11.00
COTTONWOOD VET CLINIC	193994	10/04/2018	SERVICE	100-42700-300	11.00
COTTONWOOD VET CLINIC	194140	10/04/2018	SERVICE	100-42700-300	80.00
COTTONWOOD VET CLINIC	194167	10/04/2018	SERVICE	100-42700-300	11.00
COTTONWOOD VET CLINIC	194398	10/04/2018	SERVICE	100-42700-300	11.00
COTTONWOOD VET CLINIC	194483	10/04/2018	SERVICE	100-42700-300	66.00
<b>Activity 42700 - Animal Control Total:</b>					<b>190.00</b>
<b>Activity: 43100 - Streets</b>					
SCOTT VEENKER	25356	10/10/2018	SAND FOR WINTER MIX	100-43100-224	1,938.65
MILLER SELLNER EQUIP	4484B	10/10/2018	MAINTENANCE	100-43100-404	3.94
DUININCK	533424	10/10/2018	MAINTENANCE	100-43100-407	1,301.13
DUININCK	533548	10/10/2018	MAINTENANCE	100-43100-407	1,072.82
<b>Activity 43100 - Streets Total:</b>					<b>4,316.54</b>
<b>Activity: 43210 - Sanitation</b>					
WAYNE ERICKSON	20181008	10/08/2018	COMPOST SITE MANAGER	100-43210-307	168.00
<b>Activity 43210 - Sanitation Total:</b>					<b>168.00</b>
<b>Activity: 45120 - Recreation</b>					
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	100-45120-217	15.13
<b>Activity 45120 - Recreation Total:</b>					<b>15.13</b>

## Expense Approval Report

Payment Dates: 10/05/2018 - 10/12/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Activity: 45202 - Park Areas</b>					
STAPLES OIL CO	117533	10/10/2018	FUEL	100-45202-212	986.49
LAMPERTS YARDS, INC.	39199786	10/10/2018	MAINTENANCE	100-45202-402	143.01
BRYAN ROCK PRODUCTS, INC.	31552	10/10/2018	MAINTENANCE	100-45202-406	448.42
<b>Activity 45202 - Park Areas Total:</b>					<b>1,577.92</b>
<b>Fund 100 - GENERAL Total:</b>					<b>9,243.69</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	211-45501-217	7.56
MICROMARKETING, LLC	739769	10/08/2018	BOOKS #9985	211-45501-435	232.46
<b>Activity 45501 - Library Total:</b>					<b>240.02</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>240.02</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
RED ROCK RURAL WATER	#106026 10-1-18	10/05/2018	SERVICE #106026	225-45127-200	29.00
MN DEPT OF TRANSPORTATIO	AIRPORT 2018	10/08/2018	PUBLIC USE LANDING AREA -	225-45127-217	40.00
<b>Activity 45127 - Airport Total:</b>					<b>69.00</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>69.00</b>
<b>Fund: 230 - POOL</b>					
<b>Activity: 45124 - Pool</b>					
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	230-45124-217	7.56
<b>Activity 45124 - Pool Total:</b>					<b>7.56</b>
<b>Fund 230 - POOL Total:</b>					<b>7.56</b>
<b>Fund: 235 - AMBULANCE</b>					
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	235-34205	25.00
					<b>25.00</b>
<b>Activity: 42153 - Ambulance</b>					
LEWIS FAMILY DRUG, LLC	36336	10/08/2018	OPERATING SUPPLIES	235-42153-217	2.99
WINDOM AREA HOSPITAL	734-0024-09-2018-0024	10/08/2018	NURSING SERVICE - AMBULA	235-42153-312	3,128.28
WINDOM AREA HOSPITAL	734-0024-09-2018-0024A	10/08/2018	FLU SHOTS	235-42153-312	300.00
WINDOM AREA HOSPITAL	734-0024-09-2018-0024B	10/08/2018	TB SCREENINGS	235-42153-312	200.00
ALPHA WIRELESS - MANKATO	206016	10/04/2018	SERVICE	235-42153-323	40.00
REAL TIME TRANSLATION, INC	112939	10/08/2018	SERVICE	235-42153-327	34.00
KRISTEN PORATH	20181008	10/08/2018	EXPENSE - AMBULANCE	235-42153-334	85.42
MEGAN BRAMSTEDT	20181008	10/08/2018	EXPENSE - AMBULANCE	235-42153-334	16.91
JUSTIN HARRINGTON	20181008	10/08/2018	EXPENSE - AMBULANCE	235-42153-334	65.73
LANDON JOHNSON	20181008	10/08/2018	EXPENSE - AMBULANCE	235-42153-334	107.15
LEAGUE OF MN CITIES INS TR	13055	10/08/2018	#13055 #00059258 - J. NERH	235-42153-364	250.00
ARROW MANUFACTURING IN	4740	09/24/2018	MAINTENANCE	235-42153-404	26.61
MOUNTAIN LAKE AUTOMOTI	82539	10/03/2018	#16129 - MAINT UNIT #29	235-42153-405	478.48
<b>Activity 42153 - Ambulance Total:</b>					<b>4,735.57</b>
<b>Fund 235 - AMBULANCE Total:</b>					<b>4,760.57</b>
<b>Fund: 250 - EDA GENERAL</b>					
<b>Activity: 46520 - EDA</b>					
DREW HAGE	20180928	10/05/2018	EXPENSE - MN DOT REG BIKE	250-46520-331	223.45
DREW HAGE	20181001	10/05/2018	EXPENSE - MN DOT MANUFA	250-46520-331	71.94
KATHY HANSON	20181002	10/02/2018	EXPENSE - SPEC HOUSES - STO	250-46520-331	39.24
DREW HAGE	20180928	10/05/2018	EXPENSE - MN DOT REG BIKE	250-46520-334	21.91
WINDOM AREA CHAMBER OF	20181008	10/08/2018	2018-19 MEMBERSHIP INVES	250-46520-433	260.00
WENCK ASSOCIATES, INC.	11806509	10/08/2018	B3184-0011 WHOPKO WETLA	250-46520-439	236.67
<b>Activity 46520 - EDA Total:</b>					<b>853.21</b>
<b>Activity: 49980 - Debt Service</b>					
FULDA CREDIT UNION	20181003	10/05/2018	SPEC BLDG LOAN - OCT 2018 -	250-49980-602	2,294.13
FULDA CREDIT UNION	20181003	10/05/2018	SPEC BLDG LOAN - OCT 2018 -	250-49980-612	1,065.87
<b>Activity 49980 - Debt Service Total:</b>					<b>3,360.00</b>
<b>Fund 250 - EDA GENERAL Total:</b>					<b>4,213.21</b>

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Payment Dates: 10/05/2018 - 10/12/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 401 - GENERAL CAPITAL PROJECTS</b>					
<b>Activity: 49950 - Capital Outlay</b>					
MILLER SELLNER EQUIP	09973	10/10/2018	FLOOD - TRACTOR RENTAL	401-49950-439	623.70
SCHRAMMEL LAW OFFICE	20181001	10/10/2018	LEGAL FEES - 24TH STREET DE	401-49950-506	881.00
<b>Activity 49950 - Capital Outlay Total:</b>					<b>1,504.70</b>
<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>					<b>1,504.70</b>
<b>Fund: 601 - WATER</b>					
<b>Activity: 49400 - Water</b>					
LOCATORS & SUPPLIES, INC	0270049-IN	09/26/2018	SUPPLIES	601-49400-217	87.11
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	601-49400-404	30.25
MN DEPT OF HEALTH	1170006 WINDOM	10/10/2018	QUARTERLY - WATER - CONNE	601-49400-443	3,326.00
<b>Activity 49400 - Water Total:</b>					<b>3,443.36</b>
<b>Fund 601 - WATER Total:</b>					<b>3,443.36</b>
<b>Fund: 602 - SEWER</b>					
<b>Activity: 49450 - Sewer</b>					
A & B BUSINESS	IN538079	09/04/2018	CREDIT - SUPPLIES	602-49450-200	-12.34
A & B BUSINESS	IN548559	10/08/2018	SUPPLIES	602-49450-200	54.95
HAWKINS, INC	4366991	10/02/2018	CHEMICALS	602-49450-216	1,234.50
LOCATORS & SUPPLIES, INC	0270049-IN	09/26/2018	SUPPLIES	602-49450-217	87.11
SCHRAMMEL LAW OFFICE	20181001	10/10/2018	LEGAL FEES - SIU AGREEMT/	602-49450-304	1,440.00
MN VALLEY TESTING	938130	09/25/2018	TESTING	602-49450-310	127.20
MN VALLEY TESTING	938630	09/26/2018	TESTING	602-49450-310	158.40
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	602-49450-404	24.20
SIGMA CONTROLS, INC.	026407	10/03/2018	MAINTENANCE	602-49450-408	484.95
<b>Activity 49450 - Sewer Total:</b>					<b>3,598.97</b>
<b>Fund 602 - SEWER Total:</b>					<b>3,598.97</b>
<b>Fund: 604 - ELECTRIC</b>					
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	604-11500	38.00
ELECTRIC FUND	20181010	10/10/2018	LABOR - RIVER ROAD	604-16300	14,502.57
ELECTRIC FUND	20181010A	10/10/2018	LABOR - RIVER ROAD	604-16300	15,579.18
ELECTRIC FUND	209	10/10/2018	EL - CONSTRUCT NEW #1-RIV	604-16300	33,251.27
ELECTRIC FUND	210	10/10/2018	EL - CONSTRUCT NEW #1 - RIV	604-16300	8,141.08
ELECTRIC FUND	212	10/10/2018	EL - SUBSTATION	604-16300	11.04
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	604-22000	229.37
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	604-22000	129.77
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	604-22000	4.05
MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	604-22000	27.38
					<b>71,913.71</b>
<b>Activity: 49550 - Electric</b>					
LIFELINE INC	LL-10816	09/25/2018	SUPPLIES	604-49550-217	1,369.75
ADVANCE AUTO PARTS	#091380 10-1-18	10/04/2018	MAINTENANCE	604-49550-404	7.49
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	604-49550-404	30.25
RDO EQUIPMENT CO	P75698	10/10/2018	MAINTENANCE	604-49550-404	71.19
RDO EQUIPMENT CO	W12576	09/25/2018	MAINTENANCE	604-49550-404	1,818.66
RDO EQUIPMENT CO	W1257A	09/25/2018	CREDIT - MAINTENANCE	604-49550-404	-1,818.66
ELECTRIC FUND	207	10/10/2018	EL - DISTRIBUTION	604-49550-408	69.00
ELECTRIC FUND	208	10/10/2018	EL - TRUCK STOCK	604-49550-408	39.61
ELECTRIC FUND	211	10/10/2018	EL - TRUCK STOCK	604-49550-408	39.61
J. H. LARSON	S101836843.001	09/18/2018	MAINTENANCE	604-49550-408	238.80
J. H. LARSON	S101837616.001	09/19/2018	MAINTENANCE	604-49550-408	119.40
J. H. LARSON	S101837619.001	09/19/2018	CREDIT - MAINTENANCE	604-49550-408	-79.60
ELECTRIC FUND	206	10/10/2018	EL - ELECTRIC SHOP	604-49550-409	2.33
ADVANTAGE COLLECTION PR	#3796 10-2-18	10/09/2018	#3796 COLLECTIONS - COMMI	604-49550-432	70.49
DENNIS HALL	20181004	10/04/2018	ENERGY REBATE	604-49550-450	150.00
AL PETERSON	20181004	10/04/2018	ENERGY REBATE	604-49550-450	150.00
WINDOM PROFESSIONAL OFF	20181008	10/08/2018	ENERGY REBATE	604-49550-450	170.40
MN MUNICIPAL UTILITIES ASS	51710	10/03/2018	LINEMAN COLLEGE-LEVI BUN	604-49550-480	1,670.00

## Expense Approval Report

Payment Dates: 10/05/2018 - 10/12/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AREA DEVELOPME	20181003	10/05/2018	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
				<b>Activity 49550 - Electric Total:</b>	<b>5,318.72</b>
				<b>Fund 604 - ELECTRIC Total:</b>	<b>77,232.43</b>

## Fund: 609 - LIQUOR STORE

## Activity: 49751 - Liquor Store

RAGE INC - CAMPUS CLEANER	09-011374	10/02/2018	SERVICE - RIVER BEND LIQUO	609-49751-211	48.57
BELLBOY CORP	0066068200	09/24/2018	MERCHANDISE	609-49751-251	1,168.90
BREAKTHRU BEVERAGE MN	1080860760	09/24/2018	MERCHANDISE	609-49751-251	1,531.70
JOHNSON BROS.	1108029	09/26/2018	MERCHANDISE	609-49751-251	4,963.78
PHILLIPS WINE & SPIRITS	2425538	10/03/2018	MERCHANDISE	609-49751-251	33.32
PHILLIPS WINE & SPIRITS	2425788	09/25/2018	MERCHANDISE	609-49751-251	1,180.20
BEVERAGE WHOLESALERS	027035	10/08/2018	MERCHANDISE	609-49751-252	2,470.75
JOHNSON BROS.	1108031	09/26/2018	MERCHANDISE	609-49751-252	22.99
ARTISAN BEER COMPANY	3292637	09/24/2018	MERCHANDISE	609-49751-252	173.00
DOLL DISTRIBUTING, LLC	528151	10/02/2018	MERCHANDISE	609-49751-252	13,107.95
DOLL DISTRIBUTING, LLC	530011	10/02/2018	MERCHANDISE	609-49751-252	3,349.50
DOLL DISTRIBUTING, LLC	530012	10/02/2018	MERCHANDISE	609-49751-252	44.70
BELLBOY CORP	0066068200	09/24/2018	MERCHANDISE	609-49751-253	144.00
BREAKTHRU BEVERAGE MN	1080860760	09/24/2018	MERCHANDISE	609-49751-253	920.00
BREAKTHRU BEVERAGE MN	1080860761	09/24/2018	MERCHANDISE	609-49751-253	108.00
JOHNSON BROS.	1108030	09/26/2018	MERCHANDISE	609-49751-253	3,279.86
PHILLIPS WINE & SPIRITS	2425789	09/25/2018	MERCHANDISE	609-49751-253	1,246.65
WINE MERCHANTS	7201101	09/25/2018	MERCHANDISE	609-49751-253	360.00
BREAKTHRU BEVERAGE MN	1080860760	09/24/2018	MERCHANDISE	609-49751-254	146.59
RJM DISTRIBUTING	17166	10/03/2018	MERCHANDISE	609-49751-254	157.90
DOLL DISTRIBUTING, LLC	528151	10/02/2018	MERCHANDISE	609-49751-254	14.00
BELLBOY CORP	0066068200	09/24/2018	MERCHANDISE	609-49751-333	30.00
BREAKTHRU BEVERAGE MN	1080860760	09/24/2018	MERCHANDISE	609-49751-333	63.67
BREAKTHRU BEVERAGE MN	1080860761	09/24/2018	MERCHANDISE	609-49751-333	2.00
JOHNSON BROS.	1108029	09/26/2018	MERCHANDISE	609-49751-333	96.29
JOHNSON BROS.	1108030	09/26/2018	MERCHANDISE	609-49751-333	113.65
PHILLIPS WINE & SPIRITS	2425788	09/25/2018	MERCHANDISE	609-49751-333	14.49
PHILLIPS WINE & SPIRITS	2425789	09/25/2018	MERCHANDISE	609-49751-333	57.42
WINE MERCHANTS	7201101	09/25/2018	MERCHANDISE	609-49751-333	8.70
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	609-49751-404	30.25
				<b>Activity 49751 - Liquor Store Total:</b>	<b>34,888.83</b>
				<b>Fund 609 - LIQUOR STORE Total:</b>	<b>34,888.83</b>

## Fund: 614 - TELECOM

MN DEPT OF COMMERCE	20181003	10/03/2018	2018 UNCLAIMED PROPERTY	614-11500	20.23
JACKSON COUNTY HIGHWAY	20180924	10/05/2018	CR 25 EXPANSION- PERMIT -I	614-16300	25.00
COTTONWOOD CO HWY DEPT	20180924	10/04/2018	CO ROAD 25/17 PROJECT	614-16300	250.00
INTERNAL REVENUE SERVICE	20181008	10/09/2018	EXCISE TAX POSTING - SEPT -2	614-20201	441.68
INTERNAL REVENUE SERVICE	270868393629771	10/09/2018	EXCISE TAX POSTING - OCT 20	614-20201	500.00
MN 9-1-1 PROGRAM	20181009	10/09/2018	911 SERVICE - SEPT 2018	614-20206	1,235.00
					<b>2,471.91</b>

## Activity: 49870 - Telecom

ADVANCED SYSTEMS, INC.	636186	09/24/2018	SUPPLIES	614-49870-200	46.92
AMAZON CAPITAL SERVICES, I	1P1Q-DGH6-G3W6	10/10/2018	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-211	30.48
AMAZON CAPITAL SERVICES, I	1C47-FCG1-RDRG	10/10/2018	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-217	7.99
AMAZON CAPITAL SERVICES, I	14PX-NKJ3-CWC1	10/10/2018	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-227	27.98
OLSEN THIELEN & CO.,LTD	44040	10/04/2018	SERVICE #947000	614-49870-301	637.00
KDOM RADIO	#0073 9-30-18	10/10/2018	ADVERTISING #0073	614-49870-340	100.98
WINDOM THEATER, INC.	20181010	10/10/2018	ADVERTISING -	614-49870-340	50.00
AMAZON CAPITAL SERVICES, I	1NM4-V77C-H4HW	10/10/2018	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-401	32.46
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	614-49870-404	45.38
CENTURY LINK	7242105D-D-18260	10/04/2018	#5142105DD3	614-49870-441	49.49
DISPLAY SYSTEMS INTERNATI	16541	10/02/2018	SERVICE	614-49870-442	198.44
CONFLUENT TECHNOLOGY GR	5437155641R	09/26/2018	SERVICE -	614-49870-442	270.00
E-911 - INDEPENDENT EMERG	100-0141 10-1-18	10/10/2018	SERVICE #0010143	614-49870-445	40.00

Expense Approval Report

Payment Dates: 10/05/2018 - 10/12/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WOODSTOCK COMMUNICATI	10090425	10/05/2018	SERVICE #17668-1 SPECIAL A	614-49870-445	205.10
MANKATO NETWORKS, LLC	388294	10/10/2018	SERVICE	614-49870-447	1,813.39
MANKATO NETWORKS, LLC	388302	10/10/2018	SERVICE	614-49870-447	1,843.75
HURRICANE ELECTRIC LLC	98288186-IN	10/05/2018	10 GB INTERNET MIN1 MINN	614-49870-447	1,800.00
HURRICANE ELECTRIC LLC	98288186-IN	10/05/2018	10 GB INTERNET NCC OMAHA	614-49870-447	2,300.00
COGENT COMMUNICATIONS,	CITYOFWI00001 10-1	10/10/2018	1 GB INTERNET CONN AT 511	614-49870-447	1,750.00
JEFFREY DAHNA	20181010	10/10/2018	INTERNET SUPPORT JULY-AUG	614-49870-448	100.50
<b>Activity 49870 - Telecom Total:</b>					<b>11,349.86</b>
<b>Fund 614 - TELECOM Total:</b>					<b>13,821.77</b>
<b>Fund: 615 - ARENA</b>					
<b>Activity: 49850 - Arena</b>					
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	615-49850-217	77.23
R & R SPECIALTIES	0065813-IN	10/03/2018	MAINTENANCE	615-49850-404	575.75
SCHRAMM LAW OFFICE	20181001	10/10/2018	LEGAL FEES	615-49850-439	195.00
<b>Activity 49850 - Arena Total:</b>					<b>797.98</b>
<b>Fund 615 - ARENA Total:</b>					<b>797.98</b>
<b>Fund: 617 - M/P CENTER</b>					
<b>Activity: 49860 - M/P Center</b>					
INDOFF, INC	3153978	09/26/2018	SUPPLIES	617-49860-217	23.98
KDOM RADIO	#0563 9-30-18	10/10/2018	ADVERTISING #0563 - COMM	617-49860-340	160.14
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	367496031	10/03/2018	COPIER LEASE 9/20 - 10/20	617-49860-404	15.13
<b>Activity 49860 - M/P Center Total:</b>					<b>259.25</b>
<b>Fund 617 - M/P CENTER Total:</b>					<b>259.25</b>
<b>Fund: 700 - PAYROLL</b>					
Internal Revenue Service-Payr	INV0001476	10/12/2018	Federal Tax Withholding	700-21701	9,303.33
MN Department of Revenue -	INV0001475	10/12/2018	State Withholding	700-21702	4,584.04
Internal Revenue Service-Payr	INV0001477	10/12/2018	Social Security	700-21703	11,976.22
MN Pera	INV0001469	10/12/2018	PERA	700-21704	13,203.48
MN Pera	INV0001470	10/12/2018	PERA	700-21704	5,862.55
MN Pera	INV0001471	10/12/2018	PERA	700-21704	932.10
MN State Deferred	INV0001472	10/12/2018	Deferred Compensation	700-21705	5,544.11
MN State Deferred	INV0001473	10/12/2018	Deferred Roth	700-21705	535.00
Internal Revenue Service-Payr	INV0001474	10/12/2018	Medicare Withholding	700-21711	3,397.76
					<b>55,288.59</b>
<b>Fund 700 - PAYROLL Total:</b>					<b>55,288.59</b>
<b>Grand Total:</b>					<b>209,369.93</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	9,243.69
211 - LIBRARY	240.02
225 - AIRPORT	69.00
230 - POOL	7.56
235 - AMBULANCE	4,760.57
250 - EDA GENERAL	4,213.21
401 - GENERAL CAPITAL PROJECTS	1,504.70
601 - WATER	3,443.36
602 - SEWER	3,598.97
604 - ELECTRIC	77,232.43
609 - LIQUOR STORE	34,888.83
614 - TELECOM	13,821.77
615 - ARENA	797.98
617 - M/P CENTER	259.25
700 - PAYROLL	55,288.59
<b>Grand Total:</b>	<b>209,369.93</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-41110-304	Legal Fees	315.00
100-41110-350	Printing & Design	264.00
100-41310-217	Other Operating Supplie	30.25
100-41310-480	Other Miscellaneous	72.57
100-41910-304	Legal Fees	75.00
100-41910-443	Intergovernmental Fees	1,409.88
100-41910-480	Other Miscellaneous	46.00
100-41940-406	Repairs & Maint - Groun	18.87
100-42120-200	Office Supplies	50.24
100-42120-323	Radio Units	108.00
100-42120-404	Repairs & Maint - M&E	15.13
100-42120-405	Repairs & Maint - Vehicl	54.00
100-42120-480	Other Miscellaneous	27.96
100-42220-304	Legal Fees	465.00
100-42220-404	Repairs & Maint - M&E	24.20
100-42700-300	Charges for Services	190.00
100-43100-224	Street Maint Materials	1,938.65
100-43100-404	Repairs & Maint - M&E	3.94
100-43100-407	Repairs & Maint - Seal C	2,373.95
100-43210-307	Management Fees	168.00
100-45120-217	Other Operating Supplie	15.13
100-45202-212	Motor Fuels	986.49
100-45202-402	Repairs & Maint - Struct	143.01
100-45202-406	Repairs & Maint - Groun	448.42
211-45501-217	Other Operating Supplie	7.56
211-45501-435	Books and Pamphlets	232.46
225-45127-200	Office Supplies	29.00
225-45127-217	Other Operating Supplie	40.00
230-45124-217	Other Operating Supplie	7.56
235-34205	Ambulance Revenues -	25.00
235-42153-217	Other Operating Supplie	2.99
235-42153-312	Nursing	3,628.28
235-42153-323	Radio Units	40.00
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	275.21
235-42153-364	Insurance - Worker's Co	250.00
235-42153-404	Repairs & Maint - M&E	26.61
235-42153-405	Repairs & Maint - Vehicl	478.48

## Account Summary

Account Number	Account Name	Payment Amount
250-46520-331	Travel Expense	334.63
250-46520-334	Meals/Lodging	21.91
250-46520-433	Dues & Subscriptions	260.00
250-46520-439	Special Projects	236.67
250-49980-602	Other Long-Term Obliga	2,294.13
250-49980-612	Other Interest	1,065.87
401-49950-439	Special Projects	623.70
401-49950-506	Capital Outlay - Building	881.00
601-49400-217	Other Operating Supplie	87.11
601-49400-404	Repairs & Maint - M&E	30.25
601-49400-443	Intergovernmental Fees	3,326.00
602-49450-200	Office Supplies	42.61
602-49450-216	Chemicals and Chemical	1,234.50
602-49450-217	Other Operating Supplie	87.11
602-49450-304	Legal Fees	1,440.00
602-49450-310	Lab Testing	285.60
602-49450-404	Repairs & Maint - M&E	24.20
602-49450-408	Repairs & Maint - Distrib	484.95
604-11500	Accounts Receivable	38.00
604-16300	Improvements Other Th	71,485.14
604-22000	Prepayments	390.57
604-49550-217	Other Operating Supplie	1,369.75
604-49550-404	Repairs & Maint - M&E	108.93
604-49550-408	Repairs & Maint - Distrib	426.82
604-49550-409	Repairs & Maint - Utilitie	2.33
604-49550-432	Uncollectible	70.49
604-49550-450	Conservation	470.40
604-49550-480	Other Miscellaneous	1,670.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-211	Cleaning Supplies	48.57
609-49751-251	Liquor	8,877.90
609-49751-252	Beer	19,168.89
609-49751-253	Wine	6,058.51
609-49751-254	Soft Drinks & Mix	318.49
609-49751-333	Freight and Express	386.22
609-49751-404	Repairs & Maint - M&E	30.25
614-11500	Accounts Receivable	20.23
614-16300	Improvements Other Th	275.00
614-20201	Excise Tax Payable	941.68
614-20206	911 TAP & TACIP Fees Cl	1,235.00
614-49870-200	Office Supplies	46.92
614-49870-211	Cleaning Supplies	30.48
614-49870-217	Other Operating Supplie	7.99
614-49870-227	Utility System Maint Sup	27.98
614-49870-301	Auditing & Consulting Se	637.00
614-49870-340	Advertising & Promotion	150.98
614-49870-401	Repairs & Maint - Buildi	32.46
614-49870-404	Repairs & Maint - M&E	45.38
614-49870-441	Transmission Fees	49.49
614-49870-442	Subscriber Fees	468.44
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	9,507.14
614-49870-448	On-Call Support	100.50
615-49850-217	Other Operating Supplie	27.23
615-49850-404	Repairs & Maint - M&E	575.75
615-49850-439	Special Projects	195.00
617-49860-217	Other Operating Supplie	23.98
617-49860-340	Advertising & Promotion	160.14

**Account Summary**

Account Number	Account Name	Payment Amount
617-49860-404	Repairs & Maint - M&E	75.13
700-21701	Federal Withholding	9,303.33
700-21702	State Withholding	4,584.04
700-21703	FICA Tax Withholding	11,926.22
700-21704	PERA Contributions	19,998.13
700-21705	Retirement	6,079.11
700-21711	Medicare Tax Withholdi	3,397.76
	<b>Grand Total:</b>	<b>209,369.93</b>

**Project Account Summary**

Project Account Key	Payment Amount	
**None**	208,746.23	
EmProtect	623.70	
	<b>Grand Total:</b>	<b>209,369.93</b>

10/11/18  
AS

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

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

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

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

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

**ORGANIZATION INFORMATION**

Organization Name: Winoom Fire Department Relief Association Previous Gambling Permit Number: X-34764-18-009  
 Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 41-6029415  
 Mailing Address: PO Box 189  
 City: Winoom State: MN Zip: 56101 County: Cottonwood  
 Name of Chief Executive Officer (CEO): Kevin Gotto  
 Daytime Phone: 712-259-2098 Email: Kgotto@partnersadvantage.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):  
 Fraternal     Religious     Veterans     Other Nonprofit Organization

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Winoom Community Center  
 Address (do not use P.O. box): 1750 Cottonwood Lake Drive  
 City or Township: Winoom Zip: 56101 County: Cottonwood  
 Date(s) of activity (for raffles, indicate the date of the drawing): 4-27-19

Check each type of gambling activity that your organization will conduct:  
 Bingo\*     Paddlewheels\*     Pull-Tabs\*     Tipboards\*  
 Raffle (total value of raffle prizes awarded for the calendar year: \$ \_\_\_\_\_)

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

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

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

\_\_\_ The application is acknowledged with no waiting period.

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

\_\_\_ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

\_\_\_ The application is acknowledged with no waiting period.

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

\_\_\_ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: *Kevin Gotto* Date: 10/4/18

(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin Gotto

**REQUIREMENTS**

**Complete a separate application for:**

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

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

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

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_ a copy of your proof of nonprofit status, and

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

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

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

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

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

**ORGANIZATION INFORMATION**

Organization Name: Windom Youth Hockey Assoc Previous Gambling Permit Number: 00998  
Minnesota Tax ID Number, if any: 41-1290460 Federal Employer ID Number (FEIN), if any: \_\_\_\_\_  
Mailing Address: PO Box 41  
City: Windom State: MN Zip: 56101 County: Cottonwood  
Name of Chief Executive Officer (CEO): Jenny Hedquist  
CEO Daytime Phone: 507-822-1678 CEO Email: hedquist@mvtwireless.com  
(permit will be emailed to this email address unless otherwise indicated below)  
Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

- Fraternal  Religious  Veterans  Other Nonprofit Organization

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

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

**A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): River's Edge Realty

Physical Address (do not use P.O. box): 570 2nd Ave

Check one:

- City: Windom Zip: 56101 County: Cottonwood  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): December 19, 2018

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

- Bingo  Paddlewheels  Pull-Tabs  Tipboards  Raffle

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

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

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

The application is acknowledged with no waiting period.

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

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

The application is acknowledged with no waiting period.

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

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: *Jenny Hedquist* Date: 10/10/2018  
(Signature must be CEO's signature; designee may not sign)

Print Name: Jenny Hedquist

**REQUIREMENTS**

**Complete a separate application for:**

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

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

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

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_\_\_ a copy of your proof of nonprofit status; and

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

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

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

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

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

**RESOLUTION #2018-**

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT  
ENTITLED "WASTEWATER TREATMENT FACILITY IMPROVEMENTS  
PROJECT"**

---

**WHEREAS**, pursuant to an advertisement for bids for the project entitled "Wastewater Treatment Facility Improvements Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	<b>Base Bid</b>	<b>Alt #1</b>	<b>Alt #2</b>	<b>Alt #3</b>
Gridor Construction, Inc.	\$14,998,200	\$1,270,000	\$330,000	\$980,000
KHC Construction, Inc.	\$15,124,000	\$1,340,000	\$325,000	\$965,000
Rice Lake Construction Group	\$15,859,300	\$1,625,200	\$380,000	\$890,500
John T. Jones Const. Co.	\$17,233,000	\$1,280,000	\$307,000	\$993,000

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

	<b>Base Bid</b>	<b>Alt #1</b>	<b>Alt #2</b>
Gridor Construction, Inc.	\$14,998,200	\$1,270,000	\$330,000

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

1. A "Notice of Award" shall be issued to the above low bidder.
2. 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 "Wastewater Treatment Facility Improvements Project" according to the plans and specifications approved by the Windom Utility Commission and the Windom City Council. Copies of the plans and specifications are on file in the Office of the City Administrator.
3. 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 16<sup>th</sup> day of October, 2018.

\_\_\_\_\_  
Dominic Jones, Mayor

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

Steve Nasby, City Administrator

**NOTICE OF AWARD**

Date of Issuance: October 16, 2018  
Owner: City of Windom Owner's Contract No.:  
Engineer: Bolton & Menk, Inc. Engineer's Project No.: T22.113672  
Project: Wastewater Treatment Facility Contract Name: Wastewater Treatment Facility  
Improvements Improvements  
Windom, MN  
Bidder: Gridor Constr., Inc.  
Bidder's Address: 3990 27th St. SE  
Buffalo, MN 55313

**TO BIDDER:**

You are notified that Owner has accepted your Bid dated June 26, 2018 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Wastewater Treatment Facility Improvements, City of Windom, Minnesota.

The Contract Price of the awarded Contract is: Base Bid Price: \$14,998,200.00  
+ Add Item #1: \$1,270,000.00  
+ Add Item #2: \$330,000.00  
**Total Contract Price: \$16,598,200.00**

Three (3) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner three (3) counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):  
None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Windom

\_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_

Title: \_\_\_\_\_

Copy: Engineer

Estimated User Rates									
Based on Current Utility Commission Rate Increases									
Windom, Minnesota									
10-Oct-18									
Residential (Gallons/Month)	2018	2019	2020	2021	2022	2023	2024	2025	
1,500	\$33.38	\$34.56	\$35.76	\$37.20	\$38.68	\$40.04	\$40.64	\$41.25	
2,000	\$34.15	\$35.36	\$36.60	\$38.06	\$39.58	\$40.97	\$41.58	\$42.21	
2,500	\$34.93	\$36.17	\$37.43	\$38.93	\$40.49	\$41.90	\$42.53	\$43.17	
3,000	\$35.70	\$36.97	\$38.26	\$39.79	\$41.39	\$42.83	\$43.48	\$44.13	
3,500	\$36.48	\$37.78	\$39.10	\$40.66	\$42.29	\$43.77	\$44.42	\$45.09	
4,000	\$37.25	\$38.58	\$39.93	\$41.53	\$43.19	\$44.70	\$45.37	\$46.05	
4,300	\$37.72	\$39.06	\$40.43	\$42.05	\$43.73	\$45.26	\$45.94	\$46.63	Average User
4,500	\$38.03	\$39.39	\$40.76	\$42.39	\$44.09	\$45.63	\$46.32	\$47.01	
5,000	\$38.80	\$40.19	\$41.60	\$43.26	\$44.99	\$46.57	\$47.26	\$47.97	Facility Plan
7,500	\$42.68	\$44.22	\$45.76	\$47.59	\$49.50	\$51.23	\$52.00	\$52.78	
10,000	\$46.55	\$48.24	\$49.93	\$51.93	\$54.00	\$55.89	\$56.73	\$57.58	
Commerical (Gallons/Month)	2018	2019	2020	2021	2022	2023	2024	2025	
5,000	\$55.90	\$57.84	\$59.86	\$62.26	\$64.75	\$67.02	\$68.02	\$69.04	
7,500	\$68.33	\$70.69	\$73.16	\$76.09	\$79.13	\$81.90	\$83.13	\$84.38	
10,000	\$80.75	\$83.54	\$86.46	\$89.92	\$93.52	\$96.79	\$98.24	\$99.72	
12,500	\$93.18	\$96.39	\$99.76	\$103.75	\$107.90	\$111.68	\$113.36	\$115.06	
13,540	\$98.34	\$101.74	\$105.30	\$109.51	\$113.89	\$117.87	\$119.64	\$121.44	
15,000	\$105.60	\$109.24	\$113.06	\$117.59	\$122.29	\$126.57	\$128.47	\$130.40	Average User
17,500	\$118.03	\$122.09	\$126.36	\$131.42	\$136.67	\$141.46	\$143.58	\$145.73	
20,000	\$130.45	\$134.94	\$139.66	\$145.25	\$151.06	\$156.35	\$158.69	\$161.07	
22,500	\$142.88	\$147.79	\$152.96	\$159.08	\$165.44	\$171.23	\$173.80	\$176.41	



# ACTION ITEM



**CITY OF WINDOM**  
444 9th Street  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127  
[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Building & Zoning Office  
**DATE:** October 16, 2018 (City Council Meeting Date)  
**RE:** Planning Commission Recommendation – CUP Application  
**DEPT:** Development Department  
**CONTACT:** Andrew Spielman, Building & Zoning Official, at 832-8660 or  
[andrew.spielman@windommn.com](mailto:andrew.spielman@windommn.com)

---

## Recommendations/Options/Action Requested

Approve the Conditional Use Permit, pursuant to the Application submitted by Thomas and Linda White, to allow the change in use of the main floor of their building located in the B-3 “Central Business” District from office space to a single-family residential apartment.

---

## Issue Summary/Background

### Conditional Use Permit:

**Applicants & Owners:** **Thomas & Linda White**

**Address of Property:** **1044 Third Avenue, Windom, MN**

**Legal Description:** South Fifty Feet (50’) of Lots 1 and 2 in Block 14 of the Original Townsite to the City of Windom, Cottonwood County, Minnesota.

**Parcel ID#:** 25-820-0980.

The Applicants are requesting a Conditional Use Permit (“CUP”) to allow a change in use of the main floor of their building from office space to a single-family residential apartment. The Planning Commission held a public hearing on this application on October 9, 2018. The Minutes from the October 9th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission’s recommendation to approve this CUP application.

## Fiscal Impact

There is no fiscal impact for the City.

## Attachments

1. Zoning Application for CUP
2. Planning Commission’s Public Hearing Notice
3. Beacon Aerial of the Property
4. Proposed Floorplan

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Tom & Linda White  
Address 2075 Cottonwood Lake Drive  
City Windom State MN Zip 56101 (Phone: 507-822-1465)

Owner(s): (If other than Applicant)  
Name(s) Thomas E. White + Linda L. White  
Address Same as above.  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ (Phone: \_\_\_\_\_)

Property Address: 1044 3rd Ave  
South 50'  
Legal Description of Property: Lot(s) of 1st 2 Block(s) 14 Addition Windom Original Townsite

Parcel No. 25 820 0980  
(If metes and bounds, attach description.)

Existing Use of Property: Comm Land / Bldg Present Zoning: B-3

Action Requested: Conditional Use Permit  Variance \_\_\_\_\_  
Subdivision (Sketch Plat) \_\_\_\_\_ Preliminary Plat \_\_\_\_\_ Final Plat \_\_\_\_\_  
Planned Unit Development (PUD) \_\_\_\_\_  
Amendment (Text, Rezoning, Comprehensive Plan) - SPECIFY: \_\_\_\_\_  
Other (Specify): \_\_\_\_\_

Description and Reason for Request (Attach Additional Information if necessary and/or required)  
To repurpose building to loft type Apartment  
currently office space  
main floor - one apartment

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

X [Signature] X Linda White  
[SIGNATURES OF APPLICANT(S)]

Date: 9-18-18

Fee: \$150.00 Paid: Ck. 2169 Date: 9-18-18

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

WINDOM BUILDING & ZONING OFFICIAL: Andrew J [Signature]

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

**CITY OF WINDOM PLANNING COMMISSION  
PUBLIC HEARING NOTICE  
CONDITIONAL USE PERMIT  
CHANGE IN USE OF BUILDING**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545-152.551, notice is hereby given that the Applicants and Owners, THOMAS WHITE and LINDA WHITE, of 2075 Cottonwood Lake Drive, Windom, Minnesota, have submitted a zoning application for a conditional use permit concerning property located at 1044 Third Avenue. This property is located in a B-3 District ("Central Business District"). The Applicants request a conditional use permit to allow a change in use of the building from office to residential space. City Code Section 152.132 requires a conditional use permit for this type of use in a B-3 District.

The existing structure, proposed floorplans, and parking area are shown on the application and plot plan which may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing.

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9<sup>th</sup> Street, Windom, MN 56101 on Tuesday, October 9, 2018, at 7:05 p.m.**

Those persons wishing to be heard on this application for consideration of a conditional use permit are requested to be at this meeting.

Legally described as follows: South Fifty Feet (50') of Lots 1 and 2 in Block 14 of the Original Townsite to the City of Windom, Cottonwood County, Minnesota.

Parcel ID #: 25-820-0980

Address of the Property is: 1044 Third Avenue, Windom, MN 56101

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

Published: Cottonwood County Citizen (September 26, 2018)



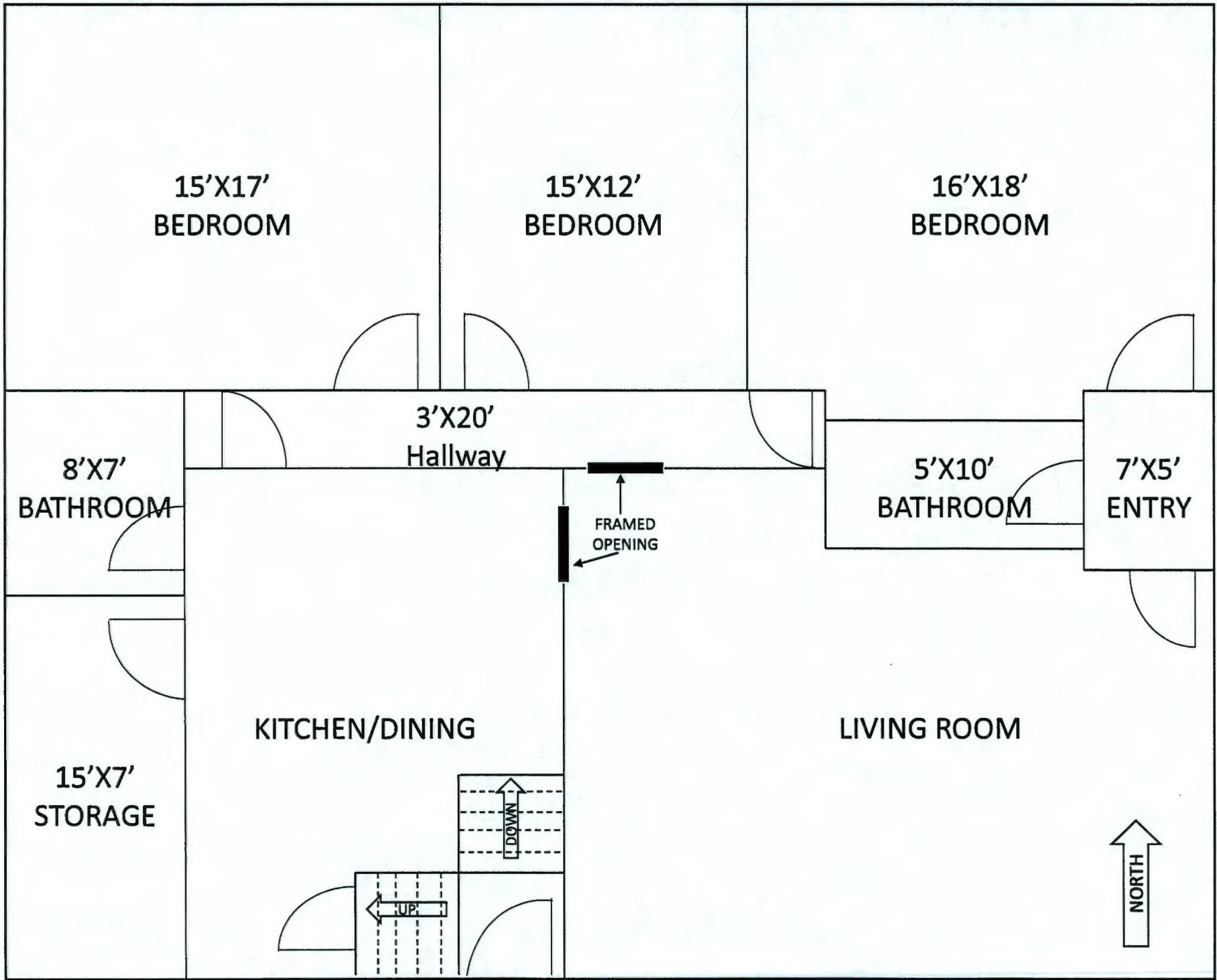
Parcel ID 258200980  
 Sec/Twp/Rng 0-0-0  
 Property Address 1044 3RD AVE  
 56101

Alternate ID n/a  
 Class COMM LAND/BLD  
 Acreage n/a

Owner Address WHITE/THOMASE & LINDAL  
 PO BOX 68  
 WINDOM MN 56101

District n/a  
 Brief Tax Description S50' LOTS 1 & 2 BLK 14  
 (Note: Not to be used on legal documents)

Date created: 10/12/2018  
 Last Data Uploaded: 9/27/2018 8:18:16 PM



15'X17'  
BEDROOM

15'X12'  
BEDROOM

16'X18'  
BEDROOM

3'X20'  
Hallway

8'X7'  
BATHROOM

5'X10'  
BATHROOM

7'X5'  
ENTRY

KITCHEN/DINING

LIVING ROOM

15'X7'  
STORAGE

FRAMED  
OPENING

DOWN

UP

NORTH

Alley

Third Avenue

## ACTION ITEM



**CITY OF WINDOM**  
444 9th Street  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127  
[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** John Nelson, Manager, River Bend Liquor  
**DATE:** 10/12/2018  
**RE:** Sunday Sales Hours  
**DEPT:** Liquor  
**CONTACT:** John Nelson at [John.Nelson@windommn.com](mailto:John.Nelson@windommn.com)

---

### **Recommendations/Options/Action Requested**

---

1. That the City Council modify the current approved hours of sales from 1pm-5pm to follow State Statute 340A.540 (Hours and Days of Sale). State Statute allows hours of Sunday Sales to be between 11:00 am and 6:00 pm, but leave it up to Liquor Store Management on setting actual store hours.

### **Issue Summary/Background**

---

Effective July 1, 2017 the State statute was changed to allow intoxicating liquor sales on Sundays between the hours of 11:00 am and 6:00 pm. Subsequent to that change in law, the Windom City Council has approved Sunday sales between the hours of 1:00 pm and 5:00 pm.

Staff recommends amending Windom's hours of operations for Sunday sales to follow State Statute 340A.540 Subdivision 4. This would allow management to have the option of adjusting hours for what in the best interest of River Bend Liquor. Recently we have received some feedback that we need to open prior to 1:00 pm to allow consumers to get their product(s) prior to sporting events starting prior to 1:00 pm (e.g. NFL Football, MLB Baseball and NASCAR).

If this change is approved I would immediately modify Sunday store hours to be open from 11:00 am to 4:00 pm. Then in summer of 2019, when sales are the highest, we could potentially have a test period of store expanding Sunday sales hours to 11:00 am to 6:00 pm.

### **Fiscal Impact**

---

The current budget impact would be a total cost of \$1,144 for a budget year. This would include two employees at an estimated cost \$11/hour for 52 Sundays. That cost would be absorbed by seeing an increase in revenues on Sundays, created by additional hours of sale.

### **Attachments**

---

**340A.504 HOURS AND DAYS OF SALE.**

Subdivision 1. **3.2 percent malt liquor.** No sale of 3.2 percent malt liquor may be made between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday, nor between 2:00 a.m. and 10:00 a.m. on Sunday.

Subd. 2. **Intoxicating liquor; on-sale.** No sale of intoxicating liquor for consumption on the licensed premises may be made:

- (1) between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday;
- (2) after 2:00 a.m. on Sundays, except as provided by subdivision 3.

Subd. 2a. **Certain dispensing exempt.** Where a hotel possessing an on-sale intoxicating liquor license places containers of intoxicating liquor in cabinets in hotel rooms for the use of guests staying in those hotel rooms, and a charge is made for withdrawals from those cabinets, the dispensing of intoxicating liquor from those cabinets does not constitute a sale for purposes of subdivision 2.

Subd. 3. **Intoxicating liquor; Sunday sales; on-sale.** (a) A restaurant, club, bowling center, or hotel with a seating capacity for at least 30 persons and which holds an on-sale intoxicating liquor license may sell intoxicating liquor for consumption on the premises in conjunction with the sale of food between the hours of 8:00 a.m. on Sundays and 2:00 a.m. on Mondays.

(b) An establishment serving intoxicating liquor on Sundays must obtain a Sunday license. The license must be issued by the governing body of the municipality for a period of one year, and the fee for the license may not exceed \$200.

(c) A city may issue a Sunday intoxicating liquor license only if authorized to do so by the voters of the city voting on the question at a general or special election. A county may issue a Sunday intoxicating liquor license in a town only if authorized to do so by the voters of the town as provided in paragraph (d). A county may issue a Sunday intoxicating liquor license in unorganized territory only if authorized to do so by the voters of the election precinct that contains the licensed premises, voting on the question at a general or special election.

(d) An election conducted in a town on the question of the issuance by the county of Sunday sales licenses to establishments located in the town must be held on the day of the annual election of town officers.

(e) Voter approval is not required for licenses issued by the Metropolitan Airports Commission or common carrier licenses issued by the commissioner. Common carriers serving intoxicating liquor on Sunday must obtain a Sunday license from the commissioner at an annual fee of \$75, plus \$30 for each duplicate.

Subd. 4. **Intoxicating liquor; off-sale.** (a) No sale of intoxicating liquor may be made by an off-sale licensee:

- (1) on Sundays, except between the hours of 11:00 a.m. and 6:00 p.m.;
- (2) before 8:00 a.m. or after 10:00 p.m. on Monday through Saturday;
- (3) on Thanksgiving Day;
- (4) on Christmas Day, December 25; or
- (5) after 8:00 p.m. on Christmas Eve, December 24.

(b) No delivery of alcohol to an off-sale licensee may be made by a wholesaler or accepted by an off-sale licensee on a Sunday. No order solicitation or merchandising may be made by a wholesaler on a Sunday.

Subd. 5. **Bottle clubs.** No establishment licensed under section 340A.414, may permit a person to consume or display intoxicating liquor, and no person may consume or display intoxicating liquor between 1:00 a.m. and 12:00 noon on Sundays, and between 1:00 a.m. and 8:00 a.m. on Monday through Saturday.

Subd. 6. **Municipalities may limit hours.** A municipality may further limit the days or hours of on and off sales of alcoholic beverages, provided that further restricted on-sale hours for intoxicating liquor must apply equally to on-sale hours of 3.2 percent malt liquor. A city may not permit the sale of alcoholic beverages during hours when the sale is prohibited by this section.

Subd. 7. **Sales after 1:00 a.m.; permit fee.** (a) No licensee may sell intoxicating liquor or 3.2 percent malt liquor on-sale between the hours of 1:00 a.m. and 2:00 a.m. unless the licensee has obtained a permit from the commissioner. Application for the permit must be on a form the commissioner prescribes. Permits are effective for one year from date of issuance. For retailers of intoxicating liquor, the fee for the permit is based on the licensee's gross receipts from on-sales of alcoholic beverages in the 12 months prior to the month in which the permit is issued, and is at the following rates:

- (1) up to \$100,000 in gross receipts, \$300;
- (2) over \$100,000 but not over \$500,000 in gross receipts, \$750; and
- (3) over \$500,000 in gross receipts, \$1,000.

For a licensed retailer of intoxicating liquor who did not sell intoxicating liquor at on-sale for a full 12 months prior to the month in which the permit is issued, the fee is \$200. For a retailer of 3.2 percent malt liquor, the fee is \$200.

(b) The commissioner shall deposit all permit fees received under this subdivision in the alcohol enforcement account in the special revenue fund.

(c) Notwithstanding any law to the contrary, the commissioner of revenue may furnish to the commissioner the information necessary to administer and enforce this subdivision.

**History:** 1985 c 139 s 1; 1985 c 305 art 7 s 4; 1Sp1985 c 16 art 2 s 3 subd 1; 1987 c 5 s 4; 1987 c 152 art 1 s 1; 1988 c 420 s 1; 1989 c 49 s 3-5; 1990 c 554 s 14; 1991 c 249 s 21,22,31; 1992 c 513 art 3 s 60; 1994 c 611 s 26; 1997 c 129 art 1 s 8; 2002 c 318 s 2; 2003 c 126 s 10-12; 1Sp2003 c 19 art 2 s 59,79; 2005 c 131 s 8-10; 2005 c 136 art 8 s 18,19; 2006 c 210 s 13; 2015 c 9 art 2 s 7; 2017 c 6 s 1; 1Sp2017 c 4 art 5 s 9

## **RESOLUTION #2018-**

**INTRODUCED:**

**SECONDED:**

**VOTED:     Aye:**

**Nay:**

**Absent:**

### **RESOLUTION SUPPORTING THE SUBMISSION OF A GRANT APPLICATION TO THE "ASSISTANCE TO FIREFIGHTERS" GRANT PROGRAM ON BEHALF OF THE WINDOM FIRE DEPARTMENT**

---

**WHEREAS**, the City of Windom is committed to the health, safety and welfare of the citizens of Windom with respect to fire and all other hazards; and

**WHEREAS**, the City of Windom is also committed to the health, safety and welfare of the Windom Fire Department members and other emergency response personnel with respect to fire and all other hazards; and

**WHEREAS**, the purchase of an engine/pumper vehicle would enhance the department's capabilities with respect to firefighting and other emergency-related hazards; and

**WHEREAS**, funding to purchase new engine/pumper vehicle may be available through the Assistance to Firefighters Grant Program through the US Department of Homeland Security; and

**WHEREAS**, it is in the best interests of the City of Windom, its residents and firefighters to submit an application to the Assistance to Firefighters Grant Program, through the US Department of Homeland Security, requesting funding for an engine/pumper; and

**WHEREAS**, the City of Windom understands that there is a five percent (5%) match requirement for grants to fire departments serving areas with a population of 20,000 or less, as stated in the Federal Register, and sources for these matches are available.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The City Council of Windom, Minnesota, on behalf of the citizens and firefighters of Windom, supports the Windom Fire Department's efforts in pursuing funding through the Assistance to Firefighters Grant Program through the US Department of Homeland Security.
2. If the City of Windom receives a grant award, the City agrees to match the federal grant funds with an amount of non-federal funds equal to 5% of the total project cost.

3. The City of Windom has legal authority to apply for financial assistance, and the institutional, managerial, and financial capacity to ensure compliance with the grant requirements and completion of the proposed project.
4. The City of Windom has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.
5. The City of Windom shall act as legal sponsor for the grant application; and the Mayor and the City Administrator are hereby authorized, on behalf of the City of Windom, to submit a grant application to the Assistance to Firefighters Grant Program, through the US Department of Homeland Security, for the funding of this project.
6. Upon approval of the application, the City of Windom and the Windom Fire Department certify that they will comply with all applicable laws, policies and regulations as stated in the application and subsequent agreements.
7. The Mayor and City Administrator are hereby authorized, on behalf of the City of Windom, to execute such agreements and contracts as are necessary to implement the project.

ADOPTED this 16th day of October, 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](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Dan Ortmann, Fire Chief  
**DATE:** 10-12-2018  
**RE:** Hire of 5 Additional Fire Fighters  
**DEPT:** Fire Department  
**CONTACT:** Dan Ortmann 507-822-0272

---

### **Recommendations/Options/Action Requested**

Staff recommends that the City Council take the following action regarding:

1. Hiring of 5 more additional Fire Fighters
  - a. Richard Barnett
  - b. David Tran
  - c. Chris Hitterich
  - d. Colton Dunse
  - e. John Nelson

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### **Issue Summary/Background**

With the retirement of 4 Fire Fighters this year and the forecast of 3 more Fire Fighters retiring at the beginning of next year we would like to bring on 5 new members. We had 7 applications and have conducted a written test, physical test and an oral interview and placed a score on them all. We have chosen the top scoring applicants. We would like to have these individuals start ASAP as Windom will be hosting a Fire Fighter 1 and 2 class starting the first week in Nov.

Our goal is to try and have around 30 to 32 Fire Fighters. We are currently at 27 with 3 more leaving after the first of the year bringing that total down to 24.

### **Fiscal Impact**

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None

### **Attachments**

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None