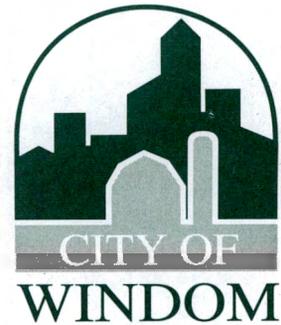


Council Meeting
Tuesday, December 4, 2018
City Council Chambers
7:00 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes –November 19 & 20, 2018
 - HRA – October 10, 2018
 - Community Center Commission – November 20, 2018
 - Telecom Commission – November 26, 2018
 - Utility Commission – November 28, 2018
 - Charter Commission – November 28, 2018
- Regular Bills
- Licenses
 - Exempt Gambling Permit – Des Moines Valley Deer Hunters Assoc.

2. Resolution Requesting Financial Assistance form SW/WC Coop

3. 2019 City Budget

- 2019 Budget Presentation
- Public Input

4. Department Heads

5. Comprehensive Plan Review

- Future Land Use Map Review
- Call for Public Hearing Comprehensive Plan - December 18, 2018
 - 1st Ordinance Reading December 18, 2018
 - 2nd Ordinance Reading January 2, 2019

6. First Reading Ordinance No. 172, 2nd Series – Minor City Code Revisions

7. Mayor Appointments – Telecom Commission

8. Contractor Payment – Gridor Constr., Inc. WWTP Improvement - Pay Request #1 \$566,277.00

9. New Business

10. Old Business

11. Council Comments

12. Adjourn



REMINDER – 7:00 P.M. MEETING START TIME

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

Special Council Meeting – Budget Workshop
City Hall, Council Chamber
November 19, 2018
7:00 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,
JoAnn Ray and Bryan Joyce

Council Absent: Rod Byam

City Staff Present: Steve Nasby, City Administrator; Chelsie Carlson, Finance
Director\Controllor; Scott Peterson, Police Chief and Brian
Cooley, Street Superintendent

3. 2019 Budget Workshop – Capital Improvement Plan:

Nasby provided an overview of the projects requesting General Funds for capital projects and showed the amounts in the General Fund Reserve related to the City's policy for a 35-60% balance.

Jones asked the Council how they felt about using General Fund Reserve funds to pay for capital requests.

Grunig said he was not in favor of dipping further into the reserve funds.

Joyce said he would be open to looking into using some reserve funds as there are many projects requesting funds that were not funded in prior years, which leads to high maintenance or replacement needs now.

Nasby noted that the Arena ice system project also was provided funds for engineering out of the General Fund and these could be re-captured from that project budget,

Cooley said that he would eliminate the request for the mower and pick-up replacement as the mower will last another year or so and the pick-up would not be used for snow if the Department gets the new skid loader that is requested.

Peterson said that his request for a part-time officer could be shared with revenue from the SW/WC, but nothing is committed. He said they have a good working relationship at the ALC and need the leadership in Marshall to see the value of the community policing efforts.

Preliminary

City Council agreed that SW/WC should be partners in this policing effort and requested that a resolution be adopted formally requesting a financial arrangement.

The Council reviewed each capital budget request and noted that there were some priority items that needed to be funded. Following discussion the 2019 Capital Improvement Plan (CIP) projects funded include:

<i>Hazardous Properties demolition</i>	\$ 22,850
<i>Building and Zoning – Computer replacement</i>	\$ 1,800
<i>City Hall – Roof Replacement</i>	\$ 20,000
<i>Fire Dept. – Fund for Radio Replacement</i>	\$ 10,000
<i>Fire Dept. – Wildland Turn-out Gear Replacement</i>	\$ 18,000
<i>Parks – Island Park new Restrooms</i>	\$100,000
<i>Police – School Resource Officer Vehicle Replacement (City share)</i>	\$ 11,000
<i>Police – AED Replacement</i>	\$ 4,500
<i>Streets – Equipment Reserve Fund</i>	\$ 30,000
<i>Streets – Skid Loader Replacement</i>	\$ 35,000

Additions to operational costs included \$20,500 for a part-time Police officer and \$4,300 as matching funds to repair lighting on the three Welcome to Windom signs.

To balance these capital projects and operational expenditures with the preliminary levy the City Council directed staff to re-capture \$67,750 from the Arena ice project to reimburse the General Fund for engineering costs incurred. The total amount of the 2019 levy would increase 5.21% based on this draft budget.

Jones said that he would like to re-start the Mayor’s Metals of Honor in 2019. Nasby said that the existing budget should be able to handle the cost for the metals and the treats.

Jones asked if the Council would be interested in reviewing data from area communities related to compensation as there is a lot of time put in by the Council members for meetings. Also, not many people are running for the City Council due to the time commitment and a little more pay may help off-set that time commitment. No actions were taken.

4. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 9:06 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
November 20, 2018
7:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones.

2. Roll Call:

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

Council Absent: JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Brian Cooley, Street Superintendent; Andy Spielman, Building & Zoning Official; Jeff Dahna, Telecom Manager; Jason Sykora, Electric Superintendent; Cory Hillesheim, Assistant Police Chief; Drew Hage, Development Director; Mike Haugen, Water/Wastewater Superintendent

Pledge of Allegiance

3. Addition to the Agenda:

- Public Comment – Jerry Hochstein

Motion by Sherman second by Grunig approving the Addition to the Agenda. Motion carried 4 – 0.

4. Consent Agenda:

- Minutes
 - Council Minutes – November 6, 2018
 - EDA – November 9, 2018
 - Community Center Commission – November 13, 2018
 - Library Board – November 13, 2018
 - Planning Commission – November 13, 2018
 - Park & Recreation Commission – Sept. 12, Oct. 9, & Nov. 14, 2018
 - Street Committee – November 14, 2018
- Regular Bills
- Licenses
 - Exempt Gambling Permit – Des Moines River Ducks Unlimited
 - Annual Cigarette License Renewals
 - Annual Game of Skill License Renewals
 - Annual Theatre License Renewal

Preliminary

- Liquor License Renewal
 - Sunbowl
 - AmericInn
 - Wine On-Sale
 - Beer On-Sale
 - Strong Beer Authorization

Motion by Byam second by Sherman approving the Consent Agenda. Motion carried 4 – 0.

5. Public Comment – Jerry Hochstein – 732 18th Street:

Jerry Hochstein, 732 18th Street, voiced his concerns to the Council about a resident in his neighborhood that is storing vehicles on the street and on private property. Hochstein is troubled by the duration that the vehicles are parked and quantity of vehicles. He noted other violations such as loud mufflers, 36 hour parking (only moves a trailer a few feet to comply), and the amount of possessions stored on the property.

Jones mentioned that he has been approached about this nuisance as well. He has spoken with the Planning and Zoning Department along with the Police Department. Jones said that legal actions have been followed by the City and questioned the strength of the City Ordinance.

Joyce noted that there has only been one public hearing in regards to the Nuisance Ordinance. The Building Official receives a complaint, makes an inspection, sends a letter, and the problem is generally resolved.

Council discussed further options for those receiving a violation letter. The public is to turn in complaints to City Hall, and Jones offered to sign the complaint letter if approached by the concerned citizen. Repeat complaints may have to have stronger enforcements. If the City abates a nuisance it is at the citizen's expense and would be applied as a special tax assessment. Council decided the Nuisance Ordinance be reviewed after the first of the year with the seating of the new Council Members.

6. Public Hearing – 2018 Miscellaneous Special Assessments:

Nasby mentioned that the Special Assessments include items such as mowing, fire calls, snow removal, lawn mowing, and property cleanup fees that have remained unpaid. The total assessment \$7,565.93. Property owners were notified as required by statute.

Jones opened the Public Hearing at 8:03 pm.

No comments were received.

Jones closed the Public Hearing at 8:04 pm.

Council member Grunig introduced the Resolution No. 2018-86, entitled “RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE "2018 MISCELLANEOUS SPECIAL ASSESSMENTS"” and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Byam, Grunig, Sherman, Joyce. No: None. Absent: Ray. Abstain: None. Resolution passed 4 – 0.

7. Department Heads:

Cory Hillesheim, Assistant Police Chief, requested Council permission to advertise for a part-time officer for hire in 2019. The proposal was also presented at the November 19th budget meeting.

Motion by Byam second by Sherman to approve advertising for the part-time Police Officer. Motion carried 4 – 0.

Jeff Dahna, Telecom Manager, reported that the Southern Fiber Net is still working on their issues with the OTT (Over the Top) Video streaming product. WindomNet is in a holding pattern with their decision until problems are resolved. Test accounts are also would be offered to Council members to preview the system.

8. MN Department of Transportation – Rhonda Allis – Hwy 60/71 Corridor Study Scoping:

Rhonda Allis, Planning Director for MN DOT (Mankato Office), approached the Council for input on the vision and future of Highway 60/71 reconstruction. Points that were discussed:

- 2019 Mill & Overlay to buy time for future reconstruction improvements
- Tentative future project dates 2028-2033 complete reconstruction
- Corridor study time frame can take up to 12 months
- Details will include the scope of work requested/needed
- Traffic lights will be addressed in the 2021/2022 Hwy 62 project
- Number of accesses to Hwy 60/71 is an issue for safety
- Crossing the Highway safely (16th Street specifically)
- Turning left from Hwy 71 to Hwy 60
- Speeds/speed limits through town
- Corridor through town vs bypass. By-pass not wanted
- City has budgeted \$30,000 as its share of the study
- Address some utility improvements if applicable
- Widening the roadway/turn lanes
- Aesthetics
- Traffic Controls; type and responsibility
- Development areas on Hwy 60/71
- Pedestrian/bike traffic
- Bridges/overpass
- Signage
- Maintenance

9. Community Center Commission:

Byam stated the Commission wants an additional \$7,000 out of the Wally Rohlfson Donation dollars located at Edward Jones offices for the completion of the outdoor patio work. The funds would be used for electrical and landscaping purposes.

Motion by Byam second by Sherman to approve the \$7,000 to complete the outdoor patio area at the Community Center. Motion carried 4 - 0.

Byam acknowledged that it is the Commission's intention to hire a new Community Center Director as a 3-year contract position with a base salary of \$50,000 per year plus incentives for sales. The contract would not include benefits such as health insurance or retirement. A biennial review would be completed by the Community Center Commission and the City Council Liaisons.

Jones questioned the legality of the incentives in compensation. Nasby replied that he had contacted the League of Minnesota Cities about the proposal. He said it is possible, but LMC specified that advertising and contract specifications have to be extremely clear before hiring.

Council consensus is to present this concept to the Personnel Committee for further review along with a member or two from the Community Center Commission.

10. TIF District 1-14 Decertification:

Drew Hage, Development Director, said TIF District 1-14 is located at 1925 North Redding Avenue where the EDA's Spec Building is located. The EDA Commission approved an action to decertify the TIF District as it has received the specified eight years of tax increment funds. The EDA will continue to pay real estate taxes on this parcel for the City, Council, and School but will not receive any tax increment.

Council member Byam introduced the Resolution No. 2018-87, entitled "RESOLUTION APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. 1-14" and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Grunig, Sherman, Joyce, Byam. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

11. Red Leaf Court/18th Avenue Storm water – Engineering RFQ's:

Brian Cooley, Street Superintendent, stated that the Street Commission had met and unanimously recommended DGR to conduct the watershed drainage analysis for the 18th Avenue area. Their estimated fee was the lowest and they will be presenting 2-3 improvement plan options and costs after completing their study.

Dan Van Schepen, DGR Engineering, stated that DGR plans on using prior information and consulting with stakeholders to come up with the best resolution. Potential costs will help guide the discussion and potential action. A topographical survey is needed. He would like to present potential solutions that may mitigate a larger resolution to the issue.

Preliminary

Joyce would like to see presented options at Council/feedback meetings with input from all involved parties.

Motion by Grunig second by Sherman to approve hiring DGR Engineers for the scope of work requested in the RFQ. Motion carried 4 - 0.

12. Street Department – Personnel Matters:

Cooley said that he has an opening in the Street Department and that a transfer request was received from Colton Dunse to transfer from the Windom Water Department to the Windom Street Department effective December 3rd at his current rate of pay and step.

Motion by Byam second by Sherman to approve the internal transfer request from Colton Dunse from the Water Department to the Street Department. Motion carried 4 - 0.

Mike Haugen, Water/Wastewater Superintendent, approached the Council as a result of the previous action and asked to advertise internally/externally for a Water/Wastewater Operator to fill the newly vacated position in his department.

Motion by Grunig second by Joyce to approve advertising for a Water/Wastewater Operator Position both internally/externally. Motion carried 4 - 0.

Cooley has also received a resignation from Cody Lundquist in his department on November 16th. He is proposing advertising for this street maintenance worker position.

Motion by Joyce second by Byam to approve advertising for a Street Maintenance Position both internally/externally. Motion carried 4 - 0.

Cooley ended stating that until a position is filled, he may request other departments' assistance in snow removal events.

13. New Business:

Nasby noted that Gridor Construction has begun work on the Wastewater Treatment Facility Improvement Project. State statute has an alternative retainage option. This option states that the Contractor gets paid on their request; however the retainage amount is then kept in a bank account for the City to access at their discretion. The contractor gets to keep any interest from these funds, but it still provides security to the City.

14. Old Business:

Byam reiterated that on-call employees are still needed for the Community Center and encouraged residents to apply.

Preliminary

Jones touched base about the City Council budget workshop was held on November 19th. The public input meeting is to be held on December 4th at the regular Council Meeting. A preliminary levy increase is proposed at 5.21%

15. Council Comments:

Grunig noted that cutting the cord is a national movement toward streaming video services via the internet.

Joyce mentioned that he thought the budget discussion went very well. The finished budget will be presented December 18. The Island Park restroom will receive some funding and the intention is to move forward on that project. Joyce extended appreciation to the Veterans for their service.

Sherman encouraged everyone to check out the library and to see the improvements.

16. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 9:35 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

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

October 10, 2018 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, October 10, 2018, at the Hillside Manor Community Room. Board Members present: Frank Dorpinghaus, Linda Jaakola, Pam Dobson, Dan Molitor and Liaison Mike Meyer. Also present were: Executive Director, Connie Clausen and Operations Manager, Linda Loewen. Absent: Margaret McDonald

The Meeting was called to order at 4:13 pm with the consent agenda approved (Jaakola/Molitor) which included minutes from the previous meeting, the agenda, utility report, balance report and bills report.

Scheduled Guests: Drew Hage, Windom EDA

1. Drew brought an update to the board in regard to the SCDP grant and Cemstone project.

Old business consisted of:

-
1. An update was given on the monthly turnaround rate/days. We have turned around 24 units since 4/1/2018. Our average days to complete a turnover is 6.38.
 2. An update was given on the RV Parking Lot Project. We are waiting for approval of the final pay request. We still need one sign for the parking lot entrance. Nielsen Concrete has put the sign on order and will install it when it is received.
 3. An update was given on the 957 River Road property. We have received a final pay request from Fredin Construction in the amount of \$24,887.04 after completion of the inside renovations. The pay request was approved for payment from the Special Projects account (Dobson/Jaakola). Maintenance staff will do the finishing details. We have contacted Holt's cleaning and they will be here to clean the air ducts on Friday, 10/19.
 4. An update was given on the HS sidewalk and street repairs. Tri-State plans to fix the sidewalk by the end of October at no cost to us due to faulty product. The Executive Director has been in touch with Brian Cooley from the Windom Street Department and in an effort to address the issues with the street repair.
 5. An update was given on the long-term radon testing completed at Hillside Manor. RFP's were sent out and we received one bid back that was a price range verses an actual bid. After some discussion, a motion was made to reject the bid and rebid the project. The Executive Director will send out the RFP to be re-bid with new testing results.
 6. Our annual audit was completed by JMSC Futurity on 7/20 and is due to REAC by 12/31/18. We are expecting to have results by the November board meeting to be reviewed.
 7. Our new Fee Accountant, Hawkins-Ash, will be starting with our October 2018 accounting information.
 8. The Executive Director presented 2019 premium information. After some discussion, a motion was made to stay with BCBS. (Dobson/Molitor) The new premiums for two staff will be \$1,057.09 per month. This is an 11% increase of \$102.99 per month from 2018.
 9. An update was given on the HS Parking Lot Project. The Executive Director will be in contact with Brunton Architects & Engineers regarding overseeing the project in the spring of 2019.
 10. An update was given on the Riverview Security Camera Project. The Operations Manager sent out a new request to the three companies that have previously submitted bids, requesting a more detailed bid and asked that each follow the same format. We plan to review bids in November.
 11. The annual boiler inspections are scheduled for 10/25 at Riverview.
 12. REAC inspections are scheduled for 10/17 at both Riverview and Hillside Manor. Windom maintenance staff as well as staff from the Jackson HRA have been preparing since we received notification
 13. The Executive Director attended Financial Training in Willmar on 10/3-10/4. This training was presented by Hawkins Ash CPA's.

New Business consisted of:

-
1. An update was given for the Jackson HRA. The Executive Director attended a city council meeting in Jackson on 7/17 to request a tax levy for fiscal year 2019, which was denied. The Jackson HRA is waiting for work to be scheduled to update the cable TV system in the hi-rise. Maintenance staff is currently washing/painting

scattered houses. The Geo-therm at the hi-rise needs some repair. The Executive Director will be sending out an RFP for the repairs. We have hired a new Operations Manager who will be starting on 10/16.

2. The Executive Director reviewed the HUD letter that was received after the June 2018 visit. We had two findings which included the need for oversight of the Executive Director's time sheets and not having a financial policy. Both items have been addressed and submitted to Mpls HUD field office.
3. We have been contacted by AT&T regarding upgrades to the cellular tower equipment they have on the Riverview Apartments building. The work is planned to be done in early 2019.
4. The Executive Director reports working on the following reports: (Jackson) Year End Prep REAC submission, (Jackson and Windom) Semi-Annual Labor Standards Reporting and Semi-Annual EIV Certification.
5. The Annual Contract bid requests will be sent out soon. Submitted bid requests will be brought to the November board meeting for review.
6. FMR's (Fair Market Rents) and utility allowance information is also being gathered by the Operations Manager. The results will be brought to the November board for review.
7. October is Fire Prevention Month. Fire drills are scheduled for 10/17 in the evening for both Riverview Apartments and Hillside Manor. Representatives from the Windom Fire Department has also been invited to attend as in the past.
8. The annual Resident Holiday Parties have been scheduled for 12/10 at Riverview Apartments and 12/11 at Hillside Manor. The Operations Manager is working on putting all the details together.
9. The Executive Director as well as board members will be taking part in this training independently. The training is online at https://www.hud.gov/program_offices/public_indian_housing/leadtheway
10. Upcoming board meetings will be November 14th at RV and December 12th at HS.

With no further business, the meeting was adjourned at 5:20 pm (Molitor/Dobson).

Frank Dorpinghaus, Chairman

Connie Clausen, Executive Director

Community Center Commission Minutes
Tuesday November 20, 2018

1. Call to Order: The meeting was called to order by Lenny Thiner at 5:40 p.m.

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

3. Approval of Minutes:

Motion by Mitch Voehl, seconded by Crunch Rosenkranz to approve the October 15 and November 13, 2018 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:
Nothing to Report

5. President's Report:
Nothing to Report

6. Director's Report:
Nothing to Report

7. Resource Management:

Schedule of Events: Events were Reviewed

Income & Expense: Was Approved

8. Miscellaneous:

- a. Appliance Replace Schedule-WCC Commission agreed to contact someone in commercial appliance to evaluate all appliances and establish a maintenance plan.
- b. SMART Goals- WCC Commission set new SMART Goals

9. Open Forum:

- a. City Council passed the recommendations for new rates

- b. Wine Tasting held at Community Center was successful
- c. **Motion by Lenny Thiner, seconded by Mitch Voehl to recommend to City Council to reappoint Linda Stuckenbroker to Community Center Commission. Motion carried 3-0.**

12. Next Meeting:

Tuesday January 15, 2019 @ 5:30pm

Adjourn:

Motion by Mitch Voehl, seconded by Crunch Jim Rosenkranz, to adjourn the meeting at 6:40 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
WCC Director

TELECOM COMMISSION MEETING
November 26th, 2018 at 6:00pm
CITY OF WINDOM COMMUNITY CENTER, WINDOM, MN 56101

I. Call to Order – Kelly calls meeting to order at 6:08 PM

II. Roll Call:

President:	Jeremy Lund <i>Resigned</i>	City Staff:	Steve Nasby
Vice President:	Kent Kelly	City Staff:	Jeff Dahna
Secretary:	George Rogotzke	Media	Dirk Abraham
Commissioner:	JD Palm	Council Liaison:	Marv Grunig
Commissioner:	Travis Eichstadt	Council Liaison:	Bryan Joyce 6:13

III. Approval of Minutes

Motion by Travis Eichstadt to approve minutes from the Oct 22nd, 2018 meeting.
Seconded by George Rogotzke Motion approves 3 to 0.

IV. SMBS Liaison Report No timelines from SFN working on it want to get it fixed. That was stated at the meeting. SMBS gave a free month of streaming to everyone not sure if SFN refunded at all. SFN says it is only a SMBS issue.

V. Project Updates Cottonwood Co Rd. 25 Jackson Co. Rd 17- main fiber optic cable placed along new route. Windom Farm Service has connected for internet service. GPON splitter Pedestal has been placed and will need to be spliced for feeds and distribution fiber.

Migration project- techs are working to move all CO- LOOP FD-500 customers onto the new E7-2 platform. Will be able to free up 32-way splitters.

VI. Manager's Report Customer Counts. Video and Phone customer counts down, Internet Customers up since last month.

VII. New Business

DMX Music service has provided official notice that they will be terminating the NCTC-DMX Agreement on January 6th, 2019 at 11:59 PM EST. The NCTC replacement music service solution equipment cost is estimated at \$3,619-\$12,400. It is cost prohibitive to install a new music service.

Motion by Rogotzke to discontinue DMX music service and remove Music from Digital Cable lineup on or before January 6th, 2019. Second by Travis Eichstadt

VII. Old Business

Meeting adjourned. Motion by Rogotzke to adjourn meeting. Eichstadt seconds. Meeting adjourned at 6:39 PM.

UTILITY COMMISSION MINUTES
Windom City Hall, Council Chamber
November 28, 2018

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan, Glen Francis (Arrived 10:40 a.m.)
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present Mike Haugen, Water/Wastewater Superintendent; Glenn Lund, Jason Sykora, Electric Superintendent, Chelsie Carlson, Finance Director; Steve Nasby, City Administrator

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve the October 31, 2018 minutes. Motion carried 2-0.

WATER/WASTEWATER ITEMS

RED ROCK RURAL WATER PURCHASE AGREEMENT

Haugen and Nasby reported on negotiations on a Water Purchase Agreement with Red Rock Rural Water. The current agreement expires December 31, 2018. Staff is discussing a 5-year agreement up to 40 Million gallons annually. Staff has reviewed the operations and maintenance costs as well as debt service for the Water fund and how it relates to the provision of water to RRRWS and is suggesting a contract price of \$3.60/1000 gallons. The agreement rates would be increased in accordance with future increases in Water rates.

OPEN POSITION

Colton Dunse will transfer to the Street department effective December 3, 2018 leaving an open position in the Water/Wastewater department. Haugen and Lund would like the Commission to consider hiring two positions to allow for training and prepare for future retirements. The Commission consensus was to post the position and review the quality of applicants before making decisions on hiring a second position. Francis would like to assist with the hiring process.

OTHER WATER/WASTEWATER

Haugen received a pay request from Gridor Construction. Yahnke is processing the pay request for approval by the State and Council. Nasby noted the pay requests on this contract will not show a reduction for retainage. Instead the contract includes an alternate retainage option which allows the contractor to place the retainage amount in escrow for the benefit of the City to allow them to earn interest on the retainage amount. The City will release the escrow when all contract terms are completed. The Commission discussed timing of payment requests and approval. Future pay requests will be emailed to the Commission for questions before approval by the Council.

Lund reported looking at options for hauling biosolids during the winter to allow Gridor to remove the storage tank early. He is working to get land qualified and also would need to purchase equipment to perform testing required for winter spreading. The approximate cost of the equipment needed is \$2,500-\$3,000. This equipment can be used in the future to allow more options for biosolids.

ELECTRIC ITEMS

EXCAVATION VACUUM

Sykora provided two quotes for the purchase of an excavation vacuum to replace the current 2017 Ditch Witch unit. Sykora indicated the crew tested both models quoted and preferred the Vactron by Vermeer. The

Ditchwitch unit is slightly lower costs but it doesn't fit the needs of the department. Sykora recommends purchasing the Vactron unit for a cost after trade-in of \$25,755.80.

Motion by Francis, seconded by Riordan, to approve the Vactron purchase from Vermeer for \$25,755.80. Motion carried 3-0.

OTHER ELECTRIC ITEMS

Sykora reported a payment dispute between Utilities Plus and Conductor Power for testing performed on the sub-station. Before final payment can be issued to Conductor Power, all sub-contractors need to be paid and liens released.

Sykora noted the use of City exterior outlets for private electric car charging. The City has outlets available for public use at park shelters, campgrounds, and the Arena. The Commission suggested posting signs indicating car charging is not allowed. They suggested staff contact EDA or private businesses to see if there is interest in creating a car charging station.

REGULAR BILLS

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

NEW BUSINESS

Next meeting will be December 19, 2018.

OLD BUSINESS

The Commission reviewed the provided resolution for Sewer rates and noted removal of Bingham Lake rate for 2021 as the current contract expires in 2020. They would also like to have it noted the rate for Outside City Limits is 110% of the Commercial rate.

Motion by Riordan second by Francis to approve RESOLUTION UT #2018-11-01 RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR AN ENTERPRISE FUND. Aye: Francis, Schwabach, Riordan. Nay: None. Motion carried 3 – 0.

The Commission reviewed the provided resolution for Water rates and noted replacing Prime Pork & Windom Wash heading with Industrial. Also noted was changing Red Rock Rural Water to indicates the rate is by contract since the contract is currently under review.

Motion by Riordan second by Schwabach to approve RESOLUTION UT #2018-11-02 RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR AN ENTERPRISE FUND. Aye: Riordan, Schwabach, and Francis. Nay: None. Motion carried 3 – 0.

ADJOURN

Schwabach adjourned the meeting at 11:35 a.m.

Mike Schwabach, Chairperson

Attest:

Steve Nasby, City Administrator

CHARTER COMMISSION MINUTES
November 28, 2018 at 6:00 pm
Windom Community Center

Present: Alice Huebert, Bruce Torinato, Diana Vellema, Donna Gravley, Nestor Palm, Ron Tibodeau, Tim Hiley, Laura Alvstad and Jeanette Schuur

Absent: Joe LaCanne, Josh Sammons and Charles Severson

Staff: Steve Nasby, City Administrator; Ron Schramel, City Attorney and Dan Ortmann, Fire Chief

Call to Order

Chair Huebert called the meeting to order at 6:00 pm.

Review and Discussion of Charter Section 5.04

Nasby said that at the previous meeting members of the Charter Commission asked about the Fire Department elections of officers and the Charter Commission had requested that the City Attorney and Fire Chief be invited to discuss this item.

Ron Schramel, City Attorney, said that most cities do have elections of officers, but that there are liability risks stemming from hiring discrimination to the qualifications of officers. The League of Minnesota Cities Insurance Trust (LMCIT) recommends selective hiring of fire department officers as to mitigate this risk. He said the two risks of hiring discrimination and leadership by qualified firefighters would not be totally eliminated but if there are processes in place the risk of a lawsuit diminishes greatly.

Dan Ortmann, Fire Chief, said that the Windom Fire Department has always had good officers and the firefighters are in the best position to select their leadership. Certifications do not always make a good leader and he sees a difference between qualified and certified. He acknowledged there is no minimum qualifications to run or apply for an officer position, but the person has to be a member of the Windom Fire Department. There is a State training program, but the time commitment is considerable and it is held at Ft. Ripley. He said if there is not respect then other firefighters may not want to serve as officers or even be on the department. He noted that the elected officers are sent to the City Council for approval.

Gravley said that to her this is an issue of finding a process that is based on merit vs popularity. Having a process for the future is what is needed.

Tibodeau said that the Windom Fire Department is split on this issue and asked what would be the support within the Department if the elections are kept. Ortmann replied that he thought 80% of the firefighters would be supportive.

Hiley asked about how the Department takes on new firefighters. Ortmann said they have an established process now that includes applications, a written test, physical test and oral interview which are all scored. The top candidates are then invited to join the Department.

Schramel asked Ortmann to provide a brief history of why this issue arose. Ortmann said they had the elections this past year and there was a tie for one of the positions. After several ballots the tie remained and there was no provision in the Department by-laws to determine a winner so he chose the person that previously held the position, which was one of the two running for the position. Ortmann added that the Department will be revising their by-laws, but they want to see how this election vs selection issue is resolved first.

Nasby suggested that a compromise would be to have a set of minimum criteria for the officer positions so there is a process in place to select officers. This does not necessarily resolve the issue completely regarding hiring practices, but it would improve the current election process and maybe more acceptable to the fire department.

Motion by Tibodeau second by Torinato to amend the City Charter, Section 5.04 to include language stating that the Fire Chief and Assistant Chiefs must meet minimum criteria as established by the Fire Department and approved by the City Council. Motion carried 10 – 0.

Old Business

Nasby said that he had several other areas of the Charter that the Charter Commission may want to discuss. Those sections of the Charter are as follows:

- 2.05 City Council Vacancies
- 2.06 Mayor Powers and Duties
- 2.10 Council Salaries
- 3.03 Ordinances, Resolutions and Motions
- 3.08 Proceedings on Resolutions
- 5.01 Subordinate Officers
- 10.01 Windom Municipal Utilities Board
- 11.08 Effective Date of Charter

Tibodeau said that 1.02 Boundaries should also be looked at as the current Charter does not include the North Windom Industrial Park.

The Charter Commission selected sections 1.02, 2.05, 2.06, 3.08 and 5.01 for discussion at their next meeting.

New Business

Next meeting was set for February 13, 2019 starting at 6:00 pm.

Adjourn

Huebert adjourned the meeting at 7:08 pm.



Windom, MN

Expense Approval Report

By Fund

Payment Dates 11/16/2018 - 11/29/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
NORMA SCHMALZ	20181120	11/20/2018	REFUND - STATEMENT CREDIT	100-20191	31.57
RACHEL BAERG	20181121	11/21/2018	REFUND - STATEMENT CREDIT	100-20191	2.16
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	100-20202	21.15
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	100-20202	17,217.80
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	100-20202	8,195.67
					25,468.35
Activity: 41110 - Mayor & Council					
CONVENT. & VISITOR BUREAU	20181128	11/28/2018	LODGING TAX - RED CARPET I	100-41110-491	405.11
CONVENT. & VISITOR BUREAU	20181128A	11/28/2018	LODGING TAX - GUARDIAN IN	100-41110-491	1,020.51
CONVENT. & VISITOR BUREAU	20181128B	11/28/2018	LODGING TAX - AMERICINN	100-41110-491	2,301.74
					Activity 41110 - Mayor & Council Total: 3,727.36
Activity: 41310 - Administration					
INDOFF, INC	3170955	11/02/2018	SUPPLIES	100-41310-200	7.95
MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	100-41310-200	44.00
STOREY KENWORTHY	PINV631628	11/21/2018	SUPPLIES #PP076121	100-41310-200	238.62
SELECTACCOUNT	1294851	11/21/2018	ADMIN FEE	100-41310-217	165.60
ABDO, EICK & MEYERS, LLP	20181018	10/22/2018	REGISTRATION -CHELSIE CARL	100-41310-308	75.00
COALITION OF GREATER MN C	20181121	11/27/2018	2018 CGMC FALL CONF-ALEXA	100-41310-308	170.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41310-321	174.16
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	100-41310-322	5.90
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	100-41310-322	1.77
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41310-326	299.40
STEVE NASBY	20181116	11/21/2018	EXPENSE-CGMC FALL CONF	100-41310-331	87.75
STEVE NASBY	20181116	11/21/2018	EXPENSE-CGMC FALL CONF	100-41310-334	16.30
STEVE NASBY	20181116	11/21/2018	EXPENSE-CGMC FALL CONF	100-41310-334	74.00
STEVE NASBY	20181121	11/21/2018	EXPENSE - FEMA VISIT LUNCH	100-41310-334	17.70
MII LIFE	20181119	11/20/2018	2018 WELLNESS INCENTIVE	100-41310-480	6,500.00
KRIS LUEBBERT	20181120	11/20/2018	WELLNESS	100-41310-480	400.00
					Activity 41310 - Administration Total: 8,278.15
Activity: 41910 - Building & Zoning					
INDOFF, INC	3173390	11/01/2018	SUPPLIES	100-41910-200	12.23
CENTURY BUSINESS PRODUCT	446309	11/09/2018	SUPPLIES	100-41910-200	29.20
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41910-321	123.14
					Activity 41910 - Building & Zoning Total: 164.57
Activity: 41940 - City Hall					
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41940-381	432.37
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41940-382	61.74
MN ENERGY RESOURCES	20181108	11/08/2018	HEATING #0505105084-00001	100-41940-383	355.20
HOMETOWN SANITATION SER	0000305904	11/05/2018	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-41940-385	122.71
SANDRA HERDER	20181121	11/21/2018	REIMBURSE - REPAIR VACUU	100-41940-406	95.00
					Activity 41940 - City Hall Total: 1,152.06
Activity: 42120 - Crime Control					
INDOFF, INC	3171655	11/05/2018	SUPPLIES	100-42120-200	91.93
INDOFF, INC	3175998	11/14/2018	SUPPLIES	100-42120-200	47.09
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42120-321	68.90
VERIZON WIRELESS	9817952160	11/21/2018	SERVICE FOR LAP TOPS 10/8-1	100-42120-321	114.10
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	100-42120-322	106.70
ALPHA WIRELESS - MANKATO	697689	11/27/2018	SERVICE #00681	100-42120-323	108.00
SUNSET LAW ENFORCEMENT	0002560-IN	11/07/2018	MAINTENANCE	100-42120-404	198.18
ELITE K-9, INC	178939	11/27/2018	#126653 SERVICE K-9	100-42120-404	3,169.95

Expense Approval Report

Payment Dates: 11/16/2018 - 11/29/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FLEET SERVICES DIVISION	2019040002	11/27/2018	SERVICE #AOWWIN	100-42120-419	2,292.76
Activity 42120 - Crime Control Total:					6,197.61
Activity: 42220 - Fire Fighting					
AMERIPRIDE SERVICES INC.	2800955151	11/20/2018	#280001722 SERVICE	100-42220-211	27.84
AMERIPRIDE SERVICES INC.	2800958231	11/20/2018	#280001634 SERVICE	100-42220-211	43.35
HEIMAN FIRE EQUIP. CO	20180801	09/18/2018	CREDIT - DTD 8-1-18	100-42220-215	-50.24
HEIMAN FIRE EQUIP. CO	0873958-IN	11/20/2018	UNIFORMS	100-42220-218	152.15
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42220-321	42.00
VERIZON WIRELESS	9817952160	11/21/2018	SERVICE FOR LAP TOPS 10/8-1	100-42220-321	18.50
VERIZON WIRELESS	9817952160	11/21/2018	SERVICE FOR LAP TOPS 10/8-1	100-42220-326	10.02
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42220-381	264.50
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42220-382	12.93
MN ENERGY RESOURCES	20181107A	11/20/2018	HEATING #0616354678-00001	100-42220-383	341.38
HOMETOWN SANITATION SER	0000305940	11/20/2018	GARBAGE SERVICE - EMS BUIL	100-42220-384	42.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42220-385	27.87
HEIMAN FIRE EQUIP. CO	0872338-IN	09/18/2018	MAINTENANCE	100-42220-404	39.26
WW COMMUNICATIONS AND	3622	11/28/2018	ANNUAL MONITORING RENE	100-42220-433	180.00
KDOM RADIO	#0951 10-31-18	11/20/2018	#0951 ADVERTISING	100-42220-480	30.00
Activity 42220 - Fire Fighting Total:					1,181.56
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-42500-381	31.56
Activity 42500 - Civil Defense Total:					31.56
Activity: 43100 - Streets					
MATHESON	18632714	11/14/2018	MATERIALS & EQUIPMENT	100-43100-215	81.25
MATHESON	18604049	11/07/2018	OPERATING SUPPLIES	100-43100-217	106.30
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-217	70.00
MILLER SELLNER EQUIP	55908	10/30/2018	FEES	100-43100-217	12.36
PRAXAIR DISTRIBUTION INC	85939233	11/21/2018	OPERATING SUPPLIES	100-43100-217	178.95
GMS INDUSTRIAL SUPPLIES, I	044642	11/02/2018	#3922 - SMALL TOOLS	100-43100-241	236.90
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-321	45.53
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-381	278.27
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-381	2,795.88
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-382	19.74
MN ENERGY RESOURCES	20181106A	11/06/2018	HEATING #0505064121-00001	100-43100-383	304.81
HOMETOWN SANITATION SER	0000305905	11/05/2018	GARBAGE SERVICE - STREET D	100-43100-384	84.73
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-43100-385	41.08
JOHNSON FEED, INC	107125	11/14/2018	MAINTENANCE	100-43100-404	1,868.42
TERMINAL SUPPLY CO.	66470-01	11/21/2018	MAINTENANCE	100-43100-404	147.01
MACQUEEN EQUIP. CO.	W03455	11/07/2018	#WINDO0001 MAINTENANCE	100-43100-405	8,713.75
MIDSTATES EQUIPMENT & SU	218838	11/28/2018	MAINTENANCE	100-43100-407	10,285.80
MIDSTATES EQUIPMENT & SU	218859	11/14/2018	MAINTENANCE	100-43100-407	2,252.25
DUININCK	534587	11/20/2018	MAINTENANCE	100-43100-407	666.16
SHARE CORP.	72158	11/05/2018	MAINTENANCE	100-43100-407	426.92
Activity 43100 - Streets Total:					28,616.11
Activity: 45202 - Park Areas					
BOB'S BIFFYS LLC	4032 - 4099	11/02/2018	SERVICE # 4032 & #4099	100-45202-217	1,090.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-45202-381	481.09
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-45202-382	189.81
HOMETOWN SANITATION SER	0000305906	11/05/2018	GARBAGE SERVICE - SQUARE	100-45202-384	46.12
HOMETOWN SANITATION SER	0000305922	11/05/2018	GARBAGE SERVICE	100-45202-384	17.55
HOMETOWN SANITATION SER	0000305923	11/05/2018	GARBAGE SERVICE O TEGELS P	100-45202-384	29.25
HOMETOWN SANITATION SER	0000305924	11/05/2018	GARBAGE SERVICE - KASTLE KI	100-45202-384	54.74
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	100-45202-385	355.25
Activity 45202 - Park Areas Total:					2,530.48
Fund 100 - GENERAL Total:					77,347.81

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Payment Dates: 11/16/2018 - 11/29/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-211	9.03
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	211-45501-321	29.52
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-322	10.00
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-322	5.06
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-322	4.93
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-322	1.42
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	211-45501-322	6.98
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	211-45501-326	203.33
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	211-45501-381	160.30
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	211-45501-382	19.08
MN ENERGY RESOURCES	20181107B	11/20/2018	HEATING #050454273-00001	211-45501-383	304.77
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	211-45501-385	39.15
INDOFF, INC	3173391	11/07/2018	SUPPLIES	211-45501-406	12.95
THE GLOBE	#177925082 11-21-18	11/21/2018	#177925082 SUBSCRIPTION	211-45501-433	90.00
MICROMARKETING, LLC	745468	11/20/2018	BOOKS	211-45501-435	90.00
MICROMARKETING, LLC	746270	11/20/2018	BOOKS	211-45501-435	99.98
MICROMARKETING, LLC	746705	11/20/2018	BOOKS	211-45501-435	32.00
MICROMARKETING, LLC	747520	11/20/2018	BOOKS	211-45501-435	79.99
MICROMARKETING, LLC	748334	11/28/2018	BOOKS	211-45501-435	39.99
Activity 45501 - Library Total:					1,238.48
Fund 211 - LIBRARY Total:					1,238.48
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	#886 11-15-18	11/21/2018	#886 SERVICE 507-831-6120	225-45127-321	26.69
Activity 45127 - Airport Total:					26.69
Fund 225 - AIRPORT Total:					26.69
Fund: 230 - POOL					
Activity: 45124 - Pool					
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	230-45124-217	133.33
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	230-45124-321	31.05
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	230-45124-381	29.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	230-45124-382	16.34
Activity 45124 - Pool Total:					209.72
Fund 230 - POOL Total:					209.72
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	235-42153-200	44.00
LEWIS FAMILY DRUG, LLC	56-09719600	11/20/2018	OPERATING SUPPLIES	235-42153-217	9.58
BOUND TREE MEDICAL, LLC	83019143	11/02/2018	OPERATING SUPPLIES	235-42153-217	51.92
PRAXAIR DISTRIBUTION INC	85951194	11/09/2018	OPERATING SUPPLIES	235-42153-217	238.27
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	235-42153-321	17.45
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	235-42153-321	28.00
VERIZON WIRELESS	9817952160	11/21/2018	SERVICE FOR LAP TOPS 10/8-1	235-42153-321	115.56
EXPERT T BILLING	5083	11/09/2018	SERVICE	235-42153-326	2,079.00
DONNA MARCY	20181121	11/21/2018	EXPENSE - AMBULANCE	235-42153-334	163.38
TIM HACKER	20181121	11/21/2018	EXPENSE - AMBULANCE	235-42153-334	17.23
JODI JOHNSON	20181121	11/21/2018	EXPENSE - AMBULANCE	235-42153-334	20.19
KRISTEN PORATH	20181121	11/21/2018	EXPENSE - AMBULANCE	235-42153-334	23.67
LANDON JOHNSON	20181121	11/21/2018	EXPENSE - AMBULANCE	235-42153-334	32.58
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	235-42153-381	176.34
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	235-42153-382	8.62
MN ENERGY RESOURCES	20181107A	11/20/2018	HEATING #0616354678-00001	235-42153-383	227.58
HOMETOWN SANITATION SER	0000305940	11/20/2018	GARBAGE SERVICE - EMS BUIL	235-42153-384	27.99
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	235-42153-385	18.58
ARROW MANUFACTURING IN	4808	11/05/2018	MAINTENANCE - UNIT #29	235-42153-405	55.00
P.M. REPAIR & DETAILING	7841	11/21/2018	SERVICE - UNIT #29	235-42153-405	166.19

Expense Approval Report

Payment Dates: 11/16/2018 - 11/29/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
P.M. REPAIR & DETAILING	7845	11/21/2018	SERVICE - UNIT #28	235-42153-405	128.39
AMERIPRIDE SERVICES INC.	2800955151	11/20/2018	#280001722 SERVICE	235-42153-406	18.55
AMERIPRIDE SERVICES INC.	2800958231	11/20/2018	#280001634 SERVICE	235-42153-406	28.90
WW COMMUNICATIONS AND	3622	11/28/2018	ANNUAL MONITORING RENE	235-42153-406	120.00
Activity 42153 - Ambulance Total:					3,816.97
Fund 235 - AMBULANCE Total:					3,816.97

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

DREW HAGE	20181118	11/20/2018	EXPENSE - OFFICE SUPPLIES	250-46520-200	3.52
INDOFF, INC	3173390	11/01/2018	SUPPLIES	250-46520-200	12.22
MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	250-46520-200	44.00
CENTURY BUSINESS PRODUCT	446309	11/09/2018	SUPPLIES	250-46520-200	58.38
DREW HAGE	20181120	11/20/2018	EXPENSE - GROWN OUR OWN	250-46520-308	60.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	250-46520-321	123.14
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	250-46520-321	255.94
DREW HAGE	20181119	11/20/2018	EXPENSE - EDAM AGENDA MT	250-46520-331	152.60
DREW HAGE	20181120	11/20/2018	EXPENSE - GROWN OUR OWN	250-46520-331	74.67
DREW HAGE	20181128	11/28/2018	EXPENSE - COM PLAN REVIEW	250-46520-331	39.24
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	250-46520-381	49.43
MN SOLAR SALES LLC	20181005	11/28/2018	SERVICE - SYSTEM INSTALLATI	250-46520-439	3,131.25
Activity 46520 - EDA Total:					4,004.39
Fund 250 - EDA GENERAL Total:					4,004.39

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	#367404 10-31-18	11/27/2018	SERVICE #367404 #26-24-123	254-46520-381	132.69
MICKY MASTERS	20181113	11/20/2018	MAINTENANCE	254-46520-406	617.50
Activity 46520 - EDA Total:					750.19
Fund 254 - NORTH IND PARK Total:					750.19

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

NATHAN BRUGMAN	1807	11/20/2018	CHAIN LINKS AND GATES	401-49950-439	30,616.90
Activity 49950 - Capital Outlay Total:					30,616.90
Fund 401 - GENERAL CAPITAL PROJECTS Total:					30,616.90

Fund: 407 - DILIPIDATED HOUSING PROGRAM

Activity: 49950 - Capital Outlay

SCHRAMEL LAW OFFICE	20181126	11/28/2018	SERVICE - EDA/MN INVESTME	407-49950-480	350.00
COTTONWOOD CO AUD/TREA	20181128	11/28/2018	DEED TAX - 1120 MILLER AVE,	407-49950-480	33.00
Activity 49950 - Capital Outlay Total:					383.00
Fund 407 - DILIPIDATED HOUSING PROGRAM Total:					383.00

Fund: 601 - WATER

Activity: 49400 - Water

MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	601-49400-200	44.00
ERIC WARD	20181120	11/20/2018	EXPENSE - SAFETY BOOTS	601-49400-217	100.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-321	49.96
GOPHER STATE ONE CALL	8100822	11/05/2018	LOCATES	601-49400-321	29.36
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	601-49400-322	3.75
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	POSTAGE	601-49400-322	228.74
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-326	70.00
HP DATAONE, LLC	20181128	11/28/2018	11TH IN 2018	601-49400-326	1,328.13
INNOVATIVE SYSTEMS LLC	39777	11/02/2018	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	39913	11/02/2018	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	PROCESSING	601-49400-326	191.92
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	INSERTS	601-49400-350	0.61
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-381	4,329.72
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-382	17.00
MN ENERGY RESOURCES	20181109C	11/20/2018	HEATING #0505923431-00001	601-49400-383	515.76
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-385	32.98

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	601-49400-386	892.52
RON VOUGHT	568430	11/21/2018	SERVICE -PAINT HYDRANTS	601-49400-408	2,000.00
				Activity 49400 - Water Total:	11,112.45
				Fund 601 - WATER Total:	11,112.45
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	602-49450-200	44.00
MN VALLEY TESTING	945455	11/07/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	946478	11/07/2018	TESTING	602-49450-310	158.40
MN VALLEY TESTING	946763	11/07/2018	TESTING	602-49450-310	241.60
MN VALLEY TESTING	947118	11/09/2018	TESTING	602-49450-310	158.40
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	602-49450-321	172.07
GOPHER STATE ONE CALL	8100822	11/05/2018	LOCATES	602-49450-321	29.36
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	602-49450-322	18.90
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	POSTAGE	602-49450-322	228.73
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	602-49450-326	70.00
HP DATAONE, LLC	20181128	11/28/2018	11TH IN 2018	602-49450-326	1,328.12
INNOVATIVE SYSTEMS LLC	39777	11/02/2018	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	39913	11/02/2018	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	PROCESSING	602-49450-326	191.92
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	INSERTS	602-49450-350	0.61
SOUTH CENTRAL ELECTRIC	#367405 10-31-18	11/28/2018	#367405 #26-24-125-04	602-49450-381	74.21
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	602-49450-381	14,488.89
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	602-49450-382	577.49
MN ENERGY RESOURCES	20181106	11/06/2018	HEATING #0506646838-00001	602-49450-383	355.21
MN ENERGY RESOURCES	20181108A	11/08/2018	HEATING #0506746718-00001	602-49450-383	19.20
MN ENERGY RESOURCES	20181109B	11/20/2018	HEATING #0504488160-00001	602-49450-383	44.67
HOMETOWN SANITATION SER	0000305908	11/05/2018	GARBAGE SERVICE - WASTEWA	602-49450-384	85.04
ATCO INTERNATIONAL CO	10518907	11/14/2018	MAINTENANCE	602-49450-404	135.00
MID-AMERICAN RESEARCH C	0649939-IN	11/07/2018	MAINTENANCE	602-49450-408	1,457.44
JOSEPH JOHN ROSENHAMME	20181124	11/21/2018	SERVICE	602-49450-446	10,641.03
				Activity 49450 - Sewer Total:	32,039.89
				Fund 602 - SEWER Total:	32,039.89
Fund: 604 - ELECTRIC					
ELECTRIC FUND	20181127	11/27/2018	NOVEMBER LABOR 5 @ \$63.	604-16300	316.65
ELECTRIC FUND	20181127	11/27/2018	NOVEMBER LABOR - 14 @ \$6	604-16300	886.62
ELECTRIC FUND	227	11/27/2018	EL-NEW CONSTRUC #2 OLSO	604-16300	1,078.92
ELECTRIC FUND	232	11/27/2018	EL-NEW CONSTRUC #2 -CIRCU	604-16300	1,146.07
UTILITIES PLUS ENERGY SERVI	601151	11/21/2018	SUBSTATION	604-16300	9,285.00
UTILITIES PLUS ENERGY SERVI	601233	11/21/2018	SUBSTATION	604-16300	4,226.25
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	604-20202	17.20
KEYRI B MALDONADO	20181120	11/20/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
JENNIFER VOLKENANT	20181120	11/20/2018	REFUND - UTILITY PREPAYME	604-22000	275.00
MORGAN ARNDT	20181120	11/20/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
MARIA TORKELSON	20181120	11/20/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
UNITED COMMUNITY ACTION	20181120	11/20/2018	UTILITY PREPAY REFUND-CHA	604-22000	41.27
TANEISHA HAYES	20181121	11/21/2018	REFUND-UTILITY PREPAYMEN	604-22000	300.00
					18,472.98
Activity: 49550 - Electric					
MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	604-49550-200	44.00
CMP - CENTRAL MUNICIPAL P	6451	11/20/2018	ENERGY COST - TRANSMISSIO	604-49550-263	138,938.10
CMP - CENTRAL MUNICIPAL P	6451	11/20/2018	ENERGY COST - ENERGY	604-49550-263	159,497.30
DEPARTMENT OF ENERGY	BFPB000801018	11/09/2018	POWER COST	604-49550-263	61,595.01
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	604-49550-321	130.52
GOPHER STATE ONE CALL	8100822	11/05/2018	LOCATES	604-49550-321	29.36
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	POSTAGE	604-49550-322	228.74
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	604-49550-326	186.03
HP DATAONE, LLC	20181128	11/28/2018	11TH IN 2018	604-49550-326	1,328.12
INNOVATIVE SYSTEMS LLC	39777	11/02/2018	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE SYSTEMS LLC	39913	11/02/2018	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	PROCESSING	604-49550-326	191.92
STEVE NASBY	20181117	11/21/2018	EXPENSE-CMPAS MONTHLY M	604-49550-331	161.87
JASON SYKORA	20181119	11/27/2018	EXPENSE - CMPAS MTG	604-49550-331	163.50
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	INSERTS	604-49550-350	0.61
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	604-49550-381	165.45
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	604-49550-382	24.86
MN ENERGY RESOURCES	20181109A	11/20/2018	HEATING #0506419706-00001	604-49550-383	82.39
HOMETOWN SANITATION SER	0000305909	11/07/2018	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	604-49550-385	50.48
ELECTRIC FUND	229	11/27/2018	EL - SUBSTATION	604-49550-408	40.97
ELECTRIC FUND	230	11/27/2018	EL - DISTRIBUTION	604-49550-408	590.45
ELECTRIC FUND	231	11/27/2018	EL - DISTRIBUTION	604-49550-408	139.00
ELECTRIC FUND	238	11/28/2018	EL - DISTRIBUTION	604-49550-408	1,722.08
PETERSON SMITH GRAVEL INC	3284	11/27/2018	MAINTENANCE	604-49550-408	476.00
RESCO	732691-00	11/07/2018	MAINTENANCE	604-49550-408	250.00
RESCO	732691-01	11/09/2018	MAINTENANCE	604-49550-408	250.00
CEMSTONE PRODUCTS CO	20181120	11/20/2018	ENERGY REBATE - @ 1405 CO	604-49550-450	739.60
CMP - CENTRAL MUNICIPAL P	6451	11/20/2018	ENERGY COST -	604-49550-450	2,501.13
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	604-49550-460	425.41
UNITED COMMUNITY ACTION	20181121	11/21/2018	ANGELA MARTINEZ-REFUND	604-49550-480	81.75
Activity 49550 - Electric Total:					371,864.30
Fund 604 - ELECTRIC Total:					390,337.28

Fund: 609 - LIQUOR STORE

MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	609-20202	14,362.00
					14,362.00

Activity: 49751 - Liquor Store

MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	609-49751-200	44.00
RAGE INC - CAMPUS CLEANER	11-010162	11/09/2018	SERVICE - RIVER BEND LIQ	609-49751-211	48.57
COLE PAPERS INC.	9485416	11/20/2018	SUPPLIES	609-49751-211	117.78
AH HERMEL COMPANY	740793	11/09/2018	MERCHANDISE	609-49751-217	54.49
BREAKTHRU BEVERAGE MN	1080881002	11/02/2018	MERCHANDISE	609-49751-251	3,234.50
JOHNSON BROS.	1141341	11/02/2018	MERCHANDISE	609-49751-251	2,051.04
JOHNSON BROS.	1146622	11/09/2018	MERCHANDISE	609-49751-251	4,804.06
SOUTHERN GLAZER'S OF MN	1747803	11/05/2018	MERCHANDISE	609-49751-251	6,344.50
SOUTHERN GLAZER'S OF MN	1750513	11/09/2018	MERCHANDISE	609-49751-251	1,948.03
PHILLIPS WINE & SPIRITS	2449127	11/05/2018	MERCHANDISE	609-49751-251	2,469.01
PHILLIPS WINE & SPIRITS	2449128	11/05/2018	MERCHANDISE	609-49751-251	35.35
PHILLIPS WINE & SPIRITS	2452880	11/09/2018	MERCHANDISE	609-49751-251	2,387.81
BEVERAGE WHOLESALERS	033225	11/20/2018	MERCHANDISE	609-49751-252	7,012.45
JOHNSON BROS.	1146624	11/09/2018	MERCHANDISE	609-49751-252	22.99
ARTISAN BEER COMPANY	3302365	11/02/2018	MERCHANDISE	609-49751-252	323.75
ARTISAN BEER COMPANY	3303898	11/09/2018	MERCHANDISE	609-49751-252	206.20
DOLL DISTRIBUTING, LLC	551643	11/09/2018	MERCHANDISE	609-49751-252	324.00
DOLL DISTRIBUTING, LLC	551645	11/09/2018	MERCHANDISE	609-49751-252	324.00
DOLL DISTRIBUTING, LLC	557744	11/20/2018	MERCHANDISE	609-49751-252	8,551.75
DOLL DISTRIBUTING, LLC	921646	11/09/2018	MERCHANDISE	609-49751-252	11,561.90
JOHNSON BROS.	1141342	11/02/2018	MERCHANDISE	609-49751-253	3,639.04
JOHNSON BROS.	1146623	11/09/2018	MERCHANDISE	609-49751-253	841.59
SOUTHERN GLAZER'S OF MN	1747804	11/05/2018	MERCHANDISE	609-49751-253	88.00
PHILLIPS WINE & SPIRITS	2449128	11/05/2018	MERCHANDISE	609-49751-253	1,244.80
PHILLIPS WINE & SPIRITS	2452881	11/09/2018	MERCHANDISE	609-49751-253	160.00
MORGAN CREEK VINEYARDS	5005	11/05/2018	MERCHANDISE	609-49751-253	195.60
JOHNSON BROS.	510420	11/27/2018	CREDIT - MERCHANDISE	609-49751-253	-13.33
BEVERAGE WHOLESALERS	034221	11/27/2018	MERCHANDISE	609-49751-254	10,022.11
JOHNSON BROS.	1146623	11/09/2018	MERCHANDISE	609-49751-254	37.00
ATLANTIC COCA-COLA	1821231	11/09/2018	MERCHANDISE	609-49751-254	117.50
PHILLIPS WINE & SPIRITS	2449128	11/05/2018	MERCHANDISE	609-49751-254	45.00
PHILLIPS WINE & SPIRITS	2452881	11/09/2018	MERCHANDISE	609-49751-254	23.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	557744	11/20/2018	MERCHANDISE	609-49751-254	14.00
AH HERMEL COMPANY	740793	11/09/2018	MERCHANDISE	609-49751-254	118.78
DOLL DISTRIBUTING, LLC	921646	11/09/2018	MERCHANDISE	609-49751-254	28.00
RED BULL DISTRIBUTION CO, I	K-35146638	11/21/2018	MERCHANDISE	609-49751-254	160.60
AH HERMEL COMPANY	740793	11/09/2018	MERCHANDISE	609-49751-256	86.37
AH HERMEL COMPANY	740793	11/09/2018	MERCHANDISE	609-49751-261	2.30
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	609-49751-321	101.16
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	609-49751-326	650.72
BREAKTHRU BEVERAGE MN	1080881002	11/02/2018	MERCHANDISE	609-49751-333	55.81
JOHNSON BROS.	1141341	11/02/2018	MERCHANDISE	609-49751-333	28.14
JOHNSON BROS.	1141342	11/02/2018	MERCHANDISE	609-49751-333	116.58
JOHNSON BROS.	1146622	11/09/2018	MERCHANDISE	609-49751-333	84.68
JOHNSON BROS.	1146623	11/09/2018	MERCHANDISE	609-49751-333	35.37
SOUTHERN GLAZER'S OF MN	1747803	11/05/2018	MERCHANDISE	609-49751-333	139.40
SOUTHERN GLAZER'S OF MN	1747804	11/05/2018	MERCHANDISE	609-49751-333	2.56
SOUTHERN GLAZER'S OF MN	1750513	11/09/2018	MERCHANDISE	609-49751-333	32.23
PHILLIPS WINE & SPIRITS	2449127	11/05/2018	MERCHANDISE	609-49751-333	43.06
PHILLIPS WINE & SPIRITS	2449128	11/05/2018	MERCHANDISE	609-49751-333	43.50
PHILLIPS WINE & SPIRITS	2452880	11/09/2018	MERCHANDISE	609-49751-333	56.25
PHILLIPS WINE & SPIRITS	2452881	11/09/2018	MERCHANDISE	609-49751-333	5.22
AH HERMEL COMPANY	740793	11/09/2018	MERCHANDISE	609-49751-333	4.95
LINCOLN MARKETING MN	11-2018MN-RIVER BEND LIQ	11/27/2018	ADVERTISING #RIVER BEND LI	609-49751-340	499.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	609-49751-381	887.63
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	609-49751-382	18.74
MN ENERGY RESOURCES	20181113	11/27/2018	HEATING #0507314125-00001	609-49751-383	52.47
HOMETOWN SANITATION SER	0000305907	11/09/2018	GARBAGE SERVICE - RIVER BE	609-49751-384	139.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	609-49751-385	34.67
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	609-49751-460	1.65
PLUNKETT'S PEST CONTROL	6033954	11/21/2018	SERVICE #2174771	609-49751-480	411.81
				Activity 49751 - Liquor Store Total:	72,121.64
				Fund 609 - LIQUOR STORE Total:	86,483.64

Fund: 614 - TELECOM

POWER & TEL	6546514-00	11/07/2018	CO RD 17/25 PROJECT	614-16300	2,358.86
POWER & TEL	6560575-00	11/02/2018	IMPROVEMENTS	614-16300	302.55
POWER & TEL	6536483-00	11/07/2018	CORE MIGRATION	614-16400	153.28
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	614-20202	31.33
ODDSON UNDERGROUND INC	20181128	11/28/2018	SERVICE - HWY 25/17 PROJEC	614-38271	500.00
					3,346.02

Activity: 49870 - Telecom

MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	614-49870-200	44.00
INTERSTATE TRS FUND	82580795056	11/20/2018	ASSESSMENT FOR 499-A FILIN	614-49870-304	269.20
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	614-49870-321	381.48
GOPHER STATE ONE CALL	8100822	11/05/2018	LOCATES	614-49870-321	29.36
SECR REV FUND/CITY OF WD	20181128	11/28/2018	PETTY CASH - NOV 2018	614-49870-322	1.15
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	POSTAGE	614-49870-322	228.74
HP DATAONE, LLC	20181128	11/28/2018	11TH IN 2018	614-49870-326	1,328.13
INNOVATIVE SYSTEMS LLC	39777	11/02/2018	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	39777	11/02/2018	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	39913	11/02/2018	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	PROCESSING	614-49870-326	191.92
NEUSTAR, INC.	L-0000026354	11/20/2018	MAINTENANCE	614-49870-326	3.25
INNOVATIVE SYSTEMS LLC	40043	11/07/2018	INSERTS	614-49870-350	0.61
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	614-49870-381	2,257.14
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	614-49870-382	19.25
MN ENERGY RESOURCES	20181107	11/07/2018	HEATING #0507509833-00001	614-49870-383	84.31
HOMETOWN SANITATION SER	0000305910	11/07/2018	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	614-49870-385	36.06
CENTURY LINK	468754	11/20/2018	DIRECTORY LISTINGS #MN-CO	614-49870-441	177.83
TEGNA	1470-1151	11/09/2018	SUBSCRIBER	614-49870-442	3,083.85

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NEXSTAR BROADCASTING GR	1674-1102	11/06/2018	SUBSCRIBER	614-49870-442	3,047.25
FOX TELEVISION STATIONS, IN	66091	11/28/2018	SUBSCRIBER	614-49870-442	2,202.75
TOWER DISTRIBUTION COMP	717738	11/09/2018	SUBSCRIBER	614-49870-442	279.24
CONSOLIDATED CALL CENTER	12325	11/07/2018	DA/OPERATOR ASSISTANCE -	614-49870-445	125.22
ICONECTIV	L-10041091	11/28/2018	# L-201353 LNP SERVICE	614-49870-445	57.22
MANKATO NETWORKS, LLC	388352	11/28/2018	SERVICE	614-49870-448	200.00
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	614-49870-460	39.79

Activity 49870 - Telecom Total: 18,403.77

Fund 614 - TELECOM Total: 21,749.79

Fund: 615 - ARENA

Activity: 49850 - Arena

MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	615-49850-200	44.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	615-49850-321	124.32
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	615-49850-326	358.00
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	615-49850-381	6,118.38
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	615-49850-382	897.96
HOMETOWN SANITATION SER	0000305911	11/08/2018	GARBAGE SERVICE - ARENA	615-49850-384	130.88
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	615-49850-385	684.49
R & R SPECIALTIES	0066208-IN	11/08/2018	MAINTENANCE - ZAMBONI	615-49850-404	213.65
FAST GLOBAL SOLUTIONS, INC	074292	11/08/2018	MAINTENANCE	615-49850-404	39.00
R & R SPECIALTIES	0066210-IN	11/09/2018	MAINTENANCE - ZAMBONI	615-49850-405	281.38
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	615-49850-460	713.00

Activity 49850 - Arena Total: 9,605.06

Fund 615 - ARENA Total: 9,605.06

Fund: 617 - M/P CENTER

SECR REV FUND/CITY OF WD	20181120	11/20/2018	PETTY CASH - COMM CENTER	617-10200	1,500.00
SECR REV FUND/CITY OF WD	20181127	11/27/2018	PETTY CASH - COMM CENTER	617-10200	150.00
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	617-20202	127.37

1,777.37

Activity: 49860 - M/P Center

MANTRONICS MAILING SYSTE	41482	11/20/2018	SERVICE CONTRACT	617-49860-200	44.00
HEARTLAND PAPER COMPANY	533504-0	11/20/2018	SUPPLIES	617-49860-211	234.61
WINDOM FIRE & SAFETY	6769	11/21/2018	SERVICE - COMM CENTER	617-49860-217	137.85
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	617-49860-321	116.17
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	617-49860-326	403.33
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	617-49860-381	1,240.66
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	617-49860-382	78.21
MN ENERGY RESOURCES	20181109	11/20/2018	HEATING #0503741572-00001	617-49860-383	800.00
HOMETOWN SANITATION SER	0000305912	11/07/2018	GARBAGE SERVICE - COMM C	617-49860-384	51.52
ELECTRIC FUND	20181121	11/21/2018	MONTHLY UTILITY & TELECO	617-49860-385	148.81
MN REVENUE	20181115	11/20/2018	SALES TAX - OCT 2018	617-49860-460	43.63

Activity 49860 - M/P Center Total: 3,298.79

Fund 617 - M/P CENTER Total: 5,076.16

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001507	11/23/2018	Federal Tax Withholding	700-21701	9,261.95
MN Department of Revenue -	INV0001506	11/23/2018	State Withholding	700-21702	4,565.38
Internal Revenue Service-Payr	INV0001508	11/23/2018	Social Security	700-21703	11,702.62
MN Pera	INV0001500	11/23/2018	PERA	700-21704	12,967.08
MN Pera	INV0001501	11/23/2018	PERA	700-21704	6,329.73
MN Pera	INV0001502	11/23/2018	PERA	700-21704	129.70
MN State Deferred	INV0001503	11/23/2018	Deferred Compensation	700-21705	5,544.11
MN State Deferred	INV0001504	11/23/2018	Deferred Roth	700-21705	535.00
LOCAL UNION #949	20181120	11/20/2018	UNION DUES - NOV. 2018	700-21707	1,733.06
LAW ENFORCEMENT LABOR S	20181120	11/20/2018	POLICE UNION DUES - NOV 20	700-21708	343.00
Internal Revenue Service-Payr	INV0001505	11/23/2018	Medicare Withholding	700-21711	3,399.48
SELECTACCOUNT	38853776	11/28/2018	FLEX SPENDING	700-21712	137.36
AFLAC	167529	11/20/2018	INSURANCE - OCT 2018 - AFTE	700-21715	204.00
AFLAC	167529	11/20/2018	INSURANCE - OCT 2018 - PRE	700-21716	492.28

Expense Approval Report

Payment Dates: 11/16/2018 - 11/29/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN BENEFIT ASSOCIATION	#29143 11-15-18	11/20/2018	INSURANCE 12/1/18 - PRE TA	700-21717	4.84
MN BENEFIT ASSOCIATION	#29143 11-15-18	11/20/2018	INSURANCE 12/1/18 - AFTER	700-21719	99.27
MII LIFE	20181115	11/20/2018	VEBA - NOV 2018	700-21720	7,300.00
					64,748.86
Fund 700 - PAYROLL Total:					64,748.86
Grand Total:					739,547.28

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	77,347.81
211 - LIBRARY	1,238.48
225 - AIRPORT	26.69
230 - POOL	209.72
235 - AMBULANCE	3,816.97
250 - EDA GENERAL	4,004.39
254 - NORTH IND PARK	750.19
401 - GENERAL CAPITAL PROJECTS	30,616.90
407 - DILIPIDATED HOUSING PROGRAM	383.00
601 - WATER	11,112.45
602 - SEWER	32,039.89
604 - ELECTRIC	390,337.28
609 - LIQUOR STORE	86,483.64
614 - TELECOM	21,749.79
615 - ARENA	9,605.06
617 - M/P CENTER	5,076.16
700 - PAYROLL	64,748.86
Grand Total:	739,547.28

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	33.73
100-20202	Sales Tax Payable	25,434.62
100-41110-491	Payments to Other Orga	3,727.36
100-41310-200	Office Supplies	290.57
100-41310-217	Other Operating Supplie	165.60
100-41310-308	Training & Registrations	245.00
100-41310-321	Telephone	174.16
100-41310-322	Postage	7.67
100-41310-326	Data Processing	299.40
100-41310-331	Travel Expense	87.75
100-41310-334	Meals/Lodging	108.00
100-41310-480	Other Miscellaneous	6,900.00
100-41910-200	Office Supplies	41.43
100-41910-321	Telephone	123.14
100-41940-381	Electric Utility	432.37
100-41940-382	Water Utility	61.74
100-41940-383	Gas Utility	355.20
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	122.71
100-41940-406	Repairs & Maint - Groun	95.00
100-42120-200	Office Supplies	139.02
100-42120-321	Telephone	183.00
100-42120-322	Postage	106.70
100-42120-323	Radio Units	108.00
100-42120-404	Repairs & Maint - M&E	3,368.13
100-42120-419	Vehicle Lease	2,292.76
100-42220-211	Cleaning Supplies	71.19
100-42220-215	Materials & Equipment	-50.24
100-42220-218	Uniforms	152.15
100-42220-321	Telephone	60.50
100-42220-326	Data Processing	10.02
100-42220-381	Electric Utility	264.50
100-42220-382	Water Utility	12.93
100-42220-383	Gas Utility	341.38
100-42220-384	Refuse Disposal	42.00
100-42220-385	Sewer Utility	27.87

Account Summary

Account Number	Account Name	Payment Amount
100-42220-404	Repairs & Maint - M&E	39.26
100-42220-433	Dues & Subscriptions	180.00
100-42220-480	Other Miscellaneous	30.00
100-42500-381	Electric Utility	31.56
100-43100-215	Materials & Equipment	81.25
100-43100-217	Other Operating Supplie	367.61
100-43100-241	Small Tools	236.90
100-43100-321	Telephone	45.53
100-43100-381	Electric Utility	3,074.15
100-43100-382	Water Utility	19.74
100-43100-383	Gas Utility	304.81
100-43100-384	Refuse Disposal	84.73
100-43100-385	Sewer Utility	41.08
100-43100-404	Repairs & Maint - M&E	2,015.43
100-43100-405	Repairs & Maint - Vehicl	8,713.75
100-43100-407	Repairs & Maint - Seal C	13,631.13
100-45202-217	Other Operating Supplie	1,090.00
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	481.09
100-45202-382	Water Utility	189.81
100-45202-384	Refuse Disposal	147.66
100-45202-385	Sewer Utility	155.25
211-45501-211	Cleaning Supplies	9.03
211-45501-321	Telephone	29.52
211-45501-322	Postage	28.39
211-45501-326	Data Processing	203.33
211-45501-381	Electric Utility	160.30
211-45501-382	Water Utility	19.08
211-45501-383	Gas Utility	304.77
211-45501-385	Sewer Utility	39.15
211-45501-406	Repairs & Maint - Groun	12.95
211-45501-433	Dues & Subscriptions	90.00
211-45501-435	Books and Pamphlets	341.96
225-45127-321	Telephone	26.69
230-45124-217	Other Operating Supplie	133.33
230-45124-321	Telephone	31.05
230-45124-381	Electric Utility	29.00
230-45124-382	Water Utility	16.34
235-42153-200	Office Supplies	44.00
235-42153-217	Other Operating Supplie	299.77
235-42153-321	Telephone	161.01
235-42153-326	Data Processing	2,079.00
235-42153-334	Meals/Lodging	257.05
235-42153-381	Electric Utility	176.34
235-42153-382	Water Utility	8.62
235-42153-383	Gas Utility	227.58
235-42153-384	Refuse Disposal	27.99
235-42153-385	Sewer Utility	18.58
235-42153-405	Repairs & Maint - Vehicl	349.58
235-42153-406	Repairs & Maint - Groun	167.45
250-46520-200	Office Supplies	118.12
250-46520-308	Training & Registrations	60.00
250-46520-321	Telephone	379.08
250-46520-331	Travel Expense	266.51
250-46520-381	Electric Utility	49.43
250-46520-439	Special Projects	3,131.25
254-46520-381	Electric Utility	132.69
254-46520-406	Repairs & Maint - Groun	617.50

Account Summary

Account Number	Account Name	Payment Amount
401-49950-439	Special Projects	30,616.90
407-49950-480	Other Miscellaneous	383.00
601-49400-200	Office Supplies	44.00
601-49400-217	Other Operating Supplie	100.00
601-49400-321	Telephone	79.32
601-49400-322	Postage	232.49
601-49400-326	Data Processing	2,868.05
601-49400-350	Printing & Design	0.61
601-49400-381	Electric Utility	4,329.72
601-49400-382	Water Utility	17.00
601-49400-383	Gas Utility	515.76
601-49400-385	Sewer Utility	32.98
601-49400-386	Landfill	892.52
601-49400-408	Repairs & Maint - Distrib	2,000.00
602-49450-200	Office Supplies	44.00
602-49450-310	Lab Testing	800.00
602-49450-321	Telephone	201.43
602-49450-322	Postage	247.63
602-49450-326	Data Processing	2,868.04
602-49450-350	Printing & Design	0.61
602-49450-381	Electric Utility	14,563.10
602-49450-382	Water Utility	577.49
602-49450-383	Gas Utility	419.08
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	135.00
602-49450-408	Repairs & Maint - Distrib	1,457.44
602-49450-446	Sludge Hauling	10,641.03
604-16300	Improvements Other Th	16,939.51
604-20202	Sales Tax Payable	17.20
604-22000	Prepayments	1,516.27
604-49550-200	Office Supplies	44.00
604-49550-263	Merchandise for Resale -	360,030.41
604-49550-321	Telephone	159.88
604-49550-322	Postage	228.74
604-49550-326	Data Processing	3,450.97
604-49550-331	Travel Expense	325.37
604-49550-350	Printing & Design	0.61
604-49550-381	Electric Utility	165.45
604-49550-382	Water Utility	24.86
604-49550-383	Gas Utility	82.39
604-49550-384	Refuse Disposal	84.75
604-49550-385	Sewer Utility	50.48
604-49550-408	Repairs & Maint - Distrib	3,468.50
604-49550-450	Conservation	3,240.73
604-49550-460	Miscellaneous Taxes	425.41
604-49550-480	Other Miscellaneous	81.75
609-20202	Sales Tax Payable	14,362.00
609-49751-200	Office Supplies	44.00
609-49751-211	Cleaning Supplies	166.35
609-49751-217	Other Operating Supplie	54.49
609-49751-251	Liquor	23,274.30
609-49751-252	Beer	28,327.04
609-49751-253	Wine	6,155.70
609-49751-254	Soft Drinks & Mix	10,566.49
609-49751-256	Tobacco Products	86.37
609-49751-261	Other Merchandise	2.30
609-49751-321	Telephone	101.16
609-49751-326	Data Processing	650.72

Account Summary

Account Number	Account Name	Payment Amount
609-49751-333	Freight and Express	647.75
609-49751-340	Advertising & Promotion	499.00
609-49751-381	Electric Utility	887.63
609-49751-382	Water Utility	18.74
609-49751-383	Gas Utility	52.47
609-49751-384	Refuse Disposal	139.00
609-49751-385	Sewer Utility	34.67
609-49751-460	Miscellaneous Taxes	1.65
609-49751-480	Other Miscellaneous	411.81
614-16300	Improvements Other Th	2,661.41
614-16400	Machinery & Equipment	153.28
614-20202	Sales Tax Payable	31.33
614-38271	Telecom Labor Service C	500.00
614-49870-200	Office Supplies	44.00
614-49870-304	Legal Fees	269.20
614-49870-321	Telephone	410.84
614-49870-322	Postage	229.89
614-49870-326	Data Processing	5,765.40
614-49870-350	Printing & Design	0.61
614-49870-381	Electric Utility	2,257.14
614-49870-382	Water Utility	19.25
614-49870-383	Gas Utility	84.31
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	36.06
614-49870-441	Transmission Fees	177.83
614-49870-442	Subscriber Fees	8,613.09
614-49870-445	Switch Fees	182.44
614-49870-448	On-Call Support	200.00
614-49870-460	Miscellaneous Taxes	39.79
615-49850-200	Office Supplies	44.00
615-49850-321	Telephone	124.32
615-49850-326	Data Processing	358.00
615-49850-381	Electric Utility	6,118.38
615-49850-382	Water Utility	897.96
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	684.49
615-49850-404	Repairs & Maint - M&E	252.65
615-49850-405	Repairs & Maint - Vehicl	281.38
615-49850-460	Miscellaneous Taxes	713.00
617-10200	Petty Cash	1,650.00
617-20202	Sales Tax Payable	127.37
617-49860-200	Office Supplies	44.00
617-49860-211	Cleaning Supplies	234.61
617-49860-217	Other Operating Supplie	137.85
617-49860-321	Telephone	116.17
617-49860-326	Data Processing	403.33
617-49860-381	Electric Utility	1,240.66
617-49860-382	Water Utility	78.21
617-49860-383	Gas Utility	800.00
617-49860-384	Refuse Disposal	51.52
617-49860-385	Sewer Utility	148.81
617-49860-460	Miscellaneous Taxes	43.63
700-21701	Federal Withholding	9,261.95
700-21702	State Withholding	4,565.38
700-21703	FICA Tax Withholding	11,702.62
700-21704	PERA Contributions	19,426.51
700-21705	Retirement	6,079.11
700-21707	Union Dues	1,733.06

Account Summary

Account Number	Account Name	Payment Amount
700-21708	PD Union Dues	343.00
700-21711	Medicare Tax Withholdi	3,399.48
700-21712	Flex Account	137.36
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	492.28
700-21717	Individual Insurance-MB	4.84
700-21719	Individual Insurance-MB	99.27
700-21720	VEBA Contributions	7,300.00
	Grand Total:	<u>739,547.28</u>

Project Account Summary

Project Account Key	Payment Amount
None	739,547.28
Grand Total:	<u>739,547.28</u>

GK
11-29-18

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Des Moines Valley chapter of Mn Deer Hunters Assoc Previous Gambling Permit Number: x-03906

Minnesota Tax ID Number, if any: 4326991 Federal Employer ID Number (FEIN), if any: 41-1390958

Mailing Address: 508 River Bluff Dr

City: Windom State: MN Zip: 56101 County: Cottonwood

Name of Chief Executive Officer (CEO): John Swenson

CEO Daytime Phone: 425 870 3643 CEO Email: _____
(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 Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS Income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Business Arts and Rec Center

Physical Address (do not use P.O. box): 1012 5th Ave

Check one:

City: Windom Zip: 56101 County: Cottonwood

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): February 16, 2019

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

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

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

CITY APPROVAL
for a gambling premises located within city limits

The application is acknowledged with no waiting period.

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

The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

COUNTY APPROVAL
for a gambling premises located in a township

The application is acknowledged with no waiting period.

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

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: _____ Date: 11-16-18

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

Print Name: JOHN SAENSON

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 Depart-

ment 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:

Abstained:

Absent:

**RESOLUTION ACKNOWLEDGING CITY PLEDGE OF FUNDING AND
REQUEST FOR FINANCIAL ASSISTANCE FROM SWWC COOP**

WHEREAS, the City Council of the City of Windom, Minnesota has proposed \$29,206 in its 2019 budget to hire a part-time police officer; and

WHEREAS, the South West\West Central Coop operates educational programs within the City of Windom; and

WHEREAS, it is in the interest of both the City and SW\WC Coop to provide for a safe environment for students, teachers, staff and the public; and

WHEREAS, increasing the presence and availability of public safety officers at educational facilities (similar to the School Resource Officer program with the Windom Area School District) is in the public's best interest; and

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

1. The City of Windom requests financial assistance from the SW\WC Coop to help offset the costs of the part-time police officer in 2019.
2. The City of Windom encourages the Windom Police Department and SW\WC Coop to continue discussion on joint funding and placement of a School Resource Officer at the educational facilities operated by the SW\WC Coop.

Adopted this 4th day of December, 2018.

Dominic Jones, Mayor

ATTEST: _____
Steven Nasby, City Administrator

ACTION ITEM



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

TO: City Council
FROM: Development Department
DATE: December 4, 2018 (City Council Meeting Date)
RE: Windom Comprehensive Plan – Call for Public Hearing
DEPT: Development Department
CONTACT: Drew Hage, Development Director at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

Adopt the “Resolution Calling for Public Hearing on Proposed Comprehensive Plan and Future Land Use Map for the City of Windom, Minnesota”.

Issue Summary/Background

A Comprehensive Plan (“Comp. Plan”) is an essential document for use by Minnesota Cities to help guide land use and other municipal activities. Windom’s existing Comp. Plan was adopted in 1978 and it is necessary to update this plan. In 2004-2005 a Committee, composed of City Staff and Windom residents, researched existing chapters and suggested potential revisions. Their work became the basis to begin the update of the Comp. Plan. Periodically since that time, updates have been made to the drafts. In 2017 and 2018 a new committee composed of City Staff, representatives from the School, City Council, County, and residents of Windom continued the process of reviewing data and potential revisions to the Comp. Plan. A draft of a “Future Land Use Map” and the proposed revised chapters has been prepared. At the December 4th City Council Meeting, the City Council will have an opportunity to review the Future Land Use Map.

It is necessary for the public to review the proposed Future Land Use Map and the Comp. Plan prior to adoption by the City Council. Links to these documents have been posted on the City’s website (www.windom-mn.com). Copies will also be available for review by the public at the EDA/Building & Zoning Office in City Hall during regular business hours (8:00 a.m. – 5:00 p.m. – Monday through Friday).

Attached to this Memo is a Resolution calling for a public hearing at the December 18th City Council Meeting to provide an opportunity for public comment on the proposed the Comp. Plan and Future Land Use Map.

Adoption of a revised Comp. Plan is an ordinance process and requires two readings of the ordinance by the City Council. The proposed dates are: December 18th – 1st Reading (following Public Hearing) and January 2, 2019 – 2nd Reading and adoption.

Proposed Timeline:

City Council & Public Review of Comprehensive Plan & Future Land Use Map

- o [November 20th through December 18th](#)
- o [December 4th](#) (Call for the Public Hearing)
- o [December 18th](#) (Public Hearing)

- o December 18th (First Reading of Ordinance)
- o January 2nd (Second Reading of Ordinance)

Fiscal Impact

There should be no fiscal impact to the City for the scheduling of a public hearing or adoption of the revised Comp. Plan and Future Land Use Map.

Attachments

1. Resolution Calling for Public Hearing on Proposed Comprehensive Plan and Future Land Use Map for the City of Windom, Minnesota.

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

**RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED
COMPREHENSIVE PLAN AND FUTURE LAND USE MAP FOR THE
CITY OF WINDOM, MINNESOTA**

WHEREAS, it is necessary that the City of Windom adopt and utilize a Comprehensive Plan for land use and other municipal activities; and

WHEREAS, the existing Comprehensive Plan was adopted in 1978 and it is necessary to update this plan; and

WHEREAS, in 2004 and 2005 a committee, composed of City Staff and Windom residents, researched existing chapters and suggested potential revisions as a basis to move forward with updating of the plan; and

WHEREAS, in 2017 and 2018 a new committee composed of City Staff, representatives from the School, City Council, County, and residents of Windom continued the process of reviewing data and potential revisions to the plan; and

WHEREAS, in addition to the revised chapters of the plan, a proposed revision of the City's future land use map has been prepared by the Comprehensive Plan Committee; and

WHEREAS, it is necessary that the citizens of Windom be provided an opportunity to review the proposed Comprehensive Plan and future land use map; and

WHEREAS, it is necessary to hold a public hearing to allow for public comments on the proposed revisions to the Comprehensive Plan and future land use map prior to their adoption by the City Council.

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

1. Public Hearing. A public hearing to allow public comments on the proposed Comprehensive Plan and future land use map revisions shall be held on Tuesday, December 18, 2018, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 7:30 p.m.

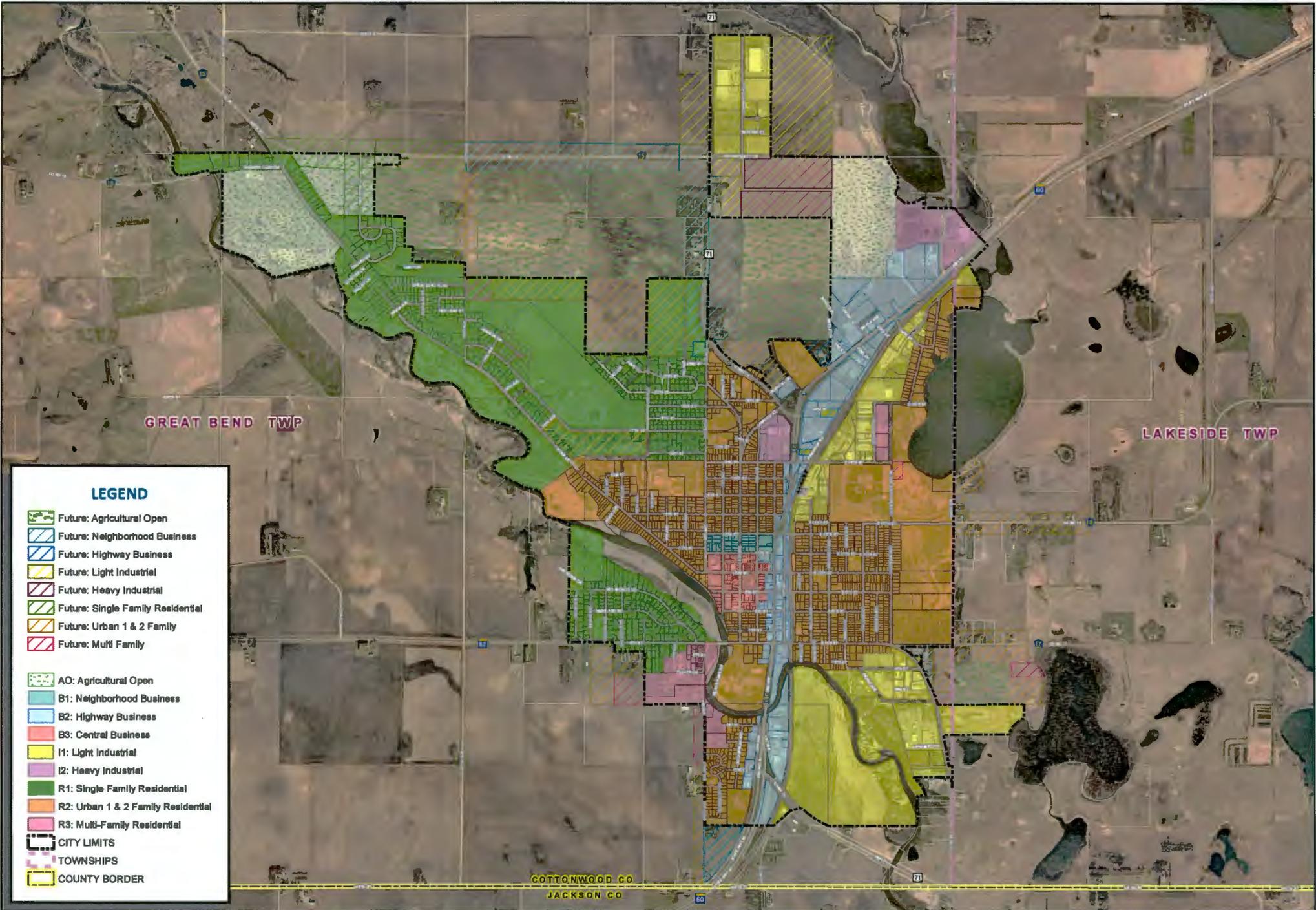
2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least 10 days, but not more than 30 days, prior to December 18, 2018.

3. Posting and Copies Available for Inspection. The City Administrator is further authorized and directed to post copies of the proposed Comprehensive Plan and future land use map on the City's website, to place copies of said documents on file in the Development Office in the Windom City Hall, and to make such copies available for inspection by the public.

Adopted this 4th day of December, 2018.

Dominic Jones, Mayor

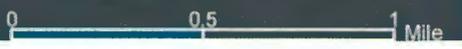
ATTEST: _____
Steven Nasby, City Administrator



GREAT BEND TWP

LAKESIDE TWP

COTTONWOOD CO
JACKSON CO



ACTION ITEM



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

TO: CITY COUNCIL
FROM: ANDY SPIELMAN, BUILDING & ZONING OFFICIAL
CC MEETING DATE: DECEMBER 4, 2018
RE: PROPOSED NEW ORDINANCE – “MINOR ORDINANCE REVISIONS”
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

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

1. Review and approve the first reading of **Ordinance No. 172, 2nd Series** which includes minor revisions to various existing City Code sections.
-

Issue Summary/Background

It has come to the attention of the Building & Zoning Office that there are numerous minor clarification updates that should be made to the City Code. The proposed updates have been presented to the Planning Commission for review. The Commission recommended approval by the City Council. The proposed updates were reviewed by the City Attorney and his revisions were incorporated into the proposed ordinance.

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Ordinance No. 172, 2nd Series.

ORDINANCE NO. 172, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING
VARIOUS SECTIONS OF THE CITY CODE

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, on April 3, 2018, by adoption of Ordinance No. 168, 2nd Series, the City Council adopted the most recent codified supplement to the Code of Ordinances for the City of Windom; and

WHEREAS, there are numerous clarification updates to the City Code which the Planning Commission has recommended to the City Council including: addition of another exemption under "Discharge of Firearms"; clarification of size/inspection of fire extinguishers in rental housing units; clarification of definitions of "Yard, Front" and "Yard, Side"; correction of typographical error in "Maximum Lot Coverage" in Zoning District R-3; addition of conditional use in I-2 Heavy Industrial District previously approved but inadvertently omitted from the Code; addition of reference to additional code sections in Section 152.280 "Fences in Residential Districts"; addition of reference to additional code sections in Section 152.283 "Solar Energy Systems"; and clarification of requirements regarding submittals concerning height of proposed wind energy conversion systems; and

WHEREAS, it is in the best interests of the citizens of Windom that the City Code be amended as set forth herein.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY:

1. ADDITION OF THE FOLLOWING EXEMPTION in Section 94.02 "Discharge of Firearms and Explosives; Exemptions":

"(D) Nothing in division (A) above shall apply with permission of the City Administrator, or his/her designated agent, upon application for and receipt of a permit specifying the time period, place, purpose, safety precautions required, type of weapon or apparatus and type of ammunition/projectile to be used and the person, corporation or organization to whom the permission is granted."

2. DELETING SECTION 150.53(H) OF THE "HEALTH AND SAFETY" SECTION OF THE "RENTAL HOUSING" CHAPTER OF THE CITY CODE IN ITS ENTIRETY AND REPLACING IT WITH THE FOLLOWING NEW SECTION 150.53(H):

"(H) *Fire extinguishers of Type ABC. The owner:*

(1) Shall equip each dwelling unit with a fire extinguisher.

(2) Exception: Properties with two or more dwelling units shall have the option of installing one 10 lb. extinguisher in a common area accessible to all units with a minimum of at least one extinguisher per floor that

contains two or more dwelling units. Annual inspections of these fire extinguishers by a certified professional will be required.”

3. DELETING THE DEFINITIONS FOR “YARD, FRONT” AND “YARD, SIDE” IN SECTION 152.002 “RULES OF CONSTRUCTION; DEFINITIONS” OF THE CITY CODE IN THEIR ENTIRETY AND REPLACING THEM WITH THE FOLLOWING DEFINITIONS IN SECTION 152.002:

Yard, Front: A yard extending across the full width of the lot and lying between the front line of the lot and the nearest line of the building. For lots where more than one yard fronts a public street (such as corner lots), all yards that front a public street shall be considered front yards for their entire width for purposes of establishing setback requirements.

Yard, Side: A yard extending from the front yard to the rear yard and lying between the side line of the lot and the nearest line of the building.”

4. DELETING THE DEFINITION FOR “YARD, REAR DEPTH” IN SECTION 152.002 IN ITS ENTIRETY.

5. DELETING THE WORDING “MINIMUM LOT COVERAGE” IN THE CHART IN SECTION 152.083 “YARD AND LOT REQUIREMENTS” [*for R-3 (Multi-Family Residential District)*] AND REPLACING THE WORDING WITH THE FOLLOWING LANGUAGE:

“Maximum Lot Coverage”.

6. ADDING THE FOLLOWING CONDITIONAL USE IN SECTION 152.172 “CONDITIONAL USES” [*for I-2 (Heavy Industrial District)*]:

“(G) Meat Processing Plants”

AND RE-LETTERING THE EXISTING (G) AS 152.172(H).

7. ADDING THE FOLLOWING LANGUAGE AS THE THIRD SENTENCE IN SECTION 152.280 “FENCES IN RESIDENTIAL DISTRICTS”:

“See §§ 152.420 through 152.428 for specific requirements for fences and screening.”

8. ADDING THE FOLLOWING LANGUAGE AS THE SECOND SENTENCE IN SECTION 152.283 – “SOLAR ENERGY SYSTEMS”:

“See §§ 152.390 through 152.396 for permitting and operation requirements and standards for Solar Systems.”

9. DELETING SECTION 152.385(C) “HEIGHT” OF THE “GENERAL REQUIREMENTS” FOR THE “WIND ENERGY CONVERSION SYSTEMS (WECS)”

SECTION OF THE CITY CODE IN ITS ENTIRETY AND REPLACING IT WITH A NEW SECTION 152.385(C):

“(C) Height. The total height of the tower (including any portion of the rotor or axis extending above the tower) shall not exceed the horizontal line. Example: For a 100-foot high tower, a minimum of a 100-foot clear zone in each direction around the base of the tower is required. When the proposed height exceeds these requirements or if the proposed horizontal distance extends beyond a lot line or into a public way, the following information shall be submitted:”

SECTIONS 152.385(C)(1), 152.385(C)(2), AND 152.385(C)(3) shall remain unchanged.

10. ALL OTHER PROVISIONS OF THE CITY CODE, CODIFIED IN ORDINANCE NO. 168, 2ND SERIES ADOPTED BY THE WINDOM CITY COUNCIL ON APRIL 3, 2018, SHALL REMAIN IN FULL FORCE AND EFFECT.

THE CITY COUNCIL OF THE CITY OF WINDOM FURTHER ORDAINS:

This ordinance shall be published in the COTTONWOOD COUNTY CITIZEN and shall be effective immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 18th day of December, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator/Clerk-Treasurer

1st Reading: December 4, 2018
2nd Reading: December 18, 2018
Adoption: December 18, 2018
Published: December 26, 2018

Mayor Appointments

Telecom Commission

	<u>Term Expires</u>
Mike Schowalter	12/31/19
JD Palm	12/31/21

APPLICATION AND CERTIFICATE FOR PAYMENT

Contract Documents: Standard Form No. 350 (WWT) (Rev. 11/15/10) Application for Payment No. 488 Summary Page

TO OWNER:	City of Winona, MN 444 8th Street Winona, MN 56101	PROJECT:	Winona, MN Wastewater System Improvements	APPLICATION NO.:	1
CONTRACTOR:	Girdor Constr., Inc. 3890 27th Street SE Buffalo, MN 55319	ENGINEER:	Boston & Menk, Inc. 1518 E. Highway 13 Burnsville, MN 55337	PERIOD TO:	11/30/18
OWNER:	Steve Lenz	CONTACT:	Kelly Padgett	PROJECT NO.:	2018-07
				SUBSTANTIAL CONTRACT DATE:	10/01/20
				FINAL CONTRACT DATE:	12/8/20

CONTRACTOR'S APPLICATION FOR PAYMENT

Application made for payment, as shown below, in connection with the Contract.

1. ORIGINAL CONTRACT SUM.....	\$16,598,200.00
2. Net change by Change Orders.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 + Line 2).....	\$16,598,200.00
4. TOTAL COMPLETED & STORED TO DATE.....	\$588,277.00
5. RETAINAGE Securities in Lieu of Retainage:	
A. 5% of Completed to Date.....	\$566,277.00
B. 5% of Stored Materials.....	\$0.00
Total Retainage.....	\$0.00
6. TOTAL EARNED LESS RETAINAGE.....	\$588,277.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	\$0.00
8. CURRENT PAYMENT DUE.....	\$588,277.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE.....	\$16,021,923.00

(Line 5 less Line 6)

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

CONTRACTOR:

By: _____
State of Minnesota

State of Minnesota

Subscribed and sworn to before me this 26th day of November, 2018.
Sheri L Fuller
Notary Public



01/12/2020
Commission Expiration

CHANGE ORDER SUMMARY

	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>
Total changes approved in previous months: BY OWNER: 000		
Total approved this month:		
TOTALS:	\$0.00	\$0.00
NET CHANGES by Change Order:	\$0.00	\$0.00

ENGINEER'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED..... \$588,277.00
ENGINEER: Boston & Menk, Inc.

By: _____ Date: _____

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

Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
1.001	Mobilization Insurance and Bonds	\$45,000		100%	\$45,000	\$450,000	100.0%	\$0	
1.001	Allowances	\$421,000		4.9%	\$20,777	\$20,777	4.9%	\$400,223	
Subtotal for	Division 1	\$871,000			\$470,777	\$470,777	54.1%	\$400,223	
check						\$470,777			
2.001	Erosion Control / Silt Fence	\$30,000		50.0%	\$15,000	\$15,000	50.0%	\$15,000	
2.002	Clear and Grub Site	\$35,000		50.0%	\$17,500	\$17,500	50.0%	\$17,500	
2.003	Fine Grade and Restore Site	\$300,000				\$0	0.0%	\$300,000	
2.004	Demo Labor and Material	\$420,000				\$0	0.0%	\$420,000	
2.005	General Excavation	\$400,000		15.0%	\$60,000	\$60,000	15.0%	\$340,000	
2.006	General Backfill Materials	\$250,000				\$0	0.0%	\$250,000	
2.007	Pipe Lining - Alt #1	\$1,270,000				\$0	0.0%	\$1,270,000	
2.008	Pipe Lining - Alt #2	\$330,000				\$0	0.0%	\$330,000	
2.009	Fencing	\$20,000		15.0%	\$3,000	\$3,000	15.0%	\$17,000	
2.010	Landscaping and Seedings	\$25,000				\$0	0.0%	\$25,000	
2.011	Roads, Walks and Curbs	\$175,000				\$0	0.0%	\$175,000	
2.012	Site Utilities - Labor & Equipment	\$315,000				\$0	0.0%	\$315,000	
2.013	Site Utilities - Material	\$425,000				\$0	0.0%	\$425,000	
2.014	Manholes - Labor/ Equipment & Material	\$40,000				\$0	0.0%	\$40,000	
Subtotal for	Division 2	\$4,035,000	\$0.00		\$95,500	\$0	2.37%	\$3,939,500	
check						Check	\$95,500		
3.001	FP/I Concrete 4000 cy @ 450 cy	\$1,800,000				\$0	0.0%	\$1,800,000	
3.002	Rebar Materials	\$530,000				\$0	0.0%	\$530,000	
3.003	Rebar Install	\$230,000				\$0	0.0%	\$230,000	
3.004	Precast Concrete / Hollowcore	\$60,000				\$0	0.0%	\$60,000	
Subtotal for	Division 3	\$2,620,000	\$0.00		\$0	\$0	0.00%	\$2,620,000	
check						Check	\$0		

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
4.001	Masonry	\$360,000				\$0	0.0%	\$360,000	
Subtotal for	Division 4	\$360,000	\$0.00		\$0	\$0	0.00%	\$360,000	
		check			Check	\$0			
5.001	Misc Metals - Materials	\$240,000				\$0	0.0%	\$240,000	
5.002	Misc Metals - Labor	\$60,000				\$0	0.0%	\$60,000	
5.003	Hatches	\$20,000				\$0	0.0%	\$20,000	
Subtotal for	Division 5	\$320,000	\$0.00		\$0	\$0	0.00%	\$320,000	
		check			Check	\$0			
6.001	Carpentry	\$10,000				\$0	0.0%	\$10,000	
Subtotal for	Division 6	\$10,000	\$0.00		\$0	\$0	0.00%	\$10,000	
		check			Check	\$0			
7.001	Dampproofing	\$30,000				\$0	0.0%	\$30,000	
7.002	Insulation / Vapor Barriers	\$35,000				\$0	0.0%	\$35,000	
7.003	Roof System	\$70,000				\$0	0.0%	\$70,000	
7.004	Caulking	\$15,000				\$0	0.0%	\$15,000	
Subtotal for	Division 7	\$150,000	\$0.00		\$0	\$0	0.00%	\$150,000	
		check			Check	\$0			
8.001	Hollow Metal Doors Frames and Hardware	\$35,000				\$0	0.0%	\$35,000	
8.002	Overhead Doors	\$15,000				\$0	0.0%	\$15,000	
Subtotal for	Division 8	\$50,000	\$0.00		\$0	\$0	0.00%	\$50,000	
		check			Check	\$0			

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period						
				Percent						Amount
9.001	Painting - Headworks	\$100,000					\$0	0.0%	\$100,000	
9.002	Painting - Anerobix / Anoxic Basins	\$70,000					\$0	0.0%	\$70,000	
9.003	Painting - Rapid Mix Tank	\$35,000					\$0	0.0%	\$35,000	
9.004	Painting - Aeration Tanks 1-3	\$110,000					\$0	0.0%	\$110,000	
9.005	Painting - Clarifiers 1 & 2	\$35,000					\$0	0.0%	\$35,000	
9.006	Painting - Control Building	\$40,000					\$0	0.0%	\$40,000	
9.007	Painting - Filter Building	\$25,000					\$0	0.0%	\$25,000	
9.008	Painting - Chlorine / Post Aerator	\$50,000					\$0	0.0%	\$50,000	
9.009	Painting - Sludge Building / Biosolids	\$65,000					\$0	0.0%	\$65,000	
Subtotal for	Division 9	\$530,000	\$0.00		\$0	\$0	\$0	0.00%	\$530,000	
		check				Check	\$0			
10.001	Specialties	\$5,000					\$0	0.0%	\$5,000	
Subtotal for	Division 10	\$5,000	\$0.00		\$0	\$0	\$0	0.00%	\$5,000	
		check				Check	\$0			
11.001	Horizontal End Suction Pumps	\$80,000					\$0	0.0%	\$80,000	
11.002	Chemical Feed Equipment	\$230,000					\$0	0.0%	\$230,000	
11.003	Hydraulic Gates	\$55,000					\$0	0.0%	\$55,000	
11.004	Submersible Pumps	\$50,000					\$0	0.0%	\$50,000	
11.005	Recess Vortex Pumps	\$110,000					\$0	0.0%	\$110,000	
11.006	Rotary Lobe Pumps	\$75,000					\$0	0.0%	\$75,000	
11.007	Grit Removal Equipment	\$160,000					\$0	0.0%	\$160,000	
11.008	Fine Screen	\$275,000					\$0	0.0%	\$275,000	
11.009	Clarifier Equipment	\$250,000					\$0	0.0%	\$250,000	
11.010	Blowers	\$375,000					\$0	0.0%	\$375,000	
11.011	Fine Bubble Aeration	\$100,000					\$0	0.0%	\$100,000	
11.012	Sludge Heat Exchanger	\$40,000					\$0	0.0%	\$40,000	
11.013	Course Bubble Aeration	\$40,000					\$0	0.0%	\$40,000	
11.014	Rapid Mixers	\$40,000					\$0	0.0%	\$40,000	
11.015	Submersible Mixers	\$75,000					\$0	0.0%	\$75,000	
11.016	Biosolids Tank Mixers	\$50,000					\$0	0.0%	\$50,000	
11.017	Lab Equipment	\$10,000					\$0	0.0%	\$10,000	
11.018	Samplers	\$20,000					\$0	0.0%	\$20,000	
Subtotal for	Division 11	\$2,035,000	\$0.00		\$0	\$0	\$0	0.00%	\$2,035,000	
		check								

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period						
				Percent						Amount
12.001	Furnishings	\$3,200					\$0	0.0%	\$3,200	
Subtotal for	Division 12	\$3,200	\$0.00		\$0	\$0	\$0	0.00%	\$3,200	
		check				Check	\$0			
13.001	Disc Filters	\$730,000					\$0	0.0%	\$730,000	
13.001	FRP Wiers and Baffles	\$30,000					\$0	0.0%	\$30,000	
Subtotal for	Division 13	\$760,000	\$0.00		\$0	\$0	\$0	0.00%	\$760,000	
		check				Check	\$0			
14.001	Davit Hoists	\$7,000					\$0	0.0%	\$7,000	
Subtotal for	Division 14	\$7,000	\$0.00		\$0	\$0	\$0	0.00%	\$7,000	
		check				Check	\$0			
15.001	Int. DIP & FTGS - Material	\$850,000					\$0	0.0%	\$850,000	
15.002	Int. DIP & FTGS - Labor	\$150,000					\$0	0.0%	\$150,000	
15.003	Valves	\$500,000					\$0	0.0%	\$500,000	
15.004	Misc Process Pipe - Material	\$50,000					\$0	0.0%	\$50,000	
15.005	Misc Process Pipe - Labor	\$30,000					\$0	0.0%	\$30,000	
15.006	Mechanical Insulation	\$32,000					\$0	0.0%	\$32,000	
15.007	Pre-treatment Plumbing / HVAC	\$250,000					\$0	0.0%	\$250,000	
15.008	Sludge Building Plumbing /HVAC	\$50,000					\$0	0.0%	\$50,000	
15.009	Filter Building Plumbing / HVAC	\$50,000					\$0	0.0%	\$50,000	
15.010	Control Building Plumbing / HVAC	\$50,000					\$0	0.0%	\$50,000	
15.011	Insulation	\$50,000					\$0	0.0%	\$50,000	
15.012	Temp Controls	\$80,000					\$0	0.0%	\$80,000	
Subtotal for	Division 15	\$2,142,000	\$0.00		\$0	\$0	\$0	0.00%	\$2,142,000	
		check				Check	\$0			

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E From Previous Application	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			This Period						
			Percent	Amount					
16.001	Electrical GC's	\$30,000					\$0	0.0%	\$30,000
16.002	Basic Materials	\$100,000					\$0	0.0%	\$100,000
16.003	Conduit and Fittings	\$250,000					\$0	0.0%	\$250,000
16.004	Wire and Cable	\$210,000					\$0	0.0%	\$210,000
16.005	Outlet Boxes	\$10,000					\$0	0.0%	\$10,000
16.006	Pull and Junction Boxes	\$15,000					\$0	0.0%	\$15,000
16.007	Wiring Devices	\$10,000					\$0	0.0%	\$10,000
16.008	Electrical Motors	\$15,000					\$0	0.0%	\$15,000
16.009	Disconnects	\$60,000					\$0	0.0%	\$60,000
16.010	Grounding	\$10,000					\$0	0.0%	\$10,000
16.011	Transformers	\$20,000					\$0	0.0%	\$20,000
16.012	Panelboards	\$25,000					\$0	0.0%	\$25,000
16.013	MCC's	\$410,000					\$0	0.0%	\$410,000
16.014	Transfer Switches	\$50,000					\$0	0.0%	\$50,000
16.015	Lighting	\$100,000					\$0	0.0%	\$100,000
16.016	Generator	\$160,000					\$0	0.0%	\$160,000
16.017	Electrical Resistance Heating	\$25,000					\$0	0.0%	\$25,000
16.018	Softwear	\$135,000					\$0	0.0%	\$135,000
16.019	Control Panels	\$670,000					\$0	0.0%	\$670,000
16.020	Fiber Optics	\$20,000					\$0	0.0%	\$20,000
16.021	DO Analyzers	\$50,000					\$0	0.0%	\$50,000
16.022	Nitrate Analyzers	\$60,000					\$0	0.0%	\$60,000
16.023	Ammonia Analyzers	\$35,000					\$0	0.0%	\$35,000
16.024	Phosphorus Analyzers	\$35,000					\$0	0.0%	\$35,000
16.025	LEL Gas Monitoring	\$15,000					\$0	0.0%	\$15,000
16.026	Cable Junction Boxes	\$35,000					\$0	0.0%	\$35,000
16.027	Control Stations	\$15,000					\$0	0.0%	\$15,000
16.028	Instrumentation	\$115,000					\$0	0.0%	\$115,000
16.029	Coordination Study	\$15,000					\$0	0.0%	\$15,000
Subtotal for	Division 16	\$2,700,000	\$0.00		\$0	\$0	\$0	0.00%	\$2,700,000
		check			Check		\$0		
Grand Total		\$16,598,200	\$0		\$566,277	\$0	566,277	3.41%	\$16,031,923
							566,277		

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. 1
Period Ending: 11/30/2018

Grand Totals		\$16,598,200							
1.001	Mobilization Insurance and Bonds	\$450,000							
1.001	Allowances	\$421,000							
Subtotal for	Division 1	\$871,000							

2.001	Erosion Control / Silt Fence	\$30,000							
2.002	Clear and Grub Site	\$35,000							
2.003	Fine Grade and Restore Site	\$300,000							
2.004	Demo Labor and Material	\$420,000							
2.005	General Excavation	\$400,000							
2.006	General Backfill Materials	\$250,000							
2.007	Pipe Lining - Alt #1	\$1,270,000							
2.008	Pipe Lining - Alt #2	\$330,000							
2.009	Fencing	\$20,000							
2.010	Landscaping and Seedings	\$25,000							
2.011	Roads, Walks and Curbs	\$175,000							
2.012	Site Utilities - Labor & Equipment	\$315,000							
2.013	Site Utilities - Material	\$425,000							
2.014	Manholes - Labor/ Equipment & Material	\$40,000							
Subtotal for	Division 2	\$4,035,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

3.001	F/P/I Concrete 4000 cy @ 450 cy	\$1,800,000							
3.002	Rebar Materials	\$530,000							
3.003	Rebar Install	\$230,000							
3.004	Precast Concrete / Hollowcore	\$60,000							
Subtotal for	Division 3	\$2,620,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

4.001	Masonry	\$360,000							
Subtotal for	Division 4	\$360,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

5.001	Misc Metals - Materials	\$240,000							
5.002	Misc Metals - Labor	\$60,000							
5.003	Hatches	\$20,000							
Subtotal for	Division 5	\$320,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

6.001	Carpentry	\$10,000							
Subtotal for	Division 6	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. **1**
Period Ending: **11/30/2018**

7.001	Dampproofing	\$30,000																		
7.002	Insulation / Vapor Barriers	\$35,000																		
7.003	Roof System	\$70,000																		
7.004	Caulking	\$15,000																		
Subtotal for	Division 7	\$150,000	\$0	\$0			\$0													

8.001	Hollow Metal Doors Frames and Hardware	\$35,000																		
8.002	Overhead Doors	\$15,000																		
Subtotal for	Division 8	\$50,000	\$0	\$0			\$0													

9.001	Painting - Headworks	\$100,000																		
9.002	Painting - Anaerobic / Anoxic Basins	\$70,000																		
9.003	Painting - Rapid Mix Tank	\$35,000																		
9.004	Painting - Aeration Tanks 1-3	\$110,000																		
9.005	Painting - Clarifiers 1 & 2	\$35,000																		
9.006	Painting - Control Building	\$40,000																		
9.007	Painting - Filter Building	\$25,000																		
9.008	Painting - Chlorine / Post Aeration	\$50,000																		
9.009	Painting - Sludge Building / Biosolids	\$65,000																		
Subtotal for	Division 9	\$530,000	\$0	\$0			\$0													

10.001	Specialties	\$5,000																		
Subtotal for	Division 10	\$5,000	\$0	\$0			\$0													

11.001	Horizontal End Suction Pumps	\$80,000																		
11.002	Chemical Feed Equipment	\$230,000																		
11.003	Hydraulic Gates	\$55,000																		
11.004	Submersible Pumps	\$50,000																		
11.005	Recess Vortex Pumps	\$110,000																		
11.006	Rotary Lobe Pumps	\$75,000																		
11.007	Grit Removal Equipment	\$160,000																		
11.008	Fine Screen	\$275,000																		
11.009	Clarifier Equipment	\$250,000																		
11.010	Blowers	\$375,000																		
11.011	Fine Bubble Aeration	\$100,000																		
11.012	Sludge Heat Exchanger	\$40,000																		
11.013	Coarse Bubble Aeration	\$40,000																		
11.014	Rapid Mixers	\$40,000																		
11.015	Submersible Mixers	\$75,000																		
11.016	Biosolids Tank Mixers	\$50,000																		
11.017	Lab Equipment	\$10,000																		
11.018	Samplers	\$20,000																		
Subtotal for	Division 11	\$2,035,000	\$0	\$0			\$0													

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. 1
Period Ending: 11/30/2018

[Redacted]										
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12.001	Furnishings	\$3,200								
Subtotal for	Division 12	\$3,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

13.001	Disc Filters	\$730,000								
13.001	FRP Wiers and Baffles	\$30,000								
Subtotal for	Division 13	\$760,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

14.001	Davit Hoists	\$7,000								
Subtotal for	Division 14	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

15.001	Int. DIP & FTGS - Material	\$850,000								
15.002	Int. DIP & FTGS - Labor	\$150,000								
15.003	Valves	\$500,000								
15.004	Misc Process Pipe - Material	\$50,000								
15.005	Misc Process Pipe - Labor	\$30,000								
15.006	Mechanical Insulation	\$32,000								
15.007	Pre-treatment Plumbing / HVAC	\$250,000								
15.008	Sludge Building Plumbing /HVAC	\$50,000								
15.009	Filter Building Plumbing / HVAC	\$50,000								
15.010	Control Building Plumbing / HVAC	\$50,000								
15.011	Insulation	\$50,000								
15.012	Temp Controls	\$80,000								
Subtotal for	Division 15	\$2,142,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

16.001	Electrical GC's	\$30,000								
16.002	Basic Materials	\$100,000								
16.003	Conduit and Fittings	\$250,000								
16.004	Wire and Cable	\$210,000								
16.005	Outlet Boxes	\$10,000								
16.006	Pull and Junction Boxes	\$15,000								
16.007	Wiring Devices	\$10,000								
16.008	Electrical Motors	\$15,000								
16.009	Disconnects	\$60,000								
16.010	Grounding	\$10,000								
16.011	Transformers	\$20,000								
16.012	Panelboards	\$25,000								
16.013	MCC's	\$410,000								
16.014	Transfer Switches	\$50,000								
16.015	Lighting	\$100,000								
16.016	Generator	\$160,000								
16.017	Electrical Resistance Heating	\$25,000								

