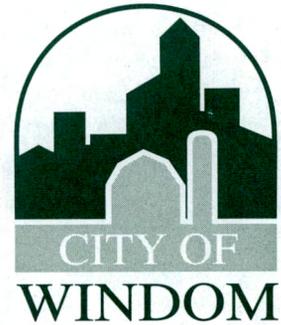


**Council Meeting**  
**Tuesday, February 5, 2019**  
**City Council Chambers**  
**7:30 p.m.**  
**AGENDA**



Call to Order  
Pledge of Allegiance

1. Consent Agenda
  - Minutes
    - Council Minutes – January 15 & 22, 2019
    - HRA – December 12, 2018
    - Park & Recreation Commission – January 9, 2019
    - EDA – January 14, 2019
    - Community Center Commission – January 15, 2019
    - Utility Commission – January 16 & 30, 2019
    - Tree Commission – January 16, 2019
  - Regular Bills
2. Department Heads
3. Resolution for Years of Service – Dan Ortmann
4. Resolution Accepting Donation – Windom Area Hospital - K-9 Unit
5. First Reading Ordinance No. 175, 2<sup>nd</sup> Series – City Council Meetings; Time and Place
6. Resolution Ordering Advertisement for Bids - 2019 Airport Project
7. Resolution Approving Application for DEED Redevelopment Grant Application
8. Hiring Recommendations
  - Police Department Part-Time Position
  - Community Center Director
9. EDA Annual Report
10. Contractor Payment – Gridor Construction, Inc. – WWTF Improvement Project #3 – \$353,506.00
11. New Business
12. Old Business
13. Council Comments
14. Adjourn



**Regular Council Meeting  
City Hall, Council Chamber  
January 15, 2019  
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, JoAnn Ray, Marv Grunig, Rod Byam, Jenny Quade and James Nelson

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, Development Director; Brian Cooley, Street/Park Superintendent; Mike Haugen, Water/Wastewater Superintendent; Dan Ortmann, Fire Chief and Justin Crowell, Streets & Parks Maintenance

3. Pledge of Allegiance

4. Amendment of Agenda:

Mayor Jones said that he would like to add an item after the Mayor's Appointments to discuss and take action on a PFA Loan Resolution. Under New Business he would like to add a nomination to the SRDC Board and under Old Business he wanted to discuss the Capital Finance Committee.

**Motion by Ray second by Grunig to revise the agenda by adding the items requested by the Mayor. Motion carried 5 – 0.**

5. Consent Agenda:

- Minutes
  - Council Minutes – January 2, 2019
  - Telecom Commission – December 20, 2018
  - Library Board – January 8, 2019
- Regular Bills
- Dance License – Windom Fire Department

6. Department Heads:

Drew Hage, Development Director, said that the third community meeting regarding multi-family housing will be January 16<sup>th</sup> at 5:30 pm at City Hall. Hage said that the State has a redevelopment grant available that could help out with the multi-family project, but it is due February 1. If the City Council wanted to discuss applying for the grant a special City Council meeting could be scheduled. He noted there are 370 responses to the on-line housing survey so far and it is open until January 22.

Jones asked when the grant came up. Hage said the large potential investment in the multi-family housing project presented a good opportunity to qualify for the grant. Nasby said staff became aware of the grant opportunity following the December 18, 2018 City Council meeting.

Hage noted the on-line information and community meetings have been a good way to get out information and the sites can be compared on criteria and pros\cons of each considered.

**Motion by Byam second by Nelson to set a Special City Council meeting for 5:30 pm on January 22, 2019 and action on the grant application if needed. Motion carried 5 – 0.**

7. Resolutions Accepting Donations:

**Council member Grunig introduced the Resolution No. 2019-03, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM LUNA GRAF FOR THE WINDOM FIRE DEPARTMENT”, and moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Byam, Grunig, Ray, Nelson and Quade. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

**Council member Byam introduced the Resolution No. 2019-04, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM OLIVER KOLANDER FOR THE WINDOM LIBRARY RENOVATION PROJECT”, and moved its adoption. The resolution was seconded by Quade and on roll call vote: Yes: Grunig, Ray, Nelson, Quade and Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

**Council member Byam introduced the Resolution No. 2019-05, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM DORTHY VAN NORMAN FOR THE WINDOM LIBRARY”, and moved its adoption. The resolution was seconded by Quade and on roll call vote: Yes: Ray, Nelson, Quade, Byam and Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

Mayor Jones thanked these individuals for the generous gifts.

8. First Reading Ordinance No. 175, 2<sup>nd</sup> Series – City Council Meetings; Time and Place:

Nasby said that the Council had requested that the meeting time be changed from 7:30 pm to 6:30 pm. This can be done by ordinance and this is the first reading.

Grunig said that he would like the language more flexible to allow City Council’s to set their meeting time annually.

**Motion by Grunig second by Byam to direct staff to re-draft the ordinance language to allow City Council to set their meeting times annually in January of each year, except for 2019 which will be in March. Motion carried 5 – 0.**

9. Law Enforcement Center Lease:

Nasby said the lease for the Windom Police Department’s office space at the Cottonwood County Law Enforcement Center comes up every two years. The current lease is for \$1,900 per month and the proposal is to increase that cost to \$1,925 per month for 2019 and \$1,950 per month in 2020. The Windom Police Department recently moved downstairs in the facility, but more than doubled the space used so the proposed lease increase is being recommended by staff for approval.

**Motion by Quade second by Ray to approve the Memorandum of Understanding between Cottonwood County and City of Windom as presented. Motion carried 5 – 0.**

10. Clifton Larson & Allen – Letters of Engagement:

Nasby said that CLA has been the City's auditors for the last few years and the letters of engagement are for the City's 2018 audit and the 2018 EDA audit. The cost is consistent with prior year costs with an inflationary increase. Staff is recommending re-engaging CLA.

**Motion by Ray second by Grunig to engage Clifton Larson & Allen for the 2018 City audit. Motion carried 5 – 0.**

**Motion by Grunig second by Ray to engage Clifton Larson & Allen for the 2018 Economic Development Authority audit. Motion carried 5 – 0.**

11. Pay Equity Implementation Report:

Nasby said the City is required to submit a Pay Equity report to the State every three years. This report gages anticipated pay vs actual pay, male pay vs female pay and a longevity ratio. The City report includes both the City and the hospital employees which presents some unique issues. The City has done the self-test and determined that Windom will not pass the test due to an issue with longevity pay. The report calculates the number of years it takes to reach maximum pay by both males and females. At the hospital most of the jobs are female dominated and they have a 17 step pay plan while the City has a 12 step pay plan and has more male dominated positions. As such, the report shows females taking longer to reach maximum pay and that ratio is causing a failure. The City will provide the information to the State and there is not a penalty at this time, but a requirement to provide a plan to address the issue. The City passed the last reporting period, but since that time the hospital added a step (from 16 to 17 steps) and the City eliminated a step (from 12 to 11) when the Supervisory Pay Plan was re-done a couple years ago.

**Motion by Ray second by Nelson to submit the Pay Equity Implementation Report to the State. Motion carried 5 – 0.**

12. Personnel - Hiring Recommendations:

Mike Haugen, Water\Wastewater Superintendent, said that he is recommending the City hire Brannon Paplow for their open water\wastewater operator position at Step 6 of the union pay plan with an advance to Step 7 upon favorable completion of the probation period. Haugen said that a member of the Utility Commission, one staff member and himself conducted the interviews. He would ask that the hire would be effective upon concurrence by the Utility Commission.

**Motion by Byam second by Grunig to hire Brannon Paplow as a water\wastewater operator at Step 6 of the union pay plan with an advance to Step 7 upon favorable completion of the probation period. This hiring is also subject to approval by the Utility Commission. Motion carried 5 – 0.**

Brian Cooley, Streets & Parks Superintendent, said that the Council had approved an internal posting for the Streets & Parks Foreman position. He is recommending Justin Crowell, Streets & Parks Maintenance, be promoted to foreman at Step 10 of the pay plan with an advance to Step 11

upon favorable completion of the probation period. He said Justin has stepped up to help out as needed and shown leadership skills. Justin has five years with the City Street Department.

**Motion by Byam second by Quade to promote Justin Crowell, Streets & Parks Maintenance, to foreman at Step 10 of the pay plan with an advance to Step 11 upon favorable completion of the probation period. Motion carried 5 – 0.**

Cooley said that the Department has one open Streets & Parks Maintenance position due to a resignation. He is recommending that Caleb Hanson be hired at Step 7 of the pay plan with an advance to Step 8 upon favorable completion of the probation period. He said that Hanson has a Class A license and experience operating heavy equipment.

**Motion by Ray second by Quade to hire Caleb Hanson for Streets & Parks Maintenance at Step 7 of the pay plan with an advance to Step 8 upon favorable completion of the probation period. Motion carried 5 – 0.**

Nasby said that the City Council had previously approved the advertisement for temporary, on-call help at the Community Center and Arena. Due to the hours needing to be covered during ice season staff is requesting that Tim Hogan be hired for temporary, on-call work at \$11.00 per hour.

**Motion by Quade second by Byam to hire Tim Hogan, temporary, on-call for the Arena at a rate of \$11.00 per hour. Motion carried 5 – 0.**

13. City-Wide Clean-up and Recycling Date:

Nasby said that the staff is working on coordinating the annual clean-up day event and needs to have a date selected and some direction on recycling.

Council consensus is to select May 18<sup>th</sup> as the Spring Clean-up Day and to continue with some subsidy of recycling costs, which can be finalized at a later date.

14. Mayor Appointments and Re-appointments:

**Planning and Zoning**

Dale Friesen, Ward I, Precinct II  
Carol Hartman, Ward II, Precinct II

**Housing and Redevelopment Authority**

Tom White

**Motion by Grunig second by Ray to approve the appointments and re-appointments to Boards and Commissions as presented. Motion carried 5 – 0.**

15. Public Facilities Authority – Bond Resolution, Grant and Loan Documents:

Nasby said that documents related to the Wastewater Treatment Plant funding were received after the City Council packet was completed. The documents consist of a resolution authorizing bond sales for the project along with the loan and grant agreement from the State of Minnesota. The good news is that the interest rate on the loan was able to be re-negotiated down to 1% instead of the 1.326% previously approved. The reduction was due to recent changes in the market. This will save the ratepayers \$263,000 over the life of the loan.

**Council member Byam introduced the Resolution No. 2019-06, entitled “RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$9,624,333 GENERAL OBLIGATION REVENUE NOTE, SERIES 2019A, AND PROVIDING FOR ITS PAYMENT”, and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Nelson, Quade, Byam, Grunig and Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

16. Contractor Payment:

Haugen said that the contractors have been working on excavation, pouring some concrete for the new tanks and installing re-bar. This is the second pay request and the engineer has signed off.

**Motion by Byam second by Grunig to approve pay request #2 to Gridor Construction, Inc. for \$736,862. Motion carried 5 – 0.**

17. New Business:

Jones said that the Southwest Regional Development Commission is seeking nominations for a Cottonwood County municipalities representative. Councilmember Quade has expressed interest in serving.

**Motion by Ray second by Grunig to nominate Councilmember Quade for the position of Cottonwood County municipalities representative on the SRDC Board of Directors. Motion carried 5 – 0.**

18. Old Business:

Jones said he previously discussed his plans to disband the committee. There was a memo from staff regarding the thoughts of the committee members that concurred with disbanding.

**Motion by Byam second by Grunig to disband the Capital Finance Committee with the option for the Mayor to re-instate it in the future. Motion carried 5 – 0.**

19. Council Comments:

Quade noted the on-line housing input survey and the upcoming meeting January 16<sup>th</sup>.

Byam encouraged citizens to be watchful of traffic on the highway and it is easier to make right turns. Also to watch out for trucks that run the red lights. He asked that the on-call ad for Community Center help be run again with only the Community Center as the work site. The library is a cornerstone property in Windom and it is a very nice facility for the public. He noted that there is a group working on starting a Windom Foundation and that \$25,000 has already been donated to get it started and there can be a matching gift up to \$50,000.

Grunig said that cable TV customers continue to be frustrated by the poor quality of the twin cities stations and that the issue is with Zayo who provides the signal to Windom. They are having issues with capacity. Windomnet is re-broadcasting those stations on channels 23, 24 and 25. Your TV may need to be re-programmed to find these stations.

Jones said that the school board will also be cancelling their Coffee with Council event, but they are in favor of continuing and enhancing the Joint Government Meetings. BARC is having an

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open house celebrating their 17 years as an organization and recognizing Bob Lindaman. The event is February 2, 2019 from 10:00 am to 1:00 pm.

20. Adjournment:

**Mayor Jones adjourned the meeting by unanimous consent at 8:45 p.m.**

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

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

**Special Council Meeting  
City Hall, Council Chamber  
January 22, 2019  
5:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones.

2. Roll Call:

Council Present: Mayor Dominic Jones, JoAnn Ray, Marv Grunig, Rod Byam, Jenny Quade and James Nelson

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, Development Director; Jeff Dahna, Windomnet General Manager and Mary Henson, Administrative Assistant

3. Pledge of Allegiance

4. Multi-family Housing Meeting #4:

Nelson said that he has a conflict of interest as he work

Mayor Jones said that he would have the Development Director do a summary of the project and information from prior meetings and discuss an update with the Cemstone property. Following the presentation there would be an hour for public comments. He asked that people that have not already had a chance to address the City Council have an opportunity to speak first and that people keep their remarks to three minutes.

Drew Hage, Development Director, said that there is a need for housing in the community due to the growth of jobs and this was shown by the housing study. To keep an available labor pool for businesses there needs to be housing. Information from three of the largest employers show that only about 35% have Windom zip codes. The City Council had set a goal to grow the population of the community and the EDA has a goal to have a multi-family apartment constructed. Multi-family housing can be a larger building like the 46 unit one that has been proposed or smaller developments of four-plexes. The reason the larger building is proposed is that it more affordable to build and would require less subsidy. The existing tax abatement program provides five years of tax forgiveness which would amount to about \$410,000 on a \$5 million investment for the proposed 46 unit building and the developer has asked for about \$350,000 to \$410,000. A developer he talked with said that if he were to build 16 units consisting of four-plexes would require \$650,000 of incentives. The per unit cost of the incentives for these two projects would range from \$7,600 per unit to \$40,625. From a financial standpoint there is less City subsidy in a larger project in addition to higher property taxes generated, which is a benefit to the City. During the prior community meetings on housing some objective criteria can be looked at to compare locations. These criteria included buffer distance from other residential housing, traffic impact, development costs and available amenities. Using these criteria sites can be compared and a site

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or sites selected. Also, previously discussed was the opportunity to apply for a redevelopment grant. Hage provided information on each of the four existing sites as to what work would qualify and an estimate of how much grant funds could be feasible.

Jones said that he would want to include more area in the redevelopment TIF area and if redevelopment of the Cemstone site can be worked out that is a good spot for the apartment.

Grunig asked about the relationship between the sites and the redevelopment grant. Hage reviewed the eligible costs for each site and the estimated amount of the matching grant that may be requested. The Kruse property would not be eligible at all for the redevelopment grant as it is a green field.

Byam asked if there has been commercial or industrial interest in the overflow lot. Nasby said that 7-8 years ago there was an inquiry. He recalled that the Community Center Commission was opposed and the EDA Board supported selling the lot. The City Council voted not to sell the lot.

Jones said that industrial use of the overflow lot would not be a good idea in his opinion.

Jones opened up the meeting for public comment at approximately 5:50 pm and asked that people provide their name and address if they were comfortable.

Dennis Barker – River Road – said that he would like the developer's name and if the photo of the 46 unit building being shown is the actual building. Hage replied that a developer has not been selected and there will be a request for proposal process which will contain requirements and conditions on the development of the property. As such, no developer has been confirmed and the photo is of one building the developer from 2016 presented at that time. Hage noted the City Council would be making any approvals on the proposals. Barker said that there are people we do not need in town and low income apartments would bring in families that use government services. Jones said the discussion has been that this will be a market rate building and that will be part of the deal he would like to see for 15 years.

David Strom – Cottonwood Lake Drive – said he sent an email to the Council members and thanked the Development Director for the information provided. He does not feel the Cemstone site is the best area for redevelopment. New housing should be directed to 20<sup>th</sup> Street, June Court, north Highway 71 and other areas by the school. There are trees that would be lost with a redevelopment and if the redevelopment is to occur he would prefer the Cemstone property over the overflow parking lot. He said we are "prairie people" and want to see open spaces.

Karen Klassen – Cottonwood Lake Drive – said that she talked to Staples Oil and Gene Sunderman and both of them are concerned with truck traffic mixing with traffic generated by the proposed apartment building. There is also the EDA spec building leased to Fast Global which has trucks on that street too.

Don Kalash – 5<sup>th</sup> Avenue – asked about taxes and how TIF works, but if there is TIF the County and School do not get anything. Hage said TIF allows for the capture of new taxes from a development to be used to pay for eligible costs in that development such as infrastructure. The current taxes keep getting paid and divided among the City, County and School. As the TIF captures new taxes the County and School do not get anything now so there is not a loss to them.

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Kalash said more kids could be in the school from the development and need money to serve them. Jones noted that the schools get State funding based on pupil counts.

Rodney Nichol – said that he hears a lot of discussion on the costs and tax revenue as a reason to do the project. He values security without barriers. The City is chasing population for additional funds and aids which he does not think is beneficial to the community. What happens if the building is not filled, people do not want to live in multi-family housing and he does not feel market rate can be guaranteed. He wants to see single family housing built by local contractors.

Riley Van Weston – said that the HR representative from Prime Pork spoke at a prior meeting. He wanted to know if they did a poll of their workers asking about moving into rental housing. Hage said that an employee specific survey was not done. This project is developer driven and they see the need due to job growth, the information from the housing study and that there are not many market rental units available in Windom.

Hillary Mathis – asked if the location for the apartment building would be voted upon tonight. Jones said the decision tonight is to pursue a redevelopment grant or not and if so, what area that redevelopment would cover. Mathis asked if the Cemstone development was new. Jones said the redevelopment of that property started nearly two years ago. Mathis said there was public access to the lake on the east side of the property and wanted to know if that would remain. Hage showed the property and the access Mathis referred to is located on the property owned by Brian Bosshart, it has not been an official public access though people have used it. Mathis said there was fill brought on to the Cemstone site and asked if that was correct and what that cost. Hage said there were safety issues with the slopes on the site and an opportunity came up with the Highway 60 expansion to get some fill at a very reasonable cost. There was about \$170,000 of fill used for the slope work, which Cemstone is under agreement to repay the City and there is an existing stockpile of fill valued at \$170,000 on the site that the City owns and can be used for projects as needed. Mathis said we are “prairie people” and want to see open spaces so this is not a good site for development. She agrees Windom needs rental housing but 46 units is too much.

Gary Grunewald – 19<sup>th</sup> Street – said that he is concerned with additional traffic if the overflow lot is developed. He drives a truck and has experience when cars are added to truck traffic.

Elaina Nichols – said that the overflow lot and Cemstone site are proposed for 46 units, but does not think the Council is hearing the public that they do not want 46 units anywhere. Do not put it by anyone. She moved from St. Louis to Windom for a quiet place to raise kids and if the 46 unit is built people will move here in a concentrated area. She fished on the lake and more people would increase lake traffic.

Diane Kruger – Prospect Avenue – said that she would like to see further surveys to collect data from Toro, Fast and Prime Pork employees. Homeownership is a better option for everyone. The housing survey is flawed and should have asked if residents even want an apartment building. She wants a longer term vision to be done for the City uses of the Community Center area as it has potential for other uses. She asked if there was any local investors. Hage said one development group does have local investment and that maybe clarified when the RFP process is done.

Dona Purrington – asked if the Council members that were not in attendance at meeting #3 had reviewed the video from that meeting and suggested they do so if they had not as a lot of good information was discussed. She asked if the City can buy its way out of the LAWCON funds that

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are preventing use of the Windom Recreational Area property for housing. Hage and Nasby said they did not have an answer other than it is meant to be a permanent restriction on the property similar to some agricultural programs. Purrington notes the housing survey identifies properties on Drake Avenue that could be redeveloped so have these owners agreed to sell? Hage said the owners have not all been talked to as there is still a decision to be made if the Drake area is a preferred place for multi-family housing. Purring asked about the timeline for the award of the redevelopment grant. Hage said there was not a firm date given, but Sprint 2019 is likely.

Elaina Nichols – said she agrees with the LAWCON restrictions on land for recreational uses and that should be protected.

Jones asked for additional comments. He closed the public input at 6:45 pm.

Jones said that if the Cemstone site were redeveloped there is not a plan for housing to completely cover the site, but there is an area anticipated for green space that could include a walking path so there is benefit to the community. He added that some of the comments tonight were about the community changing and he feels Windom does need to grow. Without growth there is an increasing burden on the same taxpayers for everything.

Grunig said he wanted to thank the public for all of the calls and emails as many people are interested in this proposed project. He has attended all the community housing meetings, sits on the EDA board and has attended meetings with Cemstone representatives all of which has provided him with a wealth of information to make an informed decision. He is convinced there is a shortage of housing in Windom, not just rentals but all types. Most opposition on the proposed project is from the Cottonwood Lake area and if the apartment is built in the area there will be a change in the culture there with additional comings/goings of more people. He voted no on the project at this location previously due to his feeling a decision was rushed. He does not believe that people do not want to move to Windom. New residents and increased tax based will help mitigate increased taxes somewhat. Future City improvements will be paid for by current City residents and possibly fewer residents if there is no growth. Employers have let us know there is a need for housing and he feels a project needs to move forward. Commuting costs people time they could spend with families and money. Rental housing is a natural progression in life, rent then own. Realtors have said that there is a constant stream of calls looking for rental units. The overflow lot is not his preferred site and the cost of the rentals is an issue that has been mentioned. He sees market rate apartments as the most feasible for this area. The overflow parking lot is up again for discussions as situations and conditions change. The public had input into locations and there is an opportunity for a redevelopment grant. Cemstone's interest in being a developer lifts a potential burden on the City. The City Council cannot continue to turn its back on millions of dollars of private investment by Prime Pork, Toro, Fast and others. The completion of Highway 60 into four lanes provides an expanding opportunity for our community and he will support redevelopment in the Cottonwood Lake area.

Ray said that the public does not want a 46 unit building. She lives by the Cemstone site and can support smaller scale development.

Byam said that he too is on the EDA Board and has gotten a lot of information and education on housing along with public comments. The learning curve on all of this is high. He cannot though tell a private business or developer what to build or not. In Fairmont the City turned down Wal-

Mart so they built on the outside of town anyway. This impacted and closed some local businesses there. He looks at the cost to build infrastructure at \$575,000 per block and he wants to keep costs low and not be paid by the citizens of Windom. He wants to keep the Windom Recreation Area uses limited to recreation. Traffic on 16<sup>th</sup> Street needs to be slowed and pedestrian access enhanced. He would prefer the Drake Avenue area, but that maybe a future development. The overflow parking lot should be kept as it may be a site for the pool. That said the City does need to seize opportunities. The expansion of Highway 60 to four lanes will increase traffic coming through Windom and the highway corridor study will be coming soon. The goal of a population of 5,000 by 2020 is not realistic but may be by 2023 if new residential housing is built. Additional State funding for streets would be helpful to our situation and help keep costs down. He supports redevelopment for housing but not use of the overflow parking lot.

Quade said that most people do not want multi-family in their neighborhood. There is a need for growth to help keep property taxes maintained. The people that move into multi-family housing could be retired people and she has had comments on people interested in that. This is a difficult decision.

Byam said that child care was listed as a concern. There is work on that issue and a shortage has not been identified, but there will likely be a future need. He realizes not one wants to lose a park and would like a new park re-named after Ken Witt.

**Motion by Byam second by Grunig to authorize staff to submit an application to the Department of Employment and Economic Development (DEED) for redevelopment. Motion carried 3 – 1 – 1 (Ray voting no and Nelson abstaining).**

**Motion by Grunig second by Byam to identify the Redevelopment Area for the DEED grant application as shown to include the Cemstone property, City Water Plant, Overflow Parking Lot and Windom Recreation Area Parking Lot. Motion carried 3 – 1 – 1 (Ray voting no and Nelson abstaining).**

5. Adjournment:

**Mayor Jones adjourned the meeting by unanimous consent at 7:23 p.m.**

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

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

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

December 12, 2018 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, December 12, 2018, at the Hillside Manor Community Room. Board Members present: Frank Dorpinghaus, Linda Jaakola, Margaret McDonald, Dan Molitor and Resident Liaison Mike Meyer. Also present were: Executive Director, Connie Clausen and Operations Manager, Linda Loewen. Absent: Pam Dobson

The Meeting was called to order at 4:02 pm with the consent agenda approved (Jaakola/McDonald) which included minutes from the previous meeting, the agenda, utility report, balance report and bills report.

Scheduled Guests: None

Old business consisted of:

- 
1. An update was given on the monthly turnaround rate/days. Since April 1, 2018, we've had 29 turnarounds at a rate of 7.72 days.
  2. An update was given on the 957 River Road property. The property is rented as of December 10<sup>th</sup>. There was \$400 was spent on curtains and rods. The Executive Director will work on quotes for installing central air this spring.
  3. An update was given on the HS sidewalk and street repairs after it was discovered the original cement work completed in July of 2017 was defective. Tri-State has completed the repairs at no additional cost.
  4. An update was given on the long-term radon testing completed at Hillside Manor. The Executive Director plans to send out the RFP's on Friday and bring results to the January meeting.
  5. An update was given on the Annual Audit. The Executive Director is working to resolve the one discrepancy regarding grant funds. A motion was made to approve the audit with the discrepancy addressed and corrected (McDonald/Molitor).
  6. An update was given on the HS Parking Lot Project. The Executive Director is working on negotiating contract terms with Bolten & Menk for engineering services for the project.
  7. An update was given on the Riverview Security Camera Project. The Executive Director is working on negotiating contract terms on this project as well.
  8. The Executive Director presented information in regard to the 2019 utility allowance. After some discussion, a motion was made to accept the 2019 utility allowance of \$18.00 per month, to be effective 2/1/2019. (Jaakola/McDonald) Letters will go out to all Hillside tenants before the end of December.
  9. We are planning a trial run for the Operations Manager in Windom to spend two days a week in the same position at the Jackson HRA as a shared position through the Management Agreement. We will be sending out tenant surveys this next week with a return date and will present the information to the board in January.

New Business consisted of:

- 
1. An update was given for the Jackson HRA. The upgrade to the cable TV system in the Hi-Rise is expected to be completed in February of 2019. The maintenance staff will be working on window repairs at the Hi-Rise. The Geo-Therm at the Hi-Rise needs some repair and an RFP has been sent out. There have been a number of tenant events for the Holidays, including trimming the tree, bingo and sponge painting. The JHRA staff also went shopping for gifts for the kids in the scattered houses. We will be gift wrapping them and they will be delivered on the 21<sup>st</sup>. There is also a tenant meal planned next week at the hi-rise.
  2. We received a verbal request from the city for a \$20,000 grant to be used for the demo of blighted properties in the community. After some discussion, this was tabled until the January meeting (Molitor/McDonald).
  3. Board Chairman, Frank Dorpinghaus' term expires 12/31/2018 and he has decided not to renew his position with the board. We extend our thanks and gratitude to Frank for his many years of service to the HRA board.
  4. The Executive Director presented an updated CFP 5 year plan for 2018-2022. After review, a motion was made to accept the plan as presented. (Jaakola/McDonald)

5. The Executive Director reports working on the following reports: (Jackson) FYE 9/30/2018 REAC unaudited submission which is completed and FYE 9/30/2018 budget revision which is completed. (Windom) 5 year plan and annual audit.
6. The Executive Director talked briefly again about the Lead the Way Training. This item will remain on the board agenda as a reminder to take time to go through the information on our own.
7. Upcoming board meetings will be January 9<sup>th</sup> at RV and February 13<sup>th</sup> at HS.
8. The meeting was closed at 4:50pm to discuss employee gifts (McDonald/Jaakola). The meeting was re-opened at 5:00pm (McDonald/Molitor).

With no further business, the meeting was adjourned at 5:03pm (Molitor/McDonald).

Frank Dorpinghaus, Chairman

Connie Clausen, Executive Director

**Parks & Recreation Commission**  
**Windom City Hall**  
**January 9, 2019**  
**5:30 p.m.**

**Roll Call:**

Present: Jason Kloss, Bryan Joyce, Ron Kuecker, Howard Davis, Jess Smith and Mari Harries

Absent: Josh Schunk

Council Liaisons: Jenny Quade and Rod Byam (present)

City Staff Present: Brian Cooley, Street and Park Superintendent, Drew Hague, EDA Director, Aaron Walklin, Interim Recreation Director

**Call to Order:**

- a) The park and Recreation meeting was called to order by Brian Cooley at 5:30 PM.
- b) Nominations for the Chairman were held; Ron Kuecker nominated Jason Kloss, second by Mari Harries. He was unanimously elected and presided over the rest of the meeting.
- c) Jess Smith was nominated for Vice Chair, and elected unanimously.

**Approve Agenda:**

- a) The minutes for the December meeting, motion by Ron Kuecker, second by Mari Harries to approve.
- b) The agenda was approved unanimous vote, motion by, Jess Smith, second by Howard Davis.

**Housing Location Discussion:**

- a) Drew Hague informed the Park and Recreation Commission about the possible location of the apartment and how it could affect the building of the pool and its location. The overflow parking lot since it has been considered as a possible location.
- b) He also discussed the schmaltz park are also being in the plan for apartments also.

**Adopt a Park Discussion:**

- a) Brian led discussion regarding adopt a park plan. He informed them that many of the parks that are not yet adopted and wanted to know if there was interest in the commission to have Brian proceed with putting together more information and talking to some interested business. The consciences was to proceed.

**Street and Parks Superintendent's Report:**

- a) Brian Cooley handed around a paper with some of the projects we are in the middle of working on and wanted the commission to prioritize them so he can start to focus on each project at a time to get them done in a timelier mater.
- b) Brian Cooley also reiterated to the commission his desire to get the tennis courts done this year. Much discussion has taken place but still no decisions have been made. After some discussion, Bryan Joyce made a motion to make a decision at the March 13th Park and Rec meeting and to proceed with plans location and construction. The motion made was seconded by Ron Kuecker, and passed unanimously.

- c) Brian will get all the necessary information together to have a discussion at the February 13<sup>th</sup> meeting

**Open mike discussion:**

- a) Brief discussion on the next meeting date.

Adjourned at 6:48pm by Unanimous Consent.

**Next Meeting Wednesday, February 13th, 2018 @ 5:30pm Windom City Hall Council Chambers.**

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
JANUARY 14, 2019

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

2. Roll Call & Guest Introductions:

EDA Commissioners: Betsy Herding, Marv Grunig, and Rod Byam.

Absent: Rick Clerc and Justin Espenson.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; Kathy Hanson, WADC Liaison; Kevin Stevens, Co. Comm. Liaison; and Rahn Larson (Citizen).

3. Election of Officers:

A. President – 1-Year Term

B. Vice President – 1-Year Term

C. Secretary-Treasurer – 1-Year Term

**Motion by Commissioner Grunig, seconded by Commissioner Byam, to re-elect Betsy Herding as President, re-elect Rick Clerc as Vice President, and re-elect Justin Espenson as Secretary-Treasurer for 2019 and until their successors are duly elected and qualified. Motion carried 3-0.**

The gavel was retained by re-elected President Herding.

4. Approval of Minutes: December 7, 2018

**Motion by Commissioner Grunig, seconded by Commissioner Byam, to approve the Minutes of the EDA Meeting held on December 7, 2018. Motion carried 3-0.**

5. Prairie Meadow Subdivision: Director Hage advised that no School representatives were able to attend the meeting. Director Hage updated the Board that the sign advertising lots for sale in Prairie Meadow Subdivision had been taken down as the lots are no longer for sale. There was a brief discussion concerning potential re-use of the sign by the EDA on a future project.

Drew advised that the School is planning to use the land in a CTE Program which would include construction of spec homes by students as part of a new building trades curriculum. Supt. Wormstadt had indicated to Director Hage that the School wished to dissolve the Development Agreement between the EDA and the School. The Board received a copy of a recap of expenses paid by the EDA for platting, engineering, legal fees, etc. for Prairie Meadow Subdivision. The recap included a proposal for the division of these costs between the EDA and School District. Director Hage reviewed these costs, the provisions of the Development Agreement concerning the payment of these expenses, and his proposal regarding division of the costs between the EDA and the School. Admin. Asst. Hensen reminded the Board that both River's Edge Realty and Five Star Realtors contributed \$100 (\$200 total) towards the sign costs. There was a discussion concerning division of the costs. There was also a discussion concerning a proposal for the EDA to assume the School's share of these costs in exchange for conveyance of 3 lots in the Northwest corner of the Subdivision to the EDA.

**Motion by Commissioner Byam, seconded by Commissioner Grunig, to submit the EDA's proposal to the School District regarding sharing of costs for platting, engineering, legal fees, etc. for Prairie Meadow Subdivision together with an offer by the EDA to assume all costs, including the School's proposed share, in exchange for conveyance of three lots in Prairie Meadow Subdivision (Northwest corner along 17<sup>th</sup> Street – 17<sup>th</sup> Avenue) to the EDA. Motion carried 3-0.**

6. River Bend Center

- A. Easements: Director Hage confirmed that the only easement on the River Bend Property is a 20' X 128' ingress/egress easement granted by the City to River Bend Development. This easement is located north of the River Bend Liquor Store and connects Highway 60/71 to the Phase I development (Lewis Drug, Sanford Clinic, Sanford Home Medical, and Dr. Newell's Office). Director Hage advised that it would be beneficial to obtain an easement for ingress/egress from 6<sup>th</sup> Street (County Road 17) to the River Bend Liquor Store and the River Bend Development Phase II (south of the Liquor Store) in preparation for any future development of Phase II. Director Hage reported that the City had received a grant to plant trees in the lower portion of the Phase II area and also on the Island Park side of the highway.

**Motion by Commissioner Byam, seconded by Commissioner Grunig, authorizing the EDA to request an easement from the property owner of River Bend Center Phase I which would allow ingress/egress from 6<sup>th</sup> Street across the Phase I property to the River Bend Liquor Store and Phase II of the River Bend Center property. Motion carried 3-0.**

7. Multi-Family Housing

- A. First & Second Housing Meetings – Recap  
 B. Spec Housing Project

Director Hage recapped the first and second community housing meetings held on November 20, 2018, and December 5, 2018. The third meeting is scheduled for Wednesday, January 16, 2019, at 5:30 p.m. at the City Hall Council Chambers. The City will be hosting 1 or 2 additional community meetings to discuss multi-family housing in Windom. The timeline is to have a recommendation for multi-family housing in Windom to the City Council by March 2019. However, there is a Redevelopment Grant Application that is due on Friday, February 1, 2019, that (if awarded) could provide some funding for this project. Director Hage advised that citizens of Windom can rank the five proposed sites for the 46-unit apartment building on a survey which can be accessed on the City's website. He prepared and sent comparisons of the five sites concerning buffer, traffic, amenities, development costs, and potential redevelopment grant. He reviewed potential new infrastructure proposed for the sites and possible pedestrian improvements. He advised that the City Council will take the criteria from the comparisons, survey results, etc. to make its decision. Commissioner Grunig said that the City has more information now than 2 years ago. Commissioner Byam requested that a "traffic count cord" be installed on 18<sup>th</sup> Avenue as soon as possible to obtain traffic data in that area. He suggested that if the City Council chooses the Drake Avenue option, maybe there would be some funds for improvements to Mayflower Park. Director Hage provided an overview of suggestions regarding a buyout of property owners in the Drake Avenue area. Director Hage reported that the Community Center Commission opposes using the overflow lot for the apartment building. Director Hage feels that we would want to get the apartment project done in 2019. Commissioner Grunig said that it looks like the water issue in the 18<sup>th</sup> Avenue area might be beyond that timeline. Commissioner Byam said that the water issue in that area will need to be taken care of anyway. There was a brief discussion of the past history concerning water remediation plans for that area. Director Hage said that there may be a Special City Council Meeting on January 22<sup>nd</sup> depending on the results of the Community Housing Meeting on January 16<sup>th</sup>.

8. Opportunity Zone Master Plan – Windom: Director Hage recapped that the Opportunity Zones Program was created in the 2017 Tax Bill. He provided a brief overview of where the zones are located in Windom and also a powerpoint regarding program criteria and possible projects ("Opportunity Zone Master Plan") for Windom's Opportunity Zones. The Board can recommend

other sites in the Opportunity Zones for potential projects. Director Hage has been meeting with local banks and some investors concerning this program.

9. EDA Annual Report: Director Hage advised that every year the EDA is to prepare an annual report. Each year the EDA Board approves S.M.A.R.T. Goals. He has used these goals as the basis for the annual report and reported on the EDA's progress on these goals. If approved by the EDA Board, the annual report would be presented to the Windom City Council.

**Motion by Commissioner Byam, seconded by Commissioner Grunig, to approve the 2018 EDA Annual Report for submission to the Windom City Council. Motion carried 3-0.**

10. North Windom Industrial Park

A. Extension of Farm Lease – Phase II: The EDA entered into a Farm Lease for the Phase II property with Steven Muller for the 2018 crop year. This lease provided for an extension for the 2019 crop year if the parties agreed on the terms. Mr. Muller has agreed to extend the lease for the 2019 crop year based on the 2018 cash rent (\$210/acre) and the terms of the 2018 Lease. The Board had received a copy of the proposed "Extension of Farm Lease".

**Motion by Commissioner Grunig, seconded by Commissioner Byam, to approve the Extension of Farm Lease for NWIP Phase II with Steven Muller for the 2019 crop year. Motion carried 3-0.**

11. Child Care: Director Hage reported that the EDA has been working with First Children's Finance ("FCF") on a Child Care Gaps Analysis. The information was based on number of people of child-bearing age in our region. As of December 2018, Windom had a child care gap of plus 14. Our service area has a child care gap of negative 269. FCF recommends trying to encourage more in-home daycares rather than a center because Windom does not currently have the demand. The Southwest Initiative Foundation ("SWIF") is sponsoring a "Child Care Lunch and Learn" Meeting on January 23<sup>rd</sup> at the River City Eatery. The EDA is working with SWIF and has invited human resources staff from larger employers in Windom, faith leaders (churches), BARC Director, and the School Superintendent. A survey is also being administered as part of this meeting. We are also planning to hold a separate meeting with existing child care providers in Windom. There was some discussion concerning a POD system in a larger building where independent child care providers who utilize the POD system could share common areas, etc. There was also a brief discussion concerning regulation of child care in Minnesota.
12. Dentist: Director Hage advised that he had received a couple calls this past month regarding the need for another dentist. He has also been contacted by individuals desiring to come back to Windom and take over existing professional businesses. He advised that there are currently five revolving loan funds available to small businesses in Windom. These revolving loan funds typically offer a lower interest rate and fill in a gap between bank financing and the total financing that is needed for the project. The EDA will research what other cities are doing to assist professional service businesses. This matter will remain on the agenda for further discussion.
13. Old Business: Commissioner Grunig reported that he had received numerous contacts regarding the pharmacy going into Hy-Vee and how restrictive that is on store space. There was a brief discussion concerning the previous grocery store study which indicated that Windom and the surrounding area could support 50,000 square feet of grocery space in Windom. Director Hage said that the number one call he receives concerns requests for additional grocery store options in Windom.

14. Miscellaneous Information

A. EDA Monthly Financial Recap: The Board received copies of the EDA's Account Activity through November 30, 2018.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the November 2018 Financials provided by Van Binsbergen & Associates.

15. Adjourn: On consensus, President Herding adjourned the meeting at 1:06 p.m.

Attest:

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

\_\_\_\_\_  
Betsy Herding, EDA President

Community Center Commission Minutes  
Tuesday January 15, 2019

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:30 p.m.

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

3. Election of New Officers:

**Election of Officers-Motion by Lenny Thiner, seconded by Mitch Voehl to nominate Wayne Maras for President. Jim Rosenkranz moved, seconded by Linda Stuckenbroker to cast a unanimous ballot. Motion carried 5-0. Motion by Linda Stuckenbroker, seconded by Jim Rosenkranz to nominate Lenny Thiner for Vice President. Linda Stuckenbroker moved, seconded by Mitch Voehl to cast a unanimous ballot. Motion carried 5-0. Motion by Mitch Voehl, seconded by Jim Rosenkranz to nominate Linda Stuckenbroker for Secretary. Jim Rosenkranz moved, seconded by Mitch Voehl to cast a unanimous ballot. Motion carried 5-0.**

President – Wayne Maras  
Vice-President – Lenny Thiner  
Secretary – Linda Stuckenbroker

4. Approval of Minutes:

**Motion by Lenny Thiner, seconded by Jim Rosenkranz to approve the November 20, 2018 Community Center Commission Minutes. Motion carried 5-0.**

5. Additions to the agenda:

Nothing to Report

6. President's Report:

**Cemstone Thank You Letter- Motion by Mitch Voehl, seconded by Lenny Thiner to send the letter. Motion carried 5-0.**

7. Director's Report:

- a. Multi-Housing Meeting January 16 5:30pm City Hall. An Update was given by Drew Hage, Steve Nasby, and Rod Byam on the survey and housing development- 370 people completed the survey- #1 choice Community Center Overflow, 2<sup>nd</sup> Choice Drake Avenue, 3<sup>rd</sup> Choice Schmalz Park.
- b. Smart Goals- Mitch Voehl updated Commission on invoice for tree moving from Kolander Tree Service, the need for more tables and chairs for outdoor area, and a request to update the Community Center KDOM advertising program.

8. Resource Management:

Schedule of Events: Events are being added  
Income & Expense: No Report Available  
Cress Evaluation of Equipment coming this week  
Request for Rod Byam to split the advertisement for a temporary labor pool from the Arena to generate more interest

9. Miscellaneous:

Nothing to Report

10. Open Forum:

Nothing to Report

11. Next Meeting:

Tuesday February 19, 2019 @ 5:30 pm

**Adjourn:**

**Motion by Lenny Thiner, seconded by Jim Rosenkranz, to adjourn the meeting at 7:10 pm. Motion carried 5-0.**

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Wayne Maras, WCC President

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Linda Stuckenbroker, WCC Secretary

Attest: \_\_\_\_\_  
WCC Director

## UTILITY COMMISSION MINUTES

Windom City Hall, Council Chamber

January 16, 2019

**Call Meeting to Order:** The Utility Commission meeting was called to order at 10:05 a.m.

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

### APPROVE MINUTES

**Motion by Riordan second by Francis to approve the December 19, 2018 minutes. Motion carried 3-0.**

### ELECTRIC ITEMS

#### CMPMPA-LONG-TERM WIND

Kyle Haemig, Resource Planner/Economist, Central Municipal Power Agency/Services (CMPAS) was present to discuss future of long-term power supply. He presented options for wind purchases that would provide insurance on approximately 10% more power. The terms, rates and risks associated with each option were discussed. CMPMPA will be attending a future meeting in February/March to discuss further with CMPMPA member cities. CMPMPA is targeting Spring 2019 to execute a contract.

#### TRANSFORMER LTC INSPECTION & REPAIR QUOTE AND TERMS

Sykora provided a quote from Utilities Plus for inspection and repair of transformer LTC. The quote for labor and materials is \$7,500.00 and purchase and installation of Rapid Pressure Rise Relay of \$3,540.00.

**Motion by Riordan, seconded by Francis, to approve quote from Utilities Plus. Motion carried 3-0.**

#### PAINTING OF PLANTS COOLING TOWER STRUCTURE - PROPOSAL

The Commission previously reviewed a quote from Scandia Consulting for painting of plants cooling tower structure for \$30,500. The Commission requested more information on containment during the project and also if downtime will be incurred during the project. Sykora provided correspondence from Gary at Scandia Consulting regarding containment during the project and assurance that there will be no overspray.

**Motion by Riordan, seconded by Francis, to approve bid from Scandia Consulting. Motion carried 3-0.**

### OTHER ELECTRIC ITEMS

Sykora reported the two new employees are progressing on their apprenticeship programs. Their instructor will be onsite next week to observe them.

American Engineering will be coming in February to do the five year certification on the Caterpillar generators.

The crew is working on street lights and mapping. Windom Street lights are 100% LED which is cost-effective and environmentally friendly.

### WATER/WASTEWATER ITEMS

#### RED ROCK RURAL WATER AGREEMENT

Kelly Yahnke, Bolton & Menk, Inc. discussed current negotiations with Red Rock Rural Water for future Water purchase. The engineer for RRRW requested more details regarding the rate proposed in the draft agreement. Yahnke and City staff provided the Commission with an analysis showing 2019 budget for operating and

maintaining the Water Treatment Plant and Water Towers and calculating a cost per gallon of water sold. The Commission provided recommendations for updating the analysis to more accurately reflect ongoing operation costs and water sold gallons. Yahnke and City staff will update the analysis and distribute to Commission members prior to meeting with RRRW to discuss.

**LEAD AND COPPER TAP WATER MONITORING REPORT**

Haugen reported results of recent lead/copper monitoring that is required by the Safe Drinking Water Act. The results indicated the water system has not exceeded the action level for lead but has exceeded the action level for copper. Haugen reported 4 sites with failed copper tests. There will be additional testing done in June. All required notifications have been completed.

**HIRING RECOMMENDATION**

Staff requested approval for the hiring of Brannon Paplow for the Water/Wastewater Operator position. Staff recommends starting Brannon at Step 6 and moving to Step 7 upon six-month review. Brannon is available to start the position on February 4, 2019.

**Motion by Francis, seconded by Riordan, to approve hiring recommendation as presented. Motion carried 3-0.**

**OTHER WATER/WASTEWATER**

Nasby reported a reduction in interest rate to 1% on the PFA loan for the WWTP. This saves the ratepayers \$263,000 over the life of the loan.

**REGULAR BILLS**

Haugen provided December Windom Landfill bill from Wenk for \$597.90

Haugen provided Bolton & Menk, Inc engineering bill for WWTP Improvements for \$21,636.50

**Motion by Francis, seconded by Riordan, to pay change order and bills as presented. Motion carried 3-0.**

**NEW BUSINESS**

**COTTONWOOD COUNTY LIGHTING PROJECT**

The Commission was provided information regarding a lighting project Cottonwood County is doing during 2019. The County will be putting lights on two intersections on highway 71 on the south side of town. They were inquiring if locations are in the service area for the City and if the City would be willing to cover the ongoing monthly utility costs. Upon review it was determined these lights will not be in our service territory nor in City limits. As such the City is not interested in covering the recurring utility costs of these lights.

Next meeting will be January 30<sup>th</sup> 12:00 p.m.

**OLD BUSINESS**

None

**ADJOURN**

Schwalbach adjourned the meeting at 12:10 p.m.

\_\_\_\_\_  
Mike Schwalbach, Chairperson

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

**UTILITY COMMISSION MINUTES**  
**Windom City Hall, Council Chamber**  
**January 30, 2019**

**Call Meeting to Order:** The Utility Commission meeting was called to order at 10:05 a.m.

**Members Present:** Utility Commission Chairperson: Mike Schwalbach  
Members Present: Tom Riordan, Glen Francis  
Member Absent: None  
City Council Liaison: Marv Grunig (Absent)  
Staff Present Mike Haugen, Water/Wastewater Superintendent; Jason Sykora, Electric Superintendent, Chelsie Carlson, Finance Director; Glenn Lund, Water/Wastewater

**ELECTRIC ITEMS**

**OTHER ELECTRIC ITEMS**

**WATER\WASTEWATER ITEMS**

**RED ROCK RURAL WATER AGREEMENT**

The Commission discussed rate negotiations for the Red Rock Rural Water Purchase Agreement. Kelly Yahnke, Bolton & Menk, attended via phone conference. The Commission reviewed Red Rock Rural Water's share of system capacity. They also review amounts to include in the rate for depreciation and debt service. Yahnke is going to work with City Staff to revise the calculations and send out to Commission members. The Commission will meet again February 4<sup>th</sup> to discuss proposal prior to sending to Red Rock Rural Water.

**OTHER WATER/WASTEWATER**

**REGULAR BILLS**

**Motion by Riordan, seconded by Schwalbach, to approve Payment Application #3 for Gridor in the amount of \$353,506. Motion carried 2-0.**

**NEW BUSINESS**

**CEMSTONE DEVELOPMENT AGREEMENT**

Drew Hage, Economic Development Director, requested support from the Utility Commission for the Cemstone Development project the City approved on January 22<sup>nd</sup>. Hage is pursuing a grant for the project that is due February 1<sup>st</sup>. Infrastructure costs for the project are estimated around \$2M. Hage was requesting financial support from the Commission either through cash contribution or a low interest loan for financing the development.

Schwalbach voiced concerns regarding subsidizing this development while trying to keep rates low for existing customers. The Commission also stated that any funds loaned to the EDA would need to be borrowed by the Utility so interest costs would not be saved by the City.

Next meeting will be Monday Feb 4<sup>th</sup> 12:00 p.m.

**OLD BUSINESS**

None

**ADJOURN**

Schwalbach adjourned the meeting at 1:35 p.m.

\_\_\_\_\_  
Mike Schwalbach, Chairperson

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

Steve Nasby, City Administrator

# CITY OF WINDOM TREE COMMISSION MEETING MINUTES

January 16, 2019

1. Call to Order: The meeting was called to order at 5:38 p.m. at the council chambers by Chairperson Steven Fresk.
2. Roll Call:  
Commission Present: Joanne Kaiser, Jim Knigge, Deborah Polzin, Steve Fresk  
Commission Absent:  
Council Liaisons: James Nelson (absent)  
Public Present: Brian Cooley, David Bucklin
3. Approve Minutes of October 3, 2018  
**Motion made by Joanne Kaiser, seconded by Jim Knigge**
4. Treasurer Report: \$2,500 budgeted plus \$1,000 from County Water Plan through Cottonwood Soil & Water conservation District along with technical support.
5. Old Business:
  - a. 30 trees have been marked to be taken down by the Street and Parks Department with help from the Electric Department and mild weather conditions, i.e. no wind.
  - b. Emerald Ash Borer has been found in the Welcome area, approximately 17 miles from Cottonwood county line.
6. New Business:
  - a. Besides the 25 potted deciduous trees, Brian Cooley has ordered 25 Black Hills Spruce trees to be planted by the skate park and Kastle Kingdom. The spruce will provide a wind break for the tennis courts to be located there.
  - b. Brian Cooley wants use a majority of the potted deciduous trees to replace ash trees in the city parks. Total cost of trees is \$3,500.
  - c. Dave Buckling has requested that Minnesota Conservation Corps once again plant trees. He should hear by January 25 if their services will be available in mid May.
7. Open Mike: Discussion held on proposed State Highway 60/71 Tree Planting along the river and part of Island Park. 44 trees will be planted along the east banks of the river. Rain Gardens & Vegetative Buffer Zones at Cottonwood Lake would slow water runoff into the lake. A grant of \$12,000 covers the entire cost of the projects.
8. Meeting adjourned at 6:10 pm.

**Next Tree Commission Meeting April 17, 2019 at 5:30 p.m. at Council Chambers.**

ATTEST:

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

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



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 01/29/2019 - 01/31/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
<b>Activity: 41110 - Mayor &amp; Council</b>					
INDOFF, INC	3197784	01/15/2019	SUPPLIES	100-41110-200	431.90
<b>Activity 41110 - Mayor &amp; Council Total:</b>					<b>431.90</b>
<b>Activity: 41310 - Administration</b>					
INDOFF, INC	3197784	01/15/2019	SUPPLIES	100-41310-200	29.89
LEAGUE OF MN CITIES	287909	01/25/2019	REGISTRATION - STEVE NASBY	100-41310-308	20.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41310-321	109.98
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	100-41310-321	46.16
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41310-326	290.88
<b>Activity 41310 - Administration Total:</b>					<b>496.91</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
CENTURY BUSINESS PRODUCT	454123	01/11/2019	SUPPLIES	100-41910-200	21.48
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41910-321	89.14
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	100-41910-321	36.16
<b>Activity 41910 - Building &amp; Zoning Total:</b>					<b>146.78</b>
<b>Activity: 41940 - City Hall</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41940-381	488.20
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41940-382	59.84
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-41940-385	119.92
<b>Activity 41940 - City Hall Total:</b>					<b>667.96</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	3197787	01/16/2019	SUPPLIES	100-42120-200	78.80
INDOFF, INC	3199154	01/18/2019	SUPPLIES	100-42120-200	60.78
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42120-321	68.14
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	100-42120-321	387.41
LEASE FINANCE PARTNERS	#3250 1-18-19	01/25/2019	SERVICE #3250	100-42120-326	136.00
FLEET SERVICES DIVISION	2019060002	01/25/2019	SERVICE #A00WIN	100-42120-419	2,292.76
WINDOM TOWING LLC	7536	01/29/2019	SERVICE	100-42120-480	1,145.00
<b>Activity 42120 - Crime Control Total:</b>					<b>4,168.89</b>
<b>Activity: 42220 - Fire Fighting</b>					
MUNICIPAL EMERGENCY SER	IN1298178	01/16/2019	SERVICE #C30603	100-42220-215	154.75
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42220-321	42.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42220-381	314.65
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42220-382	12.63
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42220-385	26.98
<b>Activity 42220 - Fire Fighting Total:</b>					<b>551.01</b>
<b>Activity: 42500 - Civil Defense</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-42500-381	31.77
<b>Activity 42500 - Civil Defense Total:</b>					<b>31.77</b>
<b>Activity: 43100 - Streets</b>					
INDOFF, INC	3199084	01/18/2019	SUPPLIES	100-43100-200	405.96
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-217	70.00
UNIQUE PAVING MATERIALS C	41215	01/29/2019	STREET MATERIALS	100-43100-224	242.59
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-321	45.53
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	100-43100-321	44.49
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-381	411.70
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-381	3,203.38
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-382	21.03
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-43100-385	44.91
LOCATORS & SUPPLIES, INC	0272685-IN	01/11/2019	MAINTENANCE	100-43100-404	46.98
LOCATORS & SUPPLIES, INC	0272685-IN	01/11/2019	MAINTENANCE	100-43100-405	41.48

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FORCE AMERICA DISTRIBUTION	IN001-1307422	01/18/2019	#1058381	100-43100-405	65.78
<b>Activity 43100 - Streets Total:</b>					<b>4,643.83</b>
<b>Activity: 45202 - Park Areas</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-45202-381	436.40
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-45202-382	147.06
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	100-45202-385	124.20
<b>Activity 45202 - Park Areas Total:</b>					<b>1,174.33</b>
<b>Fund 100 - GENERAL Total:</b>					<b>12,313.38</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	211-45501-321	29.47
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	211-45501-326	203.33
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	211-45501-381	236.69
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	211-45501-382	18.04
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	211-45501-385	36.06
CITIZEN PUBLISHING CO	20190129	01/29/2019	SUBSCRIPTION - 2 YRS - WIND	211-45501-433	81.00
<b>Activity 45501 - Library Total:</b>					<b>604.59</b>
<b>Activity: 49950 - Capital Outlay</b>					
CITY OF WINDOM	20190129	01/29/2019	LIBRARY - RESTROOM PROJEC	211-49950-500	205.25
<b>Activity 49950 - Capital Outlay Total:</b>					<b>205.25</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>810.84</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
BEST OIL COMPANY	21770	01/25/2019	FUEL PURCHASE - JET A 2803	225-45127-264	7,298.73
<b>Activity 45127 - Airport Total:</b>					<b>7,298.73</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>7,298.73</b>
<b>Fund: 230 - POOL</b>					
<b>Activity: 45124 - Pool</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	230-45124-217	133.33
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	230-45124-321	31.05
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	230-45124-381	29.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	230-45124-382	16.34
<b>Activity 45124 - Pool Total:</b>					<b>209.72</b>
<b>Fund 230 - POOL Total:</b>					<b>209.72</b>
<b>Fund: 235 - AMBULANCE</b>					
<b>Activity: 42153 - Ambulance</b>					
DONNA MARCY	20190129	01/29/2019	EXPENSE - AMBULANCE SUPP	235-42153-217	12.78
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	235-42153-321	28.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	235-42153-321	17.45
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	235-42153-321	108.48
EXPERT T BILLING	5333	12/31/2018	SERVICE	235-42153-326	1,971.00
KRISTEN PORATH	20190119	01/29/2019	EXPENSE - AMBULANCE	235-42153-334	5.80
TIM HACKER	201901282019	01/29/2019	EXPENSE - AMBULANCE	235-42153-334	33.83
BUCKWHEAT JOHNSON	20190129	01/29/2019	EXPENSE - AMBULANCE	235-42153-334	15.79
TIM HACKER	20190129	01/29/2019	EXPENSE - EMT REFRESHER	235-42153-334	92.47
KIM POWERS	20190129	01/29/2019	EXPENSE - AMBULANCE	235-42153-334	72.46
MEGAN BRAMSTEDT	20190129	01/29/2019	EXPENSE - AMBULANCE	235-42153-334	113.23
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	235-42153-381	209.77
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	235-42153-382	8.42
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	235-42153-385	17.98
ALPHA WIRELESS - MANKATO	MN-782	01/25/2019	SERVICE - MAINTENANCE	235-42153-404	193.56
P.M. REPAIR & DETAILING	8384	01/29/2019	MAINTENANCE - UNIT #29	235-42153-405	178.28
<b>Activity 42153 - Ambulance Total:</b>					<b>3,079.30</b>
<b>Fund 235 - AMBULANCE Total:</b>					<b>3,079.30</b>

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Payment Dates: 01/29/2019 - 01/31/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 250 - EDA GENERAL</b>					
Activity: 46520 - EDA					
CENTURY BUSINESS PRODUCT	454123	01/11/2019	SUPPLIES	250-46520-200	42.97
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	250-46520-321	89.14
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	250-46520-321	255.94
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	250-46520-321	26.93
DREW HAGE	20190124	01/25/2019	EXPENSE - CEMSTONE REDEV	250-46520-331	78.88
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	250-46520-381	50.70
Activity 46520 - EDA Total:					544.56
Fund 250 - EDA GENERAL Total:					544.56
<b>Fund: 254 - NORTH IND PARK</b>					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	#367404 12-31-18	01/30/2019	#367404 #26-24-123-04	254-46520-381	155.84
Activity 46520 - EDA Total:					155.84
Fund 254 - NORTH IND PARK Total:					155.84
<b>Fund: 601 - WATER</b>					
Activity: 49400 - Water					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-321	49.96
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	601-49400-321	96.69
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-326	70.00
HP DATAONE, LLC	26	01/29/2019	SERVICE #1 - 2019	601-49400-326	1,328.13
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-381	4,666.78
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-382	16.93
MN ENERGY RESOURCES	20190114A	01/23/2019	HEATING #0505923431-00001	601-49400-383	783.87
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-385	32.78
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	601-49400-386	50.00
MN DEPT OF NAT RES - ECO-	1978-4520 1-30-19	01/30/2019	WATER PERMIT INV #1978-45	601-49400-444	1,640.86
MN DEPT OF NAT RES - ECO-	1978-4520 1-30-19	01/30/2019	CREDIT- WATER PERMIT INV #	601-49400-444	-1,420.61
Activity 49400 - Water Total:					7,255.39
Fund 601 - WATER Total:					7,255.39
<b>Fund: 602 - SEWER</b>					
GRIDOR CONSTRUCITON, INC.	20181230	12/31/2018	WASTEWATER TREATMENT FA	602-16200	36.00
GRIDOR CONSTRUCITON, INC.	20181231	12/31/2018	WASTEWATER TREATMENT FAC	602-16200	736,826.00
					736,862.00
Activity: 49450 - Sewer					
MN VALLEY TESTING	956411	01/11/2019	TESTING	602-49450-310	96.00
MN VALLEY TESTING	956443	01/15/2019	TESTING	602-49450-310	227.20
MN VALLEY TESTING	956673	01/15/2019	TESTING	602-49450-310	144.00
MN VALLEY TESTING	956676	01/15/2019	TESTING	602-49450-310	67.60
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	602-49450-321	172.43
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	602-49450-321	71.84
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	602-49450-326	70.00
HP DATAONE, LLC	26	01/29/2019	SERVICE #1 - 2019	602-49450-326	1,328.11
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	602-49450-381	14,341.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	602-49450-382	389.04
MN ENERGY RESOURCES	20190114	01/23/2019	HEATING #0504488160-00001	602-49450-383	97.82
LOCATORS & SUPPLIES, INC	0272682-IN	01/15/2019	MAINTENANCE	602-49450-404	163.50
Activity 49450 - Sewer Total:					17,168.54
Fund 602 - SEWER Total:					754,030.54
<b>Fund: 604 - ELECTRIC</b>					
Activity: 49550 - Electric					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	604-49550-321	130.52
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	604-49550-321	121.87
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	604-49550-326	186.03
HP DATAONE, LLC	26	01/29/2019	SERVICE #1 - 2019	604-49550-326	1,328.13
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	604-49550-381	244.40
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	604-49550-382	21.98

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Payment Dates: 01/29/2019 - 01/31/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN ENERGY RESOURCES	20190114C	01/25/2019	HEATING #0506419706-00001	604-49550-383	732.77
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	604-49550-385	43.62
BRADY WORLDWIDE, INC.	9339035927	01/23/2019	MAINTENANCE	604-49550-408	561.76
BRADY WORLDWIDE, INC.	9339064801	01/23/2019	MAINTENANCE	604-49550-408	576.30
ELECTRIC FUND	256	01/25/2019	EL - OBSOLETE	604-49550-463	716.87
WINDOM AREA DEVELOPME	20190124	01/29/2019	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00
				<b>Activity 49550 - Electric Total:</b>	<b>5,864.25</b>
				<b>Fund 604 - ELECTRIC Total:</b>	<b>5,864.25</b>

## Fund: 609 - LIQUOR STORE

## Activity: 49751 - Liquor Store

RAGE INC - CAMPUS CLEANER	01-010602	01/18/2019	SERVICE - RIVER BEND LIQ	609-49751-211	52.04
FIESTA MARKET	20190125	01/25/2019	SHOPPING CARTS	609-49751-217	240.00
BREAKTHRU BEVERAGE MN	1080914020	01/15/2019	MERCHANDISE	609-49751-251	2,696.56
JOHNSON BROS.	1195328	01/15/2019	MERCHANDISE	609-49751-251	2,352.16
PHILLIPS WINE & SPIRITS	2487186	01/15/2019	MERCHANDISE	609-49751-251	3,541.85
PHILLIPS WINE & SPIRITS	2487187	01/15/2019	MERCHANDISE	609-49751-251	35.35
JOHNSON BROS.	522479	01/29/2019	CREDIT - MERCHANDISE	609-49751-251	-61.60
JOHNSON BROS.	523920	01/29/2019	CREDIT - MERCHANDISE	609-49751-251	-171.00
BEVERAGE WHOLESALERS	043204	01/25/2019	MERCHANDISE	609-49751-252	10,076.55
BREAKTHRU BEVERAGE MN	1080914021	01/15/2019	MERCHANDISE	609-49751-252	58.50
LOCHER BROS., INC.	1118352	01/23/2019	MERCHANDISE	609-49751-252	349.90
ARTISAN BEER COMPANY	3317755	01/15/2019	MERCHANDISE	609-49751-252	27.20
ARTISAN BEER COMPANY	3319196	01/18/2019	MERCHANDISE	609-49751-252	43.00
ARTISAN BEER COMPANY	3320618	01/25/2019	MERCHANDISE	609-49751-252	132.00
DOLL DISTRIBUTING, LLC	594542	01/18/2019	MERCHANDISE	609-49751-252	8,492.57
DOLL DISTRIBUTING, LLC	595499	01/25/2019	MERCHANDISE	609-49751-252	133.00
DOLL DISTRIBUTING, LLC	598640	01/25/2019	CREDIT - MERCHANDISE	609-49751-252	-138.50
BREAKTHRU BEVERAGE MN	1080914020	01/15/2019	MERCHANDISE	609-49751-253	554.00
JOHNSON BROS.	1195329	01/15/2019	MERCHANDISE	609-49751-253	860.12
PHILLIPS WINE & SPIRITS	2487187	01/15/2019	MERCHANDISE	609-49751-253	1,391.00
PHILLIPS WINE & SPIRITS	318468	01/29/2019	CREDIT - MERCHANDISE	609-49751-253	-40.00
WINE MERCHANTS	7217930	01/15/2019	MERCHANDISE	609-49751-253	78.00
WINE MERCHANTS	7219718	01/29/2019	MERCHANDISE	609-49751-253	360.00
BREAKTHRU BEVERAGE MN	1080914020	01/15/2019	MERCHANDISE	609-49751-254	131.59
JOHNSON BROS.	1195329	01/15/2019	MERCHANDISE	609-49751-254	32.00
PHILLIPS WINE & SPIRITS	2487187	01/15/2019	MERCHANDISE	609-49751-254	51.50
DOLL DISTRIBUTING, LLC	594542	01/18/2019	MERCHANDISE	609-49751-254	14.00
BREAKTHRU BEVERAGE MN	1080914020	01/15/2019	MERCHANDISE	609-49751-259	36.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	609-49751-321	101.42
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	609-49751-326	650.72
BREAKTHRU BEVERAGE MN	1080914020	01/15/2019	MERCHANDISE	609-49751-333	56.58
JOHNSON BROS.	1195328	01/15/2019	MERCHANDISE	609-49751-333	28.13
JOHNSON BROS.	1195329	01/15/2019	MERCHANDISE	609-49751-333	26.10
PHILLIPS WINE & SPIRITS	2487186	01/15/2019	MERCHANDISE	609-49751-333	51.33
PHILLIPS WINE & SPIRITS	2487187	01/15/2019	MERCHANDISE	609-49751-333	67.86
PHILLIPS WINE & SPIRITS	318468	01/29/2019	CREDIT - MERCHANDISE	609-49751-333	-1.74
JOHNSON BROS.	522479	01/29/2019	CREDIT - MERCHANDISE	609-49751-333	-0.29
JOHNSON BROS.	523920	01/29/2019	CREDIT - MERCHANDISE	609-49751-333	-1.74
WINE MERCHANTS	7217930	01/15/2019	MERCHANDISE	609-49751-333	1.74
WINE MERCHANTS	7219718	01/29/2019	MERCHANDISE	609-49751-333	8.70
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	609-49751-381	952.69
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	609-49751-382	345.20
MN ENERGY RESOURCES	20190114D	01/29/2019	HEATING #0507314125-00001	609-49751-383	226.40
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	609-49751-385	358.37
				<b>Activity 49751 - Liquor Store Total:</b>	<b>34,199.26</b>
				<b>Fund 609 - LIQUOR STORE Total:</b>	<b>34,199.26</b>

## Fund: 614 - TELECOM

## Activity: 49870 - Telecom

RAGE INC - CAMPUS CLEANER	12-011173	01/30/2019	SERVICE - WINDOM NET	614-49870-211	21.33
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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES, I	1V34-YJN-LK67	01/30/2019	#A2QOYJ8ZLN2YT - SUPPLIES	614-49870-227	46.61
POWER & TEL	6595509-00	01/16/2019	SERVICE	614-49870-227	206.66
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	614-49870-321	370.18
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	614-49870-321	300.92
HP DATAONE, LLC	26	01/29/2019	SERVICE #1 - 2019	614-49870-326	1,328.13
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	614-49870-381	2,275.64
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	614-49870-382	19.27
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	614-49870-385	36.11
AMAZON CAPITAL SERVICES, I	1V34-YJN-LK67	01/30/2019	#A2QOYJ8ZLN2YT - SUPPLIES	614-49870-401	124.26
CENTURY LINK	7242105D-D-19017	01/30/2019	CABS #5142105DD3	614-49870-441	45.36
MLB NETWORK	111826	01/30/2019	SUBSCRIBER	614-49870-442	420.65
MLB NETWORK	113181	01/30/2019	SUBSCRIBER	614-49870-442	419.24
MLB NETWORK	114990	01/30/2019	SUBSCRIBER	614-49870-442	418.30
CENTURY LINK	507-831-1075 1-16-19	01/30/2019	SERVICE AT 507-831-1075-10	614-49870-451	73.82
<b>Activity 49870 - Telecom Total:</b>					<b>6,106.48</b>
<b>Fund 614 - TELECOM Total:</b>					<b>6,106.48</b>
<b>Fund: 615 - ARENA</b>					
<b>Activity: 49850 - Arena</b>					
HEARTLAND PAPER COMPANY	551983-0	01/25/2019	SUPPLIES #4756-1	615-49850-211	892.82
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	615-49850-321	124.32
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	615-49850-321	59.67
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	615-49850-326	358.00
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	615-49850-381	8,791.42
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	615-49850-382	835.29
MN ENERGY RESOURCES	20190115	01/25/2019	HEATING #0504094426-00001	615-49850-383	2,711.44
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	615-49850-385	439.52
RON'S ELECTRIC INC	139167	01/29/2019	SERVICE #28134	615-49850-409	59.13
<b>Activity 49850 - Arena Total:</b>					<b>14,271.61</b>
<b>Fund 615 - ARENA Total:</b>					<b>14,271.61</b>
<b>Fund: 617 - M/P CENTER</b>					
<b>Activity: 49860 - M/P Center</b>					
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	617-49860-321	111.50
VERIZON WIRELESS	9822621791	01/29/2019	TELEPHONE #486357723-000	617-49860-321	40.93
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	617-49860-326	403.33
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	617-49860-381	1,285.47
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	617-49860-382	113.03
MN ENERGY RESOURCES	20190114B	01/25/2019	HEATING #0503741572-00001	617-49860-383	1,698.35
ELECTRIC FUND	20190129	01/29/2019	MONTHLY UTILITY & TELECO	617-49860-385	93.15
<b>Activity 49860 - M/P Center Total:</b>					<b>3,745.76</b>
<b>Fund 617 - M/P CENTER Total:</b>					<b>3,745.76</b>
<b>Fund: 700 - PAYROLL</b>					
SELECTACCOUNT	38881312	01/29/2019	FLEX SPENDING	700-21712	1,394.51
SELECTACCOUNT	38890141	01/29/2019	FLEX SPENDING	700-21712	5,179.77
SELECTACCOUNT	38907142	01/29/2019	FLEX SPENDING	700-21712	771.17
<b>Fund 700 - PAYROLL Total:</b>					<b>7,345.45</b>
<b>Grand Total:</b>					<b>857,231.11</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	12,313.38
211 - LIBRARY	810.84
225 - AIRPORT	7,298.73
230 - POOL	209.72
235 - AMBULANCE	3,079.30
250 - EDA GENERAL	544.56
254 - NORTH IND PARK	155.84
601 - WATER	7,255.39
602 - SEWER	754,030.54
604 - ELECTRIC	5,864.25
609 - LIQUOR STORE	34,199.26
614 - TELECOM	6,106.48
615 - ARENA	14,271.61
617 - M/P CENTER	3,745.76
700 - PAYROLL	7,345.45
<b>Grand Total:</b>	<b>857,231.11</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-41110-200	Office Supplies	431.90
100-41310-200	Office Supplies	29.89
100-41310-308	Training & Registrations	20.00
100-41310-321	Telephone	156.14
100-41310-326	Data Processing	290.88
100-41910-200	Office Supplies	21.48
100-41910-321	Telephone	125.30
100-41940-381	Electric Utility	488.20
100-41940-382	Water Utility	59.84
100-41940-385	Sewer Utility	119.92
100-42120-200	Office Supplies	139.58
100-42120-321	Telephone	455.55
100-42120-326	Data Processing	136.00
100-42120-419	Vehicle Lease	2,292.76
100-42120-480	Other Miscellaneous	1,145.00
100-42220-215	Materials & Equipment	154.75
100-42220-321	Telephone	42.00
100-42220-381	Electric Utility	314.65
100-42220-382	Water Utility	12.63
100-42220-385	Sewer Utility	26.98
100-42500-381	Electric Utility	31.77
100-43100-200	Office Supplies	405.96
100-43100-217	Other Operating Supplie	70.00
100-43100-224	Street Maint Materials	242.59
100-43100-321	Telephone	90.02
100-43100-381	Electric Utility	3,615.08
100-43100-382	Water Utility	21.03
100-43100-385	Sewer Utility	44.91
100-43100-404	Repairs & Maint - M&E	46.98
100-43100-405	Repairs & Maint - Vehicl	107.26
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	436.40
100-45202-382	Water Utility	147.06
100-45202-385	Sewer Utility	124.20
211-45501-321	Telephone	29.47
211-45501-326	Data Processing	203.33
211-45501-381	Electric Utility	236.69
211-45501-382	Water Utility	18.04

## Account Summary

Account Number	Account Name	Payment Amount
211-45501-385	Sewer Utility	36.06
211-45501-433	Dues & Subscriptions	81.00
211-49950-500	Capital Outlay	206.25
225-45127-264	Merchandise For Resale	7,298.73
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
235-42153-217	Other Operating Supplie	12.78
235-42153-321	Telephone	153.93
235-42153-326	Data Processing	1,971.00
235-42153-334	Meals/Lodging	333.58
235-42153-381	Electric Utility	209.77
235-42153-382	Water Utility	8.42
235-42153-385	Sewer Utility	17.98
235-42153-404	Repairs & Maint - M&E	193.56
235-42153-405	Repairs & Maint - Vehicl	178.28
250-46520-200	Office Supplies	42.97
250-46520-321	Telephone	372.01
250-46520-331	Travel Expense	78.88
250-46520-381	Electric Utility	50.70
254-46520-381	Electric Utility	155.84
601-49400-321	Telephone	146.65
601-49400-326	Data Processing	1,398.13
601-49400-381	Electric Utility	4,666.78
601-49400-382	Water Utility	16.93
601-49400-383	Gas Utility	783.87
601-49400-385	Sewer Utility	32.78
601-49400-386	Landfill	50.00
601-49400-444	License Fees	160.25
602-16200	Buildings	736,862.00
602-49450-310	Lab Testing	534.80
602-49450-321	Telephone	244.27
602-49450-326	Data Processing	1,398.11
602-49450-381	Electric Utility	14,341.00
602-49450-382	Water Utility	389.04
602-49450-383	Gas Utility	97.82
602-49450-404	Repairs & Maint - M&E	163.50
604-49550-321	Telephone	252.39
604-49550-326	Data Processing	1,514.16
604-49550-381	Electric Utility	244.40
604-49550-382	Water Utility	21.98
604-49550-383	Gas Utility	732.77
604-49550-385	Sewer Utility	43.62
604-49550-408	Repairs & Maint - Distrib	1,138.06
604-49550-463	Obsolete Inventory	716.87
604-49550-491	Payments to Other Orga	1,200.00
609-49751-211	Cleaning Supplies	52.04
609-49751-217	Other Operating Supplie	240.00
609-49751-251	Liquor	8,393.32
609-49751-252	Beer	19,174.22
609-49751-253	Wine	3,203.12
609-49751-254	Soft Drinks & Mix	229.09
609-49751-259	Non- Alcoholic	36.00
609-49751-321	Telephone	101.42
609-49751-326	Data Processing	650.72
609-49751-333	Freight and Express	236.67
609-49751-381	Electric Utility	952.69

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
609-49751-382	Water Utility	345.20
609-49751-383	Gas Utility	226.40
609-49751-385	Sewer Utility	358.37
614-49870-211	Cleaning Supplies	21.33
614-49870-227	Utility System Maint Sup	253.27
614-49870-321	Telephone	671.10
614-49870-326	Data Processing	1,328.13
614-49870-381	Electric Utility	2,275.64
614-49870-382	Water Utility	19.27
614-49870-385	Sewer Utility	36.11
614-49870-401	Repairs & Maint - Buildi	124.26
614-49870-441	Transmission Fees	45.36
614-49870-442	Subscriber Fees	1,258.19
614-49870-451	Call Completion	73.82
615-49850-211	Cleaning Supplies	892.82
615-49850-321	Telephone	183.99
615-49850-326	Data Processing	358.00
615-49850-381	Electric Utility	8,791.42
615-49850-382	Water Utility	835.29
615-49850-383	Gas Utility	2,711.44
615-49850-385	Sewer Utility	439.52
615-49850-409	Repairs & Maint - Utilitie	59.13
617-49860-321	Telephone	152.43
617-49860-326	Data Processing	403.33
617-49860-381	Electric Utility	1,285.47
617-49860-382	Water Utility	113.03
617-49860-383	Gas Utility	1,698.35
617-49860-385	Sewer Utility	93.15
700-21712	Flex Account	7,345.45
	<b>Grand Total:</b>	<b>857,231.11</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	857,231.11
<b>Grand Total:</b>	<b>857,231.11</b>



Windom, MN

# Expense Approval Report

## By Fund

Payment Dates 01/11/2019 - 01/28/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	100-20202	1.70
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	100-20202	20,460.12
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	100-20202	7,453.67
					<b>27,915.49</b>
<b>Activity: 41110 - Mayor &amp; Council</b>					
INDOFF, INC	3195247	12/31/2018	SUPPLIES	100-41110-200	115.50
STEVE NASBY	20190117	01/23/2019	EXPENSE - CEMSTONE MTG	100-41110-331	81.78
STEVE NASBY	20190117	01/23/2019	EXPENSE - CEMSTONE MTG	100-41110-334	100.00
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - COU	100-41110-365	69.94
					<b>Activity 41110 - Mayor &amp; Council Total: 367.22</b>
<b>Activity: 41310 - Administration</b>					
STRATEGIC INSIGHTS INC	19PLAN-IT-021	01/23/2019	LICENSE RENEWAL: PLAN IT	100-41310-200	525.00
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	100-41310-217	31.13
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - OFF	100-41310-364	2,082.78
					<b>Activity 41310 - Administration Total: 2,638.91</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
INDOFF, INC	3193971	12/31/2018	SUPPLIES	100-41910-200	11.65
INDOFF, INC	3195350	12/31/2018	SUPPLIES	100-41910-200	21.09
ANDREW SPIELMAN	20190123	01/23/2019	EXPENSE - INSTITUTE FOR BLD	100-41910-331	172.84
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - P/Z	100-41910-364	446.31
SW MN CHAPTER OF I.C.C.	20190123	01/23/2019	2019 MEMBERSHIP DUES B07	100-41910-433	75.00
					<b>Activity 41910 - Building &amp; Zoning Total: 726.89</b>
<b>Activity: 41940 - City Hall</b>					
MN ENERGY RESOURCES	20190111A	01/23/2019	HEATING #0505105084-00001	100-41940-383	1,038.60
HOMETOWN SANITATION SER	0000313639	12/31/2018	GARBAGE SERVICE - CITY HAL	100-41940-384	89.28
ELECTRIC FUND	253	01/15/2019	EL - CITY HALL	100-41940-406	14.36
					<b>Activity 41940 - City Hall Total: 1,142.24</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	3195351	12/31/2018	SUPPLIES	100-42120-200	64.12
COTTONWOOD CO AUD/TREA	20190110	01/23/2019	FEB 2019 DEPUTY ATTORNEY	100-42120-304	3,957.50
WINDOM AREA HOSPITAL	303773360	12/31/2018	SERVICE #30005319	100-42120-305	80.00
MN BUREAU OF CRIMINAL AP	1209	01/16/2019	TRAINING - CORY HILLESHEIM	100-42120-308	750.00
LEAGUE OF MN CITIES	286566	01/23/2019	PATROL SUBSCRIPTION	100-42120-308	810.00
VERIZON WIRELESS	9821794966	01/23/2019	#986701203-00001 - SERVICE	100-42120-321	114.08
ALPHA WIRELESS - MANKATO	697857	01/16/2019	SERVICE #00681	100-42120-323	108.00
ALPHA WIRELESS - MANKATO	MN-601	01/18/2019	SERVICE #06798	100-42120-323	107.00
ALPHA WIRELESS - MANKATO	MN-463	12/31/2018	SERVICE #06798	100-42120-326	822.50
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - POL	100-42120-364	26,989.67
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	100-42120-404	15.57
COTTONWOOD CO AUD/TREA	20190110	01/23/2019	FEB 2019 RENT	100-42120-412	1,950.00
					<b>Activity 42120 - Crime Control Total: 35,768.44</b>
<b>Activity: 42220 - Fire Fighting</b>					
AMERIPRIDE SERVICES INC.	2800976558	01/08/2019	SERVICE	100-42220-211	27.83
FIVE ALARM LEADERSHIP, LLC	20190115	01/18/2019	SERVICE	100-42220-308	3,600.00
WINDOM AREA HOSPITAL	303773338	12/31/2018	SERVICE #30005293	100-42220-310	50.45
VERIZON WIRELESS	9821794966	01/23/2019	#986701203-00001 - SERVICE	100-42220-321	18.50
VERIZON WIRELESS	9821794966	01/23/2019	#986701203-00001 - SERVICE	100-42220-326	10.04
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - FIRE	100-42220-364	11,045.30
MN ENERGY RESOURCES	20190110B	01/23/2019	HEATING #0616354678-00001	100-42220-383	849.73
HOMETOWN SANITATION SER	0000313672	01/08/2019	GARBAGE SERVICE - EMS BUIL	100-42220-384	44.10
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	100-42220-404	24.91

Expense Approval Report

Payment Dates: 01/11/2019 - 01/28/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM STREET DEPARTME	108	01/23/2019	UNIT #23 INSPECTION	100-42220-405	110.88
<b>Activity 42220 - Fire Fighting Total:</b>					<b>15,781.74</b>
<b>Activity: 42500 - Civil Defense</b>					
ALPHA WIRELESS - MANKATO	697856	01/15/2019	SERVICE #00681	100-42500-323	1,800.00
<b>Activity 42500 - Civil Defense Total:</b>					<b>1,800.00</b>
<b>Activity: 43100 - Streets</b>					
INDOFF, INC	3196662	01/11/2019	SUPPLIES	100-43100-200	57.56
MAC TOOLS	17834	01/15/2019	SMALL TOOLS	100-43100-241	150.18
FRESHWATER SOCIETY	20190114D	01/23/2019	REGISTRATION - BRIAN COOLE	100-43100-308	145.00
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - STRE	100-43100-364	14,365.57
MN ENERGY RESOURCES	20190109A	01/15/2019	HEATING #0505064121-0001	100-43100-383	1,450.21
HOMETOWN SANITATION SER	0000313640	12/31/2018	GARBAGE SERVICE - STREET D	100-43100-384	88.98
GUNNINK & GUNNINK, INC	6223	01/15/2019	MAINTENANCE	100-43100-404	225.12
JOHNSON HARDWARE	10004 - STREET	12/31/2018	MAINTENANCE - STREET	100-43100-405	9.00
WINDOM TOWING LLC	2537	01/11/2019	SERVICE	100-43100-405	60.00
FOX BROTHERS OF SANBORN,	499710	01/15/2019	MAINTENANCE	100-43100-405	129.55
DICKS WELDING INC	66469	12/31/2018	MAINTENANCE	100-43100-405	4.70
DICKS WELDING INC	66549	12/31/2018	MAINTENANCE -	100-43100-405	579.52
FORCE AMERICA DISTRIBUTIN	SO0001-1333535	01/11/2019	SPREADER CONTROL	100-43100-405	837.99
FORCE AMERICA DISTRIBUTIN	SO001-1333535	01/11/2019	CREDIT - OF SALES TAX	100-43100-405	-53.91
<b>Activity 43100 - Streets Total:</b>					<b>18,049.47</b>
<b>Activity: 45120 - Recreation</b>					
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	100-45120-217	15.57
<b>Activity 45120 - Recreation Total:</b>					<b>15.57</b>
<b>Activity: 45202 - Park Areas</b>					
STATE CHEMICAL SOLUTIONS	900844119	01/23/2019	#744395 - SUPPLIES	100-45202-216	122.68
JCL SOLUTIONS - JANITORS CL	1144171	01/18/2019	SUPPLIES	100-45202-217	182.82
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - PAR	100-45202-364	2,829.89
HOMETOWN SANITATION SER	0000313641	12/31/2018	GARBAGE SERVICE - SQUARE	100-45202-384	48.99
JCL SOLUTIONS - JANITORS CL	1144748	01/23/2019	MAINTENANCE	100-45202-404	30.83
<b>Activity 45202 - Park Areas Total:</b>					<b>3,215.21</b>
<b>Fund 100 - GENERAL Total:</b>					<b>107,421.18</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
DEMCO	6520027	12/31/2018	SUPPLIES	211-45501-200	466.36
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	211-45501-217	7.78
PLUNKETT'S PEST CONTROL	6153022	01/11/2019	SERVICE #41734	211-45501-217	440.39
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - LIBR	211-45501-364	892.62
MN ENERGY RESOURCES	20190110	01/15/2019	HEATING #0504542703-00001	211-45501-383	716.42
DICKS WELDING INC	66510	12/31/2018	MAINTENANCE	211-45501-402	309.70
INGRAM INDUSTRIES	#2004243 1-1-19	12/31/2018	BOOKS #2004243	211-45501-435	1,114.70
<b>Activity 45501 - Library Total:</b>					<b>3,947.97</b>
<b>Activity: 49950 - Capital Outlay</b>					
FREDIN CONSTRUCTION/CABI	20181219	12/31/2018	SERVICE - LIBRARY	211-49950-500	1,109.24
HAMMERS FURNITURE	5391	12/31/2018	LIBRARY	211-49950-500	9,810.59
<b>Activity 49950 - Capital Outlay Total:</b>					<b>10,919.83</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>14,867.80</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
BEST OIL COMPANY	21345	01/15/2019	FUEL PURCHASE 3,500 GAL JE	225-45127-264	10,350.55
SOUTHWEST MN BROADBAN	#886 1-15-19	01/23/2019	SERVICE #886	225-45127-321	26.68
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - AIR	225-45127-365	507.67
<b>Activity 45127 - Airport Total:</b>					<b>10,884.90</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>10,884.90</b>
<b>Fund: 230 - POOL</b>					
<b>Activity: 45124 - Pool</b>					
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	230-45124-217	7.78

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Payment Dates: 01/11/2019 - 01/28/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - POO	230-45124-364	2,894.33
				<b>Activity 45124 - Pool Total:</b>	<b>2,902.11</b>
				<b>Fund 230 - POOL Total:</b>	<b>2,902.11</b>

## Fund: 235 - AMBULANCE

## Activity: 42153 - Ambulance

LEWIS FAMILY DRUG, LLC	56-098262200	12/31/2018	OPERATING SUPPLIES	235-42153-217	819.05
BOUND TREE MEDICAL, LLC	83067885	12/31/2018	OPERATING SUPPLIES	235-42153-217	4.90
BOUND TREE MEDICAL, LLC	83068997	12/31/2018	OPERATING SUPPLIES	235-42153-217	63.99
PRAXAIR DISTRIBUTION INC	86958893	12/31/2018	OPERATING SUPPLIES	235-42153-217	250.23
VERIZON WIRELESS	9821794966	01/23/2019	#986701203-00001 - SERVICE	235-42153-321	115.74
TIM HACKER	20190115	01/15/2019	EXPENSE - AMBULANCE	235-42153-334	77.87
JOHN MEYER	20190115	01/15/2019	EXPENSE - AMBULANCE	235-42153-334	102.79
KRISTEN PORATH	20190115	01/15/2019	EXPENSE - AMBULANCE	235-42153-334	39.92
BUCKWHEAT JOHNSON	20190115	01/15/2019	EXPENSE - AMBULANCE	235-42153-334	34.48
TIM HACKER	20190123	01/23/2019	EXPENSE - AMBULANCE	235-42153-334	10.14
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - AMB	235-42153-364	8,928.19
MN ENERGY RESOURCES	201901108	01/23/2019	HEATING #0616354678-00001	235-42153-383	566.49
HOMETOWN SANITATION SER	0000313672	01/08/2019	GARBAGE SERVICE - EMS BUIL	235-42153-384	29.40
MOUNTAIN LAKE AUTOMOTI	16129	12/31/2018	MAINTENANCE #29 - #220A	235-42153-405	91.80
P.M. REPAIR & DETAILING	8250	12/31/2018	MAINTENANCE #27	235-42153-405	93.62
P.M. REPAIR & DETAILING	8251	12/31/2018	MAINTENANCE #29	235-42153-405	117.07
AMERIPRIDE SERVICES INC.	2800976558	01/08/2019	SERVICE	235-42153-406	18.56
FOUR SEASONS OVERHEAD D	3301	01/23/2019	REPAIR-GARAGE DOOR ESF BL	235-42153-406	2,160.00
MN REVENUE	WINDOM AMB 1-11-19	12/31/2018	MN CARE TAX - 4TH QUARTER	235-42153-460	307.00
				<b>Activity 42153 - Ambulance Total:</b>	<b>13,831.24</b>
				<b>Fund 235 - AMBULANCE Total:</b>	<b>13,831.24</b>

## Fund: 250 - EDA GENERAL

## Activity: 46520 - EDA

INDOFF, INC	3193971	12/31/2018	SUPPLIES	250-46520-200	11.65
INDOFF, INC	3195350	12/31/2018	SUPPLIES	250-46520-200	21.09
EHLERS & ASSOC., INC.	79278	12/31/2018	SERVICE - CONSULTING	250-46520-301	360.00
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - EDA	250-46520-364	446.31
				<b>Activity 46520 - EDA Total:</b>	<b>839.05</b>
				<b>Fund 250 - EDA GENERAL Total:</b>	<b>839.05</b>

## Fund: 401 - GENERAL CAPITAL PROJECTS

## Activity: 49950 - Capital Outlay

MIDSTATES EQUIPMENT & SU	218860	12/31/2018	EQUIPMENT	401-49950-503	17,995.00
MIDSTATES EQUIPMENT & SU	218946	01/15/2019	SMALL CITIES MONEY - 2018	401-49950-503	13,860.02
				<b>Activity 49950 - Capital Outlay Total:</b>	<b>31,855.02</b>
				<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>	<b>31,855.02</b>

## Fund: 402 - CAPITAL PROJECT - ESF

## Activity: 49980 - Debt Service

BREMER BANK	#29004 1-16-19	01/23/2019	ESF LOAN #29004 - PRINCIPAL	402-49980-602	80,000.00
BREMER BANK	#29004 1-16-19	01/23/2019	ESF LOAN #29004 - INTEREST	402-49980-612	27,383.85
				<b>Activity 49980 - Debt Service Total:</b>	<b>107,383.85</b>
				<b>Fund 402 - CAPITAL PROJECT - ESF Total:</b>	<b>107,383.85</b>

## Fund: 406 - PIR

## Activity: 49950 - Capital Outlay

DGR ENGINEERING	00232849	01/23/2019	WINDOM-18TH AVE DRAINAG	406-49950-500	6,002.85
				<b>Activity 49950 - Capital Outlay Total:</b>	<b>6,002.85</b>
				<b>Fund 406 - PIR Total:</b>	<b>6,002.85</b>

## Fund: 601 - WATER

## Activity: 49400 - Water

GOPHER STATE ONE CALL	8120822	12/31/2018	LOCATES	601-49400-321	3.04
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	POSTAGE	601-49400-322	227.31
INNOVATIVE SYSTEMS LLC	40629	01/03/2019	BILLING SYSTEM MAINTENAN	601-49400-326	760.50

## Expense Approval Report

Payment Dates: 01/11/2019 - 01/28/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE SYSTEMS LLC	40824	01/02/2019	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	PROCESSING	601-49400-326	190.80
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	INSERTS	601-49400-350	9.51
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - WA	601-49400-364	4,235.80
WENCK ASSOCIATES, INC.	11809217	12/31/2018	WINDOM LANDFILL	601-49400-386	597.90
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	601-49400-404	31.13
ZIEGLER, INC.	PC240116167	01/23/2019	MAINTENANCE	601-49400-404	1,228.98
				<b>Activity 49400 - Water Total:</b>	<b>7,802.47</b>
				<b>Fund 601 - WATER Total:</b>	<b>7,802.47</b>

## Fund: 602 - SEWER

BOLTON & MENK, INC.	0227745	12/31/2018	WWFT IMPROVEMENT DESIG	602-16200	21,636.50
AMERICAN ENGINEERING TES	806493	12/31/2018	2018 WWTF IMPROVEMENTS	602-16200	3,854.60
					<b>25,491.10</b>

## Activity: 49450 - Sewer

MN VALLEY TESTING	954775	12/31/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	955333	12/31/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	955914	01/09/2019	TESTING	602-49450-310	14.40
MN VALLEY TESTING	956095	01/09/2019	TESTING	602-49450-310	144.00
GOPHER STATE ONE CALL	8120822	12/31/2018	LOCATES	602-49450-321	3.04
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	POSTAGE	602-49450-322	227.31
INNOVATIVE SYSTEMS LLC	40629	01/03/2019	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	40824	01/02/2019	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	PROCESSING	602-49450-326	190.80
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	INSERTS	602-49450-350	9.51
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - SE	602-49450-364	7,245.65
MN ENERGY RESOURCES	20190109B	01/23/2019	HEATING #0506646838-00001	602-49450-383	1,835.89
MN ENERGY RESOURCES	20190111	01/23/2019	HEATING #0506746718-00001	602-49450-383	19.20
HOMETOWN SANITATION SER	0000313643	12/31/2018	GARBAGE SERVICE - WASTEW	602-49450-384	89.98
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	602-49450-404	24.91
MN PUBLIC FACILITIES AUTHO	MPFA-PSIG-G-054-FY19	01/23/2019	PSIG GRANT - MPFA-PSIG-G-0	602-49450-480	31,588.23
				<b>Activity 49450 - Sewer Total:</b>	<b>43,042.12</b>
				<b>Fund 602 - SEWER Total:</b>	<b>68,533.22</b>

## Fund: 604 - ELECTRIC

UTILITIES PLUS ENERGY SERVI	601425	12/31/2018	SERVICE #601425 - SUBSTATIO	604-16300	4,185.00
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	604-20202	6.88
JUSTINE ONSOMU	20180502	05/02/2018	REFUND-UTILITY PREPAYMEN	604-22000	300.00
DAVID DONKERSLOOT	20190115	01/15/2019	REFUND -BALANCE OF UTILIT	604-22000	182.18
					<b>4,674.06</b>

## Activity: 49550 - Electric

DELL EMC	10291067123	01/11/2019	OPERATING SUPPLIES	604-49550-200	1,302.00
AMAZON CAPITAL SERVICES, I	1NDN-QJPG-PGWY	01/15/2019	#A2Q0YJ8ZLN2YT - SUPPLIES	604-49550-200	170.36
OFFICE DEPOT	255795537001	01/11/2019	SUPPLIES	604-49550-200	112.86
OFFICE DEPOT	255796577001	01/11/2019	SUPPLIES	604-49550-200	18.57
BORDER STATES	916876982	01/11/2019	OPERATING SUPPLIES	604-49550-217	61.75
BORDER STATES	916894811	01/11/2019	OPERATING SUPPLIES	604-49550-217	14.55
CMP - CENTRAL MUNICIPAL P	6487	12/31/2018	ENERGY	604-49550-263	149,444.38
CMP - CENTRAL MUNICIPAL P	6487	12/31/2018	TRANSMISSION	604-49550-263	124,962.78
DEPARTMENT OF ENERGY	BFPB000801218	12/31/2018	POWER COST	604-49550-263	64,628.82
GOPHER STATE ONE CALL	8120822	12/31/2018	LOCATES	604-49550-321	3.04
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	POSTAGE	604-49550-322	227.31
GOLDEN WEST TECH & INT SO	181200385	01/03/2019	SERVICE #A3786	604-49550-325	30.70
INNOVATIVE SYSTEMS LLC	40629	01/03/2019	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	40824	01/02/2019	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	PROCESSING	604-49550-326	190.80
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	INSERTS	604-49550-350	9.51
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - ELE	604-49550-364	10,770.25
HOMETOWN SANITATION SER	0000313644	12/31/2018	GARBAGE SERVICE - ELECTRIC	604-49550-384	88.98
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	604-49550-404	31.13

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RAGE INC - CAMPUS CLEANER	01-010233	01/09/2019	SERVICE - POWER PLANT	604-49550-406	34.17
ELECTRIC FUND	247	01/15/2019	EL - CL REPAIR	604-49550-408	6,990.68
ELECTRIC FUND	248	01/15/2019	EL - RL REPAIR	604-49550-408	172.65
ELECTRIC FUND	249	01/15/2019	EL - ELECTRIC SHOP	604-49550-408	6.18
ELECTRIC FUND	250	01/15/2019	EL - DISTRIBUTION	604-49550-408	128.64
ELECTRIC FUND	254	01/15/2019	EL - DISTRIBUTION	604-49550-408	168.86
ELECTRIC FUND	255	01/23/2019	EL - ACCIDENT (HIT & RUN)	604-49550-408	567.54
BORDER STATES	916828492	12/31/2018	CREDIT - ELECTRIC METERING	604-49550-408	-170.00
BRADY WORLDWIDE, INC.	9338997922	01/15/2019	MAINTENANCE	604-49550-408	724.36
BRADY WORLDWIDE, INC.	9339064804	01/23/2019	CREDIT - MAINTENANCE ITEM	604-49550-408	-136.00
MN MUNICIPAL UTILITIES ASS	52639	01/15/2019	2019 UTILITY MEMBER DUES	604-49550-433	9,946.00
CMP - CENTRAL MUNICIPAL P	6487	12/31/2018	ENERGY / TRANSMISSION	604-49550-450	2,501.13
DAKOTA SUPPLY GROUP	E184646	01/08/2019	CONSERVATION	604-49550-450	35,700.00
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	604-49550-460	27.90
				<b>Activity 49550 - Electric Total:</b>	<b>410,474.80</b>
				<b>Fund 604 - ELECTRIC Total:</b>	<b>415,148.86</b>

## Fund: 609 - LIQUOR STORE

MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	609-20202	19,053.00
					<b>19,053.00</b>

## Activity: 49751 - Liquor Store

RAGE INC - CAMPUS CLEANER	12-011545	12/31/2018	SERVICE - RIVER BEND LIQ	609-49751-211	48.57
BREAKTHRU BEVERAGE MN	1080907637	12/31/2018	MERCHANDISE	609-49751-251	1,212.77
JOHNSON BROS.	1185284	12/31/2018	MERCHANDISE	609-49751-251	6,667.09
JOHNSON BROS.	1190726	01/08/2019	MERCHANDISE	609-49751-251	1,865.85
JOHNSON BROS.	1190729	01/08/2019	MERCHANDISE	609-49751-251	296.00
SOUTHERN GLAZER'S OF MN	15042	12/31/2018	CREDIT - MERCHANDISE	609-49751-251	-496.02
SOUTHERN GLAZER'S OF MN	1750513A	12/31/2018	CREDIT - MERCHANDISE	609-49751-251	-84.00
SOUTHERN GLAZER'S OF MN	1769778	12/31/2018	MERCHANDISE	609-49751-251	1,345.89
BREAKTHRU BEVERAGE MN	2080222313	12/31/2018	CREDIT - MERCHANDISE	609-49751-251	-13.50
BREAKTHRU BEVERAGE MN	2080222862	12/31/2018	CREDIT - MERCHANDISE	609-49751-251	-14.56
PHILLIPS WINE & SPIRITS	2480238	12/31/2018	MERCHANDISE	609-49751-251	3,498.71
PHILLIPS WINE & SPIRITS	2483755	01/09/2019	MERCHANDISE	609-49751-251	2,863.54
BEVERAGE WHOLESALERS	041206	01/15/2019	MERCHANDISE	609-49751-252	2,590.35
BEVERAGE WHOLESALERS	042199	01/18/2019	MERCHANDISE	609-49751-252	5,149.98
BREAKTHRU BEVERAGE MN	1080907638	12/31/2018	MERCHANDISE	609-49751-252	130.50
JOHNSON BROS.	1185286	12/31/2018	MERCHANDISE	609-49751-252	45.98
JOHNSON BROS.	1190728	01/08/2019	MERCHANDISE	609-49751-252	73.80
LOCHER BROS., INC.	13842	01/15/2019	MERCHANDISE	609-49751-252	362.30
BREAKTHRU BEVERAGE MN	208021043	12/31/2018	CREDIT - MERCHANDISE	609-49751-252	-60.00
ARTISAN BEER COMPANY	3314837	12/31/2018	MERCHANDISE	609-49751-252	279.00
ARTISAN BEER COMPANY	3316460	01/08/2019	MERCHANDISE	609-49751-252	163.15
DOLL DISTRIBUTING, LLC	586040	01/02/2019	MERCHANDISE	609-49751-252	13,555.70
DOLL DISTRIBUTING, LLC	590370	01/15/2019	MERCHANDISE	609-49751-252	2,283.10
DOLL DISTRIBUTING, LLC	592232	01/15/2019	MERCHANDISE	609-49751-252	126.00
BEVERAGE WHOLESALERS	732433	01/18/2019	CREDIT - MERCHANDISE	609-49751-252	-30.20
BEVERAGE WHOLESALERS	042199	01/18/2019	MERCHANDISE	609-49751-253	335.52
BREAKTHRU BEVERAGE MN	1080907637	12/31/2018	MERCHANDISE	609-49751-253	104.00
JOHNSON BROS.	1185283	12/31/2018	MERCHANDISE	609-49751-253	116.05
JOHNSON BROS.	1185285	12/31/2018	MERCHANDISE	609-49751-253	2,909.24
JOHNSON BROS.	1190727	01/08/2019	MERCHANDISE	609-49751-253	610.39
JOHNSON BROS.	1190730	01/08/2019	MERCHANDISE	609-49751-253	2,501.75
ROUND LAKE VINEYARDS & W	1594	01/09/2019	MERCHANDISE	609-49751-253	882.00
SOUTHERN GLAZER'S OF MN	1769779	12/31/2018	MERCHANDISE	609-49751-253	168.00
PHILLIPS WINE & SPIRITS	2480239	12/31/2018	MERCHANDISE	609-49751-253	898.75
PHILLIPS WINE & SPIRITS	2483756	01/09/2019	MERCHANDISE	609-49751-253	386.75
PAUSTIS WINE COMPANY	36104	12/26/2018	MERCHANDISE	609-49751-253	1,000.00
MORGAN CREEK VINEYARDS	5139	12/31/2018	MERCHANDISE	609-49751-253	84.00
BREAKTHRU BEVERAGE MN	1080907637	12/31/2018	MERCHANDISE	609-49751-254	181.95
ATLANTIC COCA-COLA	1863948	01/15/2019	MERCHANDISE	609-49751-254	69.10

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	2080209909	12/31/2018	CREDIT - MERCHANDISE	609-49751-254	-16.00
BREAKTHRU BEVERAGE MN	2080216966	12/31/2018	CREDIT - MERCHANDISE	609-49751-254	-23.85
BREAKTHRU BEVERAGE MN	2080219295	12/31/2018	CREDIT - MERCHANDISE	609-49751-254	-16.00
BREAKTHRU BEVERAGE MN	2080222314	12/31/2018	CREDIT - MERCHANDISE	609-49751-254	-8.00
PHILLIPS WINE & SPIRITS	2480239	12/31/2018	MERCHANDISE	609-49751-254	23.50
PHILLIPS WINE & SPIRITS	2483756	01/09/2019	MERCHANDISE	609-49751-254	68.50
DOLL DISTRIBUTING, LLC	586040	01/02/2019	MERCHANDISE	609-49751-254	28.00
DOLL DISTRIBUTING, LLC	590370	01/15/2019	MERCHANDISE	609-49751-254	14.00
AH HERMEL COMPANY	749070	01/08/2019	MERCHANDISE	609-49751-254	86.87
PBC - PEPSI BEVERAGES COM	97308214	12/26/2018	MERCHANDISE	609-49751-254	226.26
ARCTIC GLACIER U.S.A. INC	1947900306	01/08/2019	MERCHANDISE	609-49751-257	84.20
ARCTIC GLACIER U.S.A. INC	1949835403	12/26/2018	CREDIT -MERCHANDISE	609-49751-257	-6.40
AH HERMEL COMPANY	749070	01/08/2019	MERCHANDISE	609-49751-261	42.33
BREAKTHRU BEVERAGE MN	1080907637	12/31/2018	MERCHANDISE	609-49751-333	37.15
JOHNSON BROS.	1185283	12/31/2018	MERCHANDISE	609-49751-333	3.48
JOHNSON BROS.	1185284	12/31/2018	MERCHANDISE	609-49751-333	87.15
JOHNSON BROS.	1185285	12/31/2018	MERCHANDISE	609-49751-333	89.19
JOHNSON BROS.	1190726	01/08/2019	MERCHANDISE	609-49751-333	51.06
JOHNSON BROS.	1190727	01/08/2019	MERCHANDISE	609-49751-333	19.14
JOHNSON BROS.	1190729	01/08/2019	MERCHANDISE	609-49751-333	3.48
JOHNSON BROS.	1190730	01/08/2019	MERCHANDISE	609-49751-333	52.20
SOUTHERN GLAZER'S OF MN	1769778	12/31/2018	MERCHANDISE	609-49751-333	19.08
SOUTHERN GLAZER'S OF MN	1769779	12/31/2018	MERCHANDISE	609-49751-333	2.05
ARCTIC GLACIER U.S.A. INC	1947900306	01/08/2019	MERCHANDISE	609-49751-333	1.00
PHILLIPS WINE & SPIRITS	2480238	12/31/2018	MERCHANDISE	609-49751-333	39.73
PHILLIPS WINE & SPIRITS	2480239	12/31/2018	MERCHANDISE	609-49751-333	33.07
PHILLIPS WINE & SPIRITS	2483755	01/09/2019	MERCHANDISE	609-49751-333	58.00
PHILLIPS WINE & SPIRITS	2483756	01/09/2019	MERCHANDISE	609-49751-333	13.92
PAUSTIS WINE COMPANY	36104	12/26/2018	MERCHANDISE	609-49751-333	12.50
AH HERMEL COMPANY	749070	01/08/2019	MERCHANDISE	609-49751-333	4.95
FORUM COMMUNICATIONS C	5911623	12/31/2018	ADVERTISING	609-49751-340	15.00
FORUM COMMUNICATIONS C	5927714	12/31/2018	ADVERTISING	609-49751-340	70.00
UAC	647867	10/03/2018	ADVERTISING	609-49751-340	609.95
UAC	651011	11/09/2018	ADVERTISING #30184955	609-49751-340	459.95
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - LIQ	609-49751-364	4,317.53
HOMETOWN SANITATION SER	0000313642	01/08/2019	GARBAGE SERVICE - RIVER BE	609-49751-384	149.00
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	609-49751-404	31.13
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	609-49751-460	13.13

Activity 49751 - Liquor Store Total: 58,803.75

Fund 609 - LIQUOR STORE Total: 77,856.75

Fund: 614 - TELECOM

CALIX	10034065	12/31/2018	CORE UPGRADE -MIGRATION	614-16400	100.20
CALIX	1391588	12/31/2018	CORE UPGRADE	614-16400	691.04
POWER & TEL	6581997-00	01/09/2019	CORE UPGRADE	614-16400	1,130.29
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	614-20202	31.33

1,952.86

Activity: 49870 - Telecom

RAGE INC - CAMPUS CLEANER	01-010235	01/09/2019	SERVICE - WINDOM NET COM	614-49870-211	21.33
BORDER STATES	31500210	01/15/2019	MAINTENANCE SUPPLIES	614-49870-227	522.09
POWER & TEL	6591263-00	12/31/2018	SERVICE	614-49870-227	86.43
BORDER STATES	916933776	01/16/2019	SERVICE #5189	614-49870-227	571.80
NATIONAL CABLE TV COOP	SI-604402	01/16/2019	SUPPLIES	614-49870-227	71.08
INTERSTATE TRS FUND	82580795058	01/22/2019	ASSESSMENT FOR 499-1 FILIN	614-49870-304	269.20
GOPHER STATE ONE CALL	8120822	12/31/2018	LOCATES	614-49870-321	3.03
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	POSTAGE	614-49870-322	227.31
INNOVATIVE SYSTEMS LLC	40629	01/03/2019	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	40629	01/03/2019	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	40805	01/09/2019	ACS QUARTERLY 1/1/19 - 3/31	614-49870-326	900.00
INNOVATIVE SYSTEMS LLC	40824	01/02/2019	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	PROCESSING	614-49870-326	190.80
NEUSTAR, INC.	L-0000026938	12/31/2018	NUMBER PORTS #10202	614-49870-326	1.25
INNOVATIVE SYSTEMS LLC	41073	12/31/2018	INSERTS	614-49870-350	9.51
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - TELE	614-49870-364	11,842.94
MN ENERGY RESOURCES	20190110A	01/16/2019	HEATING #0507509833-00001	614-49870-383	222.04
HOMETOWN SANITATION SER	0000313645	12/31/2018	GARBAGE SERVICE - TELECOM	614-49870-384	77.98
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	614-49870-404	46.69
ELECTRIC SCIENTIFIC CO INC	430861	12/31/2018	SERVICE	614-49870-404	437.12
CENTURY LINK	471480	01/23/2019	DIRECTORY LISTINGS #MN CO	614-49870-441	186.07
NEXSTAR BROADCASTING GR	1714-1136	01/23/2019	SUBSCRIBER	614-49870-442	3,016.95
INDEPENDENT COMMUNIATI	20181231	01/23/2019	SUBSCRIBER	614-49870-442	1,610.90
CBS TELEVISION STATIONS	20181231	01/23/2019	SUBSCRIBER	614-49870-442	2,621.70
UNITED COMMUNICATIONS C	20181231	01/23/2019	SUBSCRIBER	614-49870-442	2,670.00
TOWER DISTRIBUTION COMP	734519	01/23/2019	SUBSCRIBER	614-49870-442	277.68
FOX SPORTS	P34181	01/23/2019	SUBSCRIBER	614-49870-442	8,116.80
BTN - BIG TEN NETWORK	P37520	01/23/2019	SUBSCRIBER	614-49870-442	1,842.30
UNIVERSAL SERVICE ADMIN C	26EQG8SI	01/23/2019	499A CONTRIBUTION	614-49870-443	1,573.80
CONSOLIDATED CALL CENTER	12740	12/31/2018	DA / OPERATOR ASSISTANCE	614-49870-445	127.56
ONVOY, LLC dba INTELIGENT	19102008508	01/09/2019	SS7 #001555600262	614-49870-445	1,275.80
ICONECTIV	L-10049130	12/31/2018	LNP SERVICE #L-201353	614-49870-445	57.18
ZAYO GROUP, LLC	2019010027696	01/15/2019	TRANSPORT #027696	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	388398	12/31/2018	SERVICE	614-49870-447	1,156.25
MANKATO NETWORKS, LLC	388401	01/23/2019	SERVICE	614-49870-447	1,512.89
MANKATO NETWORKS, LLC	388420	01/23/2019	SERVICE	614-49870-447	200.00
GOLDEN WEST TECH & INT SO	181200315	12/31/2018	SERVICE #A3790	614-49870-448	233.31
JORDAN BUSSA	20190123	01/23/2019	INTERNET SUPPORT - JULY - DE	614-49870-448	231.00
ONVOY, LLC dba INTELIGENT	190102009044	12/31/2018	SWITCHING SERVICES	614-49870-451	2,833.68
ZAYO GROUP, LLC	2019010002376	01/15/2019	TRANSPORT #114184-002376	614-49870-451	734.35
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	614-49870-460	23.27
<b>Activity 49870 - Telecom Total:</b>					<b>51,994.19</b>
<b>Fund 614 - TELECOM Total:</b>					<b>53,947.05</b>
<b>Fund: 615 - ARENA</b>					
FREDIN CONSTRUCTION/CABI	20190109	12/31/2018	SERVICE -GRANDSTAND & FIN	615-16200	5,081.16
STEVENS ENGINEERS, INC	11762	12/31/2018	SERVICE #PROJECT 900-17-28	615-16300	1,839.71
					<b>6,920.87</b>
<b>Activity: 49850 - Arena</b>					
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	615-49850-217	28.02
KDOM RADIO	#0789 12-31-18	12/31/2018	#0789 ADVERTISING	615-49850-340	60.00
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - ARE	615-49850-364	3,855.44
HOMETOWN SANITATION SER	0000313646	12/31/2018	GARBAGE SERVICE - ARENA	615-49850-384	130.88
R & R SPECIALTIES	0066885-IN	12/31/2018	MAINTENANCE	615-49850-404	2,033.85
ELECTRIC FUND	246	01/15/2019	EL - ARENA	615-49850-409	24.67
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	615-49850-460	1,815.00
<b>Activity 49850 - Arena Total:</b>					<b>7,947.86</b>
<b>Fund 615 - ARENA Total:</b>					<b>14,868.73</b>
<b>Fund: 617 - M/P CENTER</b>					
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	617-20202	448.72
					<b>448.72</b>
<b>Activity: 49860 - M/P Center</b>					
INDOFF, INC	3195254	12/31/2018	SUPPLIES	617-49860-200	25.35
LEAGUE OF MN CITIES INS TR	#10002745 1-4-19	01/08/2019	ANNUAL INS PREMIUM - MU	617-49860-364	2,800.81
HOMETOWN SANITATION SER	0000313647	12/31/2018	GARBAGE SERVICE - COMM C	617-49860-384	51.52
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	617-49860-404	15.57
TOSHIBA FINANCIAL SERVICES	374108553	12/31/2018	COPIER LEASE 2/20 - 3/20	617-49860-404	60.00
RAGE INC - CAMPUS CLEANER	01-010234	12/31/2018	SERVICE - COMM CENTER	617-49860-406	59.50
KOLANDER TREE SERVICE	20181031	12/31/2018	SERVICE - COMM CENTER	617-49860-406	150.00
ELECTRIC FUND	251	01/15/2019	EL - COMM CENTER	617-49860-406	54.60
MN REVENUE	20190116	12/31/2018	SALES TAX - DEC 2018	617-49860-460	366.28

## Expense Approval Report

Payment Dates: 01/11/2019 - 01/28/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN State Deferred	20190117	01/23/2019	HEALTH CARE SAVINGS-JEFF G	617-49860-480	11,293.40
			<b>Activity 49860 - M/P Center Total:</b>		<b>14,877.03</b>
			<b>Fund 617 - M/P CENTER Total:</b>		<b>15,325.75</b>
<b>Fund: 700 - PAYROLL</b>					
Internal Revenue Service-Payr	INV0001547	01/18/2019	Federal Tax Withholding	700-21701	9,594.16
MN Department of Revenue -	INV0001546	01/18/2019	State Withholding	700-21702	4,697.48
Internal Revenue Service-Payr	INV0001548	01/18/2019	Social Security	700-21703	12,277.76
MN Pera	INV0001538	01/18/2019	PERA	700-21704	12,851.17
MN Pera	INV0001539	01/18/2019	PERA	700-21704	7,076.26
MN Pera	INV0001540	01/18/2019	PERA	700-21704	834.36
MN Pera	INV0001541	01/18/2019	PERA	700-21704	280.00
MN State Deferred	INV0001542	01/18/2019	Deferred Compensation	700-21705	5,550.28
MN State Deferred	INV0001543	01/18/2019	Deferred Roth	700-21705	535.00
LOCAL UNION #949	2019-JAN	01/23/2019	UNION DUES - JAN. 2019	700-21707	1,771.72
LAW ENFORCEMENT LABOR S	2019-JAN	01/23/2019	POLICE UNION DUES - JAN. 20	700-21708	357.00
MUNDT LAW GROUP, LLC	#72709	01/23/2019	WAGE LEVY - #72709	700-21709	267.01
Internal Revenue Service-Payr	INV0001545	01/18/2019	Medicare Withholding	700-21711	3,545.96
SELECTACCOUNT	38897521	01/15/2019	FLEX SPENDING	700-21712	1,419.32
SELECTACCOUNT	38899960	01/23/2019	FLEX SPENDING	700-21712	115.94
AFLAC	016246	01/15/2019	INSRUANCE - JAN. 2019 - AFT	700-21715	320.22
AFLAC	016246	01/15/2019	INSRUANCE - JAN. 2019 - PRE	700-21716	519.06
MN BENEFIT ASSOCIATION	2019-0049060	01/15/2019	INSURANCE - PRE TAX	700-21717	4.84
MN BENEFIT ASSOCIATION	2019-0049060	01/15/2019	INSURANCE - AFTER TAX	700-21719	99.27
MII LIFE	20190114	01/15/2019	VEBA - JAN 2019	700-21720	12,604.32
MII LIFE	20190114	01/15/2019	VEBA - JAN 2019	700-21722	1,979.20
SELECTACCOUNT	INV0001544	01/18/2019	HSA Employee Contribution	700-21723	264.23
					<b>76,964.56</b>
			<b>Fund 700 - PAYROLL Total:</b>		<b>76,964.56</b>
			<b>Grand Total:</b>		<b>1,026,435.39</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	107,421.18
211 - LIBRARY	14,867.80
225 - AIRPORT	10,884.90
230 - POOL	2,902.11
235 - AMBULANCE	13,831.24
250 - EDA GENERAL	839.05
401 - GENERAL CAPITAL PROJECTS	31,855.02
402 - CAPITAL PROJECT - ESF	107,383.85
406 - PIR	6,002.85
601 - WATER	7,802.47
602 - SEWER	68,533.22
604 - ELECTRIC	415,148.86
609 - LIQUOR STORE	77,856.75
614 - TELECOM	53,947.05
615 - ARENA	14,868.73
617 - M/P CENTER	15,325.75
700 - PAYROLL	76,964.56
<b>Grand Total:</b>	<b>1,026,435.39</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	27,915.49
100-41110-200	Office Supplies	115.50
100-41110-331	Travel Expense	81.78
100-41110-334	Meals/Lodging	100.00
100-41110-365	Insurance - Misc	69.94
100-41310-200	Office Supplies	525.00
100-41310-217	Other Operating Supplie	31.13
100-41310-364	Insurance - Worker's Co	2,082.78
100-41910-200	Office Supplies	32.74
100-41910-331	Travel Expense	172.84
100-41910-364	Insurance - Worker's Co	446.31
100-41910-433	Dues & Subscriptions	75.00
100-41940-383	Gas Utility	1,038.60
100-41940-384	Refuse Disposal	89.28
100-41940-406	Repairs & Maint - Groun	14.36
100-42120-200	Office Supplies	64.12
100-42120-304	Legal Fees	3,957.50
100-42120-305	Medical & Dental Fees	80.00
100-42120-308	Training & Registrations	1,560.00
100-42120-321	Telephone	114.08
100-42120-323	Radio Units	215.00
100-42120-326	Data Processing	822.50
100-42120-364	Insurance - Worker's Co	26,989.67
100-42120-404	Repairs & Maint - M&E	15.57
100-42120-412	Rentals - Building	1,950.00
100-42220-211	Cleaning Supplies	27.83
100-42220-308	Training & Registrations	3,600.00
100-42220-310	Lab Testing	50.45
100-42220-321	Telephone	18.50
100-42220-326	Data Processing	10.04
100-42220-364	Insurance - Worker's Co	11,045.30
100-42220-383	Gas Utility	849.73
100-42220-384	Refuse Disposal	44.10
100-42220-404	Repairs & Maint - M&E	24.91
100-42220-405	Repairs & Maint - Vehicl	110.88
100-42500-323	Radio Units	1,800.00

## Account Summary

Account Number	Account Name	Payment Amount
100-43100-200	Office Supplies	57.56
100-43100-241	Small Tools	150.18
100-43100-308	Training & Registrations	145.00
100-43100-364	Insurance - Worker's Co	14,365.57
100-43100-383	Gas Utility	1,450.21
100-43100-384	Refuse Disposal	88.98
100-43100-404	Repairs & Maint - M&E	225.12
100-43100-405	Repairs & Maint - Vehicl	1,566.85
100-45120-217	Other Operating Supplie	15.57
100-45202-216	Chemicals and Chemical	122.68
100-45202-217	Other Operating Supplie	182.82
100-45202-364	Insurance - Worker's Co	2,829.89
100-45202-384	Refuse Disposal	48.99
100-45202-404	Repairs & Maint - M&E	30.83
211-45501-200	Office Supplies	466.36
211-45501-217	Other Operating Supplie	448.17
211-45501-364	Insurance - Worker's Co	892.62
211-45501-383	Gas Utility	716.42
211-45501-402	Repairs & Maint - Struct	309.70
211-45501-435	Books and Pamphlets	1,114.70
211-49950-500	Capital Outlay	10,919.83
225-45127-264	Merchandise For Resale	10,350.55
225-45127-321	Telephone	26.68
225-45127-365	Insurance - Misc	507.67
230-45124-217	Other Operating Supplie	7.78
230-45124-364	Insurance - Worker's Co	2,894.33
235-42153-217	Other Operating Supplie	1,138.17
235-42153-321	Telephone	115.74
235-42153-334	Meals/Lodging	265.20
235-42153-364	Insurance - Worker's Co	8,928.19
235-42153-383	Gas Utility	566.49
235-42153-384	Refuse Disposal	29.40
235-42153-405	Repairs & Maint - Vehicl	302.49
235-42153-406	Repairs & Maint - Groun	2,178.56
235-42153-460	Miscellaneous Taxes	307.00
250-46520-200	Office Supplies	32.74
250-46520-301	Auditing & Consulting Se	360.00
250-46520-364	Insurance - Worker's Co	446.31
401-49950-503	Capital Outlay - Streets	31,855.02
402-49980-602	Other Long-Term Obliga	80,000.00
402-49980-612	Other Interest	27,383.85
406-49950-500	Capital Outlay	6,002.85
601-49400-321	Telephone	3.04
601-49400-322	Postage	227.31
601-49400-326	Data Processing	1,468.80
601-49400-350	Printing & Design	9.51
601-49400-364	Insurance - Worker's Co	4,235.80
601-49400-386	Landfill	597.90
601-49400-404	Repairs & Maint - M&E	1,260.11
602-16200	Buildings	25,491.10
602-49450-310	Lab Testing	529.60
602-49450-321	Telephone	3.04
602-49450-322	Postage	227.31
602-49450-326	Data Processing	1,468.80
602-49450-350	Printing & Design	9.51
602-49450-364	Insurance - Worker's Co	7,245.65
602-49450-383	Gas Utility	1,855.09
602-49450-384	Refuse Disposal	89.98

## Account Summary

Account Number	Account Name	Payment Amount
602-49450-404	Repairs & Maint - M&E	24.91
602-49450-480	Other Miscellaneous	31,588.23
604-16300	Improvements Other Th	4,185.00
604-20202	Sales Tax Payable	6.88
604-22000	Prepayments	482.18
604-49550-200	Office Supplies	1,603.79
604-49550-217	Other Operating Supplie	76.30
604-49550-263	Merchandise for Resale -	339,035.98
604-49550-321	Telephone	3.04
604-49550-322	Postage	227.31
604-49550-325	Dispatching	30.70
604-49550-326	Data Processing	1,935.70
604-49550-350	Printing & Design	9.51
604-49550-364	Insurance - Worker's Co	10,770.25
604-49550-384	Refuse Disposal	88.98
604-49550-404	Repairs & Maint - M&E	31.13
604-49550-406	Repairs & Maint - Groun	34.17
604-49550-408	Repairs & Maint - Distrib	8,452.91
604-49550-433	Dues & Subscriptions	9,946.00
604-49550-450	Conservation	38,201.13
604-49550-460	Miscellaneous Taxes	27.90
609-20202	Sales Tax Payable	19,053.00
609-49751-211	Cleaning Supplies	48.57
609-49751-251	Liquor	17,141.77
609-49751-252	Beer	24,669.66
609-49751-253	Wine	9,996.45
609-49751-254	Soft Drinks & Mix	634.33
609-49751-257	Ice	77.80
609-49751-261	Other Merchandise	42.33
609-49751-333	Freight and Express	527.15
609-49751-340	Advertising & Promotion	1,154.90
609-49751-364	Insurance - Worker's Co	4,317.53
609-49751-384	Refuse Disposal	149.00
609-49751-404	Repairs & Maint - M&E	31.13
609-49751-460	Miscellaneous Taxes	13.13
614-16400	Machinery & Equipment	1,921.53
614-20202	Sales Tax Payable	31.33
614-49870-211	Cleaning Supplies	21.33
614-49870-227	Utility System Maint Sup	1,251.40
614-49870-304	Legal Fees	269.20
614-49870-321	Telephone	3.03
614-49870-322	Postage	227.31
614-49870-326	Data Processing	5,334.15
614-49870-350	Printing & Design	9.51
614-49870-364	Insurance - Worker's Co	11,842.94
614-49870-383	Gas Utility	222.04
614-49870-384	Refuse Disposal	77.98
614-49870-404	Repairs & Maint - M&E	483.81
614-49870-441	Transmission Fees	186.07
614-49870-442	Subscriber Fees	20,156.33
614-49870-443	Intergovernmental Fees	1,573.80
614-49870-445	Switch Fees	1,460.54
614-49870-447	Internet Expense	4,819.14
614-49870-448	On-Call Support	464.31
614-49870-451	Call Completion	3,568.03
614-49870-460	Miscellaneous Taxes	23.27
615-16200	Buildings	5,081.16
615-16300	Improvements Other Th	1,839.71

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
615-49850-217	Other Operating Supplie	28.02
615-49850-340	Advertising & Promotion	60.00
615-49850-364	Insurance - Worker's Co	3,855.44
615-49850-384	Refuse Disposal	130.88
615-49850-404	Repairs & Maint - M&E	2,033.85
615-49850-409	Repairs & Maint - Utilitie	24.67
615-49850-460	Miscellaneous Taxes	1,815.00
617-20202	Sales Tax Payable	448.72
617-49860-200	Office Supplies	25.35
617-49860-364	Insurance - Worker's Co	2,800.81
617-49860-384	Refuse Disposal	51.52
617-49860-404	Repairs & Maint - M&E	75.57
617-49860-406	Repairs & Maint - Groun	264.10
617-49860-460	Miscellaneous Taxes	366.28
617-49860-480	Other Miscellaneous	11,293.40
700-21701	Federal Withholding	9,594.16
700-21702	State Withholding	4,697.48
700-21703	FICA Tax Withholding	12,277.76
700-21704	PERA Contributions	21,041.79
700-21705	Retirement	6,085.28
700-21707	Union Dues	1,771.72
700-21708	PD Union Dues	357.00
700-21709	Wage Levy	267.01
700-21711	Medicare Tax Withholdi	3,545.96
700-21712	Flex Account	1,535.26
700-21715	Individual Insurance-Afla	320.22
700-21716	Individual Insurance-Afla	519.06
700-21717	Individual Insurance-MB	4.84
700-21719	Individual Insurance-MB	99.27
700-21720	VEBA Contributions	12,604.32
700-21722	HSA Contribution	1,979.20
700-21723	HSA Employee Contribu	264.23
	<b>Grand Total:</b>	<b>1,026,435.39</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	1,026,435.39
<b>Grand Total:</b>	<b>1,026,435.39</b>

## RESOLUTION #2019-

**INTRODUCED:**

**SECONDED:**

**VOTED:**

**Aye:**

**Nay:**

**Absent:**

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

---

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

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

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

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

Adopted this 5<sup>th</sup> day of February, 2019.

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

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

Steve Nasby, City Administrator

## RESOLUTION #2019-

**INTRODUCED:**

**SECONDED:**

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

### **AUTHORIZATION TO ACCEPT DONATION FOR THE WINDOM POLICE DEPARTMENT K-9 UNIT**

---

**WHEREAS**, Windom Area Hospital Employees and Windom Area Health support the community including the Windom Police Department and promote local philanthropy in Southwest Minnesota; and

**WHEREAS**, the Windom Police Department has received from the Windom Area Hospital Employee Fund \$273 and matching funds of \$250 from Windom Area Health for a total donation in the amount of \$523; and

**WHEREAS**, the donation has been designated for the Windom Police Department's new K-9 Unit.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council accepts the donation from the Windom Hospital Employee Fund and Windom Area Health in the amount of \$523.00 to be used for the Windom Police Department K-9 Unit.

Adopted by the Council this 5th day of February, 2019.

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

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

**ORDINANCE NO. 175, 2<sup>ND</sup> SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE TITLE III: ADMINISTRATION, CHAPTER 31: CITY COUNCIL**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN: TO REVISE CHAPTER 31: CITY COUNCIL, SECTION 31.02 COUNCIL MEETINGS; TIME AND PLACE, BY REMOVING THE EXISTING SECTION AND REPLACING IT WITH THE FOLLOWING:**

**31.02 COUNCIL MEETINGS; TIME AND PLACE.**

Regular meetings of the Council shall be held in the Council Chambers on the first and third Tuesdays of each month. The time of the meeting shall be set annually by the Council in January of each year, except for 2019 when the meeting time will be set in March of 2019. Special and adjourned meetings shall also be held in the Council Chambers. In the event that any regular meeting falls on a holiday, then the meeting shall be held on the next day at the same time. (Prior Code, § 2.02)

**EFFECTIVE DATE OF ORDINANCE.** This ordinance becomes effective from and after its passage and publication.

Adopted by the City Council of the City of Windom, Minnesota, this 19<sup>th</sup> day of February, 2019.

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

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

1<sup>st</sup> Reading: February 5, 2019  
2<sup>nd</sup> Reading: February 19, 2019  
Adoption: February 19, 2019  
Published: February 27, 2019

## ACTION ITEM



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

**TO:** City Council  
**FROM:** Steve Nasby, City Administrator   
**DATE:** January 28, 2019  
**RE:** Advertisement for Bids – Airport Hanger Construction Project  
**DEPT:** Airport  
**CONTACT:** Steve Nasby: [Steve.Nasby@windommn.com](mailto:Steve.Nasby@windommn.com)

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

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Staff recommends that the City Council take the following action:

1. Approve advertising for bids for the Windom Airport Hanger Construction Project.

### **Issue Summary/Background**

---

The Airport Commission has identified additional hanger space as a priority project as there are more aircraft wanting to be based at the airport than available space. We have a waiting list and hanger space is needed to support aircraft which are serving local businesses.

The 2005 Airport Project included two new hangers, which are 4-bay units. These two hangers were intended to be 5-bay hangers but were not finished due to budget constraints; however, the land is prepped for both 1-bay extensions. The proposed project will construct two bays on to our existing hangers using Federal and State funds along with match from the Airport budget.

In 2018 this project was bid twice and both times the bids were rejected for being well over the Engineer's estimate. At that time the plan was to re-advertise the project in early 2019. This proposal is to re-bid on February 18, 2019 and then open bids on March 14, 2019 with City Council action scheduled for March 19, 2019.

### **Fiscal Impact**

---

The project will be paid for via Federal and State funds (95%) along with a match from the City of Windom which was anticipated within the 2018 Airport budget.

### **Attachments**

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1. Advertisement for Bids

**DOCUMENT 00 11 13**

**ADVERTISEMENT FOR BIDS**

**2019 Hangar Construction  
Windom Municipal Airport – Windom, Minnesota  
SEH No. WINDM 145757**

Notice is hereby given that sealed Bids will be received by the City of Windom until 2:00 p.m., Thursday, March 14, 2019 at the Windom City Hall, 444 9th Street, Windom, MN 56101-0038, at which time they will be publicly opened and read aloud, for the furnishing of all labor and material for the construction of 2019 Hangar Construction. Major components of the Work include: hangar building construction.

Bids shall be on the form provided for that purpose and according to the Bidding Requirements prepared by Short Elliott Hendrickson Inc. (SEH®) dated February 18, 2019.

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION link and by entering eBidDoc™ Number 6113436 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or [info@questcdn.com](mailto:info@questcdn.com).

Paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$100.

A pre-Bid conference will not be held for this project. Direct all questions to the Engineer five (5) days prior to opening of bids.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

Bids shall be directed to the City Administrator, securely sealed and endorsed upon the outside wrapper, "BID FOR 2019 HANGAR CONSTRUCTION, WINDOM MUNICIPAL AIRPORT."

The Airport Commission reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the Airport Commission.

Steve Nasby  
City Administrator  
City of Windom, Minnesota

Windom Municipal Airport  
 2019 Hangar Construction  
 Engineer's Estimate  
 SEH No. WINDM 145757

January 28, 2019

Line No.	Item No.	Item Description	Unit	Estimated Quantity	Estimated Price	Estimated Total Amount
1	2021.501	Mobilization	LS	1	***	\$ 85,000.00
2	2051.501	Maintenance & Restoration of Haul Roads	LS	1	***	\$ 5,000.00
3	2231.501	Bituminous Patch -Special	LS	1	\$ 15,000.00	\$ 15,000.00
4	2301.501	Hangar Foundation/Floor Design & Construction (Hangar 1)	LS	1	\$ 70,000.00	\$ 70,000.00
5	2301.502	Hangar Foundation/Floor Design & Construction (Hangar 2)	LS	1	\$ 45,000.00	\$ 45,000.00
6	13133.501	Pre-Engineered Building System (Hangar 1)	LS	1	\$ 100,000.00	\$ 100,000.00
7	13133.502	Pre-Engineered Building System (Hangar 2)	LS	1	\$ 60,000.00	\$ 60,000.00
8	13133.503	Bi-Fold Door Hangar 1 - See plan sheets for sizing	LS	1	\$ 25,000.00	\$ 25,000.00
9	13133.504	Bi-Fold Door Hangar 2 - See plan sheets for sizing	LS	1	\$ 15,000.00	\$ 15,000.00
10	P-156-5.1	Silt Fence Type Preassembled (Incl. Mtce.)	LF	300	\$ 3.50	\$ 1,050.00
11	P-156-5.2	Inlet Protection	EA	2	\$ 200.00	\$ 400.00
12	T-901-5.1	Turf Establishment	LS	1	\$ 2,500.00	\$ 2,500.00

Estimated Construction Total: \$ 423,950.00

## RESOLUTION #2019-

**INTRODUCED:**

**SECONDED:**

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

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS  
FOR THE "2019 AIRPORT HANGAR CONSTRUCTION PROJECT"**

---

**WHEREAS**, pursuant to a resolution adopted by the Council on April 17, 2018, Airport Engineer Short Elliott Hendrickson Inc. has prepared plans and specifications for the proposed "2019 Airport Hanger Construction Project" and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Clerk/Administrator.
2. The City Clerk/Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Clerk/Administrator until 2:00 p.m. on Thursday, March 14, 2019. At said time, the bids will be publicly opened by the City Clerk/Administrator and Airport Engineer in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements will be awarded on or before April 16, 2019.

Adopted by the Council this 5th day of February, 2019.

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

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

## ACTION ITEM



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

**TO:** CITY COUNCIL  
**FROM:** DREW HAGE, DEVELOPMENT DIRECTOR  
**CC MEETING DATE:** FEBRUARY 5, 2019  
**RE:** Local Government Resolution Approving the DEED Redevelopment Grant Application  
**DEPT:** Development Department  
**CONTACT:** Drew Hage, Development Director, at 832-8661 or [drew.hage@windommn.com](mailto:drew.hage@windommn.com)

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### Recommendations/Options/Action Requested

Staff recommends that the City Council adopt the formal Local Government Resolution approving the DEED Redevelopment Grant Application.

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### Issue Summary/Background

At the Special Council Meeting on January 22, 2019, the City Council approved a motion to apply for the DEED Redevelopment Grant. A formal resolution is needed. The deadline for the grant application was Friday, February 1, 2019. The grant application was submitted on time.

The Development Director and City Administrator confirmed with DEED Staff that the Resolution can be submitted to DEED on Wednesday, February 6, 2019. Meeting Minutes from the Special Council Meeting on January 22nd were included in the grant application outlining the City Council's support for the DEED Redevelopment Grant. Attached is the Local Government Resolution authorizing the City's application in the DEED Redevelopment Grant Program.

### Fiscal Impact

There should be no fiscal impact to the City for adoption of the Local Government Resolution authorizing submission of the Redevelopment Grant Application. If the grant is awarded, the City Council can decide whether or not to accept the grant based on the finalized redevelopment budget, cash flow, and development agreements with Cemstone and housing developers. If the grant is awarded and accepted by the City, there is a matching fund requirement. Funding for the match could come from a bond that will be paid back with new tax revenue from the development through a Redevelopment TIF District. The plan will be for this development to support itself without general fund dollars. This would be possible if a multi-family building is part of the development.

At that time, the City Council can also decide on the location for multi-family housing within the Cemstone Redevelopment Area.

### Attachments

1. Local Government Resolution

## RESOLUTION #2019-

**INTRODUCED:**

**SECONDED:**

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

### RESOLUTION AUTHORIZING SUBMISSION OF REDEVELOPMENT GRANT APPLICATION

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**WHEREAS**, the Minnesota Department of Employment and Economic Development (DEED) received appropriations for a Redevelopment Grant Program; and

**WHEREAS**, the Redevelopment Grant Program can pay up to fifty percent (50%) of eligible redevelopment costs for a qualifying site; and

**WHEREAS**, there is a local project that would be classified as a qualifying site and could benefit from assistance with demolition expenses, site preparation, and infrastructure; and

**WHEREAS**, a home rule charter city is an eligible applicant to act as the legal sponsor for the application to be submitted to DEED, and the parties have requested that the City of Windom act in such capacity; and

**WHEREAS**, the City of Windom understands that there is a fifty percent (50%) match requirement for a Redevelopment Grant and a match is available and in place from a municipally-owned entity within the City of Windom, Minnesota.

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

1. The City of Windom shall act as the legal sponsor for the project contained in the Redevelopment Grant Program Application to be submitted on or before February 1, 2019. The Economic Development Director is hereby authorized to apply to the Minnesota Department of Employment and Economic Development for funding of this project on behalf of the City of Windom.
2. The City of Windom has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capacity to ensure adequate project administration.
3. The sources and amounts of the local match identified in the application are committed to the project identified.

4. If the project identified in the application fails to substantially provide the public benefits listed in the application within five years from the date of the grant award, the City of Windom may be required to repay 100 percent of the awarded grant per Minn. Stat. §116J.575 Subd, 4.
5. The City of Windom has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.
6. Upon approval of its grant application by the State, the City of Windom is authorized to enter into agreements with the State of Minnesota for the above-referenced project; and the City of Windom certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.
7. The Mayor and the City Administrator are hereby authorized, on behalf of the City of Windom, to execute such agreements as are necessary to implement the project on behalf of the City of Windom, Minnesota.

Adopted this 5th day of February, 2019.

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

ATTEST: \_\_\_\_\_  
 Steven Nasby, City Administrator

STATE OF MINNESOTA :  
 SS  
 COUNTY OF COTTONWOOD:

-----  
 The undersigned, being the duly qualified and acting City Administrator of the City of Windom, Cottonwood County, Minnesota, hereby certifies that I have carefully reviewed the foregoing Resolution with the original thereof on file and of record in my office, and find the same to be a full, true and complete transcript of the Resolution adopted by the Windom City Council at its meeting on February 5, 2019.

DATED this 6th day of February, 2019.

\_\_\_\_\_  
 Steven Nasby, City Administrator

Subscribed and sworn to before me this 6th day of February, 2019, by the said Steven Nasby.

\_\_\_\_\_  
 Notary Public in and for the State of Minnesota

## ACTION ITEM



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

**TO:** City Council  
**FROM:** Scott Peterson, Chief of Police  
**DATE:** February 5, 2019  
**RE:** Part-time/ Full-time Vacancy  
**DEPT:** Police  
**CONTACT:** Scott Peterson, Chief of Police at [speterson@windom-mn.com](mailto:speterson@windom-mn.com)

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

Staff recommends that the City Council take the following action:

1. The Windom Police Department recommends that Ryan Hillesheim be hired for the newly created part-time officer position effective February 6, 2019.
2. Move Ryan Hillesheim from part-time to full-time status on March 2, 2019 as Officer Jon Beck has accepted a position with the Blaine, MN Police Department and his last day of employment will be March 1, 2019.

### **Issue Summary/Background**

Ryan Hillesheim currently is a full-time jailer in Watonwan County. He also serves as a part-time officer with Mountain Lake, Trimont and Truman. He is a graduate of Rasmussen College in Mankato. Ryan is originally from New Ulm.

### **Fiscal Impact**

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Both the full-time and part-time positions have been budgeted for in 2019.

### **Attachments**

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None.

# MEMORANDUM



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

**TO:** City Council  
**FROM:** Interview Team - Community Center Director  
**DATE:** February 1, 2019  
**RE:** Recommendation for Community Center Director Hire

The interview team for the Community Center Director search consists of Wayne Maras, Community Center Commission Chair; Linda Stuckenbroker, Community Center Commission Secretary; Councilmember Ray, Community Center Liaison and Councilmember Byam, Community Center Liaison along with staffing by Steve Nasby, City Administrator. The interview team reviewed all 14 applications for the position and conducted five interviews.

Upon conclusion of the interviews the interview team was asked to identify their top candidate(s) and are currently working on their consensus to make a recommendation to the City Council. The intent is that the candidate will be contacted prior to the City Council meeting regarding this recommendation to insure that they would accept the job, contingent on City Council action, and to begin discussion on employment terms.

The City Council can have involvement as it desires regarding the hiring of the Community Center Director as it is a department head. City Councils have conducted interviews themselves (e.g. Police Chief, Finance Director/Controller and City Administrator) or have accepted recommendations from Boards/Commissions/Committees which included City Council members in the process (e.g. EDA Director, Liquor Store Manager, Street Superintendent and Electric Superintendent). It is important to note whichever process is followed any hiring action is subject to City Council approval.

The tentative schedule of the Community Center Director interview team is to have a hiring recommendation and outline of employment terms presented to the City Council on February 5, 2019. If more time is needed, then the item may be pushed to the February 19, 2019 meeting.

# ACTION ITEM



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

**TO:** CITY COUNCIL  
**FROM:** DREW HAGE, DEVELOPMENT DIRECTOR  
**CC MEETING DATE:** FEBRUARY 5, 2019  
**RE:** 2018 EDA ANNUAL REPORT  
**DEPT:** Development Department  
**CONTACT:** Drew Hage, Development Director, at 832-8661 or [drew.hage@windommn.com](mailto:drew.hage@windommn.com)

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

Staff recommends that the City Council review and accept the 2018 EDA Annual Report.

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## **Issue Summary/Background**

Pursuant to Minnesota Statutes, the Economic Development Authority of Windom is required to provide a report of its activities for each calendar year.

The attached 2018 EDA Annual Report was submitted to the EDA Board of Commissioners and approved by the Board on Monday, January 14, 2019, for submission to the City Council.

## **Fiscal Impact**

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There should be no fiscal impact to the City resulting from the acceptance of this report.

## **Attachments**

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1. 2018 EDA Annual Report

DH:mh

**TO: WINDOM CITY COUNCIL**

**FROM: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM**

**DATE: JANUARY 31, 2019**

**RE: 2018 EDA ANNUAL REPORT**

The Economic Development Authority of Windom's Mission is to expand the City's tax base and create job opportunities by attracting new business and supporting existing businesses.

Overall, market value in Windom grew by 19.2% over the past year to \$284.3 million in 2017 (S&P Global Ratings). From 2016 through 2018, Windom saw a number of large commercial\industrial projects and a number of expansions. Prime Pork created 500 new jobs and invested nearly \$80 million in Windom to create a state-of-the-art pork processing facility. Other new projects include: Windom Wash (a full-service truck wash/35 new jobs), Duffy's Bar and Grill (a new family-friendly restaurant), New Vision Coop's new grain storage facilities and scale, a new building for the Fulda Area Credit Union, and a new 47 unit AmericInn. Other smaller business extensions and redevelopments occurred that contributed to the positive growth in Windom.

Highway 60 is one of the drivers for business growth in Windom. With the 4-lane extension of Highway 60 completed, Windom is midpoint between Omaha and Minneapolis – St. Paul along a 4-lane highway network. Traffic volumes will grow in the foreseeable future which will help to continue the growth cycle for Windom.

#### **Background for Planning in 2019**

- Prime Pork creating 500 new jobs
- Fast Global Solutions continuing to hire (Fast Global Solutions has a goal to increase their workforce by 50% from November, 2016, to 300 by 2020).
- The Toro Company is also hiring.

#### **2018 Smart Goals**

Multi-family Housing: Continue to work with multi-family housing developers to facilitate the development of multi-family units for workforce housing and senior housing.

- Progress: Have several developers interested in building in Windom.
- Timeframe: To present a potential housing development/redevelopment project to the EDA Board and City Council for approval by March of 2019.

Maintain Commercial & Industrial Property Inventory: Maintain an inventory of available commercial and industrial properties on the EDA's website and other searchable websites.

- Progress: Actively market commercial and industrial properties.
- Timeframe: Continuous

Highway 60 Commercial Lots: Increase the availability of commercial lots along Highway 60 in Windom by developing the East Highway 60 corridor between Runnings and Windom Wash and redeveloping other underutilized commercial lots along this corridor.

- Progress: Actively market the property. Work with MnDOT on a redesign option for 24<sup>th</sup> Street and a small frontage road.

- Timeframe: 2019 – 2022

**North Windom Industrial Park - Phase II:** Purchase the 76 acres located directly south of the North Windom Industrial Park (NWIP). THIS GOAL WAS ACCOMPLISHED IN 2018.

**Infill Development:** Encourage infill development within the City.

- Progress: Numerous locations for the 46-unit market rate apartment are infill locations.

**Additional Grocery Store Retail Space:** Pursue an additional grocery store retail space in Windom.  
**Data Center:** Pursue a small to medium-sized data center to be situated in the designated location in the North Windom Industrial Park.

- Progress: Actively marketing the grocery store study with developers. Secured fill for the potential Shopping District south of Shopko. Secured an interested developer for a grocery store project.
- Timeframe: To bring potential projects to the EDA Board by the end of 2019 with anticipated construction of a new grocery store within the next 5 years.

### **EDA Board of Commissioners**

The EDA Officers were elected on January 12, 2018. The 2018 Members of the EDA Board were:

President -	Betsy Herding	(At-Large Member)
Vice President -	Rick Clerc	(At-Large Member)
Secretary/Treasurer -	Justin Espenson	(At-Large Member)
Commissioner -	Marv Grunig	(City Council Representative)
Commissioner -	Rod Byam *	(City Council Representative)
Mayor (Council Liaison) -	Dominic Jones	(Non-Voting Liaison)
WADC Liaison -	Kathy Hanson	(Non-Voting Liaison)
County Comm. Liaison -	Kevin Stevens	(Non-Voting Liaison)

\* Paul Johnson served as a City Council Representative for the month of January and then left the Council because he relocated outside the Windom city limits. Rod Byam began serving on the EDA Board in February.

During 2018, EDA Staff included Drew Hage, EDA Executive Director (Development Director), and Mary Hensen, Administrative Assistant.

### **2019 SMART Goals (New)**

On November 9, 2018, the EDA Board approved the following Strategic Goals for 2019:

**NEW: Large Truck Stop & Travel Center:** Pursue a Large Truck Stop & Travel Center in Windom.

- Multi-family Housing – Medium Priority from 2018
- Maintain Commercial & Industrial Property Inventory – High Priority from 2018
- Infill Development – Medium Priority from 2018
- Grocery Store Project – Medium Priority from 2018
- East Highway 60 Development – Commercial Lots – High Priority from 2018
- Data Center Project – Medium Priority from 2018



**BOLTON  
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

January 28, 2019

Via Email

City of Windom  
444 9<sup>th</sup> Street  
PO Box 38  
Windom, MN 56101-0038

RE: Payment Request No. 3  
Wastewater Treatment Facility Improvements  
Windom, Minnesota  
Project No. T22.113672

Attn: Steve Nasby, City Administrator

Dear Mayor and Council Members:

Please find attached Application for Payment No. 3 from Gridor Constr., Inc. for the work completed to date for the construction of the Wastewater Treatment Facility Improvements. We reviewed this application and find it acceptable for payment. We recommend making a payment of \$353,506.00 to Gridor Constr., Inc. Please sign the first page of the application, forward copy along with the payment to Gridor Constr., Inc., a copy to Steve Moline, Bolton & Menk, and keep one copy for your records.

Sincerely,

**Bolton & Menk, Inc.**

**R. Kelly Yahnke**  
Project Manager

RKY

Enclosure



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
<b>Division 1</b>									
1.001	Mobilization Insurance and Bonds	\$450,000	\$450,000			\$450,000	100.0%	\$0	
1.001	Allowances	\$421,000	\$20,777			\$20,777	4.9%	\$400,223	
<b>Subtotal for</b>	<b>Division 1</b>	<b>\$871,000</b>	<b>\$470,777</b>			<b>\$470,777</b>	<b>54.1%</b>	<b>\$400,223</b>	
			\$470,777		check	\$470,777			
<b>Division 2</b>									
2.001	Erosion Control / Silt Fence	\$30,000	\$21,000			\$21,000	70.0%	\$9,000	
2.002	Clear and Grub Site	\$35,000	\$24,500			\$24,500	70.0%	\$10,500	
2.003	Fine Grade and Restore Site	\$300,000				\$0	0.0%	\$300,000	
2.004	Demo Labor and Material	\$420,000		5.00%	\$21,000	\$21,000	5.0%	\$399,000	
2.005	General Excavation	\$400,000	\$180,000			\$180,000	45.0%	\$220,000	
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	\$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	\$15,750			\$15,750	5.0%	\$299,250	
2.013	Site Utilities - Material	\$425,000	\$12,750		\$172,727	\$185,477	43.6%	\$239,523	
2.014	Manholes - Labor/ Equipment & Material	\$40,000				\$0	0.0%	\$40,000	
<b>Subtotal for</b>	<b>Division 2</b>	<b>\$4,035,000</b>	<b>\$257,000.00</b>		<b>\$21,000</b>	<b>\$172,727</b>	<b>11.17%</b>	<b>\$3,584,273</b>	
			check \$257,000		Check	\$450,727			
<b>Division 3</b>									
3.001	FPA Concrete 4000 cy @ 450 cy	\$1,800,000	\$315,000	5.00%	\$90,000	\$405,000	22.5%	\$1,395,000	
3.002	Rebar Materials	\$530,000	\$106,000	7.00%	\$37,100	\$60,565	38.4%	\$326,335	
3.003	Rebar Install	\$230,000	\$46,000	7.00%	\$16,100	\$62,100	27.0%	\$167,900	
3.004	Precast Concrete / Hollowcore	\$60,000				\$0	0.0%	\$60,000	
<b>Subtotal for</b>	<b>Division 3</b>	<b>\$2,620,000</b>	<b>\$467,000.00</b>		<b>\$143,200</b>	<b>\$60,565</b>	<b>25.60%</b>	<b>\$1,949,235</b>	
			check \$467,000		Check	\$670,765			

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
<b>Division 4</b>									
4.001	Masonry	\$360,000				\$0	0.0%	\$360,000	
<b>Subtotal for</b>	<b>Division 4</b>	<b>\$360,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$360,000</b>	
		check			Check	\$0			
<b>Division 5</b>									
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	
<b>Subtotal for</b>	<b>Division 5</b>	<b>\$320,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$320,000</b>	
		check			Check	\$0			
<b>Division 6</b>									
6.001	Carpentry	\$10,000				\$0	0.0%	\$10,000	
<b>Subtotal for</b>	<b>Division 6</b>	<b>\$10,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$10,000</b>	
		check			Check	\$0			
<b>Division 7</b>									
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	
<b>Subtotal for</b>	<b>Division 7</b>	<b>\$150,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$150,000</b>	
		check			Check	\$0			
<b>Division 8</b>									
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	
<b>Subtotal for</b>	<b>Division 8</b>	<b>\$50,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$50,000</b>	
		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)	I Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
<b>Division 9</b>									
9.001	Painting - Headworks	\$100,000				\$0	0.0%	\$100,000	
9.002	Painting - Anaerobic / 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 Aeration	\$50,000				\$0	0.0%	\$50,000	
9.009	Painting - Sludge Building / Biosolids	\$65,000				\$0	0.0%	\$65,000	
<b>Subtotal for</b>	<b>Division 9</b>	<b>\$530,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$530,000</b>	
		check				Check	\$0		
<b>Division 10</b>									
10.001	Specialties	\$5,000				\$0	0.0%	\$5,000	
<b>Subtotal for</b>	<b>Division 10</b>	<b>\$5,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$5,000</b>	
		check				Check	\$0		
<b>Division 11</b>									
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	Coarse 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	
<b>Subtotal for</b>	<b>Division 11</b>	<b>\$2,035,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$2,035,000</b>	
		check							

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)	I Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
<b>Division 12</b>									
12.001	Furnishings	\$3,200				\$0	0.0%	\$3,200	
<b>Subtotal for</b>	<b>Division 12</b>	<b>\$3,200</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$3,200</b>	
			check			Check	\$0		
<b>Division 13</b>									
13.001	Disc Filters	\$730,000				\$0	0.0%	\$730,000	
13.001	FRP Wiers and Baffles	\$30,000				\$0	0.0%	\$30,000	
<b>Subtotal for</b>	<b>Division 13</b>	<b>\$760,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$760,000</b>	
			check			Check	\$0		
<b>Division 14</b>									
14.001	Davit Hoists	\$7,000				\$0	0.0%	\$7,000	
<b>Subtotal for</b>	<b>Division 14</b>	<b>\$7,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$7,000</b>	
			check			Check	\$0		
<b>Division 15</b>									
15.001	Int. DIP & FTGS - Material	\$850,000		2.00%	\$17,000	\$44,376	7.2%	\$788,624	
15.002	Int. DIP & FTGS - Labor	\$150,000		2.00%	\$3,000	\$3,000	2.0%	\$147,000	
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	
<b>Subtotal for</b>	<b>Division 15</b>	<b>\$2,142,000</b>	<b>\$0.00</b>		<b>\$20,000</b>	<b>\$44,376</b>	<b>3.01%</b>	<b>\$2,077,624</b>	
			check			Check	\$64,376		

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
<b>Division 16</b>									
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	<b>Division 16</b>	<b>\$2,700,000</b>	<b>\$0.00</b>		<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$2,700,000</b>	
		check			Check	\$0			
<b>Grand Total</b>		<b>\$16,598,200</b>	<b>\$1,194,777</b>		<b>\$184,200</b>	<b>\$277,668</b>	<b>1,656,645</b>	<b>9.98%</b>	<b>\$14,941,555</b>
							<b>1,656,645</b>		

# Windom, MN WWTF

## Stored Materials & Equipment Summary

Gridor Constr., Inc.  
3999 27th Street SE  
Buffalo, MN 55313



Pay Req. No. 3  
Period Ending: 1/31/2019

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
<b>Grand Totals</b>		<b>\$16,598,200</b>								
1.001	Mobilization Insurance and Bonds	\$450,000								
1.001	Allowances	\$421,000								
<b>Subtotal for</b>	<b>Division 1</b>	<b>\$871,000</b>								

Division 2										
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	\$74,892	\$97,835	Core and Main	\$172,727				\$172,727
2.014	Manholes - Labor/ Equipment & Material	\$40,000								
<b>Subtotal for</b>	<b>Division 2</b>	<b>\$4,035,000</b>	<b>\$74,892</b>	<b>\$97,835</b>		<b>\$172,727</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$172,727</b>

Division 3										
3.001	F/P/I Concrete 4000 cy @ 450 cy	\$1,800,000								
3.002	Rebar Materials	\$530,000	\$25,927	\$60,565	Rebar Fab	\$86,492		\$25,927	\$25,927	\$60,565
3.003	Rebar Install	\$230,000								
3.004	Precast Concrete / Hollowcore	\$60,000								
<b>Subtotal for</b>	<b>Division 3</b>	<b>\$2,620,000</b>	<b>\$25,927</b>	<b>\$60,565</b>		<b>\$86,492</b>	<b>\$0</b>	<b>\$25,927</b>	<b>\$25,927</b>	<b>\$60,565</b>

Division 4										
4.001	Masonry	\$360,000								
<b>Subtotal for</b>	<b>Division 4</b>	<b>\$360,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

Division 6										
6.001	Carpentry	\$10,000								
<b>Subtotal for</b>	<b>Division 6</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Windom, MN WWTF

## Stored Materials & Equipment Summary

Gridor Constr., Inc.  
3990 27th Street SE  
Buffalo, MN 56313



Pay Req. No. **3**  
Period Ending: **1/31/2019**

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total installed to date	Amount Remaining in Storage
<b>Division 7</b>										
7.001	Dampproofing	\$30,000								
7.002	Insulation / Vapor Barriers	\$35,000								
7.003	Roof System	\$70,000								
7.004	Caulking	\$15,000								
<b>Subtotal for</b>	<b>Division 7</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

<b>Division 9</b>										
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								
<b>Subtotal for</b>	<b>Division 9</b>	<b>\$530,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

10.001	Specialties	\$5,000								
<b>Subtotal for</b>	<b>Division 10</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>Division 11</b>										
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	Course 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								
<b>Subtotal for</b>	<b>Division 11</b>	<b>\$2,035,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Windom, MN WWTF

## Stored Materials & Equipment Summary

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



Pay Req. No. 3  
Period Ending: 1/31/2019

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
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12.001	Furnishings	\$3,200								
<b>Subtotal for</b>	<b>Division 12</b>	<b>\$3,200</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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

Division 14										
14.001	Devit Hoists	\$7,000								
<b>Subtotal for</b>	<b>Division 14</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Division 15										
15.001	Int. DIP & FTGS - Material	\$850,000	\$7,543	\$36,833	Core and Man	\$44,376				\$44,376
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								
<b>Subtotal for</b>	<b>Division 15</b>	<b>\$2,142,000</b>	<b>\$7,543</b>	<b>\$36,833</b>		<b>\$44,376</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,376</b>

Division 16										
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								

# Windom, MN WWTF

## Stored Materials & Equipment Summary

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



Pay Req. No. 3  
Period Ending: 1/31/2019

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
16.018	Softwear	\$135,000								
16.019	Control Panels	\$670,000								
16.020	Fiber Optics	\$20,000								
16.021	DO Analyzers	\$50,000								
16.022	Nitrate Analyzers	\$60,000								
16.023	Ammonia Analyzers	\$35,000								
16.024	Phosphorus Analyzers	\$35,000								
16.025	LEL Gas Monitoring	\$15,000								
16.026	Cable Junction Boxes	\$35,000								
16.027	Control Stations	\$15,000								
16.028	Instrumentation	\$115,000								
16.029	Coordination Study	\$15,000								
Subtotal for	Division 16	\$2,700,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

**Grand Totals**                     
 **\$16,598,200**                     
 **\$108,362**                     
 **\$195,233**                     
 **\$303,595**                     
 **\$25,927**                     
 **\$25,927**                     
 **\$277,668**