

CITY OF WINDOM

NEWS & NOTES

By: Steve Nasby, City Administrator



114th Edition

January 31, 2023

Department Head Meeting Highlights

- Annual employee evaluations due
- Annual Report and Narrative – Due Feb 13
- 2023 Fee Schedule Update
- Board and Commission Meeting Notices & Packets
- MNDOT Follow Up on Highway Striping – February 7th City Council meeting
- State Surplus – Registration Renewal
- Department Updates
- City Council Agenda Review

Activities & Project Updates

- **Arena** – Hockey, public skating and skating very busy. “Pink the Rink” went well and will do next year. Hockey play-offs and mite tournament in February. Looking for part-time help.
- **Community Center** – January a bit slower, but seeing March and April bookings come in.
- **Telecom** – NOC tech candidate on Council agenda for approval. Telephone service disruption last weekend as a maintenance project by a vendor in the Twin Cities knocked out both Windom’s service routes. Crew working indoors on projects and clean up during this very cold weather.
- **Liquor** – New union clerk position has applicant interest. Gross sales were up 5% in 2022 to \$2.4 million which is a new record. Ducks Unlimited are planning to do another pallet of beer raffle.
- **Water\Wastewater** – Recovery well repaired and ready for Spring testing. Winter landfill testing just completed. Water main break on 17th Street last week.
- **Police** – Very busy week with calls.
- **Economic Development Authority** – Advertisement with option for a “Coordinator” is out. Have new attorney’s office going into the former Ford Law building. A daycare event is being held in town on February 2nd and a prospect has contacted the office. Outreach to a retail consultant has been made for assistance in contacting grocery store chains and the U of M Extension Service has done a retail trade area map for Windom.
- **Library** – Adult winter reading program started and has 82-83 participants. They have a visit\crochet event weekly. There is a visiting Author talk offered each week via Zoom through a Plum Creek grant. The staff is finalizing work to become a Driver’s License testing station.

- **Electric** – Scope of work\task orders are being finalized for work on the generator building and truck shed. Staff is working to remove wiring and controls for decommissioned turbine as that space will be re-used.
- **Building\Zoning** – Planning Commission having a special meeting January 31st to work on finishing Code review. The fire damaged Bogle house was demolished and another home on 5th Avenue also was taken down. A permit for demolition of the old gas station by Duffy’s was requested. Staff has met with SEH regarding the flood plain modeling for Perkin’s creek.
- **Streets & Parks** – Crew has been working to blow\push back snow on intersections and clean up around fire hydrants. Repairing broken equipment as needed. New snow plow is operational. Park signs are in the shop getting fresh paint.
- **City Hall Office** – Working on year end items and closing 2022 books. Advertising for part-time help.
- **Recreation** – Summer programming work is starting and updating wage adjustments.
- **Pool** – N\A

CITY COUNCIL MEETING – FEBRUARY 7, 2023

The upcoming City Council meeting will include these items:

1. Minutes and licenses
2. MN DOT Highway 60 Striping Follow-up & Review
3. Fees and Charges Schedule Approval
4. Additional Mayor Appointments & Reappointments – Boards & Commissions
5. NOC Tech hiring
6. City Administrator Evaluation

Thank you for your hard work and dedication to the citizens of our community