

Council Meeting
Tuesday, January 5, 2021
City Council Chamber
6:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Oath of Office
2. Appointment of City Administrator
3. Appointment of City Attorney
4. Designation of Financial Institutions
5. Designation of Official Newspaper
6. Consent Agenda
 - Minutes
 - Council Minutes – December 15, 2020
 - EDA – December 14, 2020
 - Regular Bills
7. Department Heads
8. Councilmember Resignation – JoAnn Ray
 - Resolution Accepting Resignation and Declaring Vacancy
9. JoAnn Ray Resolution of Appreciation
10. Donation – Library – Judith Hintze
11. Arena – Approve Plans and Specs and Call for Bids
12. TAP Grant Application Resolutions
13. Housing Project Discussions
 - 1955 First Avenue – Guardian Inn
 - 350 19th Street – Gove Acres
14. Liquor License Fee Information
15. 2021 Mayor Appointments & Reappointments
 - Boards & Commission
 - 2021-2022 City Council Board & Commission Appointments
16. New Business
17. Old Business
18. Contractor Payments
 - Gridor Construction Inc. – WWTF Improvement Project #26 - \$78,000



Council Comments

Address: Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

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TO: City Council
FROM: Steve Nasby, City Administrator *Steve*
DATE: January 5, 2021
RE: Appointment of City Officials and Designation of Financial Institutions and Newspaper
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Appoint and designate City officials, financial institutions and the official newspaper as shown.

Issue Summary/Background

The first City Council meeting of the year is primarily an organizational meeting. As such, there are appointments for City officers as required by the City Charter and designations required by State statute. To assist the City Council with these tasks the following is a listing of the current City officers and official designations of Financial Institutions and Newspaper.

City Administrator\Clerk and Assistant City Administrator\Clerk

City Administrator – Steve Nasby

City Attorney

City Attorney – Ron Schramel

Financial Institutions

Bank of the West

Bank Midwest

United Prairie Bank

Fulda Credit Union

4M Fund

Multi-Bank Securities

Official Newspaper

Cottonwood County Citizen

Fiscal Impact

Continuation of professional services with contracted employees (City Attorney and City Administrator). Maintain existing accounts with financial institutions and local newspaper as required by statute.

Attachments

1. None

**Regular Council Meeting
City Hall, Council Chamber
December 15, 2020
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Jones

2. Roll Call:

Council Present:	Roll Call: Mayor Dominic Jones, JoAnn Ray, Marv Grunig, Jenny Quade, James Nelson and Jacqueline Schmidt
Council Absent:	None
City Staff Present:	Steve Nasby, City Administrator; Drew Hage, Development Director; Tim Hogan, Arena/Park & Recreation Director; Andy Spielman, Building & Zoning Official; Scott Peterson, Police Chief and Ben Derickson, Fire Chief

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – December 1, 2020
 - HRA – November 10, 2020
 - Park & Recreation Commission – November 18, 2020
 - Utility Commission – November 25, 2020
 - EDA – November 30, 2020
 - Planning Commission – December 8, 2020
 - Community Center Commission – December 8, 2020
 - Library Board – December 8, 2020
- Licenses
 - Exempt Gambling Permits
 - Cobra Wrestling Inc.
 - Des Moines Valley Chapter of MN Deer Hunters Assoc.
- Regular Bills

Motion by Grunig second by Nelson approving the Consent Agenda. Aye: Quade, Ray, Nelson, Grunig, and Schmidt. Nay: None. Motion carried 5 – 0.

5. Department Heads:

None.

6. Public Hearing – Vacation of Utility Easement – Lots 3 & 4, Block 1, North Windom Industrial Park Subdivision

Drew Hage, Development Director, said a utility easement vacation was overlooked when the original purchaser for Lots 3 & 4, Block 1 in the North Windom Industrial Park Subdivision built across the lot lines as the same owner had these lots. This property has recently changed ownership and a utility easement vacation is needed. There are no utilities in the easement.

Jones opened the Public Hearing at 6:45 PM.

No comments were received.

Jones closed the Public Hearing at 6:46 PM.

Council Member Ray introduced the Resolution No. 2020-76, entitled "A RESOLUTION APPROVING THE VACATION OF A PUBLIC UTILITY EASEMENT" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Nelson, Grunig, Schmidt, Quade and Ray. Nay: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

7. 2021 City Budget:

Jones said the proposed tax levy is \$2,188,278, an increase of 3.5% over the 2020 Levy. The Budget has been previously discussed and no public comments were received.

Council Member Ray introduced the Resolution No. 2020-77, entitled "A RESOLUTION APPROVING 2020 TAX LEVY, COLLECTABLE IN 2021" and moved its adoption. The Resolution was seconded by Schmidt and on roll call vote: Aye: Ray, Nelson, Quade, Schmidt and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Motion by Nelson second by Quade to approve the 2021 City of Windom Budget as presented. Aye: Grunig, Ray, Nelson, Quade and Schmidt. Nay: None. Motion carried 5 - 0.

8. 2020 Budget Amendments:

Nasby said staff has submitted 2020 budget amendments in reference to the City of Windom annual financial statement audit. These adjustments have minimal effect to the overall budget. Once included, this provides auditors legislative approval to meet the revised budget. Nasby explained larger items, such as Capital Outlay for the 2020 Street Project and bond refinancing were not included in the budget. Other smaller adjustments include changes in actual costs of expenses and changes in revenue sources.

Motion by Grunig second by Ray to approve the 2020 Budget Amendments as presented. Aye: Schmidt, Grunig, Ray, Nelson and Quade. Nay: None. Motion carried 5 - 0.

9. Planning Commission Recommendation – CUP/PUD – General Concept Plan – 1955 First Avenue:

Andy Spielman, Building & Zoning Official, reviewed the Zoning Application for a Conditional Use Permit (CUP) /Planned Unit Development (PUD) that was submitted for 1955 First Avenue. The applicant would like to convert the existing building from hotel/motel use to multi-family apartments. The Planning Commission held a public meeting on the Zoning Application on December 8th and is recommending approval of the CUP to allow a PUD on property in a B-2

(Highway Business) District and approve the PUD General Concept Plan, subject to the condition of a 6-foot tall privacy fence be constructed on the South side of the property. If Council chooses, an additional condition of title transfer finalized by February 15, 2021 and completion of the Residential PUD on the property as proposed in the CUP/PUD Application. The PUD will border a wetland area and Cottonwood County Soil and Water will review the proposed plan for compliance. It was noted that this location is in the 100-year flood zone. The applicant is working with the EDA to acquire a portion of the adjacent property to increase the amount of green space for the tenants. The CUP could transfer to a different applicant as it applies to the specific location.

Grunig questioned the property line adjacent to the wetland and if it can be marked. Spielman will review the wetland boundaries with the engineer and address concerns before the final Council approval.

Motion by Grunig second by Ray to approve the Conditional Use Permit to allow a Planned Unit Development at 1955 First Avenue with the conditions of a six-foot privacy fence to be placed on the South side of the property and the applicant must complete the Residential Planned Unit Development as proposed in the CUP/PUD Application with title transfer completion by February 15, 2021. Aye: Nelson, Quade, Schmidt, Grunig and Ray. Nay: None. Motion carried 5 - 0.

Motion by Schmidt second by Quade to approve the Planned Unit Development General Concept Plan. Aye: Quade, Schmidt, Grunig, Ray and Nelson. Nay: None. Motion carried 5 - 0.

10. Fire Department:

Fire District Contract:

Jones presented the Agreement for Services between the City of Windom and Windom Fire District. The current agreement had expired and the renewal contract covers a five-year period through 2025.

Nasby noted the Windom Fire District includes the surrounding townships, City of Bingham Lake, and City of Wilder. The Windom Fire Department services these areas in exchange for an annual fee. Due to the need for new fire equipment, the Fire District Contract will pay an estimated 35-40% of the Department's costs based on current budgets. The negotiating committee reviewed the number of fire calls and type of service provided (accidents, structure fires, grass fires, rescues, etc.). Nasby said the documented changes were the Annual Payment amount and wording in Contract Item #4 that allows the City to charge the direct recipient of the service in accordance with the City's Fee Schedule (same as City residents).

Motion by Quade second by Ray to approve the Fire District Contract as presented. Aye: Grunig, Schmidt, Quade, Ray and Nelson. Nay: None. Motion carried 5 - 0.

New Fire Truck:

Ben Derickson, Fire Chief, explained the truck being replaced is 28-years old and has been placed out of service as it has unreliable fire pumping/plumbing issues. A fire truck committee reviewed the Department's needs and sought quotes for the plans and specifications provided. Out of the bids received, the Truck Committee further examined the quote and was able to refine the

proposal with a final cost of \$452,462 from Rosenbauer, LLC through a Sourcewell contract. The City of Windom can pay for the chassis when it arrives in Sioux Falls, for an additional discount of \$9,012. Derickson had asked the vendor for extensions and this price is good through December 16, 2020. Afterwards a 3-5% price increase would apply.

Nasby stated that the City of Windom has \$200,000 in reserve funds to help pay for the City portion of the truck. Additional funding sources will also be sought out in 2021.

Motion by Ray second by Schmidt to approve the purchase contract with Rosenbauer, LLC for the purchase of a pumper truck in the amount of \$452,462. Aye: Ray, Nelson, Grunig, Schmidt and Quade. Nay: None. Motion carried 5 - 0.

The truck should be completed and in service by February 2022.

11. HEAT Team Bus:

Scott Peterson, Police Chief, explained the Windom Police Department is a member of the Multi-Jurisdictional HEAT (High-risk Entry and Arrest Team) Team. Currently the team's bus is approximately 20 years old and needs replacement. As this is a capital purchase for the group, member agencies have been asked to contribute \$8,000 to assist in the purchase. Peterson said that there are remaining monies from his 2020 Budget due to a vacancy of a part-time officer that can be used for this purchase.

Motion by Ray second by Quade to approve the request of \$8,000 towards the purchase of the Multi-Jurisdictional HEAT Team bus. Aye: Schmidt, Grunig, Nelson, Quade and Ray. Nay: None. Motion carried 5 - 0.

12. TAP Grant Application:

Hage presented the Transportation Alternatives Program (TAP) that promotes pedestrian connectivity along Cottonwood Lake Drive between the Windom Recreation Area, Community Center, Tegels Park, and surrounding neighborhood to the north. The letter of intent was approved, but staff is seeking additional feedback for the five possible elements. If awarded, the City of Windom would acknowledge a 20% Grant Match that could be funded with surrounding TIF District 1-22 monies or other funding sources. Currently feedback favors Project A, which connects the Windom Recreation Area Trail gaps and provides a connection to the Community Center and Tegels Park. Project A is identified in Windom's Active Living Plan. Projects B-E also showed positive responses.

Council discussed the options presented. Mailers were sent to surrounding residents in the neighborhoods to provide feedback. Traffic on Cottonwood Lake Drive was discussed along with options of widening the shoulder versus placing sidewalks. Road right-of-ways should be properly marked to assist visual placement of the path. Council consensus was to table the item until the next meeting in hopes additional community feedback can be received.

Hage said the survey is located on the City website with maps provided. Press has also published stories on the TAP opportunity. Quade will also provide a link on her Council Facebook page.

Preliminary

13. New Business:

Jones would like the Council to participate in "Did You Know" public service announcements to be published in the local newspaper. The information can highlight different aspects of the City. Cost for a bi-weekly ad of 3x5 ad space is approximately \$6,000. City Staff, Council and Department Heads can offer input for the ad.

Motion by Quade second by Grunig to approve up to \$6,000 annually for a bi-weekly public information ad in the newspaper. Aye: Quade, Ray, Nelson, Grunig and Schmidt. Nay: None. Motion carried 5 - 0.

Quade asked Council to consider a reduction of liquor license fees in 2021 due to COVID-19 required closings. Nasby said some rates are in City Ordinance (Sunday Liquor and Strong Beer) are fees that cannot be adjusted without re-writing the Ordinance; however, the annual license fee can be reduced through a Resolution. Staff will generate a list and fees for review.

14. Old Business:

None.

15. Contractor Payments:

Motion by Nelson second by Grunig to approve the Pay Request #25 for Gridor Construction in the amount of \$271,750 for the Wastewater Treatment Facility Improvement Project. Aye: Nelson, Grunig, Schmidt, Quade and Ray. Nay: None. Motion carried 5 - 0.

Nasby added that a construction meeting was held today and electricians were installing the final probes for the system, chemical is ordered, and the plant should be in full operations by the end of December.

Dan Van Schepen, DGR Engineering, said the 2020 Street Project is complete. There is an area of asphalt that needs to be adjusted and will be completed as warranty work by the contractor in the spring of 2021.

Motion by Grunig second by Ray to approve the Pay Request #6 Final Payment for Hjerpe Contracting Inc. in the amount of \$176,298.68 for the 2020 Street Project. Aye: Ray, Nelson, Quade, Schmidt and Grunig. Nay: None. Motion carried 5 - 0.

16. Council Comments:

Nasby wished everyone a Merry Christmas and Happy New Year.

Schmidt thanked businesses standing strong through this year. She encouraged everyone to shop local and stay safe.

Quade agreed with supporting local businesses. She also would like the public to enjoy the holiday lights and order take-out from the Windom's restaurants. Quade urged citizens to respond to the TAP survey on the City website.

Grunig thanked the City's Board and Commission Members for all their volunteer work.

Preliminary

Nelson extended Holiday Greetings to all and to stay well.

Jones wished a Merry Christmas and Happy New Year. He concurred with shopping local to show support of small businesses. Jones thanked City Staff for all their work this year and acknowledged Ray for all her years of service to the City of Windom.

Jones left the meeting at 8:03 PM for Ray to adjourn her final meeting as chair.

Ray said it was a pleasure to work with everyone. She wished everyone to "Stay Windom Strong."

17. Adjournment:

Mayor Pro Tem Ray adjourned the meeting by unanimous consent at 8:04 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
DECEMBER 14, 2020

1. Call to Order: The meeting was called to order by President Clerc at 12:00 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Rick Clerc, Linda Sandberg (by phone), Betsy Herding (by phone), and Marv Grunig.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; Mayor Dominic Jones; City Administrator Steve Nasby; Kevin Stevens, Co. Comm. Liaison; Don Meredith (Lakeside Apartments of Windom, LLC); Troy Hoekstra (Vertical Development); Wade Aukes; and Rahn Larson (Citizen).

3. Approval of Minutes: November 30, 2020

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, to approve the Minutes of the EDA Special Meeting held on November 30, 2020. Vote by roll call: Ayes: Commissioners Herding, Sandberg, Grunig, and Clerc; Nays: None; and Absent: None. Motion carried 4-0.

4. South 40 Acres by North Windom Industrial Park

A. Update: Director Hage updated the Board that the Windom City Council did not approve the Conditional Use Permit for HyLife's Windom Lodge project in the South 40 Acres by the North Windom Industrial Park. He said that there is still significant demand for housing and we are researching options for multiple projects. HyLife is also researching options for housing.

Commissioner Sandberg commented that HyLife tries to hire local workers but they are not able to find enough workers locally. She said that there is a need for housing for HyLife's workers. Director Hage gave a presentation to the Planning Commission on December 8th regarding 14 possible locations for housing.

5. 1925 North Redding Avenue – EDA Spec Building Property

A. Summary of Offers: Director Hage reported that multiple housing developers have expressed interest in the 10-acre EDA Spec Building property (Lot 6). Two developers are planning to present their projects to the EDA Board at today's meeting. The developers are interested in 8.5 acres of Lot 6 for developing market-rate, multi-family housing. The EDA will maintain ownership of 1.3 acres in the Southwest corner of Lot 6. This will provide access to the water retention pond, provide a space for the compost site, and provide access to the north side of Parcel 25-839-0073 which is owned by Tod Quiring. This lot split has been discussed by the Board previously. The EDA will also maintain ownership of the East 65 feet of Lot 6. The intent is to sell 65 feet to the adjacent property owners whose properties abut Lot 6. This would increase the depth of existing residential lots along the west side of Cottonwood Lake Drive to 225 feet.

Director Hage reiterated that the EDA Board held the public hearing on the proposed sale of a portion of Lot 6 on November 30th which allows the EDA Board to consider selection of a developer and approval of an option agreement.

B. Developer Presentations: Troy Hoekstra of Vertical Development L.L.C. introduced himself and provided background concerning the companies involved in Vertical Development. His company is United Development Solutions LLC and they have been developing and building housing and mixed use projects for a number of years. Mr. Hoekstra provided a summary of recent projects they have

completed. He provided an elevation drawing of an apartment building they are constructing in Lindstrom, Minnesota, that would be similar to the 84-unit apartment building they are proposing to construct in Windom. They are planning for a mix of studio apartments, one-bedroom and two-bedroom apartments. He provided a proposed site plan. He said that the proposed placement of the building on the site may be shifted somewhat after they complete soil borings and compaction tests on the property. It is their intent to keep the spec building and use the building in the project—possibly for indoor parking. Mr. Hoekstra advised that the 3-story apartment building will utilize modular construction. He said that the quality is the same as stick built but there are fewer change orders compared to stick-built projects. The components are constructed indoors, then weather-sealed, transported and stored on site. He provided a brief overview of the assembly process. He said that using modular construction can shave 40% off the construction timeline. He believes that depending on the weather, the project would require an 8-month construction timeline. In response to a question, he confirmed that he has been in discussion with both local and executive management officials in HyLife and briefly outlined their proposal regarding a base occupancy level. There was a discussion concerning the purchase price of \$250,000, potential TIF assistance, and he understands that Vertical Development may need to conduct soil borings on the site. He advised that they will also need an ALTA Survey of the site. They would check on potential local subcontractors, then the project would go out for bids, and they would complete financing plans. They are anticipating a closing in March and groundbreaking in early spring depending on the weather. In response to a question, Mr. Hoekstra said that there would not be a garage space available for every apartment. However, he said that garage space is an additional cost and generally not all of the tenants want that additional expense. There would not be an indoor pool or fitness center. They would be seeding the areas around the apartment for private park space. In response to a question, Mr. Hoekstra said that they would need to review costs to determine the rental amounts but he provided a typical range. The apartments do come with appliances and there would be a central area for laundry facilities. He provided the locations of several projects they had completed if any members of the Board were interested in seeing these facilities. There will be an onsite manager. Vertical Development does have an in-house management company. Their plan is to maintain ownership of the property. Director Hage advised that the Board had reviewed the proposed Option Agreement at the November 30th Meeting. If Vertical Development's proposal is accepted, then a preliminary development agreement would be prepared in January and a final development agreement at the time of closing.

Don Meredith of Lakeside Apartments of Windom, LLC introduced himself and noted that he is also with McMeredith Development that has been in the real estate business for almost 30 years. He reviewed locations of some of their projects. Alliance Builders was their partner in the construction of the Lakeside Apartments. Their plan is to use the existing spec building and incorporate it in the project. They would construct the project in phases. The first phase would be a minimum of 30 units with a potential maximum of 90 units after completion of the three phases. The first phase would be a minimum of 30 units but may be up to 45 units (depending upon cost efficiencies), the heated parking garage, the first phase of the parking lot, and stubbing utilities in the end of the building to be ready for the next phase. They would re-skin the garage building to match the apartment building. The second phase would be construction of the next building and the third phase would be construction of the four-plexes. Cole Group Architects had provided a site plan. Lakeside would also panelize this apartment building. He said that type of construction could save 7-8 weeks in construction time. He said that there would be a mix of units—mostly 2-bedroom units with 1½ baths. There may be some 3-bedroom units in the next phase depending on their research. He reviewed the local subcontractors who were involved in the construction of the Lakeside Apartments and indicated that they would try to use as many local subcontractors in this project as possible. He said that the area of the property where the fill is located would be greenspace. Their future plans are to install a gazebo, picnic areas, and playground equipment in this park area which the building management would maintain. Their

plan is to make it a “neighborhood” on the east side of the property by incorporating up to eight single-family four plexes. Their plan is to construct a model unit and then sell these units. Mr. Meredith related that many of the tenants in the Lakeside Apartments are senior citizens and their move into these apartments opened up some single-family housing options in Windom. He said that their plan is to finalize the design and do soil samples. They would like to close on the project earlier and hopefully start in January or February. There was a discussion concerning the purchase price of \$250,000 and potential TIF assistance for the apartments. They would not be requesting TIF concerning the four-plexes which will be sold. Mr. Meredith outlined their timeframe. The only commitment was for the 30-unit apartment building. They would use the greenspace area for a staging area during the construction of the phases of the project before completing their park area. He said that their plan is to have water retention on the east side. They would have an onsite manager. Granite City is the management company for Lakeside Apartments and would also manage this project. In response to questions, Mr. Meredith said that they would not have an exercise room in the building because there’s a local gym. They would do a central laundry with commercial equipment. McMeredit has not worked with panelized building previously but Alliance Builders has worked with that type of construction. The building will be 3 stories. Mr. McManus of Lakeside Apartments is in discussions with HyLife.

C. Closed Session – Land Negotiations – Parcel No. 25-839-0075: Director Hage advised that the Board needs to go into closed session to discuss negotiations concerning the potential property sale.

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, authorizing the Board to go into closed session. Vote by roll call: Ayes: Commissioners Sandberg, Herding, Clerc, and Grunig; Nays: None; and Absent: None. Motion carried 4-0.

President Clerc closed the meeting to the public at 12:50 p.m.

Present for Closed Session: Commissioners Grunig, Sandberg, Clerc, and Herding; Director Hage, Mayor Jones, City Admin. Nasby, Co. Liaison Stevens, and Admin. Asst. Hensen.

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, authorizing the President to reopen the meeting to the public. Vote by roll call: Ayes: Commissioners Herding, Sandberg, Grunig, and Clerc; Nays: None; and Absent: None. Motion carried 4-0.

President Clerc reopened the meeting to the public at 1:14 p.m.

Director Hage recapped that the Board went into closed session to discuss the financial terms of the two option agreements concerning the purchase of the 8.5 acres of the Spec Building property.

D. Select Developer & Approve Option Agreement:

Motion by Commissioner Grunig, seconded by Commissioner Herding, to enter into the Option Agreement with Vertical Development L.L.C. for the potential sale of a tract of land in Lot 6, Block 2 of Windom Industrial Park Subdivision (approximately 8.5 acres) for the sales price of \$250,000 and upon the terms set forth in said Option Agreement. Vote by roll call: Ayes: Commissioners Sandberg, Herding, Clerc, and Grunig; Nays: None; and Absent: None. Motion carried 4-0.

6. 453 River Bluff Drive: Director Hage recapped that the EDA entered into a Purchase Agreement with Javier Portillo for the purpose of constructing a new home on this River Bluff lot. Mr. Portillo has completed some tree removal and dirt work and prepared a pad for storing his construction trailer. He needs to do some additional tree removal and dirt work to make the lot buildable. Mr. Portillo still intends to build a house on the property. However, he has not pulled a building permit yet. He is

purchasing a former restaurant in Lakefield and wants to open a Mexican restaurant there. He has the period of approximately 18 months to construct a home. At this point the EDA does not want to receive the property back. Trailers are specifically outlined in the restrictive covenants. Some other property owners in the Subdivision have RVs on their side yards. If there's a written complaint, we would need to address construction trailers in other areas of town also. Wade Aukes, the neighbor to the South, was present and the Board consented that he could speak on this matter. He said that the site has been in the same condition as it is now since October 2nd. It was his understanding that Mr. Portillo was supposed to be getting ready to build a house. He asked if plans (for the house) have been approved. Has the EDA seen a plan? Director Hage responded that the EDA didn't request a plan. Mr. Aukes asked if Mr. Portillo had to purchase this lot or how did he get the lot. Director Hage said that Mr. Portillo had to agree to build a single-family home on the lot. The lot had been advertised since 2008. The lot price started at \$10,000 and then was reduced to \$7,500. The EDA wanted development on this lot based on the fact that the whole subdivision is behind on funding for infrastructure improvements and we need additional tax base to try to recoup those expenses. Mr. Aukes asked how do we know if he'll construct a home without having any documentation. Director Hage said that Mr. Portillo needs to construct a home within 18 months from the date of the Warranty Deed and have a certificate of occupancy issued. This must be completed by March 1, 2022. (The Deed to Javier Portillo contained clauses that state he shall construct a new single-family home on the real estate before March 1, 2022. If a certificate of occupancy is not issued for the home before March 1, 2022, complete ownership of the real estate and all improvements located on the real estate reverts to the EDA.)

7. EDA Property – 1900 Block of First Avenue
 - A. Possible Lot Split – Parcel No. 25-622-0021
 - B. Closed Session - Land Negotiations – Portion of Parcel No. 25-622-0021
 - C. Call for a Public Hearing to Sell Property

The packet contained a summary that the Planning Commission recommended that the City Council approve a Conditional Use Permit to allow a Planned Unit Development on the Guardian Inn property. The Planning Commission also recommended that the City Council approve the PUD General Concept Plan for a change in use of the property from hotel/motel to multi-family (apartments). The Developer plans to remodel the rooms into a 37-unit apartment complex. The estimated closing date for the Developer's purchase of the Guardian Inn property is January 15th. The Developer does want to purchase a portion of the EDA's property to develop the front portion, create additional space for garages along the east side of the Guardian Inn property, and create additional space for greenspace. A survey will need to be completed to outline the area. The EDA Board previously discussed the possible lot split of its property. A closed session will be scheduled prior to the public hearing which will be scheduled for the January 11th EDA Meeting.

8. Cemstone Redevelopment Project
 - A. Update: Director Hage advised that he had spoken with an official from Cemstone about Cemstone's plans for 2021. Cemstone will be working on the Worthington project. Director Hage said there has been some interest regarding the property but no written commitments by developers.
 - B. Closed Session – Land Negotiations – Parcel No. 25-025-0200: Director Hage advised that the Board needed to go into closed session to discuss a potential financing option.

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, authorizing the Board to go into closed session. Vote by roll call: Ayes: Commissioners Sandberg, Herding, Grunig, and Clerc; Nays: None; and Absent: None. Motion carried 4-0.

President Clerc closed the meeting to the public at 1:26 p.m.

Present for Closed Session: Commissioners Grunig, Sandberg, Clerc, and Herding; Director Hage, Mayor Jones, City Admin. Nasby, Co. Liaison Stevens, and Admin. Asst. Hensen.

Motion by Commissioner Grunig, seconded by Commissioner Herding, authorizing the President to reopen the meeting to the public. Vote by roll call: Ayes: Commissioners Sandberg, Herding, Clerc, and Grunig; Nays: None; and Absent: None. Motion carried 4-0.

President Clerc reopened the meeting to the public at 1:39 p.m.

Director Hage recapped that the Board went into closed session to discuss an option for possibly funding the project. At this point, the EDA doesn't have a potential project on the Cemstone property. The EDA needs to find a way to fund the infrastructure on the property.

C. DEED Redevelopment Grant: Director Hage said that the deadline for the DEED Redevelopment Grant is 4:00 p.m. on Monday, February 1, 2021, if the City decides to pursue that at this time.

9. S.M.A.R.T. Goals: The EDA Board had reviewed the proposed 2021 S.M.A.R.T. Goals previously. Director Hage updated the Board concerning the priority that had been assigned by the Commissioners for each proposed goal and advised that the Board needs to formally adopt the goals.

Motion by Commissioner Herding, seconded by Commissioner Sandberg, to approve the proposed 2021 EDA S.M.A.R.T. Goals as presented. Vote by roll call: Ayes: Commissioners Grunig, Clerc, Herding, and Sandberg; Nays: None; and Absent: None. Motion carried 4-0.

10. Unfinished Business: The proposed guidelines for the Façade Program will be included for review in the packet for the January EDA Meeting.

Director Hage said that he has had a number of conversations with developers regarding housing. However, the main obstacle is infrastructure costs. He welcomed any ideas regarding potential housing opportunities.

11. New Business: Director Hage said that this is Betsy Herding's last meeting as an EDA Commissioner. He said that he appreciates her input and thanked her for her service as an EDA Commissioner. President Clerc thanked Betsy for her service also. She said that it was a good experience, thanked Drew for his hard work, and thanked the other Commissioners for their time and commitment and City Staff. Mayor Jones thanked her on behalf of the Windom City Council.

12. Miscellaneous Information

A. EDA Monthly Financial Recap: The Board received a copy of the November 2020 recap.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the October 2020 Financials provided by Van Binsbergen & Associates.

13. Adjourn: On consensus, President Clerc adjourned the meeting at 1:45 p.m.

Attest:

Drew Hage, EDA Executive Director

Rick Clerc, EDA President



Windom, MN

Expense Approval Report

By Fund

Payment Dates 12/11/2020 - 12/31/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
JOHN & JOYCE HELGESON	19977-9	12/15/2020	REFUND - STATEMENT CREDIT	100-20191	5.74
RANDY & DIANNE BRINK	49164-9	12/15/2020	REFUND - STATEMENT CREDIT	100-20191	19.62
DORIS SHEER	5133-0	12/15/2020	REFUND - STATEMENT CREDIT	100-20191	15.98
RYAN WEIGEL	5419-5	12/15/2020	REFUND - STATEMENT CREDIT	100-20191	22.01
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	100-20202	43.71
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	100-20202	7,380.00
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	100-20202	17,792.00
					25,279.06

Activity: 41110 - Mayor & Council

QUICK PRINT	20354	12/21/2020	CITY - SUPPLIES	100-41110-200	645.41
AMERICAN LEGAL PUBLISHIN	2999	12/14/2020	#03856 - LEGAL FEES	100-41110-304	203.00
CONVENT. & VISITOR BUREAU	AMERICINN 12-14-20	12/29/2020	LODGING TAX - AMERICINN	100-41110-491	2,442.33
CONVENT. & VISITOR BUREAU	GUARDIAN INN 11-28-20	12/29/2020	LODGING TAC - GUARDIAN IN	100-41110-491	820.99
CONVENT. & VISITOR BUREAU	RED CARPET 12-23-20	12/29/2020	LODGING TAX - RED CARPET I	100-41110-491	515.54
Activity 41110 - Mayor & Council Total:					4,627.27

Activity: 41310 - Administration

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	100-41310-133	64.00
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-200	2.77
INDOFF, INC	3426705	12/09/2020	SUPPLIES	100-41310-200	59.92
INDOFF, INC	3429333	12/21/2020	CITY - SUPPLIES	100-41310-200	43.16
INDOFF, INC	3430134	12/15/2020	CITY - SUPPLIES	100-41310-200	27.37
FURTHER (Select Account)	15559892	12/21/2020	CITY OF WINDOM - HSA EMPL	100-41310-217	149.85
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41310-321	84.27
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	100-41310-321	51.45
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	5.45
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	1.20
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	4.34
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	3.10
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	1.98
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.62
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.62
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	1.24
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.62
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.62
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.65
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	1.20
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-322	0.62
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - CITY OFF	100-41310-322	460.68
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41310-326	286.97
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-41310-480	13.00
Activity 41310 - Administration Total:					1,265.70

Activity: 41410 - Elections

CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - ELECTIO	100-41410-480	21.60
Activity 41410 - Elections Total:					21.60

Activity: 41910 - Building & Zoning

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	100-41910-133	24.00
INDOFF, INC	3426720	12/15/2020	#218055 - SUPPLIES	100-41910-200	0.87
INDOFF, INC	3427155	12/15/2020	#218055 - SUPPLIES	100-41910-200	6.98
CENTURY BUSINESS PRODUCT	546017	12/08/2020	#SF7308 - SUPPLIES	100-41910-200	49.53
WEX BANK	68923504	12/14/2020	FUEL - P/Z	100-41910-212	47.26
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41910-321	63.82
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	100-41910-321	41.45

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - P & Z	100-41910-322	56.05
Activity 41910 - Building & Zoning Total:					289.96
Activity: 41940 - City Hall					
COLE PAPERS INC.	9905401	12/18/2020	#84948900 - SUPPLIES	100-41940-211	261.10
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41940-381	388.37
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41940-382	57.12
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - CITY H	100-41940-383	531.48
HOMETOWN SANITATION SER	0000395176	12/08/2020	#1465 - GARBAGE SERVICE - C	100-41940-384	92.98
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-41940-385	117.76
Activity 41940 - City Hall Total:					1,448.81
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	100-42120-133	160.00
QUICK PRINT	20201226	12/29/2020	POLICE - PRINTING	100-42120-200	19.95
INDOFF, INC	3426690	12/16/2020	#218055 - SUPPLIES	100-42120-200	39.99
WEX BANK	68923504	12/14/2020	FUEL CREDIT - POLICE	100-42120-212	-32.24
WEX BANK	68923504	12/14/2020	FUEL - POLICE	100-42120-212	1,134.75
WINDOM AREA HEALTH	309916541	12/16/2020	#30005319 - MEDICAL FEES	100-42120-305	80.00
SOUTHWESTERN MENTAL HE	61887	12/16/2020	WINDOM PD - MEDICAL FEES	100-42120-305	500.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42120-321	36.02
AT & T MOBILITY	287293102788X12032020	12/16/2020	#287293102788 - TELEPHONE	100-42120-321	561.42
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	4.60
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	4.60
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	1.40
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	0.55
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	8.70
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	4.60
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	6.95
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	110.00
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	26.35
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	14.55
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	4.60
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	100-42120-322	4.60
LEASE FINANCE PARTNERS	3250 12-18-20	12/29/2020	FLEET#3250 - LEASE EQUIPME	100-42120-326	534.00
CDW GOVERNMENT	5241161	12/18/2020	#6027358	100-42120-326	331.50
LANGUAGE LINE SERVICES, IN	10113673	12/16/2020	#9020909031	100-42120-327	74.54
NORTHWINDS PET RESORT, LL	1406	12/14/2020	WINDOM PD - LODGING	100-42120-334	132.00
COTTONWOOD VET CLINIC	226354	12/11/2020	#12967 - BRUNO	100-42120-334	61.86
COTTONWOOD VET CLINIC	227035	12/11/2020	SERVICE - BRUNO	100-42120-334	61.86
NORTHERN SAFETY TECHNOL	51517	12/16/2020	WINDOM PD - MAINTENANCE	100-42120-404	1,406.62
P.M. REPAIR & DETAILING	13465	12/29/2020	POLICE - MAINTENANCE	100-42120-405	86.00
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	100-42120-405	51.37
GRAHAM TIRE CO	8595770	12/21/2020	#8200463 - MAINTENANCE - L	100-42120-405	35.39
GRAHAM TIRE CO	8595770	12/21/2020	#8200463 - MAINTENANCE	100-42120-405	1,191.92
FLEET SERVICES DIVISION	2021050001	12/22/2020	MONTHLY LEASE RENT 11/1/2	100-42120-419	1,654.83
SCB PUBLIC FINANCE	40049-01/5-60 12-22	12/22/2020	LEASE PAYMENT 01-14-21	100-42120-419	1,054.07
HEAT TEAM	20201221	12/21/2020	WINDOM PD	100-42120-433	8,000.00
Activity 42120 - Crime Control Total:					17,367.35
Activity: 42220 - Fire Fighting					
INDOFF, INC	3430109	12/29/2020	#218055 - SUPPLIES	100-42220-200	52.68
WEX BANK	68923504	12/14/2020	FUEL - FIRE	100-42220-212	357.66
QUICK PRINT	20413	12/22/2020	FIRE - OPERATING SUPPLIES	100-42220-217	130.75
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42220-321	42.53
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - FIRE	100-42220-322	6.22
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42220-381	289.85
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42220-382	13.18
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - ESF	100-42220-383	446.95
HOMETOWN SANITATION SER	0000395217	12/15/2020	#20782 GARBAGE SERVICE - E	100-42220-384	90.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42220-385	29.00
WINDOM FIRE & SAFETY, LLC	0007566	12/14/2020	FIRE - MAINTENANCE	100-42220-404	171.90

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Payment Dates: 12/11/2020 - 12/31/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MUNICIPAL EMERGENCY SER	IN1526921	12/15/2020	#C30603 - MAINTENANCE	100-42220-404	2,075.00
Activity 42220 - Fire Fighting Total:					3,705.72
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-42500-381	31.12
Activity 42500 - Civil Defense Total:					31.12
Activity: 43100 - Streets					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	100-43100-133	80.00
WEX BANK	68923504	12/14/2020	FUEL - STREET	100-43100-212	978.94
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-217	70.00
MASTERS STONE & LANDSCA	20201226	12/30/2020	SNOW REMOVAL 12/26	100-43100-224	237.50
SCOTT VEENKER	27345	12/14/2020	SNOW REMOVAL	100-43100-224	500.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-321	45.97
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	100-43100-321	41.13
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - STREET	100-43100-322	69.85
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-381	221.24
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-381	1,477.66
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-382	20.26
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - STREET	100-43100-383	420.64
HOMETOWN SANITATION SER	0000395177	12/09/2020	#1466 - GARBAGE SERVICE - S	100-43100-384	92.98
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-43100-385	43.03
SCHWICKERT'S TECTA AMERIC	5510072080	12/29/2020	#008985 - MAINTENANCE	100-43100-401	717.00
GMS INDUSTRIAL SUPPLIES, I	066603	12/15/2020	#0003922 - MAINTENANCE	100-43100-404	187.75
GMS INDUSTRIAL SUPPLIES, I	067041	12/29/2020	#0003922 - MAINTENANCE	100-43100-404	159.19
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	100-43100-404	547.02
KRIS ENGINEERING, INC	34153	12/09/2020	MAINTENANCE	100-43100-404	168.44
RDO EQUIPMENT CO	P9345404	12/29/2020	#2363008 - MAINTENANCE	100-43100-404	163.77
TRUCK CENTER COMPANIES	X203085187-01	11/12/2020	CREDIT - FOR PARTS INV X203	100-43100-404	-195.90
TRUCK CENTER COMPANIES	X203091263 01	12/16/2020	MAINTENANCE - CREDIT	100-43100-404	-223.40
TRUCK CENTER COMPANIES	X203091263-01	12/29/2020	#34896 - MAINTENANCE	100-43100-404	384.24
TRUCK CENTER COMPANIES	X203091263-02	12/29/2020	34896 - MAINTENANCE	100-43100-404	451.54
TRUCK CENTER COMPANIES	X203091263-03	12/29/2020	#34896 - MAINTENANCE	100-43100-404	51.95
TRUCK CENTER COMPANIES	X203091263-04	12/29/2020	#34896 - MAINTENANCE	100-43100-404	601.60
TRUCK CENTER COMPANIES	X203091602 01	12/18/2020	#34896 - MAINTENANCE	100-43100-404	371.58
TRUCK CENTER COMPANIES	X203091819 01	12/16/2020	#34896 - MAINTENANCE	100-43100-404	693.04
TRUCK CENTER COMPANIES	X203092877-01	12/29/2020	#34896	100-43100-404	-601.60
JOHNSON HARDWARE	12285	12/30/2020	MAINTENANCE	100-43100-405	11.50
JOHNSON HARDWARE	12854	12/30/2020	MAINTENANCE	100-43100-405	48.60
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	100-43100-405	209.95
Activity 43100 - Streets Total:					8,045.47
Activity: 45120 - Recreation					
BOB'S BIFFYS LLC	5408	12/29/2020	OPERATING SUPPLIES	100-45120-217	98.00
Activity 45120 - Recreation Total:					98.00
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	100-45202-133	16.00
WEX BANK	68923504	12/14/2020	FUEL - PARK	100-45202-212	56.36
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	100-45202-381	565.13
HOMETOWN SANITATION SER	0000395178	12/01/2020	#1467 GARBAGE SERVICE - SQ	100-45202-384	51.98
HOMETOWN SANITATION SER	0000395188	12/08/2020	#2348 - GARBAGE SERVICE - I	100-45202-384	19.31
HOMETOWN SANITATION SER	0000395189	12/08/2020	#2349 - GARBAGE SERVICE - T	100-45202-384	31.50
HOMETOWN SANITATION SER	0000395223	12/08/2020	#24368 - GARBAGE SERVICE -	100-45202-384	19.98
TEXAS REFINERY CORP	210442	12/08/2020	#1001386 - MAINTENANCE	100-45202-404	178.90
JOHNSON HARDWARE	12284	12/18/2020	PARKS - MAINTENANCE	100-45202-405	54.35
Activity 45202 - Park Areas Total:					1,460.18
Fund 100 - GENERAL Total:					63,640.24
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	211-45501-133	16.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	211-45501-217	19.01
HEARTLAND SECURITY SERVIC	641843	12/14/2020	#602016834 LIBRARY - OPERA	211-45501-217	275.40
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	211-45501-321	28.75
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	211-45501-322	19.01
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	211-45501-326	203.33
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	211-45501-381	149.65
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	211-45501-382	18.48
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - LIBRAR	211-45501-383	350.55
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	211-45501-385	37.53
INGRAM INDUSTRIES	#2004243 12-01-20	12/15/2020	#2004243 - BOOKS	211-45501-435	1,463.34
PROQUEST LLC	70658958	12/07/2020	PQ10089721 BOOKS	211-45501-435	2,452.00
MICROMARKETING, LLC	832298	12/14/2020	#9985 - BOOKS/PAMPHLETS	211-45501-435	44.99
Activity 45501 - Library Total:					5,078.04
Fund 211 - LIBRARY Total:					5,078.04

Fund: 225 - AIRPORT

Activity: 45127 - Airport

CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - AIRPORT	225-45127-217	4.21
SOUTHWEST MN BROADBAN	20201215	12/21/2020	#886 507-831-6120 TELEPHO	225-45127-321	27.25
SOUTH CENTRAL ELECTRIC	367400 11-30-20	12/29/2020	#367400 26-12-112-04 AIRPO	225-45127-381	689.00
SOUTH CENTRAL ELECTRIC	367403 11-30-20	12/29/2020	#367403 26-12-116-04 AIRPO	225-45127-381	272.00
Activity 45127 - Airport Total:					992.46

Activity: 49950 - Capital Outlay

SEH	397117	12/09/2020	WINDM 20 RWY	225-49950-500	2,500.00
Activity 49950 - Capital Outlay Total:					2,500.00
Fund 225 - AIRPORT Total:					3,492.46

Fund: 230 - POOL

Activity: 45124 - Pool

ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	230-45124-217	133.33
BROWN-NICOLLET COMMUNI	3058 12-31-21	12/16/2020	LIC# 3058 - RENEWAL	230-45124-217	431.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	230-45124-381	30.50
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - POOL	230-45124-383	48.09
HOMETOWN SANITATION SER	0000395190	12/09/2020	#2530 - GARBAGE SERVICE - S	230-45124-384	91.99
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	230-45124-460	9.00
Activity 45124 - Pool Total:					743.91
Fund 230 - POOL Total:					743.91

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

INDOFF, INC	3430109	12/29/2020	#218055 - SUPPLIES	235-42153-200	35.12
WEX BANK	68923504	12/14/2020	FUEL - AMBULANCE	235-42153-212	1,510.30
WEX BANK	68923504	12/14/2020	FUEL CREDIT - AMBULANCE	235-42153-212	-32.23
LEWIS FAMILY DRUG, LLC	56-109639400	12/14/2020	#105865-3 - OPERATING SUPP	235-42153-217	75.63
PRAXAIR DISTRIBUTION INC	60461077	12/14/2020	71709956 - OPERATING SUPP	235-42153-217	363.67
BOUND TREE MEDICAL, LLC	83885196	12/22/2020	#100510 - OPERATING SUPPLI	235-42153-217	247.36
JODI JOHNSON	20201208	12/14/2020	AMB EXPENSE - CLOTHING RE	235-42153-218	80.99
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	235-42153-321	28.35
VERIZON WIRELESS	9868653216	12/16/2020	#986701203-00001 - TELEPH	235-42153-321	81.96
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	235-42153-321	108.66
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - AMBULA	235-42153-322	1.58
EXPERT T BILLING	7934	12/15/2020	AMB - DATA PROCESSING	235-42153-326	2,492.00
JODI JOHNSON	20201214	12/14/2020	AMB EXPENSE	235-42153-334	23.04
MEGAN BRAMSTEDT	20201214	12/14/2020	AMB EXPENSE	235-42153-334	56.67
ROB VISKER	20201214	12/14/2020	AMB EXPENSE	235-42153-334	12.32
TIM HACKER	20201214	12/14/2020	AMB EXPENSE	235-42153-334	56.37
JUSTIN HARRINGTON	20201214	12/14/2020	AMB EXPENSE	235-42153-334	32.81
DONNA MARCY	20201214	12/14/2020	AMB EXPENSE	235-42153-334	13.26
KRISTEN PORATH	20201214	12/14/2020	AMB EXPENSE	235-42153-334	86.31
KIM POWERS	20201214	12/14/2020	AMB EXPENSE	235-42153-334	24.99
DAN MESNER	20201228	12/29/2020	AMBULANCE EXPENSE	235-42153-334	12.89

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MEGAN BRAMSTEDT	20201228	12/29/2020	AMBULANCE EXPENSE	235-42153-334	30.79
JUSTIN HARRINGTON	20201228	12/29/2020	AMBULANCE EXPENSE	235-42153-334	15.66
ROB VISKER	20201228	12/29/2020	AMB EXPENSE	235-42153-334	113.62
TIM HACKER	20201228	12/29/2020	AMBULANCE EXPENSE	235-42153-334	204.64
QUICK PRINT	20201225	12/29/2020	AMB-PRINTING	235-42153-350	9.96
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	235-42153-381	193.23
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	235-42153-382	8.78
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - ESF	235-42153-383	297.97
HOMETOWN SANITATION SER	0000395217	12/15/2020	#20782 GARBAGE SERVICE - E	235-42153-384	60.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	235-42153-385	19.33
P.M. REPAIR & DETAILING	20039	12/29/2020	AMB - MAINTENANCE	235-42153-405	225.74
P.M. REPAIR & DETAILING	20055	12/29/2020	AMB - MAINTENANCE	235-42153-405	171.21
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	235-42153-405	15.90
MN REVENUE	20201214	12/14/2020	MINNESOTA CARE TAX Q4	235-42153-460	1,400.00
Activity 42153 - Ambulance Total:					8,078.88
Fund 235 - AMBULANCE Total:					8,078.88

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	250-46520-133	24.00
INDOFF, INC	3426720	12/15/2020	#218055 - SUPPLIES	250-46520-200	0.86
INDOFF, INC	3427155	12/15/2020	#218055 - SUPPLIES	250-46520-200	6.97
CENTURY BUSINESS PRODUCT	546017	12/08/2020	#SF7308 - SUPPLIES	250-46520-200	99.07
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	250-46520-321	63.82
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	250-46520-321	256.86
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	250-46520-321	39.39
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - EDA	250-46520-322	19.07
LOOP NET	112950198-1	12/15/2020	#162635601 - ADVERTISING	250-46520-340	69.00
FEDERATED RURAL ELECTRIC	#112954 11-30-20	12/08/2020	#112954 - SERVICE	250-46520-381	14.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	250-46520-381	49.64
Activity 46520 - EDA Total:					642.68
Fund 250 - EDA GENERAL Total:					642.68

Fund: 252 - EDA SCDP

Activity: 46520 - EDA

SW MN HOUSING PARTNERSH	20201215	12/29/2020	#CDAP-17-0039-O-FY18	252-46520-491	17,566.00
Activity 46520 - EDA Total:					17,566.00
Fund 252 - EDA SCDP Total:					17,566.00

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	367404 11-30-20	12/29/2020	#367404 26-24-123-04 NWIP	254-46520-381	124.95
Activity 46520 - EDA Total:					124.95
Fund 254 - NORTH IND PARK Total:					124.95

Fund: 308 - 2020 STREET PROJECT

Activity: 41000 - General Government

DGR ENGINEERING	00244082	12/16/2020	PROJ#369018.00 - ENGINEERI	308-41000-303	5,400.96
HJERPE CONTRACTING INC.	2021216	12/16/2020	2020 STREET IMPROVEMENTS	308-41000-500	132,224.01
Activity 41000 - General Government Total:					137,624.97
Fund 308 - 2020 STREET PROJECT Total:					137,624.97

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

SUNSET LAW ENFORCEMENT,	0004421	12/29/2020	#0056101 POLICE FORFEITUR	401-49950-501	834.87
COTTONWOOD VET CLINIC	227310	12/16/2020	WINDOM PD - BRUNO	401-49950-501	742.32
STREICHER'S, INC	11468482	12/14/2020	#1403 - POLICE FORFEITURE	401-49950-501	1,459.99
WAYNE & DEBORAH MAU	20201216	12/16/2020	BLIGHTED HOMES INCENTIVE	401-49950-506	9,296.34
Activity 49950 - Capital Outlay Total:					12,333.52
Fund 401 - GENERAL CAPITAL PROJECTS Total:					12,333.52

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 601 - WATER					
HJERPE CONTRACTING INC.	2021216	12/16/2020	2020 STREET IMPROVEMENTS	601-16300	26,444.80
					26,444.80
Activity: 49400 - Water					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	601-49400-133	48.00
WEX BANK	68923504	12/14/2020	FUEL - WATER	601-49400-212	168.48
MN VALLEY TESTING	1064304	12/14/2020	#23162 - LAB TESTING	601-49400-310	77.00
GOPHER STATE ONE CALL	0110840	12/08/2020	#MN00774 - LOCATES	601-49400-321	10.47
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-321	50.84
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	601-49400-321	99.59
SECR REV FUND/CITY OF WD	20201211	12/14/2020	PETTY CASH DEC 2020	601-49400-322	4.60
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - WATER	601-49400-322	81.92
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - WATER	601-49400-322	0.53
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE	601-49400-322	207.05
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-326	70.00
INNOVATIVE SYSTEMS LLC	51807	12/02/2020	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	52059	12/02/2020	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INVOICE PROCESSING	601-49400-326	167.68
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE -PROCESSING - INSE	601-49400-350	5.52
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-381	4,876.29
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-382	17.82
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - WATER	601-49400-383	945.73
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-385	35.47
WENCK ASSOCIATES, INC.	12008582	12/29/2020	PROG# B000045-00-001 TELE	601-49400-386	1,723.10
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	601-49400-386	29.00
FAITH WILLARD CLEANING	20201213	12/18/2020	WWTP - CLEANING	601-49400-404	15.00
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	601-49400-405	99.90
				Activity 49400 - Water Total:	10,011.99
				Fund 601 - WATER Total:	36,456.79
Fund: 602 - SEWER					
BOLTON & MENK, INC.	0261319	12/29/2020	WIND PROJ# T22.113672	602-16200	39,521.25
GRIDOR CONSTRUCTION, INC.	20201216	12/16/2020	WASTEWATER TREATMENT FA	602-16200	271,750.00
HJERPE CONTRACTING INC.	2021216	12/16/2020	2020 STREET IMPROVEMENTS	602-16300	17,629.87
					328,901.12
Activity: 49450 - Sewer					
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	602-49450-133	48.00
DACOTAH PAPER CO	43722	12/29/2020	#681154 - CLEANING SUPPLIE	602-49450-211	206.44
WEX BANK	68923504	12/14/2020	FUEL - SEWER	602-49450-212	90.25
EOSI - Environmental Operati	37006	12/18/2020	CHEMICALS	602-49450-216	8,050.00
MN VALLEY TESTING	1063602	12/14/2020	#23162 - LAB TESTING	602-49450-310	230.40
MN VALLEY TESTING	1064367	12/14/2020	#23162 - LAB TESTING	602-49450-310	144.00
MN VALLEY TESTING	1064384	12/14/2020	#23162 - LAB TESTING	602-49450-310	230.40
MN VALLEY TESTING	1064510	12/14/2020	#23162 - LAB TESTING	602-49450-310	144.00
MN VALLEY TESTING	1064523	12/14/2020	#23162 - LAB TESTING	602-49450-310	14.40
MN VALLEY TESTING	1064792	12/14/2020	#23162 - LAB TESTING	602-49450-310	129.60
MN VALLEY TESTING	1065182	12/14/2020	#23162 - LAB TESTING	602-49450-310	230.40
MN VALLEY TESTING	1065879	12/15/2020	WWTP - LAB TESTING	602-49450-310	144.00
MN VALLEY TESTING	1066270	12/29/2020	#23162 - TESTING	602-49450-310	230.40
GOPHER STATE ONE CALL	0110840	12/08/2020	#MN00774 - LOCATES	602-49450-321	10.46
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	602-49450-321	174.97
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	602-49450-321	41.45
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - SEWER	602-49450-322	81.93
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE	602-49450-322	207.03
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	602-49450-326	70.00
INNOVATIVE SYSTEMS LLC	51807	12/02/2020	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	52059	12/02/2020	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INVOICE PROCESSING	602-49450-326	167.68
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE -PROCESSING - INSE	602-49450-350	5.53
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	602-49450-381	9,085.86

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTH CENTRAL ELECTRIC	367405 11-30-20	12/29/2020	#367405 26-24-125-04 SEWE	602-49450-381	165.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	602-49450-382	323.26
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - WWTP	602-49450-383	2,151.75
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - SEWER	602-49450-383	20.04
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - LIFT	602-49450-383	19.49
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - LIFT	602-49450-383	65.04
HOMETOWN SANITATION SER	0000395180	12/09/2020	#1469 - GARBAGE SERVICE -	602-49450-384	94.98
FAITH WILLARD CLEANING	20201213	12/18/2020	WWTP - CLEANING	602-49450-404	30.00
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	602-49450-405	55.99
				Activity 49450 - Sewer Total:	23,940.75
				Fund 602 - SEWER Total:	352,841.87

Fund: 604 - ELECTRIC

WERNER ELECTRIC	5010401546.001	12/14/2020	#31969	604-14200	84.99
B & B TRANSFORMER	26403	11/12/2020	#MNMWU - IMPROVEMENTS	604-16300	20,995.00
NELSON TOMAS	12072-1	12/15/2020	REFUND - UTILITY PREPAYME	604-22000	300.00
EILEEN PANKONIN	17950-4	12/15/2020	REFUND - UTILITY PREPAYME	604-22000	300.00
JESSICA SELL (ARENDS)	20170613	06/13/2017	REFUND-BALANCE OF UTIL PR	604-22000	236.21
JEFF HOLEY	49426-6	12/15/2020	REFUND - UTILITY PREPAYME	604-22000	300.00
RYAN WEIGEL	5419-5 RUP	12/15/2020	REFUND - UTILITY PREPAYME	604-22000	300.00
					22,516.20

Activity: 49550 - Electric

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	604-49550-133	112.00
WEX BANK	68923504	12/14/2020	FUEL - ELECTRIC	604-49550-212	291.33
B & B TRANSFORMER	20201215	12/15/2020	STOP PAYMENT ON CHECK - R	604-49550-217	-20.00
BANK MIDWEST	20201215	12/15/2020	STOP PAYMENT - B&B TRANSF	604-49550-217	33.00
JOHNSON HARDWARE	11817	12/29/2020	EL - SMALL TOOLS	604-49550-241	9.99
ELK RIVER WINLECTRIC	326090	12/08/2020	#00753-002474 - SMALL TOO	604-49550-241	704.00
CMP - CENTRAL MUNICIPAL P	6959	12/14/2020	ENERGY & TRANSMISSIONS C	604-49550-263	39,354.72
CMP - CENTRAL MUNICIPAL P	6959	12/14/2020	ENERGY & TRANSMISSIONS C	604-49550-263	143,196.49
SKARSHAUG TESTING LAB	248440	12/29/2020	#22810-1 - TESTING	604-49550-310	121.20
GOPHER STATE ONE CALL	0110840	12/08/2020	#MN00774 - LOCATES	604-49550-321	10.46
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	604-49550-321	78.24
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	604-49550-321	145.97
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - ELECTRIC	604-49550-322	3.69
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - ELECTRIC	604-49550-322	81.93
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE	604-49550-322	207.05
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	604-49550-326	191.37
INNOVATIVE SYSTEMS LLC	51807	12/02/2020	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	52059	12/02/2020	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INVOICE PROCESSING	604-49550-326	167.68
SKARSHAUG TESTING LAB	248440	12/29/2020	#22810-1 - TESTING	604-49550-333	188.96
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INSERTS	604-49550-350	5.53
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	604-49550-381	135.07
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	604-49550-382	20.37
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - POWER	604-49550-383	291.75
HOMETOWN SANITATION SER	0000395181	12/08/2020	#1470 - GARBAGE SERVICE - E	604-49550-384	94.98
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	604-49550-385	39.47
JOHNSON HARDWARE	11822	12/14/2020	EL - MAINTENANCE	604-49550-404	6.35
JOHNSON HARDWARE	12847	12/14/2020	EL - MAINTENANCE	604-49550-404	3.15
TRI-STATE BOBCAT, INC	P47696	12/29/2020	#61740 - MAINTENANCE	604-49550-404	321.60
RDO EQUIPMENT CO	P9315104	12/14/2020	#2363008 -	604-49550-404	-170.94
RDO EQUIPMENT CO	P9322404	12/15/2020	#2363008 - MAINTENANCE	604-49550-404	170.94
CRYSTEEL TRUCK EQUIPMENT	LP198702	12/29/2020	#30378 - MAINTENANCE	604-49550-405	140.52
STRANCO, INC	170051	12/29/2020	#230267 - MAINTENANCE	604-49550-408	228.69
ELECTRIC FUND	477	12/29/2020	EL DISTRIBUTION	604-49550-408	632.21
ELECTRIC FUND	478	12/29/2020	EL TRUCK STOCK	604-49550-408	55.73
WERNER ELECTRIC	5010411957.001	12/29/2020	#31969 - MAINTENANCE	604-49550-410	157.71
CMP - CENTRAL MUNICIPAL P	6959	12/14/2020	ENERGY & TRANSMISSIONS C	604-49550-450	2,540.81

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	604-49550-460	24.38
Activity 49550 - Electric Total:					191,321.30
Fund 604 - ELECTRIC Total:					213,837.50

Fund: 609 - LIQUOR STORE

MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	609-20202	16,847.00
					16,847.00

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	609-49751-133	32.00
RAGE INC - CAMPUS CLEANER	31949	12/18/2020	#6132 - CLEANING	609-49751-211	72.61
RAGE INC - CAMPUS CLEANER	32717	12/29/2020	#6132 -	609-49751-211	61.50
AH HERMEL COMPANY	855081	12/16/2020	#40214 - MERCHANDISE	609-49751-217	72.08
BELLBOY CORP	0087195200	12/18/2020	#313800 - MERCHANDISE	609-49751-251	720.00
VINOCOPIA, INC	0270227-IN	12/29/2020	#WIND010 - MERCHANDISE	609-49751-251	1,407.21
BREAKTHRU BEVERAGE MN	1081215570	12/16/2020	#4312 - MERCHANDISE	609-49751-251	4,468.86
JOHNSON BROS.	1695971	12/10/2020	#156083 MERCHANDISE	609-49751-251	1,214.54
JOHNSON BROS.	1699895	12/16/2020	#156083 - MERCHANDISE	609-49751-251	2,243.79
JOHNSON BROS.	1699898	12/16/2020	#156083 - MERCHANDISE	609-49751-251	463.16
JOHNSON BROS.	1704006	12/18/2020	#156083 -- MERCHANDISE	609-49751-251	2,542.03
SOUTHERN GLAZER'S OF MN	2023334	12/03/2020	#8704 MERCHANDISE	609-49751-251	1,228.67
SOUTHERN GLAZER'S OF MN	2027795	12/18/2020	#8704 - MERCHANDISE	609-49751-251	4,997.89
SOUTHERN GLAZER'S OF MN	2027796	12/18/2020	#8704 - MERCHANIDSE	609-49751-251	89.91
BREAKTHRU BEVERAGE MN	2080291635A	12/10/2020	#70063 MERCHANDISE-CREDI	609-49751-251	-100.90
DOLL DISTRIBUTING, LLC	440507	12/16/2020	#51450 - MERCHANDISE	609-49751-251	118.73
DOLL DISTRIBUTING, LLC	440508	12/16/2020	#51450 - MERCHANDISE	609-49751-251	58.50
DOLL DISTRIBUTING, LLC	447611	12/29/2020	#51450 - MERCHANDISE	609-49751-251	58.50
PHILLIPS WINE & SPIRITS	6129265	12/10/2020	#156083 MERCHANDISE	609-49751-251	1,411.11
PHILLIPS WINE & SPIRITS	6131578	12/16/2020	#156083 - MERCHANDISE	609-49751-251	3,145.30
PHILLIPS WINE & SPIRITS	6131579	12/16/2020	#156083 - MERCHANDISE	609-49751-251	54.96
PHILLIPS WINE & SPIRITS	6134156	12/18/2020	#156083 - MERCHANDISE	609-49751-251	5,237.60
SOUTHERN GLAZER'S OF MN	9227942	12/29/2020	#8704 - MERCHANDISE	609-49751-251	-48.00
SOUTHERN GLAZER'S OF MN	9230913	12/29/2020	#8704 - MERCHANDISE	609-49751-251	-288.00
SOUTHERN GLAZER'S OF MN	9232032	12/29/2020	#8704 - MERCHANIDSE	609-49751-251	-36.00
BREAKTHRU BEVERAGE MN	1081215571	12/16/2020	#4312 - MERCHANDISE	609-49751-252	147.30
BREAKTHRU BEVERAGE MN	1081220473	12/29/2020	#4312 - MERCHANDISE	609-49751-252	147.30
LOCHER BROS., INC.	1176228	12/10/2020	#9000199 MERCHANDISE	609-49751-252	589.80
BEVERAGE WHOLESALERS	142357	12/10/2020	#70063 MERCHANDISE	609-49751-252	6,464.53
BEVERAGE WHOLESALERS	143062	12/16/2020	#70063 - MERCHANDISE	609-49751-252	11,894.80
BEVERAGE WHOLESALERS	143841	12/18/2020	#70063 - MERCHANDISE	609-49751-252	10,733.90
BEVERAGE WHOLESALERS	144623	12/29/2020	#70063 - MERCHANDISE	609-49751-252	10,353.31
JOHNSON BROS.	1699897	12/16/2020	#156083 - MERCHANDISE	609-49751-252	51.20
BREAKTHRU BEVERAGE MN	2080295485 CRDT	12/18/2020	#4312 - MERCHANDISE CREDI	609-49751-252	-22.00
ARTISAN BEER COMPANY	3449674	12/10/2020	#156083 MERCHANDISE	609-49751-252	110.70
ARTISAN BEER COMPANY	3450446	12/16/2020	#156083 - MERCHANDISE	609-49751-252	200.90
ARTISAN BEER COMPANY	3451237	12/18/2020	#156083 - MERCHANDISE	609-49751-252	280.85
DOLL DISTRIBUTING, LLC	436774	12/10/2020	# MERCHANDISE	609-49751-252	4,925.60
DOLL DISTRIBUTING, LLC	440508	12/16/2020	#51450 - MERCHANDISE	609-49751-252	7,441.00
DOLL DISTRIBUTING, LLC	441336	12/16/2020	#51450 - BEER	609-49751-252	1,312.40
DOLL DISTRIBUTING, LLC	444153	12/18/2020	#51450 - MERCHANDISE	609-49751-252	8,144.05
DOLL DISTRIBUTING, LLC	447611	12/29/2020	#51450 - MERCHANDISE	609-49751-252	8,816.25
DOLL DISTRIBUTING, LLC	447612 CRD	12/29/2020	#51450 - MERCHANDISE	609-49751-252	-91.20
DOLL DISTRIBUTING, LLC	448542	12/29/2020	#51450 - MERCHANDISE	609-49751-252	-304.20
DOLL DISTRIBUTING, LLC	448543	12/29/2020	#51450 - MERCHANDISE	609-49751-252	333.20
BEVERAGE WHOLESALERS	732625	12/10/2020	#70063 MERCHANDISE-CREDI	609-49751-252	-25.80
BELLBOY CORP	0087195200	12/18/2020	#313800 - MERCHANDISE	609-49751-253	126.00
BELLBOY CORP	0087218900	12/18/2020	#313800 - MERCHANDISE CRE	609-49751-253	-208.00
VINOCOPIA, INC	0266471-CM	12/14/2020	#WIND010 MERCHANDISE	609-49751-253	-192.00
VINOCOPIA, INC	0270227-IN	12/29/2020	#WIND010 - MERCHANDISE	609-49751-253	336.00
BREAKTHRU BEVERAGE MN	1081215570	12/16/2020	#4312 - MERCHANDISE	609-49751-253	336.00
PAUSTIS WINE COMPANY	109443	12/10/2020	#1905 MERCHANDISE	609-49751-253	1,200.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PAUSTIS WINE COMPANY	110889	12/18/2020	#1905 - MERCHANDISE	609-49751-253	1,264.00
BEVERAGE WHOLESALERS	142357	12/10/2020	#70063 MERCHANDISE	609-49751-253	40.40
BEVERAGE WHOLESALERS	144623	12/29/2020	#70063 - MERCHANDISE	609-49751-253	158.68
JOHNSON BROS.	1695972	12/10/2020	#156083 MERCHANDISE	609-49751-253	959.54
JOHNSON BROS.	1699896	12/16/2020	#156083 - MERCHANDISE	609-49751-253	651.85
JOHNSON BROS.	1699899	12/16/2020	#156083 - MERCHANDISE	609-49751-253	1,233.18
JOHNSON BROS.	1704007	12/18/2020	#156083 - MERCHANDISE	609-49751-253	2,126.76
SOUTHERN GLAZER'S OF MN	2023335	12/03/2020	#8704 MERCHANDISE	609-49751-253	386.00
SOUTHERN GLAZER'S OF MN	2027796	12/18/2020	#8704 - MERCHANDISE	609-49751-253	468.00
ROUND LAKE VINEYARDS & W	2619	12/14/2020	MERCHANDISE	609-49751-253	144.00
ROUND LAKE VINEYARDS & W	2636	12/18/2020	MERCHANDISE	609-49751-253	225.00
MORGAN CREEK VINEYARDS	5871	12/10/2020	MERCHANDISE	609-49751-253	120.00
PHILLIPS WINE & SPIRITS	6129266	12/10/2020	#156083 MERCHANDISE	609-49751-253	320.36
PHILLIPS WINE & SPIRITS	6134157	12/18/2020	#156083 - MERCHANDISE	609-49751-253	1,976.70
WINE MERCHANTS	7309688	12/16/2020	#156083 - MERCHANDISE	609-49751-253	146.80
WINE MERCHANTS	7310558	12/18/2020	#156083 - MERCHANDISE	609-49751-253	319.00
SOUTHERN GLAZER'S OF MN	9227895	12/29/2020	MERCHANDISE	609-49751-253	-16.00
SOUTHERN GLAZER'S OF MN	9230912	12/29/2020	#8704 - MERCHANDISE	609-49751-253	-72.00
BREAKTHRU BEVERAGE MN	1081215570	12/16/2020	#4312 - MERCHANDISE	609-49751-254	22.00
LOCHER BROS., INC.	1176228	12/10/2020	#9000199 MERCHANDISE	609-49751-254	246.00
BEVERAGE WHOLESALERS	144623	12/29/2020	#70063 - MERCHANDISE	609-49751-254	128.00
JOHNSON BROS.	1695972	12/10/2020	#156083 MERCHANDISE	609-49751-254	40.00
ATLANTIC COCA-COLA	2630277	12/10/2020	#8373693 MERCHANDISE	609-49751-254	167.69
ATLANTIC COCA-COLA	2656202	12/18/2020	#8373693 - MERCHANDISE	609-49751-254	196.20
DOLL DISTRIBUTING, LLC	447611	12/29/2020	#51450 - MERCHANDISE	609-49751-254	14.00
PHILLIPS WINE & SPIRITS	6131579	12/16/2020	#156083 - MERCHANDISE	609-49751-254	39.60
PHILLIPS WINE & SPIRITS	6134157	12/18/2020	#156083 - MERCHANDISE	609-49751-254	46.25
AH HERMEL COMPANY	855081	12/16/2020	#40214 - MERCHANDISE	609-49751-254	42.03
RED BULL DISTRIBUTION CO, I	K-96794612	12/29/2020	#88139 - MERCHANDISE	609-49751-254	216.00
PBC - PEPSI BEVERAGES COM	LF200817594843	12/18/2020	#7529597 LATE FEE INV 9232	609-49751-254	4.05
AH HERMEL COMPANY	855081	12/16/2020	#40214 - MERCHANDISE	609-49751-256	278.13
ARCTIC GLACIER U.S.A. INC	3449035606	12/29/2020	#172363 - MERCHANDISE	609-49751-257	228.00
DOLL DISTRIBUTING, LLC	436774	12/10/2020	# MERCHANDISE	609-49751-259	24.25
BEVERAGE WHOLESALERS	143555	12/16/2020	#70063 - MERCHANDISE	609-49751-261	12.00
AH HERMEL COMPANY	855081	12/16/2020	#40214 - MERCHANDISE	609-49751-261	106.71
TSP	0056456	12/14/2020	PROJ# 03201413.0000 - CONS	609-49751-301	3,412.04
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	609-49751-321	131.66
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - LIQUOR	609-49751-322	0.53
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	609-49751-326	656.06
BELLBOY CORP	0087195200	12/18/2020	#313800 - MERCHANDISE	609-49751-333	19.00
VINOCOPIA, INC	0270227-IN	12/29/2020	#WIND010 - MERCHANDISE	609-49751-333	16.50
BREAKTHRU BEVERAGE MN	1081215570	12/16/2020	#4312 - MERCHANDISE	609-49751-333	92.93
PAUSTIS WINE COMPANY	109443	12/10/2020	#1905 MERCHANDISE	609-49751-333	15.00
PAUSTIS WINE COMPANY	110889	12/18/2020	#1905 - MERCHANDISE	609-49751-333	16.25
JOHNSON BROS.	1695971	12/10/2020	#156083 MERCHANDISE	609-49751-333	17.92
JOHNSON BROS.	1695972	12/10/2020	#156083 MERCHANDISE	609-49751-333	33.50
JOHNSON BROS.	1699895	12/16/2020	#156083 - MERCHANDISE	609-49751-333	57.69
JOHNSON BROS.	1699896	12/16/2020	#156083 - MERCHANDISE	609-49751-333	22.62
JOHNSON BROS.	1699898	12/16/2020	#156083 - MERCHANDISE	609-49751-333	7.53
JOHNSON BROS.	1699899	12/16/2020	#156083 - MERCHANDISE	609-49751-333	48.72
JOHNSON BROS.	1704006	12/18/2020	#156083 - MERCHANDISE	609-49751-333	39.07
JOHNSON BROS.	1704007	12/18/2020	#156083 - MERCHANDISE	609-49751-333	70.89
SOUTHERN GLAZER'S OF MN	2023334	12/03/2020	#8704 MERCHANDISE	609-49751-333	21.05
SOUTHERN GLAZER'S OF MN	2023335	12/03/2020	#8704 MERCHANDISE	609-49751-333	12.30
SOUTHERN GLAZER'S OF MN	2027795	12/18/2020	#8704 - MERCHANDISE	609-49751-333	67.17
SOUTHERN GLAZER'S OF MN	2027796	12/18/2020	#8704 - MERCHANDISE	609-49751-333	18.45
BREAKTHRU BEVERAGE MN	208029S485 CRDT	12/18/2020	#4312 - MERCHANDISE CREDI	609-49751-333	-1.85
PHILLIPS WINE & SPIRITS	6129265	12/10/2020	#156083 MERCHANDISE	609-49751-333	15.66
PHILLIPS WINE & SPIRITS	6129266	12/10/2020	#156083 MERCHANDISE	609-49751-333	11.63
PHILLIPS WINE & SPIRITS	6131578	12/16/2020	#156083 - MERCHANDISE	609-49751-333	62.36

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	6131579	12/16/2020	#156083 - MERCHANDISE	609-49751-333	27.68
PHILLIPS WINE & SPIRITS	6131579	12/16/2020	#156083 - MERCHANDISE	609-49751-333	763.24
PHILLIPS WINE & SPIRITS	6134156	12/18/2020	#156083 - MERCHANDISE	609-49751-333	89.65
PHILLIPS WINE & SPIRITS	6134157	12/18/2020	#156083 - MERCHANDISE	609-49751-333	59.59
WINE MERCHANTS	7309688	12/16/2020	#156083 - MERCHANDISE	609-49751-333	2.31
WINE MERCHANTS	7310558	12/18/2020	#156083 - MERCHANDISE	609-49751-333	6.96
AH HERMEL COMPANY	855081	12/16/2020	#40214 - MERCHANDISE	609-49751-333	6.95
KKOJ - KUXX	20110660	12/14/2020	#101449 - ADVERTISING	609-49751-340	355.00
FORUM COMMUNICATIONS C	2231201	12/14/2020	#299981 - ADVERTISING	609-49751-340	120.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	609-49751-381	861.90
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	609-49751-382	19.23
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - LIQUO	609-49751-383	225.12
HOMETOWN SANITATION SER	0000395179	12/14/2020	#1468 GARBAGE SERVICE - RI	609-49751-384	169.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	609-49751-385	36.18
WINDOM FIRE & SAFETY, LLC	0007565	12/14/2020	LIQUOR - MAINTENANCE	609-49751-404	77.90
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	609-49751-460	4.19

Activity 49751 - Liquor Store Total: 122,280.70

Fund 609 - LIQUOR STORE Total: 139,127.70

Fund: 614 - TELECOM

LAYER 3 TECHNOLOGIES, INC	21895	12/09/2020	##61705 - CORE UPGRADE	614-16400	859.18
					<u>859.18</u>

Activity: 49870 - Telecom

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	614-49870-133	80.00
RAGE INC - CAMPUS CLEANER	32340	12/29/2020	#6153 - CLEANING	614-49870-211	21.31
WEX BANK	68923504	12/14/2020	FUEL - TELECOM	614-49870-212	93.73
AMAZON CAPITAL SERVICES, I	13GX-797L-9VLK	12/18/2020	A2Q0YJ8ZNZN2YT - SUPPLIES	614-49870-217	140.01
CALIX	244153	12/08/2020	#3437 - SERVICE	614-49870-227	207.24
INTERSTATE TRS FUND	82580760036	12/18/2020	ASSESSMENT FOR 499-A FILIN	614-49870-304	395.07
INTERSTATE TRS FUND	82580760036	12/18/2020	ASSESSMENT FOR 499-A FILIN	614-49870-304	123.93
GOPHER STATE ONE CALL	0110840	12/08/2020	#MN00774 - LOCATES	614-49870-321	10.46
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	614-49870-321	377.35
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	614-49870-321	284.90
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - TELECO	614-49870-322	1.58
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - TELECOM	614-49870-322	81.92
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	POSTAGE	614-49870-322	207.05
INNOVATIVE SYSTEMS LLC	51807	12/02/2020	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	51807	12/02/2020	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	52059	12/02/2020	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INVOICE PROCESSING	614-49870-326	167.68
NEUSTAR, INC.	L-0000034146	12/09/2020	#10202 - SERVICE	614-49870-326	5.75
INNOVATIVE SYSTEMS LLC	52217	12/08/2020	INSERTS	614-49870-350	5.53
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	614-49870-381	2,282.14
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	614-49870-382	19.44
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - TELECO	614-49870-383	121.79
HOMETOWN SANITATION SER	0000395182	12/09/2020	#1471 - GARBAGE SERVICE - T	614-49870-384	82.99
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	614-49870-385	36.77
WERNER ELECTRIC	5010402385.001	12/09/2020	#31969 - LED BULBS - TELECO	614-49870-402	784.08
CENTURY LINK	498149	12/21/2020	DIRECTORY LISTINGS	614-49870-441	232.17
CENTURY LINK	7242105D-D-20352	12/30/2020	#5142105DD3 - CABS	614-49870-441	78.53
GRAY MEDIA GROUP INC	086325	12/14/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	3,196.00
CBS TELEVISION STATIONS	20201130	12/11/2020	SUBSCRIBER	614-49870-442	2,476.90
MLB NETWORK	20201209	12/14/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	378.42
INDEPENDENT COMMUNICAT	20201209	12/09/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	1,909.61
SHOWTIME NETWORKS INC	27145	12/14/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	205.20
NEXSTAR BROADCASTING GR	361551	12/14/2020	WGN SUBSCRIBER FEES - NOV	614-49870-442	240.98
NEXSTAR BROADCASTING GR	362426	12/14/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	3,229.70
TEGNA	362793	12/14/2020	SUBSCRIBER FEES - NOV 2020	614-49870-442	3,355.60
FOX TELEVISION STATIONS, IN	362963	12/11/2020	SUBSCRIBER	614-49870-442	2,628.71
CONSOLIDATED COMMUNICA	507-151-0204/0 12-01	12/29/2020	10 GB TRANSPORT 12/1-12/3	614-49870-442	1,443.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FOX SPORTS NET NORTH	526559	12/11/2020	#00086 - SUBSCRIBER	614-49870-442	7,304.22
TIM FJELD	20201221	12/29/2020	INTERNET SUPPORT - SEPT-DE	614-49870-448	174.00
JEREMY ROLFES	20201229	12/29/2020	INTERNET SUPPORT - NOV-DE	614-49870-448	54.94
SWWC - SOUTHWEST WEST C	65518	12/09/2020	#1-1849 - SERVICE	614-49870-448	950.00
CENTURY LINK	507 831 1075 12-29-20	12/29/2020	#SERVICE 831-1075 104	614-49870-451	80.75
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	614-49870-460	27.72

Activity 49870 - Telecom Total: 37,739.27

Fund 614 - TELECOM Total: 38,598.45

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	615-49850-133	32.00
RAGE INC - CAMPUS CLEANER	31593	12/08/2020	#6122 - SERVICE - ARENA	615-49850-211	53.16
RAGE INC - CAMPUS CLEANER	32339	12/29/2020	#6122 ARENA - CLEANING	615-49850-211	50.00
WEX BANK	68923504	12/14/2020	FUEL - ARENA	615-49850-212	73.17
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	615-49850-217	12.99
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	615-49850-321	126.08
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	615-49850-321	59.65
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - ARENA	615-49850-322	18.44
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	615-49850-326	613.00
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	615-49850-381	5,766.59
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	615-49850-382	176.62
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - ARENA	615-49850-383	1,431.87
HOMETOWN SANITATION SER	0000395183	12/16/2020	#1472 GARBAGE SERVICE - AR	615-49850-384	143.98
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	615-49850-385	90.39
ELECTRIC FUND	481	12/29/2020	EL ARENA	615-49850-402	482.36
ELITE MECHANICAL SYSTEMS,	7677	12/29/2020	ARENA - MAINTENANCE	615-49850-402	3,671.06
CARLSON & STEWART REFRIG	30938	12/29/2020	#2816 - MAINTENANCE	615-49850-404	786.50
CARLSON & STEWART REFRIG	30939	12/29/2020	#2816 - MAINTENANCE	615-49850-404	615.00
WINDOM AUTO VALU	3400540 11-25-20	12/18/2020	#3400540 NOV 2020	615-49850-404	-12.99
ELITE MECHANICAL SYSTEMS,	7573	12/08/2020	ARENA - MAINTENANCE	615-49850-404	139.96
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	615-49850-460	66.00

Activity 49850 - Arena Total: 14,395.83

Fund 615 - ARENA Total: 14,395.83

Fund: 617 - M/P CENTER

MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	617-20202	28.53
					<u>28.53</u>

Activity: 49860 - M/P Center

NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	617-49860-133	32.00
QUICK PRINT	20272	12/22/2020	WCC - OPERATING SUPPLIES	617-49860-217	28.95
QUICK PRINT	20392	12/22/2020	WCC - OPERATING SUPPLIES	617-49860-217	111.40
BROWN-NICOLLET COMMUNI	3021 12-31-20	12/14/2020	LIC# 3021 - RENEWAL	617-49860-217	183.00
RAGE INC - CAMPUS CLEANER	32338	12/22/2020	#6152 - OPERATING SUPPLIES	617-49860-217	67.50
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	617-49860-321	60.06
VERIZON WIRELESS	9869553447	12/29/2020	TELEPHONE #486357723-000	617-49860-321	41.45
CMRS - TMS #256704	20201229	12/29/2020	POSTAGE #256704 - M/P	617-49860-322	8.27
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	617-49860-326	403.33
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	617-49860-381	1,010.56
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	617-49860-382	61.55
MN ENERGY RESOURCES	3111246479	12/18/2020	#0505105084-00002 - WCC	617-49860-383	963.47
ELECTRIC FUND	20201214	12/14/2020	MONTHLY UTILITY & TELECO	617-49860-385	128.89
WERNER ELECTRIC	5010128800.008	12/08/2020	COMM CENTER - REPLACEME	617-49860-402	8.40
WERNER ELECTRIC	5010128800.010	12/16/2020	31969 - DISCOUNT GIVEN	617-49860-402	0.08
WERNER ELECTRIC	5010128800A	12/08/2020	CREDIT - COMM CENTER REPL	617-49860-402	-7.67
ELITE MECHANICAL SYSTEMS,	7572	12/14/2020	COMM CNTR - MAINTENANC	617-49860-409	10.40
MN REVENUE	20201130	12/14/2020	SALES TAX - NOV 2020	617-49860-460	-11.53

Activity 49860 - M/P Center Total: 3,100.11

Fund 617 - M/P CENTER Total: 3,128.64

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0001851	12/18/2020	Federal Tax Withholding	700-21701	10,923.52
Internal Revenue Service-Payr	INV0001855	12/31/2020	Federal Tax Withholding	700-21701	12,598.45
MN Department of Revenue -	INV0001852	12/18/2020	State Withholding	700-21702	5,076.83
MN Department of Revenue -	INV0001856	12/31/2020	State Withholding	700-21702	5,620.25
Internal Revenue Service-Payr	INV0001851	12/18/2020	Social Security	700-21703	14,612.14
Internal Revenue Service-Payr	INV0001855	12/31/2020	Social Security	700-21703	14,219.84
MN Pera	INV0001848	12/18/2020	PERA	700-21704	415.00
MN Pera	INV0001848	12/18/2020	PERA	700-21704	6,897.15
MN Pera	INV0001848	12/18/2020	PERA	700-21704	14,365.78
MN Pera	INV0001848	12/18/2020	PERA	700-21704	816.72
MN Pera	INV0001853	12/31/2020	PERA	700-21704	14,395.35
MN Pera	INV0001853	12/31/2020	PERA	700-21704	982.04
MN Pera	INV0001853	12/31/2020	PERA	700-21704	8,100.10
MN State Deferred	INV0001849	12/18/2020	Deferred Roth	700-21705	305.00
MN State Deferred	INV0001849	12/18/2020	Deferred Compensation	700-21705	5,221.85
MN State Deferred	INV0001854	12/31/2020	Deferred Roth	700-21705	387.00
MN State Deferred	INV0001854	12/31/2020	Deferred Compensation	700-21705	5,521.85
MN CHILD SUPPORT PAYMEN	INV0001850	12/18/2020	Child Support Payment	700-21709	97.83
Internal Revenue Service-Payr	INV0001851	12/18/2020	Medicare Withholding	700-21711	4,077.70
Internal Revenue Service-Payr	INV0001855	12/31/2020	Medicare Withholding	700-21711	4,137.64
FURTHER (Select Account)	39652407	12/22/2020	FLEX SPENDING	700-21712	697.44
FURTHER (Select Account)	39658568	12/29/2020	FLEX SPENDING	700-21712	33.27
AFLAC	693680	12/18/2020	#OEQP3 - INSURANCE NOV 20	700-21715	343.62
AFLAC	693680	12/18/2020	#OEQP3 - INSURANCE NOV 20	700-21716	655.68
MN BENEFIT ASSOCIATION	2020-0116083	12/15/2020	INSURANCE 1/1/21	700-21717	4.84
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	700-21718	16.00
NCPERS MINNESOTA	844600012021	12/29/2020	INSURANCE #844600 - JAN 20	700-21718	16.00
MN BENEFIT ASSOCIATION	2020-0116083	12/15/2020	INSURANCE 1/1/2021	700-21719	211.26
FURTHER (Select Account)	INV0001847	12/18/2020	HSA Employee Contribution	700-21723	382.11
					131,132.26
Fund 700 - PAYROLL Total:					131,132.26
Grand Total:					1,178,844.69

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	63,640.24
211 - LIBRARY	5,078.04
225 - AIRPORT	3,492.46
230 - POOL	743.91
235 - AMBULANCE	8,078.88
250 - EDA GENERAL	642.68
252 - EDA SCDP	17,566.00
254 - NORTH IND PARK	124.95
308 - 2020 STREET PROJECT	137,624.97
401 - GENERAL CAPITAL PROJECTS	12,333.52
601 - WATER	36,456.79
602 - SEWER	352,841.87
604 - ELECTRIC	213,837.50
609 - LIQUOR STORE	139,127.70
614 - TELECOM	38,598.45
615 - ARENA	14,395.83
617 - M/P CENTER	3,128.64
700 - PAYROLL	131,132.26
Grand Total:	1,178,844.69

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	63.35
100-20202	Sales Tax Payable	25,215.71
100-41110-200	Office Supplies	645.41
100-41110-304	Legal Fees	203.00
100-41110-491	Payments to Other Orga	3,778.86
100-41310-133	Employer Paid Insurance	64.00
100-41310-200	Office Supplies	133.22
100-41310-217	Other Operating Supplie	149.85
100-41310-321	Telephone	135.72
100-41310-322	Postage	482.94
100-41310-326	Data Processing	286.97
100-41310-480	Other Miscellaneous	13.00
100-41410-480	Other Miscellaneous	21.60
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	57.38
100-41910-212	Motor Fuels	47.26
100-41910-321	Telephone	105.27
100-41910-322	Postage	56.05
100-41940-211	Cleaning Supplies	261.10
100-41940-381	Electric Utility	388.37
100-41940-382	Water Utility	57.12
100-41940-383	Gas Utility	531.48
100-41940-384	Refuse Disposal	92.98
100-41940-385	Sewer Utility	117.76
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	59.94
100-42120-212	Motor Fuels	1,102.51
100-42120-305	Medical & Dental Fees	580.00
100-42120-321	Telephone	597.44
100-42120-322	Postage	191.50
100-42120-326	Data Processing	865.50
100-42120-327	Interpretation Fees	74.54
100-42120-334	Meals/Lodging	255.72
100-42120-404	Repairs & Maint - M&E	1,406.62
100-42120-405	Repairs & Maint - Vehicl	1,364.68

Account Summary

Account Number	Account Name	Payment Amount
100-42120-419	Vehicle Lease	2,708.90
100-42120-433	Dues & Subscriptions	8,000.00
100-42220-200	Office Supplies	52.68
100-42220-212	Motor Fuels	357.66
100-42220-217	Other Operating Supplie	130.75
100-42220-321	Telephone	42.53
100-42220-322	Postage	6.22
100-42220-381	Electric Utility	289.85
100-42220-382	Water Utility	13.18
100-42220-383	Gas Utility	446.95
100-42220-384	Refuse Disposal	90.00
100-42220-385	Sewer Utility	29.00
100-42220-404	Repairs & Maint - M&E	2,246.90
100-42500-381	Electric Utility	31.12
100-43100-133	Employer Paid Insurance	80.00
100-43100-212	Motor Fuels	978.94
100-43100-217	Other Operating Supplie	70.00
100-43100-224	Street Maint Materials	737.50
100-43100-321	Telephone	87.10
100-43100-322	Postage	69.85
100-43100-381	Electric Utility	1,698.90
100-43100-382	Water Utility	20.26
100-43100-383	Gas Utility	420.64
100-43100-384	Refuse Disposal	92.98
100-43100-385	Sewer Utility	43.03
100-43100-401	Repairs & Maint - Buildi	717.00
100-43100-404	Repairs & Maint - M&E	2,759.22
100-43100-405	Repairs & Maint - Vehicl	270.05
100-45120-217	Other Operating Supplie	98.00
100-45202-133	Employer Paid Insurance	16.00
100-45202-212	Motor Fuels	56.36
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	565.13
100-45202-384	Refuse Disposal	122.77
100-45202-404	Repairs & Maint - M&E	178.90
100-45202-405	Repairs & Maint - Vehicl	54.35
211-45501-133	Employer Paid Insurance	16.00
211-45501-217	Other Operating Supplie	294.41
211-45501-321	Telephone	28.75
211-45501-322	Postage	19.01
211-45501-326	Data Processing	203.33
211-45501-381	Electric Utility	149.65
211-45501-382	Water Utility	18.48
211-45501-383	Gas Utility	350.55
211-45501-385	Sewer Utility	37.53
211-45501-435	Books and Pamphlets	3,960.33
225-45127-217	Other Operating Supplie	4.21
225-45127-321	Telephone	27.25
225-45127-381	Electric Utility	961.00
225-49950-500	Capital Outlay	2,500.00
230-45124-217	Other Operating Supplie	564.33
230-45124-381	Electric Utility	30.50
230-45124-383	Gas Utility	48.09
230-45124-384	Refuse Disposal	91.99
230-45124-460	Miscellaneous Taxes	9.00
235-42153-200	Office Supplies	35.12
235-42153-212	Motor Fuels	1,478.07
235-42153-217	Other Operating Supplie	686.66

Account Summary

Account Number	Account Name	Payment Amount
235-42153-218	Uniforms	80.99
235-42153-321	Telephone	218.97
235-42153-322	Postage	1.58
235-42153-326	Data Processing	2,492.00
235-42153-334	Meals/Lodging	683.37
235-42153-350	Printing & Design	9.96
235-42153-381	Electric Utility	193.23
235-42153-382	Water Utility	8.78
235-42153-383	Gas Utility	297.97
235-42153-384	Refuse Disposal	60.00
235-42153-385	Sewer Utility	19.33
235-42153-405	Repairs & Maint - Vehicl	412.85
235-42153-460	Miscellaneous Taxes	1,400.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	106.90
250-46520-321	Telephone	360.07
250-46520-322	Postage	19.07
250-46520-340	Advertising & Promotion	69.00
250-46520-381	Electric Utility	63.64
252-46520-491	Payments to Other Orga	17,566.00
254-46520-381	Electric Utility	124.95
308-41000-303	Engineering and Surveyi	5,400.96
308-41000-500	Capital Outlay	132,224.01
401-49950-501	Capital Outlay - Police	3,037.18
401-49950-506	Capital Outlay - Building	9,296.34
601-16300	Improvements Other Th	26,444.80
601-49400-133	Employer Paid Insurance	48.00
601-49400-212	Motor Fuels	168.48
601-49400-310	Lab Testing	77.00
601-49400-321	Telephone	160.90
601-49400-322	Postage	294.10
601-49400-326	Data Processing	1,515.68
601-49400-350	Printing & Design	5.52
601-49400-381	Electric Utility	4,876.29
601-49400-382	Water Utility	17.82
601-49400-383	Gas Utility	945.73
601-49400-385	Sewer Utility	35.47
601-49400-386	Landfill	1,752.10
601-49400-404	Repairs & Maint - M&E	15.00
601-49400-405	Repairs & Maint - Vehicl	99.90
602-16200	Buildings	11,271.25
602-16300	Improvements Other Th	17,629.87
602-49450-133	Employer Paid Insurance	48.00
602-49450-211	Cleaning Supplies	206.44
602-49450-212	Motor Fuels	90.25
602-49450-216	Chemicals and Chemical	8,050.00
602-49450-310	Lab Testing	1,497.60
602-49450-321	Telephone	226.88
602-49450-322	Postage	288.96
602-49450-326	Data Processing	1,515.68
602-49450-350	Printing & Design	5.53
602-49450-381	Electric Utility	9,250.86
602-49450-382	Water Utility	323.26
602-49450-383	Gas Utility	2,256.32
602-49450-384	Refuse Disposal	94.98
602-49450-404	Repairs & Maint - M&E	30.00
602-49450-405	Repairs & Maint - Vehicl	55.99
604-14200	Inventory	84.99

Account Summary

Account Number	Account Name	Payment Amount
604-16300	Improvements Other Th	20,995.00
604-22000	Prepayments	1,436.21
604-49550-133	Employer Paid Insurance	112.00
604-49550-212	Motor Fuels	291.33
604-49550-217	Other Operating Supplie	13.00
604-49550-241	Small Tools	713.99
604-49550-263	Merchandise for Resale -	182,551.21
604-49550-310	Lab Testing	121.20
604-49550-321	Telephone	234.67
604-49550-322	Postage	292.67
604-49550-326	Data Processing	2,103.95
604-49550-333	Freight and Express	188.96
604-49550-350	Printing & Design	5.53
604-49550-381	Electric Utility	135.07
604-49550-382	Water Utility	20.37
604-49550-383	Gas Utility	291.75
604-49550-384	Refuse Disposal	94.98
604-49550-385	Sewer Utility	39.47
604-49550-404	Repairs & Maint - M&E	331.10
604-49550-405	Repairs & Maint - Vehicl	140.52
604-49550-408	Repairs & Maint - Distrib	916.63
604-49550-410	Repairs & Maint - Gener	157.71
604-49550-450	Conservation	2,540.81
604-49550-460	Miscellaneous Taxes	24.38
609-20202	Sales Tax Payable	16,847.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-211	Cleaning Supplies	134.11
609-49751-217	Other Operating Supplie	72.08
609-49751-251	Liquor	28,987.86
609-49751-252	Beer	71,503.89
609-49751-253	Wine	12,050.27
609-49751-254	Soft Drinks & Mix	1,161.82
609-49751-256	Tobacco Products	278.13
609-49751-257	Ice	228.00
609-49751-259	Non- Alcoholic	24.25
609-49751-261	Other Merchandise	118.71
609-49751-301	Auditing & Consulting Se	3,412.04
609-49751-321	Telephone	131.66
609-49751-322	Postage	0.53
609-49751-326	Data Processing	656.06
609-49751-333	Freight and Express	1,620.77
609-49751-340	Advertising & Promotion	475.00
609-49751-381	Electric Utility	861.90
609-49751-382	Water Utility	19.23
609-49751-383	Gas Utility	225.12
609-49751-384	Refuse Disposal	169.00
609-49751-385	Sewer Utility	36.18
609-49751-404	Repairs & Maint - M&E	77.90
609-49751-460	Miscellaneous Taxes	4.19
614-16400	Machinery & Equipment	859.18
614-49870-133	Employer Paid Insurance	80.00
614-49870-211	Cleaning Supplies	21.31
614-49870-212	Motor Fuels	93.73
614-49870-217	Other Operating Supplie	140.01
614-49870-227	Utility System Maint Sup	207.24
614-49870-304	Legal Fees	519.00
614-49870-321	Telephone	672.71
614-49870-322	Postage	290.55

Account Summary

Account Number	Account Name	Payment Amount
614-49870-326	Data Processing	4,415.53
614-49870-350	Printing & Design	5.53
614-49870-381	Electric Utility	2,282.14
614-49870-382	Water Utility	19.44
614-49870-383	Gas Utility	121.79
614-49870-384	Refuse Disposal	82.99
614-49870-385	Sewer Utility	36.77
614-49870-402	Repairs & Maint - Struct	784.08
614-49870-441	Transmission Fees	310.70
614-49870-442	Subscriber Fees	26,368.34
614-49870-448	On-Call Support	1,178.94
614-49870-451	Call Completion	80.75
614-49870-460	Miscellaneous Taxes	27.72
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	103.16
615-49850-212	Motor Fuels	73.17
615-49850-217	Other Operating Supplie	12.99
615-49850-321	Telephone	185.73
615-49850-322	Postage	18.44
615-49850-326	Data Processing	613.00
615-49850-381	Electric Utility	5,766.59
615-49850-382	Water Utility	176.62
615-49850-383	Gas Utility	1,431.87
615-49850-384	Refuse Disposal	143.98
615-49850-385	Sewer Utility	90.39
615-49850-402	Repairs & Maint - Struct	4,153.42
615-49850-404	Repairs & Maint - M&E	1,528.47
615-49850-460	Miscellaneous Taxes	66.00
617-20202	Sales Tax Payable	28.53
617-49860-133	Employer Paid Insurance	32.00
617-49860-217	Other Operating Supplie	390.85
617-49860-321	Telephone	101.51
617-49860-322	Postage	8.27
617-49860-326	Data Processing	403.33
617-49860-381	Electric Utility	1,010.56
617-49860-382	Water Utility	61.55
617-49860-383	Gas Utility	963.47
617-49860-385	Sewer Utility	128.89
617-49860-402	Repairs & Maint - Struct	0.81
617-49860-409	Repairs & Maint - Utilitie	10.40
617-49860-460	Miscellaneous Taxes	-11.53
700-21701	Federal Withholding	23,521.97
700-21702	State Withholding	10,697.08
700-21703	FICA Tax Withholding	28,831.98
700-21704	PERA Contributions	45,972.14
700-21705	Retirement	11,435.70
700-21709	Wage Levy	97.83
700-21711	Medicare Tax Withholdi	8,215.34
700-21712	Flex Account	730.71
700-21715	Individual Insurance-Afla	343.62
700-21716	Individual Insurance-Afla	655.68
700-21717	Individual Insurance-MB	4.84
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	211.26
700-21723	HSA Employee Contribu	382.11
Grand Total:		1,178,844.69

Project Account Summary

Project Account Key
None

Grand Total:

Payment Amount
1,178,844.69
1,178,844.69

GA
12/31/20

MEMORANDUM



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

TO: City Council
FROM: City Administrator *[Signature]*
DATE: December 31, 2020
RE: Councilmember Ray Resignation and Process for Re-filling the Position

At the December 1, 2020 meeting Councilmember Ray submitted her resignation from the Windom City Council effective January 1, 2021. There are several items of business to consider as follows:

Accepting the Resignation

Councilmember Ray's letter of resignation is included in this packet. The City Council should accept the resignation as part of the resolution declaring a vacancy.

Declaring a Vacancy

A resolution is included declaring a vacancy for the City Council At-large seat.

Filling the Unexpired Term for City Council At-large

The City Council has two options available for filling the unexpired term for the At-large seat, which is for an unexpired term of January 2, 2021 through December 31, 2022. These options include appointing someone to fill the seat or conduct a special election both of which are outlined in State Statute 412.02 subdivision 2a and City Charter Section 2.05 (please see attached).

Appointment

Since there are less than two years remaining on the term the City Council has the power to appoint. This may be exercised by the Mayor nominating someone for City Council consideration or through an application process. In the past most, vacant City Council seats have been filled by direct appointment; typically, a former City Council person as the shortened term would make it somewhat challenging to get a new person up to speed. Another method would be to solicit interest from citizens through an application and selection process.

Special Election

Neither City Charter nor State Statute would require the City to hold a special election to fill the vacated seat. However, should the City Council want to do so it is not prohibited. In 2017 a special election was held to fill a vacated City Council position as there was more of an unexpired term left than could be filled by an appointment.

There are pros\cons to each of the methods outlined above. The City Council should discuss and decide upon a path so the seat can be re-filled to provide full representation to the citizens of the community.

Mrs JoAnn Ray
Windom, MN 56101

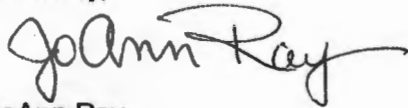
Mayor Dominic Jones
Council Members of the City of Windom

Mayor Jones,

It has been my honor and privilege to serve the citizens of the City of Windom for the past 19 years. In the years that I have served I have met many wonderful people and been a part of several large projects.

After many hours of thought I have come to this decision. I will be resigning my position of Aldermen at Large for the City of Windom effective January 1, 2021.
Thank you for letting me serve this city.

Sincerely,

A handwritten signature in black ink that reads "JoAnn Ray". The signature is fluid and cursive, with the first name "JoAnn" and the last name "Ray" clearly distinguishable.

JoAnn Ray
Alderman at Large
City of Windom

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINDOM DECLARING A VACANCY IN THE ELECTIVE OFFICE OF COUNCIL MEMBER AT-LARGE HELD BY JOANN RAY

WHEREAS, Council Member JoAnn Ray has submitted her resignation to the City Administrator and the City Council effective January 1, 2021; and

WHEREAS, the City Council of the City of Windom accepts the resignation of Council Member JoAnn Ray effective January 1, 2021; and

WHEREAS, the City Council of the City of Windom declares a vacancy in the elective office of Council Member At-Large pursuant to Section 2.05 of the City Charter.

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

1. The City Council of the City of Windom accepts the resignation of JoAnn Ray from the City Council and declares a vacancy in the elective office of Council Member At-Large effective January 1, 2021.

Adopted by the Council this 5th day of January, 2021.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

412.02 MS 1945 [Repealed, 1949 c 119 s 110]

412.02 CITY ELECTIONS; OFFICERS, TERMS, VACANCIES, CITY EMPLOYEES.

Subdivision 1. **Officers elected.** The following officers shall be elected for the terms and in the years shown and in the cities described in the table.

Officer	Number of Years in Term	Year Elected	City Elected
Mayor	Two or four	Every two years except where four years is otherwise provided pursuant to statute	Every statutory city
Clerk	Four	Every four years in year when treasurer is not elected	Every statutory standard plan city in which there is no clerk-treasurer
Treasurer	Four	Every four years in year in which clerk is not elected	Every statutory standard plan city in which there is no clerk-treasurer
Clerk-Treasurer	Four	Every four years in year in which one council member is elected	Every statutory standard plan city where such office exists pursuant to subdivision 3
Three Council members	Four	Two every four years and one in alternative election	Every statutory standard plan city with a council of five
Four Council members	Four	Two each election	Every statutory optional plan city with a council of five
Five Council members	Four	Three every four years and two in alternative election	Every statutory standard plan city with a council of seven
Six Council members	Four	Three each election	Every statutory optional plan city with a council of seven

Subd. 1a. **City council; city employees.** Neither the mayor nor any city council member may be employed by the city. For purposes of this subdivision, "employed" refers to full-time permanent employment as defined by the city's employment policy.

Subd. 2. **Term.** Terms of elective officers shall commence on the first Monday in January following the election at which the officer is chosen. All officers chosen and qualified as such shall hold office until their successors qualify.

Subd. 2a. **Vacancy.** Except as otherwise provided in subdivision 2b, a vacancy in an office shall be filled by council appointment until an election is held as provided in this subdivision. In case of a tie vote in the council, the mayor shall make the appointment. If the vacancy occurs before the first day to file affidavits of candidacy for the next regular city election and more than two years remain in the unexpired term, a special election shall be held at or before the next regular city election and the appointed person shall

serve until the qualification of a successor elected at a special election to fill the unexpired portion of the term. If the vacancy occurs on or after the first day to file affidavits of candidacy for the regular city election or when less than two years remain in the unexpired term, there need not be a special election to fill the vacancy and the appointed person shall serve until the qualification of a successor. The council must specify by ordinance under what circumstances it will hold a special election to fill a vacancy other than a special election held at the same time as the regular city election.

Subd. 2b. **Inability or refusal to serve.** A vacancy in the office of mayor or council member may be declared by the council when the officeholder is unable to serve in the office or attend council meetings for a 90-day period because of illness, or because of absence from or refusal to attend council meetings for a 90-day period. If any of the preceding conditions occurs, the council may, after it has by resolution declared a vacancy to exist, fill the vacancy at a regular or special council meeting for the remainder of the unexpired term, or until the person is again able to resume duties and attend council meetings, whichever is earlier. When the person is again able to resume duties and attend council meetings, the council shall by resolution remove the temporary officeholder and restore the original officeholder.

Subd. 3. **Clerk, treasurer combined; audit standards.** (a) In cities operating under the standard plan of government the council may by ordinance adopted at least 60 days before the next regular city election combine the offices of clerk and treasurer in the office of clerk-treasurer, but such an ordinance shall not be effective until the expiration of the term of the incumbent treasurer or when an earlier vacancy occurs. After the effective date of the ordinance, the duties of the treasurer and deputy treasurer as prescribed by this chapter shall be performed by the clerk-treasurer or a duly appointed deputy. The offices of clerk and treasurer may be reestablished by ordinance.

(b) If the offices of clerk and treasurer are combined as provided by this section and the city's annual revenue for all governmental and enterprise funds combined is more than the amount in paragraph (c), the council shall provide for an annual audit of the city's financial affairs by the state auditor or a public accountant in accordance with minimum auditing procedures prescribed by the state auditor. If the offices of clerk and treasurer are combined and the city's annual revenue for all governmental and enterprise funds combined is the amount in paragraph (c), or less, the council shall provide for an audit of the city's financial affairs by the state auditor or a public accountant in accordance with minimum audit procedures prescribed by the state auditor at least once every five years, which audit shall be for a one-year period to be determined at random by the person conducting the audit.

(c) For the purposes of paragraph (b), the amount in 2004 is \$150,000, and in 2005 and after, \$150,000 adjusted for inflation using the annual implicit price deflator for state and local expenditures as published by the United States Department of Commerce.

Subd. 4. [Repealed, 1973 c 34 s 7]

Subd. 5. [Repealed, 1983 c 359 s 151]

Subd. 6. **Council increased or reduced.** The council may by ordinance adopted at least 60 days before the next regular city election submit to the voters of the city the question of whether the city council should be increased or reduced to seven or five members. The ordinance shall include a schedule of elections and terms to accomplish the change. The proposal shall be voted on at the next city general election and, if approved by a majority of those voting on the question, go into effect in accordance with the schedule.

History: 1959 c 675 art 6 s 30; 1961 c 230 s 1; 1963 c 799 s 5; 1963 c 811 s 1; 1965 c 417 s 1-4; 1967 c 289 s 2; 1973 c 34 s 1; 1973 c 123 art 2 s 1 subd 2; art 2 s 2; 1973 c 492 s 7; 1974 c 337 s 5; 1976 c 2 s

Subd. 8. PROCEDURE AT RECALL ELECTION. The City Administrator shall include with the published or posted notice of the election the statement of the grounds for the recall and also, in not more than 500 words, the answer of the officer concerned in justification of his/her course in office. Candidates to succeed the officer to be recalled shall be nominated in the usual way, and the election shall be conducted as far as possible, in accordance with the usual procedure in municipal elections.

Subd. 9. FORM OF RECALL BALLOT. Unless the officer whose removal is sought resigns within ten days after the receipt by the Council of the completed recall petition, the form of the ballot at such election shall be as near as may be: "Shall _____ be recalled?" The name of the officer whose recall is sought being inserted in the blank, and the registered voters shall be permitted to vote separately "yes" or "no" upon this question. The ballot shall also contain the names of the candidates to be voted upon to fill the vacancy, in case the recall is successful, under the caption: "Candidates to fill the place of _____ recalled"; but the officer whose recall is sought shall not himself/herself be a candidate upon such ballot. If a majority of those voting on the question of recall vote in favor of the recall, the official shall be thereby removed from office, and the candidate who receives the highest number of votes for his/her place shall be elected thereto for the remainder of the unexpired term. If the officer sought to be recalled resigns within ten days after the receipt by the Council of the completed recall petition, the form of ballot at the election shall be the same, as nearly as possible, as the form in use at a regular election.

Sec. 2.03, COUNCIL: The council shall be composed of the mayor and five (5) council members, two of which council members shall be elected by and from the electors of each ward of said City respectively, and who shall be bona fide residents of their respective wards, and one council member to be elected by and from the electors of said City at large. The mayor shall have no vote in the proceedings in said council except in the case of the tie vote.

Sec. 2.04, INCOMPATIBLE OFFICES: No member of the council shall hold any other municipal office or become an employee of said City while serving as such council member. No former member shall be appointed to any paid office or employment of the City, which office employment was created, or the employments of which were increased, during such council member's term of office, until two (2) years after the expiration of the term for which said person was elected.

 **Sec. 2.05, CITY COUNCIL VACANCIES:** An elected office becomes vacant when the person elected or appointed thereto dies before taking office or fails to qualify, or the incumbent dies, resigns in writing filed with the City Administrator, is convicted of a felony, ceases to reside in the City, or is adjudged incompetent by a Court of competent jurisdiction. In each case the council shall by resolution declare the vacancy to exist.

If a vacancy occurs, the mayor shall nominate and the council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term until the next general election.

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

A RESOLUTION EXPRESSING SINCERE APPRECIATION TO JOANN RAY FOR 20 YEARS OF FAITHFUL SERVICE TO THE CITY OF WINDOM

WHEREAS, the City of Windom wishes to express grateful recognition to JoAnn Ray for outstanding public service faithfully rendered to the City of Windom as Council Member from January 1, 2001, to January 1, 2021; and

WHEREAS, the City also wishes to express recognition of her splendid abilities, of her time, and unselfish efforts; and

WHEREAS, JOANN RAY has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

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

1. That this City Council, on behalf of its members, the City officials and the employees of the City of Windom and the citizens of this community, extends to JoAnn Ray its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be spread on the official minutes of the City Council of the City of Windom and a copy presented to JoAnn Ray.

Adopted this 5th day of January, 2021.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM JUDITH HINTZE TO THE WINDOM LIBRARY

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

WHEREAS, the City of Windom has received a donation of \$300.00 from Judith Hintze for the Windom Library; and

WHEREAS, the Donor requests that the donation be used as deemed appropriate for the Windom Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$300.00 offered by Judith Hintze.

Adopted by the Council this 5th day of January, 2021.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council *JS*
FROM: City Administrator and Recreation Director
DATE: December 31, 2020
RE: Windom Arena Roofing Project
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com or Tim Hogan Tim.Hogan@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approval of a resolution approving plans and specifications for the Windom Arena Roofing Project as well as calling for bids.

Issue Summary/Background

Staff has been working for over a year on the Arena roof through the League of Minnesota Cities Insurance Trust (LMCIT). Determination of eligibility for a claim for roof damage was made by LMCIT and their review process started. During the review process the LMCIT required the involvement of a mechanical engineer to study the original construction plans and inspect the structure.

SEH Engineering Inc. was engaged to do this work. After this engineering study the information was submitted to LMCIT. After discussion with LMCIT and SEH the City was able to proceed with this re-roofing project. Due to the scheduling of the ice season and horse/livestock show season the timeframe for completing this project is critical. We are anticipating awarding the bid in mid-February 2021 and having the work commencing on or about April 1st with substantial completion by May 28th.

Fiscal Impact

The LMCIT claim will cover 75% of the cost of roof replacement. The City will be responsible for the remaining 25%. In 2020 and 2021 the City budgeted a total of \$100,000 towards its share of the project costs. Cost estimates for the project, including engineering and contingency is \$400,000 to \$500,000.

Attachments

1. Plans and specifications.

RESOLUTION #2021

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE “ARENA ROOF REPLACEMENT PROJECT”

WHEREAS, Short Elliott Hendrickson, Inc. Engineering (SEH) has prepared plans and specifications for the proposed “Arena Roof Replacement 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 February 11, 2021. At said time, the bids will be publicly opened by the City Clerk/Administrator and Project 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 March 2, 2021, at the City Council Meeting scheduled for 6:30 p.m.

Adopted by the Council this 5th day of January, 2021.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

CITY OF WINDOM ARENA ROOFING PROJECT WINDOM, MINNESOTA

PROJECT LOCATION

VICINITY MAP



LOCATION MAP



PROJECT DIRECTORY

OWNER
City of Windom
444 8th Street
Windom, MN 56101

PROJECT LOCATION
1400 8th Avenue
Windom, MN 56101

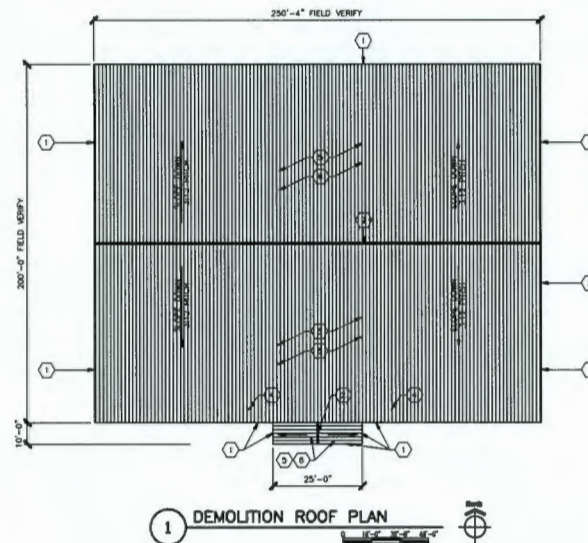
PROJECT MANAGER
Short Elliott Hendrickson, Inc.
3333 Volante Center Drive
Volante Heights, MN 55110
Brian Bergstrom, MA
(612) 490-2031

ARCHITECT
Short Elliott Hendrickson, Inc.
3333 Volante Center Drive
Volante Heights, MN 55110
Scott Busch, MA

STRUCTURAL
Short Elliott Hendrickson, Inc.
717 3rd Avenue SE
Suite 101
Rochester, MN 55904
Josh Farwell, PE
507.316.8645

SHEET INDEX

ARCHITECTURAL
A100 TITLE PAGE AND DEMOLITION PLAN
A101 ROOF PLAN AND DETAILS



1 DEMOLITION ROOF PLAN

DEMOLITION PLAN KEYNOTES:

- 1 REMOVE EXISTING ROOF EDGE TRIM
- 2 REMOVE EXISTING RIDGE CAP FLASHING
- 3 REMOVE AND SALVAGE EXISTING ANTENNA, REINSTALL AFTER WORK IS COMPLETE
- 4 REMOVE EXISTING VERT FLASHING, PROTECT VERT PIPE DURING DEMOLITION
- 5 REMOVE EXISTING METAL ROOFING AND PREP TO INSTALL NEW ROOFING SYSTEM
- 6 REMOVE EXISTING ROOF INSULATION AND VAPOR BARRIER SYSTEM (SEE ALTERNATE #2)

GENERAL DEMOLITION NOTES:

1. PROTECT EXISTING LIGHTING, HVAC OR OTHER EQUIPMENT SUPPORTED FROM ROOF FRAMING DURING DEMOLITION AND CONSTRUCTION
2. APPROXIMATELY 30% OF EXISTING ROOF AREA HAS BEEN COATED WITH A SPRAY APPLIED URETHANE. COMPLETELY REMOVE COATING WITH METAL ROOFING SYSTEMS.
3. CONTRACTOR TO SPOT CHECK EXISTING ROOF STRUCTURE CONDITION AFTER REMOVAL OF ROOFING AND INSULATION SYSTEMS. NOTIFY ARCHITECT IN WRITING, OF CONDITIONS THAT APPEAR TO BE IN UN-SOUND CONDITION PRIOR TO PROCEEDING WITH THE WORK IN THAT AREA.



Short Elliott Hendrickson Inc.
3333 Volante Center Drive
St. Paul, MN 55110-5588
612.490.2000 ext 1001-1002-1003 fax
612.225.2000 cell phone | www.sehinc.com

PRELIMINARY
NOT FOR CONSTRUCTION

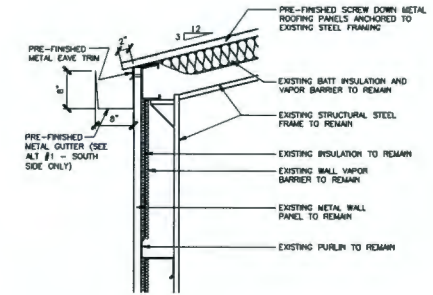
DATE	REVISION

CITY OF WINDOM
ARENA ROOFING
PROJECT
WINDOM, MINNESOTA

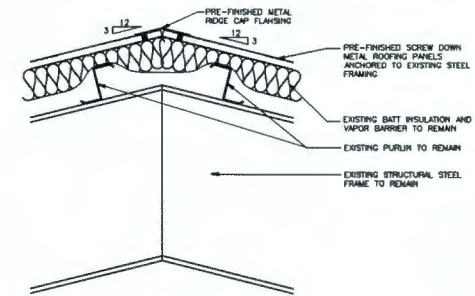
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PROJECT NO. 155238
DESIGNED BY JAM S. DAB
DRAWN BY ZIA DAB
PROJECT MGR

SHEET CONTENTS
TITLE SHEET AND
DEMOLITION PLAN

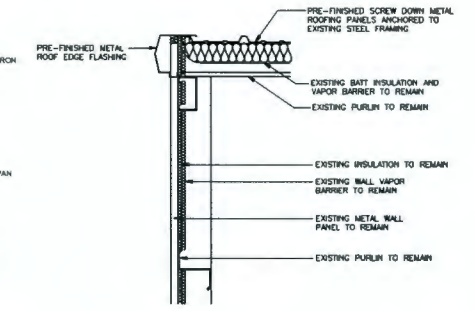
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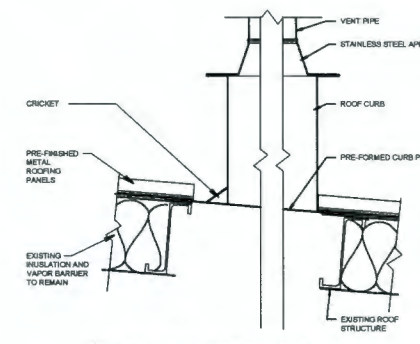
2 ROOF EAVE DETAIL



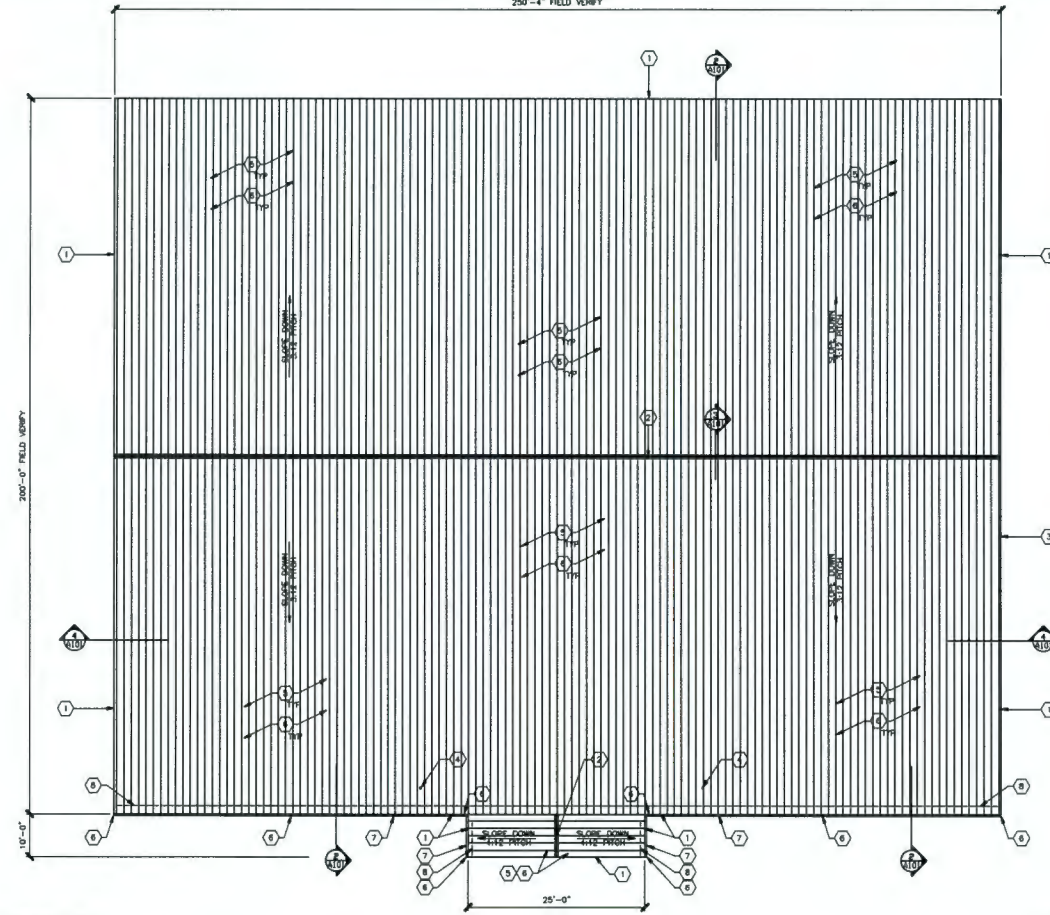
3 ROOF RIDGE DETAIL



4 ROOF GABLE DETAIL



5 HOT PIPE PENETRATION



1 ROOF PLAN

- ROOF PLAN KEYNOTES:**
1. PROVIDE PRE-FINISHED METAL ROOF EDGE TRIM, TYPICAL.
 2. PROVIDE PRE-FINISHED METAL ROOF CAP FLASHING.
 3. REINSTALL ANTENNA AFTER WORK IS COMPLETE.
 4. PROVIDE VENT PIPE FLASHING AND SEAL WATER TIGHT. SEE 5/A101.
 5. PROVIDE PRE-FINISHED SCREW DOWN METAL ROOFING, TYPICAL.
 6. PROVIDE PRE-FINISHED 8'-0" METAL DOWNSPOUT (SEE ALTERNATE #1).
 7. PROVIDE PRE-FINISHED 8'-0" METAL CUTTER (SEE ALTERNATE #1).
 8. PROVIDE CONTINUOUS ROW OF SNOW/ICE GUARDS AT ROOF EDGE.
- GENERAL NOTES:**
1. PROTECT EXISTING LIGHTING, HVAC OR OTHER EQUIPMENT SUPPORTED FROM ROOF FRAMING DURING DEMOLITION AND CONSTRUCTION.
 2. APPROXIMATELY SIZE OF EXISTING ROOF AREA HAS BEEN COATED WITH A SPRAY APPLIED URETHANE. COMPLETELY REMOVE COATING WITH METAL ROOFING SYSTEMS.
 3. CONTRACTOR TO SPOT CHECK EXISTING ROOF STRUCTURE CONDITION AFTER REMOVAL OF ROOFING AND INSULATION SYSTEMS. NOTIFY ARCHITECT, IN WRITING, OF CONDITIONS THAT APPEAR TO BE IN UN-SOUND CONDITION PRIOR TO PROCEEDING WITH THE WORK IN THAT AREA.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: CITY COUNCIL
FROM: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: JANUARY 5, 2021
RE: TRANSPORTATION ALTERNATIVES PROGRAM - MNDOT
DEPT: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
CONTACT: DREW HAGE (drew.hage@windommn.com) (507-832-8661)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding the Minnesota Department of Transportation (MnDOT) "Transportation Alternatives Program" (TAP) for Greater Minnesota:

1. Discuss the potential five elements of the proposed TAP Project and approve the scope of the project.
2. Match Resolution: Adopt the Resolution authorizing submission of the Grant Application and acknowledging commitment to the 20 percent match for the TAP Grant if it is awarded.
3. Maintenance Resolution: Adopt the Resolution agreeing to the maintenance of the pedestrian infrastructure that is included in the proposed TAP Project.

Issue Summary/Background

The City Council approved the submission of a Letter of Intent for the potential TAP Project to increase pedestrian connectivity along Cottonwood Lake Drive between the Windom Rec Area, Community Center, Tegels Park, and neighborhood to the north. Staff is now working on a full application that is due January 8, 2021.

There are five possible elements of the proposed TAP Project. Descriptions of these elements are included in your packet. Staff will present feedback regarding the community survey and cost estimates for the proposed TAP Project. The City Council will be asked to finalize the scope of the TAP Project for the full application.

The Transportation Alternatives Program (TAP) Solicitation is a competitive grant opportunity for local communities and regional agencies to fund projects for pedestrian and bicycle facilities, historic preservation, Safe Routes to School, and more. Minnesota will be soliciting projects for approximately \$6.2 Million in available grant funding across the state where the total is sub-targeted to the seven area transportation partnerships. TAP funds of \$700,000 have been allocated for MnDOT District 7.

Fiscal Impact

Amount: The fiscal impact includes:

The TAP Grant requires a 20 percent match. The total match depends on the scope of the TAP Project. The eastern trail gap in the Windom Recreation Area and pedestrian connection between the Windom

Recreation Area and the Community Center is included in TIF District 1-22. The goal would be to utilize new tax increment to repay the required match for those TAP funds.

Attachments

1. Match Resolution
2. Maintenance Resolution
3. TAP Project Presentation & Cost Estimates

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

RESOLUTION AUTHORIZING SUBMISSION OF TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT APPLICATION

WHEREAS, the Minnesota Department of Transportation (MnDOT) is accepting applications for the Transportation Alternatives Program (TAP); and

WHEREAS, the City of Windom has identified a local pedestrian connectivity project that would qualify for funding through this program; and

WHEREAS, the City of Windom is a community of less than 5,000 in population and is not eligible to apply for state aid funds, which requires the County to act as the sponsoring agency for the project; and

WHEREAS, the Transportation Alternatives Program (TAP) grant will pay up to eighty percent (80%) of eligible costs; and

WHEREAS, if funding is awarded the City of Windom will be responsible for providing the twenty percent (20%) match requirement for the TAP Grant.

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

1. The City of Windom shall be responsible for the matching funds and completion of the proposed project contained in the TAP Application sponsored by Cottonwood County. The Economic Development Director is hereby authorized to apply to the Minnesota Department of Transportation (MnDOT), (on behalf of the City of Windom), for funding of this project through Cottonwood County.
2. The City of Windom has the institutional, managerial, and financial capacity to ensure adequate project administration, compliance with the grant requirements, and completion of the proposed project.
3. The sources and amounts of the local match identified in the application are committed to the project identified.
4. The City of Windom has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

5. Upon approval of its grant application by the State, the City of Windom is authorized to enter into agreements with Cottonwood County and 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.

6. 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 January, 2021.

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 January 5, 2021.

DATED this 6th day of January, 2021.

Steven Nasby, City Administrator

Subscribed and sworn to before me this 6th day of January, 2021, by the said Steven Nasby.

Notary Public in and for the State of Minnesota

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

TRANSPORTATION ALTERNATIVES PROGRAM (TAP) APPLICATION MAINTENANCE RESPONSIBILITY

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, Transportation Alternatives projects receive federal funding; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS Cottonwood County is the sponsoring agency and the City of Windom will be responsible for the transportation alternatives project identified as Cottonwood Lake Area Pedestrian Connectivity.

THEREFORE BE IT RESOLVED THAT, the City of Windom hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

Adopted this 5th day of January, 2021.

Dominic Jones, Mayor

ATTEST: _____
Steven Nasby, City Administrator

Transportation Alternatives Program - MnDOT

Potential Projects

- A. Windom Recreation Area Sidewalk Gaps / Pedestrian Connection to Community Center & Tegels Park
- B. Enhanced crosswalk between the Community Center and Tegels Park to provide traffic calming and safe place to cross
- C. Pedestrian Connection from Tegels Park to EDA Spec Building Property
- D. Enhanced crosswalk between the Tegels Park and EDA Property to provide traffic calming and safe place to cross
- E. North Cottonwood Lake Drive & 24th Street Pedestrian Safety

Project A

Windom Recreation Area Sidewalk Gaps / Pedestrian Connection to Community Center & Tegels Park



- Existing Sidewalk & Trail
- Proposed Sidewalk
- Sidewalk Gap

Project B

Enhanced crosswalk between the Community Center and Tegels Park to provide traffic calming and safe place to cross



Project C

**Pedestrian Connection from Tegels Park to
EDA Spec Building Property**

Sidewalk Gap / Possible Sidewalk Connection



Project D
Options #1

Enhanced crosswalk between the Tegels Park and EDA Property to provide traffic calming and safe place to cross



Project E



North Cottonwood Lake Drive & 24th Street Pedestrian Safety 2,513'

Pedestrian Gap
Possible Wide Paved Shoulder



Project A

Windom Recreation Area Sidewalk Gaps / Pedestrian Connection to Community Center & Tegels Park



- Existing Sidewalk & Trail
- Proposed Sidewalk
- Sidewalk Gap

Estimate Cost:
\$152,000

#1 Ranking
from the
Active Living
Plan

Project B

Enhanced crosswalk between the Community Center and Tegels Park to provide traffic calming and safe place to cross



Estimate Cost:
\$5,000 to 7,000

Project C

**Pedestrian
Connection from
Tegels Park to
EDA Spec Building
Property**

**Sidewalk Gap /
Possible Sidewalk
Connection**



**Estimate Cost:
\$89,000**

Project D
Options #1

Elevated crosswalk between the Tegels Park and EDA Property to provide traffic calming and safe place to cross



**Estimate Cost:
\$5,000 to 7,000**

Project E

North Cottonwood Lake Drive
& 24th Street
Pedestrian Safety
2,513'

Pedestrian Gap
Possible Wide Paved Shoulder



Estimate Cost:
\$150,000

TAP Estimates

Project A	\$152,000
Project B	\$7,000
Project C	\$89,000
Project D	\$7,000
Project E	\$150,000
Total	\$405,000

TAP Projects – Match

Project A	\$30,400
Project B	\$1,400
Project C	\$17,800
Project D	\$1,400
Project E	\$30,000
Total	\$81,100

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: CITY COUNCIL
FROM: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: JANUARY 5, 2021
RE: PROPOSED GUARDIAN INN REMODEL – DISCUSSION
DEPT: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
CONTACT: DREW HAGE (drew.hage@windommn.com) (507-832-8661)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Review the proposed Guardian Inn Project, the funding gap, and a possible solution for filling the funding gap.

Issue Summary/Background

The potential new owners of the Guardian Inn are proposing a remodel of the existing motel into a 37-unit market-rate apartment complex. A remodel to create a new housing unit is not listed in the program parameters for the Cottonwood County Housing Tax Abatement Program. This project is creating 37 new rental housing units.

The estimated remodel cost for the Guardian Inn Project is \$2,037,163. This is a significant investment to create new housing units in Windom and Cottonwood County. Would the City Council consider a remodel that creates 37 new housing units for a tax abatement?

Cottonwood County Home Initiative Program:

The purpose of the Program is to provide incentives in Cottonwood County to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures, and increase future tax revenues in Cottonwood County.

Fiscal Impact

Estimated Market Value for the Guardian Inn after the remodel is unknown. Additional information regarding the potential value and a potential tax abatement for the project will be provided at Tuesday's Meeting.

Attachments

1. Presentation at City Council Meeting

ACTION ITEM



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

TO: CITY COUNCIL
FROM: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: JANUARY 5, 2021
RE: GOVES ACRES – DISCUSSION
DEPT: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
CONTACT: DREW HAGE (drew.hage@windommn.com) (507-832-8661)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Review Goves Acres project, the funding gap, and a possible solution for filling the funding gap.

Issue Summary/Background

Gove Acres is a 15-unit housing development adjacent to 19th Street in Windom. This project includes 11 new single-family homes and two new twin homes. The development group was originally planning to pay for all of the infrastructure costs (street, water, and sewer), but the infrastructure estimates are higher than anticipated. We are currently researching options to fill the funding gap.

One option to discuss is the possibility of extending the tax abatement for a new housing unit from 5 years to 8 years. The three additional years of the tax abatement will be used to offset the increase in infrastructure costs. This will move the project forward.

The estimated value of each new home is approximately \$200,000. The total estimated tax abatement for a \$200,000 home per year is \$2,818. The fee for infrastructure for each home would \$6,000. This \$6,000 will be offset by the three additional years of the tax abatement. The potential eight-year tax abatement and the \$6,000 fee for infrastructure will be discussed with potential new homeowners in Gove Acres.

Fiscal Impact

The Estimated Market Value of each new home is \$200,000. Based on this valuation, the estimated tax abatement for the City for a new home would be approximately \$1,483 per year. The total estimated tax abatement by the City for the 8-year tax abatement period is approx. \$11,864.

Attachments

1. Presentation at City Council Meeting

MEMORANDUM



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

TO: City Council
FROM: City Administrator 
DATE: December 31, 2020
RE: Liquor License Fees – 2021

At the previous meeting Council member Quade requested information related to the number of liquor licenses issued by the City and the fees collected for the purpose of discussing a fee reduction for 2021 due to the impacts of Governor Walz Executive Orders impacting bars/restaurants.

Attached is a spreadsheet of the liquor licenses and fees as well as a section from the City Code. The City Council does have the authority to set license fees by resolution. Any change in the license fees to reduce them can be made retro-active to January 1st.

Following City Council discussion staff can prepare a resolution for consideration at the next City Council meeting if needed.

Liquor License Fees

	Wine	3.2	Strong Beer	Liquor	Sunday	Total
China Restaurant	\$ 150.00	\$ 150.00	\$ 100.00			\$ 400.00
River City Eatery	\$ 150.00	\$ 150.00	\$ 100.00			\$ 400.00
Windstream Inns LLC	\$ 150.00	\$ 150.00	\$ 100.00			\$ 400.00
Phat Pheasant Pub Inc				\$ 2,000.00	\$ 200.00	\$ 2,200.00
Plaza Jalisco II				\$ 2,000.00	\$ 200.00	\$ 2,200.00
Windom Country Club				\$ 2,000.00	\$ 200.00	\$ 2,200.00
Windom Duffy's Inc				\$ 2,000.00	\$ 200.00	\$ 2,200.00

(B) No person holding a license from the Department as a manufacturer, brewer (except as provided by statute), wholesaler or importer, may have a direct or indirect interest, in whole or in part, in a business holding an alcoholic beverage license from the city.
(Prior Code, § 5.02) (Ord. 105, 2nd Series, eff. 7-29-1998)

§ 118.023 NUMBER OF LICENSES.

The number of private on-sale liquor licenses issued shall be governed by M.S. § 340A.413 "Restrictions on the number of intoxicating liquor licenses that may be issued," as amended from time to time, including all restrictions, exclusions and exceptions as stated therein regarding the number of licenses allowed for cities of the fourth class.
(Prior Code § 5.03) (Ord. 150, 2nd Series, passed 7-21-2015)

§ 118.024 DELINQUENT TAXES AND CHARGES.

No license under this chapter shall be granted for operation on any premises upon which taxes, assessments or installments thereof, or other financial claims of the city, are owed and are delinquent and unpaid.
(Prior Code, § 5.04)

§ 118.025 CONDITIONAL LICENSES.

Notwithstanding any provision of law to the contrary, the Council may, upon a finding of the necessity therefor, place the special conditions and restrictions, in addition to those stated in this chapter, upon any license as it, in its discretion, may deem reasonable and justified.
(Prior Code, § 5.05)

§ 118.026 PREMISES LICENSED.

Unless expressly stated therein, a license issued under the provisions of this chapter shall be valid only in the compact and contiguous building or structure situated on the premises described in the license, and all transactions relating to a sale under the license must take place within the building or structure.
(Prior Code, § 5.06)

→ § 118.027 FEES; REFUNDMENT.

(A) No pro-rata share of an annual license fee for a license to sell liquor or beer, either on-sale or off-sale, shall be refunded to the licensee, or to his or her estate, if:

- (1) The business ceases to operate because of destruction or damage;
- (2) The licensee dies;
- (3) The business ceases to be lawful for a reason other than a license revocation or suspension;

or

- (4) The licensee ceases to carry on the licensed business under the license.

(Prior Code, § 5.11)

→ (B) Except as otherwise specifically provided, all fees for licenses provided for in this chapter, including, but not by way of limitation, license fees, investigation and administration fees, shall be fixed and determined by the Council, adopted by resolution, and uniformly enforced. The fees may, from time to time, be amended by the Council by resolution; provided, however, that, before any liquor license fee shall be increased, a 30-day notice shall be mailed to all affected licensees and a hearing held thereon. A copy of the resolution shall be kept on file in the office of the City Administrator and open to inspection during regular business hours. For the purpose of fixing the fees, the Council may categorize and classify; provided that, the categorization and classification shall be included in the resolution authorized by this section.

(Prior Code, § 5.17) (Ord. 41, 2nd Series, eff. 4-10-1986; Ord. 90, 2nd Series, eff. 5-11-1995)

LICENSES REQUIRED

§ 118.040 BEER LICENSE REQUIRED.

It is unlawful for any person, directly or indirectly, on any pretense or by any device, to sell, barter, keep for sale or otherwise dispose of beer, as part of a commercial transaction, without a license therefor from the city. This section shall not apply to sales by manufacturers to wholesalers or to sales by wholesalers to persons holding beer licenses from the city. Annual on-sale beer licenses may be issued only to restaurants, hotels, clubs and bowling centers. Any person licensed to sell liquor at on-sale shall not be required to obtain an on-sale license and may sell beer on-sale without an additional license.

(Prior Code, § 5.30) (Ord. 68, 2nd Series, eff. 7-25-1991) Penalty, see § 118.999

§ 118.041 HOURS AND DAYS OF BEER SALES.

No sale of beer shall be made between the hours of 1:00 a.m. and 8:00 a.m. on Monday through Sunday.

(Prior Code, § 5.32) (Ord. 41, 2nd Series, eff. 4-10-1986; Ord. 150, 2nd Series, passed 7-21-2015) Penalty, see § 118.999

CITY OF WINDOM

FEES & CHARGES SCHEDULE

March 3, 2020

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
GENERAL GOVERNMENT			
	Liquor License On Sale Sunday Private Sidewalk Café – Annual Renewal Required	2,000.00 200.00 50.00	Res # 2018-50
	Wine License On Sale	150.00	
	Beer License On-Sale (3.2 Only) Strong Beer Authorization Temporary On-Sale Liquor – Per Day	150.00 100.00 25.00	Resolution #2011-59
	Set-Up License	250.00	
	Spring Cleanup	1.00/per month/all residential utility customers	
	Other Business Licenses/Permits Theatre License Dance Permit – Per Day Police fee for Dance – Per Hour/Per Officer Cigarette Game of Skill Peddler/Solicitor/Transient Merchant – Annual Initial Investigation fee Exempt Permit	25.00 10.00 40.00 20.00 50.00 first game 15.00 each additional game 40.00 20.00 25.00	



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

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

December 23, 2020

Via Email

City of Windom
444 9th Street
PO Box 38
Windom, MN 56101-0038

RE: Payment Request No. 26
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. 26 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 \$78,000.00 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 Chelsea Alger, Bolton & Menk, and keep one copy for your records.

Sincerely,

Bolton & Menk, Inc.

R. Kelly Yahnke
Project Manager

RKY

Enclosure

Contractor's Application for Payment No. 26

Project:	Wastewater Treatment Facility Improvements	From (Contractor):	Girdor Construction, Inc.	Application Date:	12/25/2020
To (Owner):	City of Windom, MN	Owner's Project No.:		Period From:	12/1/2020
Via (Engineer):	Bolton & Menk, Inc.	Engineer's Proj. No.:	T22.113672	Period To:	12/31/2020

Approved Change Order Summary:			
No.	Date Approved	Additions	Deductions
1	7/3/2019	\$0.00	\$0.00
TOTALS		\$0.00	\$0.00
NET CHANGE BY CHANGE ORDERS			\$0.00

1. ORIGINAL CONTRACT PRICE.....		\$	16,598,200.00
2. Net change by Change Orders.....		\$	0.00
3. Current Contract Price (Line 1 + 2).....		\$	16,598,200.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Progress Estimate).....		\$	16,361,227.00
5. RETAINAGE:			
a. 0% X \$16,361,227.00 Work Completed.....		\$	0.00
b. 0% X \$0.00 Stored Material.....		\$	0.00
c. Less Total Retainage Released Early.....		\$	0.00
d. Total Retainage (Line 5a + Line 5b - Line 5c).....		\$	0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....		\$	16,361,227.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....		\$	16,283,227.00
8. AMOUNT DUE THIS APPLICATION.....		\$	78,000.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....		\$	236,973.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: 

Date: 12/23/2020

Payment c \$ 78,00.00
(Line 8 or other - attach explanation of the other amount)

Is recommended by: *R. Kelly Gahse* 12-23-2020
(Engineer) (Date)

Payment c \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

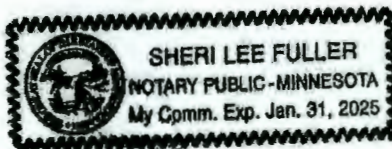
Endorsed by the Construction Specifications Institute.

State of Minnesota

Subscribed and sworn to before me this 23 day of December, 2015

Commission Expiration 1/31/2025

Notary Public:



Item No.	B Description of Work	C Scheduled Value	D Work Completed		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	This Period						
				Percent	Amount					
1.001	Mobilization Insurance and Bonds	\$450,000	\$450,000				\$450,000	100.0%	\$0	
1.001	Allowances	\$421,000	\$263,277				\$263,277	62.5%	\$157,723	
Subtotal for	Division 1	\$871,000	\$713,277				\$713,277	81.9%	\$157,723	
			\$713,277	check			\$713,277			
2.001	Erosion Control / Silt Fence	\$30,000	\$27,000	10.00%	\$3,000		\$30,000	100.0%	\$0	
2.002	Clear and Grub Site	\$35,000	\$35,000				\$35,000	100.0%	\$0	
2.003	Fine Grade and Restore Site	\$300,000	\$291,000	3.00%	\$9,000		\$300,000	100.0%	\$0	
2.004	Demo Labor and Material	\$420,000	\$420,000				\$420,000	100.0%	\$0	
2.005	General Excavation	\$400,000	\$400,000				\$400,000	100.0%	\$0	
2.006	General Backfill Materials	\$250,000	\$250,000				\$250,000	100.0%	\$0	
2.007	Pipe Lining - Alt #1	\$1,270,000	\$1,244,600				\$1,244,600	98.0%	\$25,400	
2.008	Pipe Lining - Alt #2	\$330,000	\$323,400				\$323,400	98.0%	\$6,600	
2.009	Fencing	\$20,000	\$20,000				\$20,000	100.0%	\$0	
2.010	Landscaping and Seedings	\$25,000	\$12,500	40.00%	\$10,000		\$22,500	90.0%	\$2,500	
2.011	Roads, Walks and Curbs	\$175,000	\$175,000				\$175,000	100.0%	\$0	
2.012	Site Utilities - Labor & Equipment	\$315,000	\$315,000				\$315,000	100.0%	\$0	
2.013	Site Utilities - Material	\$425,000	\$425,000				\$425,000	100.0%	\$0	
2.014	Manholes - Labor/ Equipment & Material	\$40,000	\$40,000				\$40,000	100.0%	\$0	
Subtotal for	Division 2	\$4,035,000	\$3,978,500.00		\$22,000	\$0	\$4,000,500	99.14%	\$34,500	
		check	\$3,978,500	Check		\$4,000,500				
3.001	F/P/I Concrete 4000 cy @ 450 cy	\$1,800,000	\$1,800,000				\$1,800,000	100.0%	\$0	
3.002	Rebar Materials	\$530,000	\$530,000				\$530,000	100.0%	\$0	
3.003	Rebar Install	\$230,000	\$230,000				\$230,000	100.0%	\$0	
3.004	Precast Concrete / Hollowcore	\$60,000	\$60,000				\$60,000	100.0%	\$0	
Subtotal for	Division 3	\$2,620,000	\$2,620,000.00		\$0	\$0	\$2,620,000	100.00%	\$0	
		check	\$2,620,000	Check		\$2,620,000				

Item No.	B Description of Work	C Scheduled Value	D	E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	Work Completed This Period					
				Percent	Amount				
4.001	Masonry	\$360,000	\$360,000				\$360,000	100.0%	\$0
Subtotal for	Division 4	\$360,000	\$360,000.00		\$0	\$0	\$360,000	100.00%	\$0
		check	\$360,000			Check	\$360,000		
5.001	Misc Metals - Materials	\$240,000	\$240,000				\$240,000	100.0%	\$0
5.002	Misc Metals - Labor	\$60,000	\$60,000				\$60,000	100.0%	\$0
5.003	Hatches	\$20,000	\$20,000				\$20,000	100.0%	\$0
Subtotal for	Division 5	\$320,000	\$320,000.00		\$0	\$0	\$320,000	100.00%	\$0
		check	\$320,000			Check	\$320,000		
6.001	Carpentry	\$10,000	\$10,000				\$10,000	100.0%	\$0
Subtotal for	Division 6	\$10,000	\$10,000.00		\$0	\$0	\$10,000	100.00%	\$0
		check	\$10,000			Check	\$10,000		
7.001	Dampproofing	\$30,000	\$30,000				\$30,000	100.0%	\$0
7.002	Insulation / Vapor Barriers	\$35,000	\$35,000				\$35,000	100.0%	\$0
7.003	Roof System	\$70,000	\$70,000				\$70,000	100.0%	\$0
7.004	Caulking	\$15,000	\$15,000				\$15,000	100.0%	\$0
Subtotal for	Division 7	\$150,000	\$150,000.00		\$0	\$0	\$150,000	100.00%	\$0
		check	\$150,000			Check	\$150,000		
8.001	Hollow Metal Doors Frames and Hardware	\$35,000	\$34,300	2.00%	\$700		\$35,000	100.0%	\$0
8.002	Overhead Doors	\$15,000	\$15,000				\$15,000	100.0%	\$0
Subtotal for	Division 8	\$50,000	\$49,300.00		\$700	\$0	\$50,000	100.00%	\$0
		check	\$49,300			Check	\$50,000		

Item No.	B Description of Work	C Scheduled Value	D		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	Work Completed This Period						
				Percent	Amount					
9.001	Painting - Headworks	\$100,000	\$99,500				\$99,500	99.5%	\$500	
9.002	Painting - Anerobix / Anoxic Basins	\$70,000	\$69,300	1.00%	\$700		\$70,000	100.0%	\$0	
9.003	Painting - Rapid Mix Tank	\$35,000	\$35,000				\$35,000	100.0%	\$0	
9.004	Painting - Aeration Tanks 1-3	\$110,000	\$110,000				\$110,000	100.0%	\$0	
9.005	Painting - Clarifiers 1 & 2	\$35,000	\$35,000				\$35,000	100.0%	\$0	
9.006	Painting - Control Building	\$40,000	\$22,000	40.00%	\$16,000		\$38,000	95.0%	\$2,000	
9.007	Painting - Filter Building	\$25,000	\$24,250				\$24,250	97.0%	\$750	
9.008	Painting - Chlorine / Post Aeratoxin	\$50,000	\$50,000				\$50,000	100.0%	\$0	
9.009	Painting - Sludge Building / Biosolids	\$65,000	\$61,750	5.00%	\$3,250		\$65,000	100.0%	\$0	
Subtotal for	Division 9	\$530,000	\$506,800.00		\$19,950	\$0	\$526,750	99.39%	\$3,250	
		check	\$506,800			Check	\$526,750			
10.001	Specialties	\$5,000	\$5,000				\$5,000	100.0%	\$0	
Subtotal for	Division 10	\$5,000	\$5,000.00		\$0	\$0	\$5,000	100.00%	\$0	
		check	\$5,000			Check	\$5,000			
11.001	Horizontal End Suction Pumps	\$80,000	\$80,000				\$80,000	100.0%	\$0	
11.002	Chemical Feed Equipment	\$230,000	\$230,000				\$230,000	100.0%	\$0	
11.003	Hydraulic Gates	\$55,000	\$55,000				\$55,000	100.0%	\$0	
11.004	Submersible Pumps	\$50,000	\$50,000				\$50,000	100.0%	\$0	
11.005	Recess Vortex Pumps	\$110,000	\$110,000				\$110,000	100.0%	\$0	
11.006	Rotary Lobe Pumps	\$75,000	\$75,000				\$75,000	100.0%	\$0	
11.007	Grit Removal Equipment	\$160,000	\$160,000				\$160,000	100.0%	\$0	
11.008	Fine Screen	\$275,000	\$275,000				\$275,000	100.0%	\$0	
11.009	Clarifier Equipment	\$250,000	\$250,000				\$250,000	100.0%	\$0	
11.010	Blowers	\$375,000	\$375,000				\$375,000	100.0%	\$0	
11.011	Fine Bubble Aeration	\$100,000	\$100,000				\$100,000	100.0%	\$0	
11.012	Sludge Heat Exchanger	\$40,000	\$40,000				\$40,000	100.0%	\$0	
11.013	Coarse Bubble Aeration	\$40,000	\$40,000				\$40,000	100.0%	\$0	
11.014	Rapid Mixers	\$40,000	\$40,000				\$40,000	100.0%	\$0	
11.015	Submersible Mixers	\$50,000	\$50,000				\$50,000	100.0%	\$0	
11.016	Biosolids Tank Mixers	\$75,000	\$75,000				\$75,000	100.0%	\$0	
11.017	Lab Equipment	\$10,000	\$10,000				\$10,000	100.0%	\$0	
11.018	Samplers	\$20,000	\$20,000				\$20,000	100.0%	\$0	
Subtotal for	Division 11	\$2,035,000	\$2,035,000.00		\$0	\$0	\$2,035,000	100.00%	\$0	
		check	\$2,035,000							

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	This Period						
				Percent	Amount					
12.001	Furnishings	\$3,200	\$3,200				\$3,200	100.0%	\$0	
Subtotal for	Division 12	\$3,200	\$3,200.00		\$0	\$0	\$3,200	100.00%	\$0	
		check	\$3,200			Check	\$3,200			
13.001	Disc Filters	\$730,000	\$730,000				\$730,000	100.0%	\$0	
13.002	FRP Wiers and Baffles	\$30,000	\$30,000				\$30,000	100.0%	\$0	
Subtotal for	Division 13	\$760,000	\$760,000.00		\$0	\$0	\$760,000	100.00%	\$0	
		check	\$760,000			Check	\$760,000			
14.001	Davit Hoists	\$7,000	\$7,000				\$7,000	100.0%	\$0	
Subtotal for	Division 14	\$7,000	\$7,000.00		\$0	\$0	\$7,000	100.00%	\$0	
		check	\$7,000			Check	\$7,000			
15.001	Int. DIP & FTGS - Material	\$850,000	\$850,000				\$850,000	100.0%	\$0	
15.002	Int. DIP & FTGS - Labor	\$150,000	\$150,000				\$150,000	100.0%	\$0	
15.003	Valves	\$500,000	\$500,000				\$500,000	100.0%	\$0	
15.004	Misc Process Pipe - Material	\$50,000	\$50,000				\$50,000	100.0%	\$0	
15.005	Misc Process Pipe - Labor	\$30,000	\$30,000				\$30,000	100.0%	\$0	
15.006	Mechanical Insulation	\$32,000	\$32,000				\$32,000	100.0%	\$0	
15.007	Pre-treatment Plumbing / HVAC	\$250,000	\$247,500	0.50%	\$1,250		\$248,750	99.5%	\$1,250	
15.008	Sludge Building Plumbing /HVAC	\$50,000	\$50,000				\$50,000	100.0%	\$0	
15.009	Filter Building Plumbing / HVAC	\$50,000	\$50,000				\$50,000	100.0%	\$0	
15.010	Control Building Plumbing / HVAC	\$50,000	\$50,000				\$50,000	100.0%	\$0	
15.011	Insulation	\$50,000	\$49,500				\$49,500	99.0%	\$500	
15.012	Temp Controls	\$80,000	\$79,200				\$79,200	99.0%	\$800	
Subtotal for	Division 15	\$2,142,000	\$2,138,200.00		\$1,250	\$0	\$2,139,450	99.88%	\$2,550	
		check	\$2,138,200			Check	\$2,139,450			

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	This Period						
				Percent	Amount					
16.001	Electrical GC's	\$30,000	\$29,700				\$29,700	99.0%	\$300	
16.002	Basic Materials	\$100,000	\$99,000	0.50%	\$500		\$99,500	99.5%	\$500	
16.003	Conduit and Fittings	\$250,000	\$250,000				\$250,000	100.0%	\$0	
16.004	Wire and Cable	\$210,000	\$210,000				\$210,000	100.0%	\$0	
16.005	Outlet Boxes	\$10,000	\$10,000				\$10,000	100.0%	\$0	
16.006	Pull and Junction Boxes	\$15,000	\$15,000				\$15,000	100.0%	\$0	
16.007	Wiring Devices	\$10,000	\$10,000				\$10,000	100.0%	\$0	
16.008	Electrical Motors	\$15,000	\$15,000				\$15,000	100.0%	\$0	
16.009	Disconnects	\$60,000	\$60,000				\$60,000	100.0%	\$0	
16.010	Grounding	\$10,000	\$10,000				\$10,000	100.0%	\$0	
16.011	Transformers	\$20,000	\$20,000				\$20,000	100.0%	\$0	
16.012	Panelboards	\$25,000	\$25,000				\$25,000	100.0%	\$0	
16.013	MCC's	\$410,000	\$410,000				\$410,000	100.0%	\$0	
16.014	Transfer Switches	\$50,000	\$50,000				\$50,000	100.0%	\$0	
16.015	Lighting	\$100,000	\$99,000				\$99,000	99.0%	\$1,000	
16.016	Generator	\$160,000	\$160,000				\$160,000	100.0%	\$0	
16.017	Electrical Resistance Heating	\$25,000	\$25,000				\$25,000	100.0%	\$0	
16.018	Software	\$135,000	\$124,200	5.00%	\$6,750		\$130,950	97.0%	\$4,050	
16.019	Control Panels	\$670,000	\$663,300	0.50%	\$3,350		\$666,650	99.5%	\$3,350	
16.020	Fiber Optics	\$20,000	\$20,000				\$20,000	100.0%	\$0	
16.021	DO Analyzers	\$50,000	\$45,000	5.00%	\$2,500		\$47,500	95.0%	\$2,500	
16.022	Nitrate Analyzers	\$60,000	\$54,000	5.00%	\$3,000		\$57,000	95.0%	\$3,000	
16.023	Ammonia Analyzers	\$35,000	\$28,000	15.00%	\$9,250		\$33,250	95.0%	\$1,750	
16.024	Phosphorus Analyzers	\$35,000	\$28,000	15.00%	\$5,250		\$33,250	95.0%	\$1,750	
16.025	LEL Gas Monitoring	\$15,000	\$15,000				\$15,000	100.0%	\$0	
16.026	Cable Junction Boxes	\$35,000	\$33,250	5.00%	\$1,750		\$35,000	100.0%	\$0	
16.027	Control Stations	\$15,000	\$15,000				\$15,000	100.0%	\$0	
16.028	Instrumentation	\$115,000	\$103,500	5.00%	\$5,750		\$109,250	95.0%	\$5,750	
16.029	Coordination Study	\$15,000					\$0	0.0%	\$15,000	
Subtotal for	Division 16	\$2,700,000	\$2,626,950.00		\$34,100	\$0	\$2,661,050	98.56%	\$38,950	
		check	\$2,626,950			Check	\$2,661,050			

Grand Total	\$16,598,200	\$16,283,227	\$78,000	\$0	16,361,227	98.57%	\$236,973
					16,361,227		

Windom, MN WWTF

Stored Materials & Equipment Summary

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



Pay Req. No. 26
Period Ending: 12/31/2020

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

2.001	Erosion Control / Silt Fence	\$30,000								
2.002	Clear and Grub Site	\$35,000								
2.003	Fine Grade and Restore Site	\$300,000								
2.004	Demo Labor and Material	\$420,000								
2.005	General Excavation	\$400,000								
2.006	General Backfill Materials	\$250,000								
2.007	Pipe Lining - Alt #1	\$1,270,000								
2.008	Pipe Lining - Alt #2	\$330,000								
2.009	Fencing	\$20,000								
2.010	Landscaping and Seedings	\$25,000								
2.011	Roads, Walks and Curbs	\$175,000								
2.012	Site Utilities - Labor & Equipment	\$315,000								
2.013	Site Utilities - Material	\$425,000	\$366,370		\$366,370	\$366,370		\$366,370		
2.014	Manholes - Labor/ Equipment & Material	\$40,000	\$29,007		\$29,007	\$29,007		\$29,007		
Subtotal for	Division 2	\$4,035,000	\$395,377	\$0	\$395,377	\$395,377	\$0	\$395,377	\$0	\$0

3.001	F/P/I Concrete 4000 cy @ 450 cy	\$1,800,000								
3.002	Rebar Materials	\$530,000	\$189,303		\$189,303	\$189,303		\$189,303		
3.003	Rebar Install	\$230,000								
3.004	Precast Concrete / Hollowcore	\$60,000	\$21,855		\$21,855	\$21,855		\$21,855		
Subtotal for	Division 3	\$2,620,000	\$211,158	\$0	\$211,158	\$211,158	\$0	\$211,158	\$0	\$0

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

5.001	Misc Metals - Materials	\$240,000	\$160,804		\$160,804	\$160,804		\$160,804		
5.002	Misc Metals - Labor	\$60,000								
5.003	Hatches	\$20,000	\$14,716		\$14,716	\$14,716		\$14,716		
Subtotal for	Division 5	\$320,000	\$175,520	\$0	\$175,520	\$175,520	\$0	\$175,520	\$0	\$0

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

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

8.001	Hollow Metal Doors Frames and Hardware	\$35,000	\$23,110		\$23,110	\$23,110		\$23,110		
8.002	Overhead Doors	\$15,000								
Subtotal for	Division 8	\$50,000	\$23,110	\$0	\$23,110	\$23,110	\$0	\$23,110	\$0	

9.001	Painting - Headworks	\$100,000								
9.002	Painting - Anerobix / 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 Aeratoion	\$50,000								
9.009	Painting - Sludge Building / Biosolids	\$65,000								
Subtotal for	Division 9	\$530,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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

11.001	Horizontal End Suction Pumps	\$80,000	\$63,343		\$63,343	\$63,343		\$63,343		
11.002	Chemical Feed Equipment	\$230,000	\$150,000		\$150,000	\$150,000		\$150,000		
11.003	Hydraulic Gates	\$55,000	\$21,514		\$21,514	\$21,514		\$21,514		
11.004	Submersible Pumps	\$50,000	\$33,024		\$33,024	\$33,024		\$33,024		
11.005	Recess Vortex Pumps	\$110,000	\$100,000		\$100,000	\$100,000		\$100,000		
11.006	Rotary Lobe Pumps	\$75,000	\$62,986		\$62,986	\$62,986		\$62,986		
11.007	Grit Removal Equipment	\$160,000	\$151,416		\$151,416	\$151,416		\$151,416		
11.008	Fine Screen	\$275,000	\$245,813		\$245,813	\$245,813		\$245,813		
11.009	Clarifier Equipment	\$250,000	\$197,603		\$197,603	\$197,603		\$197,603		
11.010	Blowers	\$375,000	\$327,311		\$327,311	\$327,311		\$327,311		
11.011	Fine Bubble Aeration	\$100,000	\$85,000		\$85,000	\$85,000		\$85,000		
11.012	Sludge Heat Exchanger	\$40,000	\$35,000		\$35,000	\$35,000		\$35,000		
11.013	Course Bubble Aeration	\$40,000	\$35,000		\$35,000	\$35,000		\$35,000		
11.014	Rapid Mixers	\$40,000	\$31,849		\$31,849	\$31,849		\$31,849		
11.015	Submersible Mixers	\$50,000	\$45,084		\$45,084	\$45,084		\$45,084		
11.016	Biosolids Tank Mixers	\$75,000	\$64,700		\$64,700	\$64,700		\$64,700		
11.017	Lab Equipment	\$10,000								
11.018	Samplers	\$20,000								
Subtotal for	Division 11	\$2,035,000	\$1,649,643	\$0	\$1,649,643	\$1,649,643	\$0	\$1,649,643	\$0	

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

13.001	Disc Filters	\$730,000	\$51,349		\$51,349	\$51,349		\$51,349		
13.002	FRP Wiers and Baffles	\$30,000	\$25,000		\$25,000	\$25,000		\$25,000		
Subtotal for	Division 13	\$760,000	\$76,349	\$0	\$76,349	\$76,349	\$0	\$76,349	\$0	\$0

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

15.001	Int. DIP & FTGS - Material	\$850,000	\$308,614		\$308,614	\$308,614		\$308,614		
15.002	Int. DIP & FTGS - Labor	\$150,000								
15.003	Valves	\$500,000	\$466,654		\$466,654	\$466,654		\$466,654		
15.004	Misc Process Pipe - Material	\$50,000								
15.005	Misc Process Pipe - Labor	\$30,000								
15.006	Mechanical Insulation	\$32,000								
15.007	Pre-treatment Plumbing / HVAC	\$250,000								
15.008	Sludge Building Plumbing / HVAC	\$50,000								
15.009	Filter Building Plumbing / HVAC	\$50,000								
15.010	Control Building Plumbing / HVAC	\$50,000								
15.011	Insulation	\$50,000								
15.012	Temp Controls	\$80,000								
Subtotal for	Division 15	\$2,142,000	\$775,268	\$0	\$775,268	\$775,268	\$0	\$775,268	\$0	\$0

16.001	Electrical GC's	\$30,000								
16.002	Basic Materials	\$100,000								
16.003	Conduit and Fittings	\$250,000	\$20,000		\$20,000	\$20,000		\$20,000		
16.004	Wire and Cable	\$210,000	\$110,103		\$110,103	\$110,103		\$110,103		
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	\$2,500		\$2,500	\$2,500		\$2,500		
16.010	Grounding	\$10,000								
16.011	Transformers	\$20,000	\$12,300		\$12,300	\$12,300		\$12,300		
16.012	Panelboards	\$25,000	\$14,000		\$14,000	\$14,000		\$14,000		
16.013	MCC's	\$410,000	\$150,000		\$150,000	\$150,000		\$150,000		
16.014	Transfer Switches	\$50,000								
16.015	Lighting	\$100,000								
16.016	Generator	\$160,000								
16.017	Electrical Resistance Heating	\$25,000								
16.018	Software	\$135,000	\$100,000		\$100,000	\$100,000		\$100,000		

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16.019	Control Panels	\$670,000	\$206,549			\$206,549	\$206,549		\$206,549	
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	\$9,152			\$9,152	\$9,152		\$9,152	
16.028	Instrumentation	\$115,000	\$40,291			\$40,291	\$40,291		\$40,291	
16.029	Coordination Study	\$15,000								
Subtotal for	Division 16	\$2,700,000	\$664,895	\$0		\$664,895	\$355,992	\$0	\$664,895	\$0

Grand Totals	\$16,598,200	\$3,971,320	\$0	\$3,971,320	\$3,662,417	\$0	\$3,971,320	\$0
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