Council Meeting
Tuesday, September 21, 2021
City Council Chamber
6:30 p.m.
AGENDA

CITY OF WINDOM

Call to Order

Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - Council Minutes – September 7, 2021
     - Tree Commission – September 9, 2021
     - EDA Commission – September 13, 2021
     - Library Board – September 14, 2021
   - Regular Bills
2. Department Heads
3. Re-Instating Liquor License Rates - Resolution
4. Preliminary 2022 Budget Levy - Resolution
5. Airport MN DOT State Grant Agreement – Resolution 2021 Airport Crack Seal Project
6. New Business
7. Old Business
8. Arena Re-Roof Project
   - Tri –State General Contracting - Insulation Proposal
9. Council Comments
10. Adjourn

Preliminary

Regular Council Meeting
City Hall, Council Chamber
September 7, 2021
6:30 p.m.

1. Call to Order:

   The meeting was called to order by Mayor Jones.

2. Roll Call:

Council Present:	Mayor Dominic Jones, Marv Grunig, Jayesun Sherman, James Nelson, Jenny Quade and Lisa Farag
Council Absent:	None.
City Staff Present:	Steve Nasby, City Administrator; Tim Hogan, Recreation Director; Scott Peterson, Police Chief; Andy Spielman, Building Official; Spencer Winzenreid, Community Center Director; Ben Derickson, Fire Chief; John Nelson, Liquor Manager and Ryan Anderson, Water\Wastewater Supt.

3. Pledge of Allegiance

4. Consent Agenda:

   - Minutes
     - Council Minutes – August 17, 2021
     - EDA Commission – August 23, 2021
     - Telecom Commission – August 23, 2021
     - Planning Commission – August 24, 2021
     - Utility Commission – August 25, 2021
   - Regular Bills

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

5. Resolution Proclaiming Welcoming Week:

   Council Member Grunig introduced the Resolution No. 2021-74, entitled "WELOMING WEEK RESOLUTION" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Grunig, Sherman, Nelson, Quade and Farag. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

6. Department Heads:

   John Nelson, Liquor Store Manager, said there would be a couple repairs taking place at the store due to damage by a vendor. The back delivery door will be replaced with a roll-up door when it arrives later this fall. Also, he had gotten quotes to replace some flooring as there was damage by a vendor to a section of vinyl. There were also a couple areas where the tile had broken so that will be replaced as well.

Ben Derickson, Fire Chief, noted that they had gotten a leak on the Tanker repaired and back into service, but found additional leaks with some valves that they can repair. Derickson said that they are taking applications for new firefighters until September 24th and try-outs will be October 2nd.

7. Hazardous Building – 1453 4th Avenue:

Andy Spielman, Building Official, said that the property had a significant house fire on February 5, 2021 with a lot of damage to the structure. The second floor is completely gone and is open to the weather along with missing windows and doors. In his judgement it meets the definition of a hazardous building. Additionally, the site is not secured and will continue to deteriorate. Several photos of the current condition of the property were shown. Spielman said that the homeowner intends to rebuild. The actions on the City Council agenda tonight are part of the process to move this to the court. The declaration of a hazardous building and order to repair or remove the structure provides the property owner 20 days to provide an answer on how these conditions will be met.

Sherman asked who gives the homeowner a list of what to repair? Spielman said it is the owner's responsibility to mitigate the hazard however they choose. The City cannot issue a building permit until there is assurance from a structural engineer that any proposed work will be safe. Sherman noted that if an engineer is needed that could take time. Spielman said that he has had many conversations with the homeowner over the months since the fire and the Council action, should they choose to declare it a hazardous building, only requires an answer from the property owner on how they will mitigate the hazard. This plan can then be submitted to the Court do decide if it meets the threshold needed to mitigate the hazard.

Nelson asked if the homeowner has been notified of what the hazard is. Spielman said that a letter was sent on July 16, 2021 which provided the homeowner until August 31, 2021 to address the hazard and get a plan in place. That is not yet completed so as the property sits it meets the definition of a hazardous structure.

Jones said the recommendation of the Building Official is that the structure qualifies as a hazardous structure.

Motion by Grunig second by Farag to declare 1453 4th Avenue as a hazardous structure. Motion carried 5 – 0.

Jones asked if a fence was placed around the property and the windows\doors were boarded up would this mitigate the hazard. Spielman replied that in his opinion this would not mitigate the hazard as the top of the home would be open to weather further deteriorating what is left and rodents and pests could still enter which is a condition that impacts the neighbors. But if that is the homeowners plan to mitigate the hazard that will be a decision for the district court.

Council Member Nelson introduced the Resolution No. 2021-75, entitled "RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 1453 4TH AVENUE, WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Grunig, Sherman, Nelson, Farag and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Annual Firefighters Relief Association Report & Benefit Increase:

Nasby said that the Windom Relief Association had completed an actuarial study and audit. Sections from the actuarial study were included in the packet, which shows the financial health of the Relief Association. The City also has the 2020 audit on file.

This year the Windom Relief Association is requesting an increase in the annual benefit from $2,800 to $3,000 per year of service. The last benefit change was in 2019 when the amount was raised from $2,600 to $2,800. The fund shows that there are adequate funds to support both the current and requested $2,800 benefit. Nasby said that the Relief Association has been good about the benefits in the past if they had down years on investments. The main sources of revenues for the Relief Association are pass through funds from the State and investment income earned by the Relief Association. Nasby noted that he included some statute language that if a benefit is approved by the City then the City is responsible for that amount if the fund is not solvent to pay the approved benefit.

Sherman asked the request for benefit increases is a typical thing as the last increase was in 2019. Derickson said that the fund is in excellent financial condition and looking at benefit changes every two to three years is reasonable.

Jones said it appears that Windom is in line with Redwood Falls and less than Marshall.

Grunig asked if the benefit increase will help with recruiting new firefighters. Derickson said that to earn the benefit a minimum service time of 10 years is needed with full vesting at 20 years so it is a long-term benefit and not really a short-term recruiting tool.

Motion by Nelson second by Sherman to approve the Windom Relief Association's request to raise the annual benefit to $3,000. Motion carried 5 – 0.

9. A Workplace Accident and Injury Reduction (AWAIR) Program Update & Resolution:

Nasby said that in the 1990s the State passed a requirement for safety programs. The City has had the AWAIR program to meet this requirement and works with the Minnesota Municipal Utilities Association for its safety program. The current AWAIR program was adopted in 2009 and needed to be updated. The revised AWAIR program was reviewed by the MMUA safety consultant and recommended for approval by the Utility Commission at their August meeting. He noted that the City has an active safety committee and thanked the employees and Department Heads for their work to keep everyone safe.

Council Member Grunig introduced the Resolution No. 2021-76, entitled "RESOLUTION ADOPTING AWAIR PROGRAM" and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Quade, Nelson, Grunig, Sherman and Farag. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

10. Disposition of Surplus Items:

Nasby said that Department staff had numerous surplus\obsolete equipment and items to dispose of and many were small so staff time to process for an on-line auction would not be productive or too large to ship. The City reached out to the County, School District and Windom Area Health as well to see if they wanted to place items on a government auction. The School and Windom Area

Health had items and will be participating. The City's list of items is included in the Council packet. City Code required the Council to declare items for disposition. A live auction will be held on Saturday, September 18th from 9:00 am to 12 noon at the Windom Arena.

Motion by Farag and second by Sherman to approve the disposition of surplus and obsolete items as presented. Motion carried 5 – 0.

11. Liquor Licenses Rates Discussion:

Nasby said that for 2021 the City Council had reduced the cost of liquor licenses by 50% due to the impacts of COVID on local businesses and shut downs by the State. Staff is requesting City Council direction for 2022 as there is a 30-day notice required by Code to raise rates.

Quade said she had brought this up last year and feels that the current situation with COVID and open businesses would enable the City to return to the pre-COVID license fee rates. She knows that businesses are still feeling the effects of the shut downs and encouraged people to go out to local businesses\restaurants.

Motion by Sherman second by Farag to direct staff to re-establish license fees to the 2019-2020 levels effective January 1, 2022. Motion carried 5 – 0.

12. Hiring Recommendations:

John Nelson said that he is recommending hiring two part-time, non-union clerks at a rate of $10.08/hour with six months increase to $10.75/hour. Interviews were conducted and he is recommending Astaria Blanshan and Lisa Letcher.

Motion by Farag second by Sherman to hire Astaria Blanshan and Lisa Letcher as part-time clerks at a rate of $10.08/hour with six months increase to $10.75/hour. Motion carried 5 – 0

Jones noted that the starting wage maybe low compared to others as everyone is looking to hire help. Maybe the Personnel Committee should look into and discuss prior to budget time.

Spencer Winzenried, Community Center Director, said that they were hiring an Administrative Assistant II position that had been vacant about two months. He is recommending hiring Brittany Kelley at Step 3 on the union scale. He is also requesting that Elizabeth Gonzalez be hired for on-call help at a rate of $12.50/hour.

Motion by Sherman second by Grunig to hire Brittany Kelley for the Administrative Assistant II at Step 3. Motion carried 5 – 0.

Motion by Grunig second by Nelson to hire Elizabeth Gonzalez for on-call work at a rate of $12.50/hour. Motion carried 5 – 0.

13. New Business:

None.

14. Old Business:

Jones asked to confirm budget workshop dates. Nasby replied October 4th and 6th at 6:00 pm. He asked if the Council wanted to use the Community Center or the Council Chamber. Council consensus to meet at the Community Center.

Grunig said that about two years ago when the location of the tennis courts was being discussed there was an idea to place it at Legion Park. That idea did not progress due to the objections by the veterans and federal dedication of the cannon at that location. This, however, got some discussion going on the need to have a more visible Veteran's Memorial. Grunig said that he saw one along Highway 22 that was very nice and easily accessible. He feels Windom is lacking an outstanding Veteran's Memorial and took up this as a project. He has met with several groups and has the support of the Veterans. The proposed location is Loemann Park, former home of the dinosaur, and he has been in contact with the Parks & Recreation Commission. In the near future he will be looking for City Council action as the project moves forward.

Nelson asked if the current memorial at Legion Park will remain. Grunig said it would stay. Nelson asked where people would park to visit the new memorial at Loemann Park. Grunig said that that there is street parking and some spots at Lion's Park next door. There were people visiting the dinosaur and taking photos, which did not cause any parking issues.

Quade said that Grunig has a model with some options and that having a Veteran's memorial on the highway is needed.

Sherman said he supports the project; the location is good and does not see a parking issue.

Consensus of the City Council to support the effort to get a new Veteran's Memorial and move forward with the proposed location.

15. Contractor Change Order and Payments:

Ryan Anderson, Water\Wastewater Superintendent, said that the work at the Wastewater Treatment Plant was completed and the change order is for a cost reduction since not all the allowances were used. The cost is reduced by $49,595.30. There is also a final pay request for Gridor in the amount of $155,127.70. The engineers are recommending approval of both.

Jones said the Change Order is numbered as #3. The first one was a time extension, but does not recall Change Order #2. Nasby said that he thinks Change Order #2 was for the control room floor that was being replaced through the insurance claim. This was proposed as a change order and not approved as such due to the need to obtain quotes so it was done as a separate project.

Nasby said that the City still held the escrow account for the retainage and would be releasing at upon completion of the punch list, if any, and recommendation of the engineer.

Motion by Grunig second by Nelson to approve Change Order #3 with Gridor Construction to reduce the contract price by $49,595.30. Motion carried 5 – 0.

Motion by Nelson second by Quade to approve Payment #28 as the Final for Gridor Construction in the amount of $155,127.70 and authorize the City Administrator to release the retainage escrow upon his discretion. Motion carried 5 – 0.

Jones asked Anderson if they were going to flush hydrants. Anderson said they are still discussing it and the State may issue some guidance. Anderson thanked the public for reducing their water use during this drought.

Tim Hogan, Recreation Director, said that there is pay request #2 from Tri-State in the Council packet for work done at the Arena. The roofing project is nearly complete with the exception of snow guards and some roof insulation. There is an insulation proposal, but it came in too late to get on this agenda.

Motion by Quade second by Sherman to approve Payment #2 for Tri-State in the amount of $119,550.67. Motion carried. 5 – 0.

16. Council Comments:

Farag encouraged people to get vaccinated and boosters are coming soon.

Quade said the Street Department would do insect fogging, weather permitting. She also noted the Welcoming Week events on September 18th from 11:00 am to 3:00 pm and encouraged everyone to participate.

Sherman encouraged the public to attend Welcoming Week events.

Jones reiterated Welcoming Week events and supports this effort to make everyone in the community feel they belong.

17. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:47 p.m.

____
Dominic Jones, Mayor

Attest: ____________________________________
Steve Nasby, City Administrator

CITY OF WINDOM TREE COMMISSION MEETING MINUTES

September 9, 2021

1. Call to Order: The meeting was called to order at 5:35 p.m. at the council chambers by Chairperson Steve Fresk.

2. Roll Call:

Commission Present:	Joanne Kaiser, Deborah Polzin, Ron Kuecker
Commission Absent:	Jim Knigge
Council Liaisons:	James Nelson (absent)
Public Present:	David Bucklin, Drew Larson from Conservation Corp

3. Approve Minutes:

4. Treasurer Report:

5. Old Business:
   a. None

6. New Business:
   a. David Bucklin discussed a $5,000 grant received from the Watonwan Watershed Wellhead Protection Grant. Fifty trees (6 to 8 foot) will be planted within the vulnerable wellhead protection area around Legion Field. Cost share will be 85/15 between the grant and the City of Windom.
   Motion by Deborah Polzin, Seconded by Joanne Kaiser.

   b. Request was made by Lindsey Cartwright to purchase 30 trees for the new residential area of Preferred Choice (Gove Acres) around the street and storm water pond. Cost share between the City, Soil and Water grant and Cartwright.
   Motion by Ron Kuecker, Seconded by Joanne Kaiser.

7. Open Mike: Tree program will be funded for 2022. David Bucklin will compile a tree order of approximately 110 trees for all three projects. Brian Cooley suggested some changes to the program which would allow homeowners to purchase trees and then plant them anywhere in their yards. Brian hopes to promote diversity in the tree population. Trees would have to be purchased through the program and the City will approve placement of the trees.
   Emerald Ash Borers are confirmed in Cottonwood County south of Comfrey. The Street Department is vigilant in checking for EAB in Windom.

8. Meeting adjourned at 6:05 pm.

Next Tree Commission Meeting January 10, 2022 at 5:30 p.m. at Council Chambers.

ATTEST:

Tree Commission Chair ______________________________

Tree Commission Secretary ______________________________

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SEPTEMBER 13, 2021

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, Ryan McNamara, Nancy Wepplo, Marv Grunig, and James Nelson.

   Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; and Rahn Larson (Citizen).

3. Approval of Minutes: August 23, 2021 – Special Meeting:

   Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to approve the Minutes of the EDA Special Meeting held on August 23, 2021. Motion carried 5-0.

4. North Windom Industrial Park

   A. Letter of Intent: Director Hage reviewed the proposed Letter of Intent ("LOI") from Cemstone Concrete Materials, LLC to purchase Lot 1, Block 2 of North Windom Industrial Park Subdivision and the South 50 feet of Outlot "A" of North Windom Industrial Park Subdivision. The site would be used for a new concrete plant. The property in Outlot "A" would be used as a detention pond for Lot 1. The EDA would retain an easement for drainage on the West 25 feet and the East 50 feet on the north side of this detention pond area.

   The proposed sales price for the EDA property is $102,060. The LOI includes provisions for early possession to allow Cemstone to complete the scraping of the black dirt and other preliminary site work. Director Hage indicated that the LOI is not a binding agreement and is only the first step in the process. If the LOI is approved, a Purchase Agreement between the parties will be prepared. The Purchase Agreement will be presented to the EDA Board for approval in conjunction with a public hearing concerning the proposed sale of the property. Cemstone would like to close on the purchase of the property before the end of 2021.

   Motion by Commissioner McNamara, seconded by Commissioner Grunig, to approve the Letter of Intent submitted by Cemstone Concrete Materials, LLC to purchase Lot 1, Block 2 and the South 50 Feet of Outlot "A" in the North Windom Industrial Park Subdivision and to authorize the EDA President to sign this Letter of Intent on behalf of the EDA. Motion carried 5-0.

   B. Joint Conditional Use Permit Application – Concrete Plant: Director Hage advised that the property is zoned as I-1 Light Industrial. A concrete plant would be a permitted use in an I-2 (Heavy Industrial) District. However, this use in an I-1 District would require a conditional use permit. A Purchase Agreement between the parties would be contingent on approval of this Conditional Use Permit.

   A representative of Cemstone has signed a Zoning Application for the Conditional Use Permit and it is necessary that the EDA join in this Application as the owner of the property. The Board reviewed a copy of the Application. The timeline for processing of the Conditional Use Permit Application includes holding a public hearing at the Planning Commission Meeting on October 12th. The City Council can then review the Conditional Use Permit Application on October 19th.

   Motion by Commissioner Wepplo, seconded by Commissioner McNamara, to approve the joint Conditional Use Permit Application for construction of a concrete plant on Lot 1, Block 2 of the

North Windom Industrial Park Subdivision and to authorize the EDA President to sign and submit this Application. Motion carried 5-0.

C. Closed Session – Land Negotiations (if needed)
   1) Parcels: 25-556-0060 & 25-556-0130: No closed session was held.

5. Cemstone Property – South Cottonwood Lake Subdivision
A. Letter of Intent: Director Hage displayed the aerial of the property. Both the property in Parcel Nos. 25-025-0200 (Cemstone) and 25-025-0201 (Bosshart-Rode) would be included in the proposed Subdivision. However, only the property in Parcel No. 25-025-0200 is included in the proposed Letter of Intent.

Director Hage reviewed the proposed Letter of Intent ("LOI") from the EDA to Cemstone Concrete Materials, LLC for the purchase of the Cemstone property located at 1405 Cottonwood Lake Drive. The site would be redeveloped into a new residential subdivision. The price for the purchase of the property is $1,150,000 which was discussed previously by the EDA Board.

Director Hage advised that Cemstone will be retaining two lots located north of the well along Cottonwood Lake Drive for the purpose of constructing a duplex and a patio home or two patio homes. The LOI includes a provision that these residential units will be completed by December 31, 2025, or this property will revert to the EDA.

The LOI also provides for a lease from the EDA to Cemstone of a portion of the property where the concrete plant is currently located for use by Cemstone until the new concrete plant in NWIP has been completed. Cemstone would not pay any rent for this lease, but is responsible for utilities and liability insurance. The anticipated duration of this lease is until June 1, 2022. The LOI also provides for early possession of the property by the EDA for the purpose of demolition of specific concrete bunkers that Cemstone is not currently using.

This proposed purchase is contingent on the vacation of utility easements held by the owners of the Bosshart property. Director Hage related information concerning his discussion with the property owners regarding provisions for the vacation of these easements.

Director Hage indicated that the LOI is not a binding agreement and is only the first step in the process. If the LOI is approved, a Purchase Agreement between the parties will be prepared and presented to the EDA Board for approval. Cemstone would like to close on the sale of the property before the end of 2021.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to approve the Letter of Intent for the EDA to purchase the Cemstone Property at 1405 Cottonwood Lake Drive for the price of $1,150,000 and to authorize the EDA President to sign the Letter of Intent. Motion carried 5-0.

B. Closed Session – Land Negotiations (if needed)
   1) Parcels: 25-025-0200 & 25-025-0201: No closed session was held.

C. Request for Proposal: Director Hage reviewed a draft Request for Proposal ("RFP") for the proposed South Cottonwood Lake Subdivision with the Board. This RFP will be distributed to developers who may be interested in purchasing the Cemstone property from the EDA. Their responses to the RFP would include details of their plans and estimated costs for purchasing the property from the EDA, installing infrastructure, constructing a new Market-Rate Apartment Building in the 3.3 acre area along Cottonwood Lake Drive (south of the well), and marketing the residential lots for sale and development. The developers would also include their tentative tax increment requests in their responses.

Director Hage explained that the development of the subdivision might be divided among developers. He indicated that a developer might be interested in installing the utilities and street and constructing the market-rate apartment building while another developer might be interested in only installing the infrastructure or only constructing the apartment building. He reviewed the information requested in the RFP with the Board.

Following is the anticipated schedule the EDA expects to utilize for selection of the Developer(s) for this project:

- Distribute RFPs: September 14, 2021
  Deadline for Receipt of Responses to RFPs: November 17, 2021
- Review of Responses: Late November
- Selection of Developer by EDA Board: December 13, 2021

Motion by Commissioner Wepplo, seconded by Commissioner McNamara, to approve the proposed Request for Proposal ("RFP") for the South Cottonwood Lake Subdivision and to authorize EDA Staff to distribute the RFP to potential developers. Motion carried 5-0.

D. Demolition – Bid Process: Director Hage said that the best time to bid the demolition project for the Cemstone property is in January or February 2022. An engineering firm should be retained in September to allow sufficient time for development of the bid package in October. Director Hage reported that DGR Engineering has been working with the EDA on this project and is familiar with the property and existing structures. He explained some of the items to be included in the bid package. DGR's estimated cost to develop the bid package is $4,000. Director Hage indicated that the EDA has funds in place for this cost.

Motion by Commissioner Grunig, seconded by Commission Nelson, to approve retaining DGR Engineering to prepare the bid package for the demolition project on the Cemstone property for an estimated cost of not to exceed $4,000. Motion carried 5-0.

6. EDA Spec Building

A. Apartment Project Update: Director Hage updated the Board on the status of the option agreement on the apartment project. The Lakeside development group has requested an additional month to sign the Option Agreement. The option term would still terminate at midnight on December 31, 2021. After further discussion, the following action was taken.

Motion by Commissioner McNamara, seconded by Commissioner Grunig, to allow the Lakeside development group an extension of time through September 30, 2021, to sign the Option Agreement and pay the option consideration and, further, to approve the revised date of October 1, 2021, as the commencement date for the option term. Motion carried 5-0.

B. Closed Session – Land Negotiations (if needed)

1) Parcel: 25-839-0075: No closed session was held.

C. Option Agreement: The date for the commencement of the option term was revised as October 1, 2021. No further discussion on this item.

7. New Business: None.

8. Unfinished Business: Director Hage reported that he had received an email from a neighbor concerning the status of the home construction on the lot in the Riverbluff Estates Subdivision that the EDA sold to Javier Portillo. Director Hage has been in communications with Mr. Portillo and he still plans to place a modular home on the property. Director Hage reminded him of the deadline for the completion of this project and possible action if this deadline is not met.

9. Miscellaneous Information
A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the July 2021 financial reports submitted by Van Binsbergen & Associates.

10. Adjourn: On consensus, President Clerc adjourned the meeting at 12:56 p.m.

Attest: ____________________________ ____________________________

Drew Hage, EDA Executive Director   Nancy Wepplo, EDA Secretary

Windom Library Board Meeting

City of Windom Council Chamber

September 14, 2021

5:05p.m.

1. Call to order: The meeting was called to order by John Duscher.

2. Roll Call: Members Present: Steve Fresk, John Duscher, Anita Winkel, and Wade Pfeiffer

Members Absent: Susan Ebeling, Kari Scheitel, Kathy Hiley

Library Staff Present: Dawn Aamot

City Council Member Present: None

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Steve Fresk to approve the agenda and the minutes.

4. Financial Report:

Dawn reviewed the financial report. A motion by Wade Pfeiffer and seconded by Anita Winkel to approve the financial report.

5. Librarian's Report:

Dawn reported the following:

August was a busy month. Dawn is weeding shelves. There is a Friends of the Library Book Sale going on to move some of the discarded books.

Dan Fossing set up the new shelves on Friday, September 3. Dawn & volunteers shelved the books. Thanks to the Friends of the Library for purchasing the shelving units.

Community Ed has reached out to Dawn to collaborate with them on Sept. 18 for the Windom Welcomes focusing new ethnic groups to our community. The event will take place by the Historical Society. The library will extend the hours on Saturday. Flyers will be given out with a library card registration form on one side and library information on the other. People can visit the library, use the WiFi, computers and use the WiFi printer.

Staff put together a list for the Surplus Auction. The Street Department has offered to pick up the items for the auction.

Department heads will meet with the City Council for 2022 Budget negotiations.

The circulation of Hotspots is increasing. Issues of late fees, and one device not getting returned is concerning for the staff. Dawn is reaching out to other libraries in the Plum Creek System to get some advice on what they are doing in these circumstances. Dawn is looking into a Lending Agreement that the customer will sign to acknowledge terms and conditions when checking out a Hotspot.

Dawn met with the Friends of the Library on Monday, September 13. A request was made to the Friends to purchase new chairs, and a table and chairs for the Children's Section. They agreed to the request.

Librarian's Report was approved on a motion by Steve Fresk and seconded by Wade Pfeiffer.

6. Old Business:

See Librarian's Report.

7. New Business:

See Librarian's Report.

8. Book Suggestions:

9. Adjourn:

Meeting adjourned at 5:27 p.m.

Respectfully submitted,

Dawn Aamot, Library Director

Expense Approval Report
By Fund

Windom, MN

Payment Dates 9/4/2021 - 9/17/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
ENTERPRISE FM TRUST	613153 09-04-21	09/08/2021	POLICE/VEHICLE LEASE	100-11501	-69.82
IRENE HULTQUIST	22018-6 REFUND	09/14/2021	CREDIT BALANCE REFUND	100-20191	2.29
KATELYN PALMER	30508-6 CREDIT	09/14/2021	CREDIT BALANCE REFUND	100-20191	75.78
JOSEPH GOETZKE	3334-9 REFUND	09/14/2021	CREDIT BALANCE REFUND	100-20191	30.26
BRITTANY GARNICA	38187-3 CREDIT	09/14/2021	CREDIT BALANCE REFUND	100-20191	33.58
DONALD R MIKE	46891-3 CREDIT	09/14/2021	CREDIT BALANCE REFUND	100-20191	1.54
SCHRAMEL LAW OFFICE	08-21 CIVIL	09/07/2021	MAYOR/COUNCIL-LEGAL FEES	100-41110-304	180.00
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-41110-308	16.02
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-41110-334	147.29
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	MAYOR/COUNCIL-ADVERTISI	100-41110-350	229.50
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-41310-200	38.77
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-41310-200	23.99
FURTHER (Select Account)	15819113	09/13/2021	PARTICIPANT FEES	100-41310-217	149.50
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	100-41310-217	103.14
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	100-41310-301	191.66
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-41310-308	244.00
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	CITY OFFICE-ADVERTISING	100-41310-350	81.60
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	100-41310-444	3,612.75
WINDOM AREA HEALTH	734-0048-08-2021-0046	09/09/2021	WELLNESS PRESENTATION	100-41310-480	100.00
VAN IWAARDEN	AUGUST 2021	09/13/2021	FIRE RELIEF	100-41310-480	1,150.00
INDOFF, INC	3499464	09/09/2021	BUILDING ZONING/SUPPLIES	100-41910-200	30.76
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-41910-200	23.99
WEX BANK	73709136	09/07/2021	P/Z-MOTOR FUEL	100-41910-212	83.76
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	PLANNING/ZONING-PRINTIN	100-41910-350	220.50
INDOFF, INC	3500587	09/13/2021	POLICE-SUPPLIES	100-42120-200	86.88
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-42120-200	23.99
WEX BANK	73709136	09/07/2021	POLICE-MOTOR FUELS	100-42120-212	-26.90
WEX BANK	73709136	09/07/2021	POLICE-MOTOR FUELS	100-42120-212	1,936.69
STREICHER'S, INC	I1516872	09/13/2021	UNIFORMS-S.PETERSON	100-42120-218	230.95
KIESLER'S POLICE SUPPLY, INC	IN172402	08/27/2021	POLICE-UNIFORMS	100-42120-218	987.00
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-42120-308	249.00
MN D.A.R.E. INC.	13	09/01/2021	2021 DARE CONF FEE	100-42120-308	175.00
AT & T MOBILITY	287293102788X09032021	09/08/2021	POLICE/TELEPHONE	100-42120-321	692.31
QUICK PRINT	21324	09/08/2021	POLICE/PRINTING	100-42120-350	99.80
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-42120-404	187.46
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-42120-405	18.99
WINDOM AUTO VALU	AUGUST 2021	09/09/2021	MAINTENANCE	100-42120-405	72.52
FORD MOTOR CREDIT CO LLC	1767356	09/01/2021	2019 FORD INTERCEPTOR	100-42120-419	663.95
FLEET SERVICES DIVISION	2022010001	09/03/2021	POLICE/VEHICLE LEASE	100-42120-419	1,430.00
ENTERPRISE FM TRUST	613153 09-04-21	09/08/2021	POLICE/VEHICLE LEASE	100-42120-419	177.70
COTTONWOOD CO SHERIFF	B13996207	09/08/2021	POLICE/DUES	100-42120-433	3,839.00
BLUE CROSS/BLUE SHIELD	210902427618	09/14/2021	BLUE CROSS BLUE SHIELD INS-	100-42120-480	743.50
WEX BANK	73709136	09/07/2021	FIRE-MOTOR FUELS	100-42220-212	494.47
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-42220-215	62.90
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-42220-215	129.95
MUNICIPAL EMERGENCY SER	IN1617035	09/14/2021	FIRE-MATERIALS	100-42220-215	59.90
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	100-42220-217	159.94
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	100-42220-217	60.17
HEIMAN FIRE EQUIP. CO	0901599-IN	09/09/2021	FIRE/UNIFORMS	100-42220-218	203.60
ULTIMATE SAFETY CONCEPTS I	195965	09/13/2021	FIRE-TRAINING/REGISTRATIO	100-42220-308	755.14
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-42220-323	135.00
ALPHA WIRELESS - MANKATO	12992	09/13/2021	FIRE-RADIO UNITS	100-42220-323	114.00
BEN DERICKSON	08-30-21-09-02-21	09/07/2021	TRAVEL EXPENSE	100-42220-331	104.16

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	FIRE-PRINTING	100-42220-350	115.80
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-42220-404	60.20
MUNICIPAL EMERGENCY SER	IN1613133	08/31/2021	FIRE/MAINTENANCE - OFFICE	100-42220-404	220.00
COTTONWOOD VET CLINIC	08-30-2021	09/03/2021	BOARDING	100-42700-300	47.70
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-43100-200	45.96
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-43100-200	23.99
WEX BANK	73709136	09/07/2021	STREET-MOTOR FUELS	100-43100-212	-16.06
WEX BANK	73709136	09/07/2021	STREET-MOTOR FUEL	100-43100-212	933.88
MICHAEL TODD & COMPANY I	202520	08/26/2021	STREET/MATERIALS	100-43100-215	157.89
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	100-43100-215	4.79
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	100-43100-217	371.60
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	100-43100-217	60.17
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	STREET-REFUSE DISPOSAL	100-43100-384	23.42
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	STREET-REFUSE DISPOSAL	100-43100-384	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	STREETS-REFUSE DISPOSAL	100-43100-384	10.00
JOHNSON HARDWARE	12506	09/08/2021	STREET/MAINTENANCE - OFFI	100-43100-404	45.57
MILLER SELLNER EQUIP	38589B	08/31/2021	STREET/UNIT 41/MAINTENAN	100-43100-404	100.00
BAUER BUILT	830128375	08/26/2021	STREET/MAINTENANCE - OFFI	100-43100-404	1,142.50
WINDOM AUTO VALU	AUGUST 2021	09/09/2021	MAINTENANCE	100-43100-404	21.58
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	100-43100-404	68.05
WINDOM AUTO VALU	AUGUST 2021	09/09/2021	MAINTENANCE	100-43100-405	14.99
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	100-43100-406	113.92
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-43100-406	68.34
BLUE CROSS/BLUE SHIELD	210902427618	09/14/2021	BLUE CROSS BLUE SHIELD INS-	100-43100-480	743.50
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-45120-200	23.99
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	100-45120-217	12.89
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	100-45202-200	23.99
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-45202-211	10.58
WEX BANK	73709136	09/07/2021	PARK-MOTOR FUELS	100-45202-212	222.19
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-45202-241	121.96
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	PARKS-REFUSE DISPOSAL	100-45202-384	10.00
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	100-45202-406	6.80
				Fund 100 - GENERAL Total:	**25,388.12**
Fund: 211 - LIBRARY					
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	211-45501-217	60.17
RAGE INC - CAMPUS CLEANER	46651	09/10/2021	LIBRARY-RENTAL MATS	211-45501-402	34.00
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-433	29.97
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-433	29.95
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-433	17.95
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-433	39.00
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-435	16.48
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-435	312.42
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	211-45501-435	-3.60
INGRAM INDUSTRIES	2004243 09-01-21	09/09/2021	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	132.21
				Fund 211 - LIBRARY Total:	**668.55**
Fund: 225 - AIRPORT					
RED ROCK RURAL WATER	#106026 08-31-21	09/01/2021	SERVICE-METER FEE	225-45127-200	2.00
RED ROCK RURAL WATER	#106026 08-31-21	09/01/2021	AIRPORT- SERVICE	225-45127-200	27.00
ELECTRIC FUND	08-31-21	09/09/2021	AIRPORT-MOWING-FUEL	225-45127-212	84.92
SOUTH CENTRAL ELECTRIC	JULY 2021	09/02/2021	ELECTRIC UTILITY	225-45127-381	144.79
SOUTH CENTRAL ELECTRIC	JULY 2021	09/02/2021	AIRPORT-ELECTRICITY	225-45127-381	242.00
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	225-45127-406	4.48
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT-DITCH	225-45127-406	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT DITCH	225-45127-406	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT-DITCH	225-45127-406	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT DITCH	225-45127-406	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT DITCH	225-45127-406	10.00
COTTONWOOD CO SOLID WA	AUGUST 2021	09/14/2021	AIRPORT-DITCH	225-45127-406	10.00
				Fund 225 - AIRPORT Total:	**565.19**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 230 - POOL					
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	230-45124-200	64.86
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	230-45124-211	38.35
HAWKINS, INC	4974910	09/07/2021	POOL-CHEMICALS	230-45124-216	339.61
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	230-45124-217	253.61
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	230-45124-217	33.16
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	230-45124-217	12.89
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	230-45124-260	284.64
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	230-45124-260	4.00
				Fund 230 - POOL Total:	**1,031.12**
Fund: 235 - AMBULANCE					
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	235-42153-200	23.99
WEX BANK	73709136	09/07/2021	AMBULANCE MOTOR FUEL	235-42153-212	3,298.74
WEX BANK	73709136	09/07/2021	AMBULANCE-MOTOR FUELS	235-42153-212	-45.83
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	235-42153-217	84.69
BRITTANY ESPENSON - RIVERS	1294	09/02/2021	AMBULANCE-OPERATING SUP	235-42153-217	170.00
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	235-42153-217	60.17
WINDOM AREA HEALTH	734-0024-08-2021-0024	09/10/2021	AMBULANCE-NURSING	235-42153-312	6,031.28
AT & T MOBILITY	287293102788X05032021-2	07/22/2021	AMBUL/TELE/CORRECTION 0	235-42153-321	233.20
AT & T MOBILITY	287304392280X07032021	07/22/2021	AMBULANCE/PHONE/ACHIVA	235-42153-321	-600.00
AT & T MOBILITY	287304392280X08032021	08/12/2021	AMBULANCE/PHONE	235-42153-321	233.11
AT & T MOBILITY	287304392280X09032021	09/07/2021	AMBULANCE-TELEPHONE	235-42153-321	233.11
EXPERT BILLING LLC	8952	08/18/2021	AMBULANCE-DATA PROCESSI	235-42153-326	2,842.00
JODI JOHNSON	08-18-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	46.89
DAN MESNER	08-24-21-09-06-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	89.67
JUSTIN HARRINGTON	08-27-21-08-31-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	92.15
BUCKWHEAT JOHNSON	08-27-21-09-02-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	27.82
JIM AXFORD	08-28-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	13.47
DONNA MARCY	09-02-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	11.67
MEGAN BRAMSTEDT	09-03-21	09/07/2021	AMBULANCE-MEALS/LODGIN	235-42153-334	20.04
O'REILLY AUTOMOTIVE, INC	1510318 08-28-21	09/08/2021	AMB/MAINTENANCE - VEHICL	235-42153-405	47.96
O'REILLY AUTOMOTIVE, INC	4425-318724	08/30/2021	AMBULANCE/MAINTENANCE	235-42153-405	35.97
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	235-42153-406	11.08
				Fund 235 - AMBULANCE Total:	**12,961.18**
Fund: 250 - EDA GENERAL					
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	250-46520-200	16.02
INDOFF, INC	3499464	09/09/2021	EDA/SUPPLIES	250-46520-200	30.75
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	250-46520-200	23.99
LOOP NET	114626721-1	09/13/2021	EDA-ADVERTISING	250-46520-340	69.00
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	EDA-PRINTING	250-46520-350	352.80
FEDERATED RURAL ELECTRIC	#112954 08-31-21	08/31/2021	EDA-ELECTRIC UTILITY	250-46520-381	23.00
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	250-46520-439	339.98
CITY OF WINDOM	09-13-21	09/14/2021	EDA/NWIP-CONCRETE PLANT	250-46520-443	150.00
COTTONWOOD CO RECORDE	P28644	09/07/2021	MICHAEL/LISA LETCHER-RECO	250-46520-480	46.00
				Fund 250 - EDA GENERAL Total:	**1,051.54**
Fund: 254 - NORTH IND PARK					
SOUTH CENTRAL ELECTRIC	JULY 2021	09/02/2021	EDA NWIP LIGHTS UTILITY	254-46520-381	99.87
				Fund 254 - NORTH IND PARK Total:	**99.87**
Fund: 401 - GENERAL CAPITAL PROJECTS					
AXON ENTERPRISE, INC	INUS010411	09/13/2021	HOOK/LOOP-HALT CARTRIDG	401-49950-501	646.00
AXON ENTERPRISE, INC	INUS010412	09/13/2021	POLICE TRAINING-HALT SUIT	401-49950-501	712.50
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**1,358.50**
Fund: 601 - WATER					
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	601-49400-200	23.99
WEX BANK	73709136	09/07/2021	WATER-MOTOR FUELS	601-49400-212	488.11
HAWKINS, INC	6003944	08/24/2021	WATER-CHEMICALS	601-49400-216	4,306.44
RED ROCK RURAL WATER	#104328 08-31-21	09/01/2021	WATER-WATER	601-49400-217	34.00
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	601-49400-217	25.98
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	601-49400-217	60.17

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	601-49400-301	191.67
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	601-49400-308	250.00
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	601-49400-310	163.15
GOPHER STATE ONE CALL	1080839	09/02/2021	WATER LOCATES	601-49400-321	21.60
CHAD BRAND	08-23-21-08-26-21	09/02/2021	MN RURAL WATER CONFEREN	601-49400-331	22.50
KDOM RADIO	21070198	09/07/2021	WATER-ADVERTISING	601-49400-340	168.00
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	WATER-ADVERTISING	601-49400-340	99.00
STANTEC CONSULTING SERVIC	1824035	09/10/2021	WATER-LANDFILL	601-49400-386	1,737.50
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	601-49400-404	385.04
LUCAN COMMUNITY TV INC	1090	08/24/2021	WATER-DISTRIBUTION	601-49400-408	220.00
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	601-49400-444	2,167.65
BLUE CROSS/BLUE SHIELD	210902427618	09/14/2021	BLUE CROSS BLUE SHIELD INS-	601-49400-480	743.50
INDOFF, INC	3500535	09/10/2021	WATER-MISC	601-49400-480	9.97
				Fund 601 - WATER Total:	**11,118.27**
Fund: 602 - SEWER					
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	602-49450-200	23.99
WEX BANK	73709136	09/07/2021	SEWER-MOTOR FUELS	602-49450-212	258.63
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	602-49450-216	39.97
EOSI - Environmental Operati	39789	08/24/2021	SEWER-CHEMICALS	602-49450-216	14,810.04
HAWKINS, INC	6003951	08/24/2021	SEWER-CHEMICALS	602-49450-216	682.33
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	602-49450-217	54.69
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	602-49450-217	60.17
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	602-49450-241	34.56
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	602-49450-301	191.67
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	602-49450-310	90.24
MN VALLEY TESTING	1102326	08/18/2021	SEWER-LAB TESTING	602-49450-310	254.40
MN VALLEY TESTING	1102709	08/24/2021	SEWER-LAB TESTING	602-49450-310	163.20
MN VALLEY TESTING	1102986	08/24/2021	SEWER-LAB TESTING	602-49450-310	134.40
MN VALLEY TESTING	1103107	08/24/2021	SEWER-LAB TESTING	602-49450-310	103.20
MN VALLEY TESTING	1103421	08/24/2021	SEWER-LAB TESTING	602-49450-310	254.40
MN VALLEY TESTING	1103721	09/02/2021	SEWER-LAB TESTING	602-49450-310	163.20
MN VALLEY TESTING	1104331	08/30/2021	SEWER/LAB TESTING	602-49450-310	254.40
MN VALLEY TESTING	1104369	08/30/2021	SEWER/LAB TESTING	602-49450-310	194.40
MN VALLEY TESTING	1104562	08/30/2021	SEWER/LAB TESTING	602-49450-310	163.20
GOPHER STATE ONE CALL	1080839	09/02/2021	SEWER-LOCATES	602-49450-321	21.60
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	602-49450-334	808.68
SOUTH CENTRAL ELECTRIC	JULY 2021	09/02/2021	SEWER-ELECTRIC UTILITY	602-49450-381	75.96
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	602-49450-404	246.06
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	602-49450-404	656.96
VESSCO INC.	085322	09/10/2021	LIGHTNING-ROTORK REPAIR	602-49450-404	1,017.00
DUANE W. NIELSEN COMPAN	12217	09/10/2021	OCM/MAGMETER-HILIFE FOO	602-49450-404	696.45
AUTOMATIC SYSTEMS CO	36200S	09/07/2021	LIGHTNING DAMAGE	602-49450-404	6,712.10
GREAT NORTHERN ENVIRON	3747	09/10/2021	LIGHTNING STRIKE PROBE	602-49450-404	1,782.00
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	602-49450-404	5.40
ELECTRIC PUMP INC	0071622-IN	08/24/2021	SEWER-DISTRIBUTION	602-49450-408	3,938.20
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	602-49450-444	2,167.65
INDOFF, INC	3500535	09/10/2021	SEWER-MISC	602-49450-480	9.96
				Fund 602 - SEWER Total:	**36,069.11**
Fund: 604 - ELECTRIC					
WESCO DISTRIBUTION, INC	851082	08/30/2021	ELECTRIC-INVENTORY	604-14200	1,452.94
J. H. LARSON	S102549578.001	08/12/2021	ELECTRIC/INVENTORY	604-14200	290.18
SCHRAMEL LAW OFFICE	08-21 PUC	09/07/2021	EL-TRANSMISSION PROJ.	604-16300	510.00
ELECTRIC FUND	09-08-21 #531	09/09/2021	EL CONST NEW #1/EAST HILL	604-16300	2,249.14
PROBEWELL LAB INC.	15821	08/26/2021	ELECTRIC-METER TESTER	604-16300	11,595.00
BARNETT PRO CARE	343	09/09/2021	ELECTRIC/EAST HILL/IMPROV	604-16300	500.00
ELECTRIC FUND	8-23-21 - 09-05-21	09/09/2021	EL/EAST HILL/CAP LABOR	604-16300	14,249.25
J. H. LARSON	S102549578.001	08/12/2021	ELECTRIC/EAST HILL CONSTRU	604-16300	17.04
SHAMIKA HICKMAN	27690-0 DEPOSIT	09/14/2021	ELECTRIC PREPAYMENT	604-22000	257.44
BRUCE MEWS	35370-0 DEPOSIT	09/10/2021	ELECTRIC PREPAYMENTS	604-22000	300.00
BRENNA DYCUS	38186-2 DEPOSIT	09/10/2021	ELECTRIC PREPAYMENTS	604-22000	300.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BRITTANY GARNICA	38187-3 DEPOSIT	09/10/2021	ELECTRIC PREPAYMENTS	604-22000	300.00
DONALD R MIKE	46891-3 DEPOSIT	09/10/2021	ELECTRIC PREPAYMENTS	604-22000	300.00
MEGAN M MEYERS	7465-5 DEPOSIT	09/10/2021	ELECTRIC PREPAYMENTS	604-22000	97.86
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	604-49550-200	23.99
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	604-49550-211	16.36
WEX BANK	73709136	09/07/2021	ELECTRIC-MOTOR FUELS	604-49550-212	734.43
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	604-49550-217	21.90
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	604-49550-217	60.17
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	604-49550-241	23.76
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	604-49550-241	111.96
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	604-49550-301	191.67
GOPHER STATE ONE CALL	1080839	09/02/2021	ELECTRIC-LOCATES	604-49550-321	21.60
GOLDEN WEST TECH & INT SO	210810276	09/02/2021	ELECTRIC-DISPATCHING	604-49550-325	27.84
SMITH AUTO SUPPLY - CARQU	#91380 08312021	09/10/2021	ELECTRIC EQUIP REPAIR	604-49550-404	86.02
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	604-49550-404	12.99
MILLER SELLNER EQUIP	38223b	08/20/2021	EQUIPMENT/MACHINERY MA	604-49550-404	31.50
SMITH AUTO SUPPLY - CARQU	#91380 08312021	09/10/2021	ELECTRIC-VEHICLE MAINT	604-49550-405	20.67
JORDAN BUSSA	037	09/05/2021	ELECTRIC-CLEANING	604-49550-406	184.60
BLACKBURN MFG. CO.	0657011-IN	09/02/2021	ELECTRIC-MAINT/SCREEN	604-49550-408	236.40
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	604-49550-408	16.99
ELECTRIC FUND	09-07-21 #528	09/09/2021	EL TRUCK STOCK	604-49550-408	135.83
ELECTRIC FUND	09-08-21 #532	09/09/2021	EL TRUCK STOCK	604-49550-408	28.25
ELECTRIC FUND	09-08-21 #533	09/09/2021	EL DISTRIBUTION	604-49550-408	1,685.00
ELECTRIC FUND	09-14-21	09/14/2021	EL DISTRIBUTION	604-49550-408	114.88
BORDER STATES	70713106	09/02/2021	ELECTRIC-GENERATION	604-49550-410	600.00
BARNETT PRO CARE	344	09/09/2021	ELECTRIC/MAINTENANCE - TR	604-49550-413	130.00
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	604-49550-444	2,167.65
INDOFF, INC	3500535	09/10/2021	ELECTRIC-MISC	604-49550-480	9.97
				Fund 604 - ELECTRIC Total:	**39,113.28**
Fund: 609 - LIQUOR STORE					
TOWNSEND PRICING, INC	0442386-IN	09/09/2021	LILQUOR-SUPPLIES	609-49751-200	91.50
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	609-49751-200	23.99
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	609-49751-211	29.57
RAGE INC - CAMPUS CLEANER	45862	08/26/2021	LIQUOR S./CLEANING/SUPPLI	609-49751-211	70.26
RAGE INC - CAMPUS CLEANER	46649	09/13/2021	LIQUOR-CLEANING/SUPPLIES	609-49751-211	39.06
AH HERMEL COMPANY	890559/890559	08/26/2021	LIQUOR S./OPERATING SUPPL	609-49751-217	88.47
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	609-49751-217	85.95
BELLBOY CORP	0090789300	08/24/2021	LIQUOR/MERCHANDISE	609-49751-251	1,260.00
JOHNSON BROS.	159945	08/27/2021	LIQUOR-LIQUOR	609-49751-251	-8.17
JOHNSON BROS.	161546	09/10/2021	LIQUOR-LIQUOR	609-49751-251	-180.00
JOHNSON BROS.	162618	09/14/2021	LIQUOR-LIQUOR	609-49751-251	-14.40
JOHNSON BROS.	1869818	08/23/2021	LIQUOR/MERCHANDISE	609-49751-251	2,262.55
JOHNSON BROS.	1874566	08/27/2021	LIQUOR-LIQUOR	609-49751-251	780.23
JOHNSON BROS.	1879663	09/09/2021	LIQUOR-LIQUOR	609-49751-251	4,658.83
JOHNSON BROS.	1884436	09/14/2021	LIQUOR-LIQUOR	609-49751-251	1,362.05
BREAKTHRU BEVERAGE MN	340796215	08/27/2021	LIQUOR-LIQUOR	609-49751-251	115.74
BREAKTHRU BEVERAGE MN	340895471	09/08/2021	LIQUOR S./LIQUOR/WINE/FRE	609-49751-251	1,030.76
DOLL DISTRIBUTING, LLC	594878	08/24/2021	LIQUOR/BEER	609-49751-251	45.00
DOLL DISTRIBUTING, LLC	604156	09/08/2021	LIQUOR S./BEER/LIQUOR	609-49751-251	113.50
PHILLIPS WINE & SPIRITS	6256666	08/23/2021	LIQUOR/MERCHANDISE	609-49751-251	2,347.00
PHILLIPS WINE & SPIRITS	6260375	08/27/2021	LIQOUR-LIQUOR	609-49751-251	2,895.85
ARTISAN BEER COMPANY	312657	08/26/2021	LIQUOR S./BEER	609-49751-252	-119.97
ARTISAN BEER COMPANY	3491461	08/24/2021		609-49751-252	253.40
ARTISAN BEER COMPANY	3492738	08/27/2021	LIQUOR-BEER	609-49751-252	308.90
DOLL DISTRIBUTING, LLC	594878	08/24/2021	LIQUOR/BEER	609-49751-252	10,396.25
DOLL DISTRIBUTING, LLC	594879	08/24/2021	LIQUOR/BEER	609-49751-252	108.50
DOLL DISTRIBUTING, LLC	596936	08/26/2021	LIQUOR S./BEER	609-49751-252	1,134.60
DOLL DISTRIBUTING, LLC	597505	08/26/2021	LIQUOR S./BEER	609-49751-252	345.00
DOLL DISTRIBUTING, LLC	599435	08/26/2021	LIQUOR S./BEER	609-49751-252	7,130.90
DOLL DISTRIBUTING, LLC	601623	08/27/2021	LIQOUR-BEER	609-49751-252	921.20

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	601641	09/01/2021	LIQUOR/BEER	609-49751-252	2,368.80
DOLL DISTRIBUTING, LLC	604156	09/08/2021	LIQUOR S./BEER/LIQUOR	609-49751-252	9,005.65
BELLBOY CORP	0090789300	08/24/2021	LIQUOR/MERCHANDISE	609-49751-253	88.00
JOHNSON BROS.	159946	08/27/2021	LIQOUR-WINE	609-49751-253	-8.00
JOHNSON BROS.	1869819	08/23/2021	LIQUOR/MERCHANDISE	609-49751-253	661.96
JOHNSON BROS.	1874567	08/27/2021	LIQUOR-WINE	609-49751-253	1,499.40
JOHNSON BROS.	1879664	09/09/2021	LIQUOR-WINE	609-49751-253	589.32
JOHNSON BROS.	1884437	09/14/2021	LIQUOR-WINE	609-49751-253	2,858.68
BREAKTHRU BEVERAGE MN	340796215	08/27/2021	LIQUOR-WINE	609-49751-253	56.00
BREAKTHRU BEVERAGE MN	340895471	09/08/2021	LIQUOR S./LIQUOR/WINE/FRE	609-49751-253	480.00
PHILLIPS WINE & SPIRITS	6256667	08/23/2021	LIQUOR/MERCHANDISE	609-49751-253	816.58
PHILLIPS WINE & SPIRITS	6260376	08/27/2021	LIQUOR-WINE	609-49751-253	103.65
JOHNSON BROS.	1884437	09/14/2021	LIQUOR-SOFT DRINKS/MIX	609-49751-254	37.00
ATLANTIC COCA-COLA	2928818	08/27/2021	LIQOUR-SOFT DRINKS/MIX	609-49751-254	191.07
PHILLIPS WINE & SPIRITS	6256667	08/23/2021	LIQUOR/MERCHANDISE	609-49751-254	176.50
AH HERMEL COMPANY	890558/890558	08/26/2021	LIQUOR S./MERCHANDISE	609-49751-254	73.88
AH HERMEL COMPANY	891715/891715	09/08/2021	LIQUOR/MERCHANDISE	609-49751-254	47.30
RED BULL DISTRIBUTION CO, I	K-00578905	09/09/2021	LIQUOR S./SOFT DRINKS & MI	609-49751-254	225.50
AH HERMEL COMPANY	891715/891715	09/08/2021	LIQUOR/MERCHANDISE	609-49751-256	285.96
ARCTIC GLACIER U.S.A. INC	3461123711	08/26/2021	LIQUOR S./ICE/FREIGHT	609-49751-257	23.80
ARCTIC GLACIER U.S.A. INC	3461124409	09/08/2021	LIQUOR S./ICE/FREIGHT	609-49751-257	356.30
BELLBOY CORP	0103771900	08/24/2021	LIQUOR/MERCHANDISE	609-49751-261	40.60
BELLBOY CORP	0103796900	08/26/2021	LIQUOR S./MERCHANDISE	609-49751-261	-18.60
AH HERMEL COMPANY	890558/890558	08/26/2021	LIQUOR S./MERCHANDISE	609-49751-261	39.35
AH HERMEL COMPANY	891715/891715	09/08/2021	LIQUOR/MERCHANDISE	609-49751-261	82.35
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	609-49751-301	191.67
BELLBOY CORP	0090789300	08/24/2021	LIQUOR/MERCHANDISE	609-49751-333	42.00
BELLBOY CORP	0103771900	08/24/2021	LIQUOR/MERCHANDISE	609-49751-333	4.20
BELLBOY CORP	0103796900	08/26/2021	LIQUOR S./FREIGHT	609-49751-333	-2.09
JOHNSON BROS.	161546	09/10/2021	LIQUOR-FREIGHT	609-49751-333	-6.96
JOHNSON BROS.	162618	09/14/2021	LIQUOR-FREIGHT	609-49751-333	-0.15
JOHNSON BROS.	1869818	08/23/2021	LIQUOR/MERCHANDISE	609-49751-333	29.89
JOHNSON BROS.	1869819	08/23/2021	LIQUOR/MERCHANDISE	609-49751-333	20.88
JOHNSON BROS.	1874566	08/27/2021	LIQUOR-FREIGHT	609-49751-333	17.40
JOHNSON BROS.	1874567	08/27/2021	LIQUOR-FREIGHT	609-49751-333	52.20
JOHNSON BROS.	1879663	09/09/2021	LIQUOR-FREIGHT	609-49751-333	134.27
JOHNSON BROS.	1879664	09/09/2021	LIQUOR-FREIGHT	609-49751-333	22.62
JOHNSON BROS.	1884436	09/14/2021	LIQUOR-FREIGHT	609-49751-333	21.17
JOHNSON BROS.	1884437	09/14/2021	LIQUOR-FREIGHT	609-49751-333	60.90
BREAKTHRU BEVERAGE MN	340796215	08/27/2021	LIQUOR-FREIGHT	609-49751-333	2.78
BREAKTHRU BEVERAGE MN	340895471	09/08/2021	LIQUOR S./LIQUOR/WINE/FRE	609-49751-333	31.60
ARCTIC GLACIER U.S.A. INC	3461123711	08/26/2021	LIQUOR S./ICE/FREIGHT	609-49751-333	7.50
ARCTIC GLACIER U.S.A. INC	3461124409	09/08/2021	LIQUOR S./ICE/FREIGHT	609-49751-333	7.50
PHILLIPS WINE & SPIRITS	6256666	08/23/2021	LIQUOR/MERCHANDISE	609-49751-333	31.32
PHILLIPS WINE & SPIRITS	6256667	08/23/2021	LIQUOR/MERCHANDISE	609-49751-333	38.10
PHILLIPS WINE & SPIRITS	6260375	08/27/2021	LIQOUR-FREIGHT	609-49751-333	67.86
PHILLIPS WINE & SPIRITS	6260376	08/27/2021	LIQUOR-FREIGHT	609-49751-333	14.22
AH HERMEL COMPANY	890558/890558	08/26/2021	LIQUOR S./MERCHANDISE/FR	609-49751-333	7.95
AH HERMEL COMPANY	891715/891715	09/08/2021	LIQUOR/MERCHANDISE	609-49751-333	7.95
KKOJ - KUXX	21080528	09/13/2021	LIQUOR-ADVERTISING	609-49751-340	355.00
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	LIQUOR-ADVERTISING	609-49751-340	2,199.22
WINDOM FLOOR & SLEEP	08-20-21	09/07/2021	LIQOUR STORE STRUCTURE	609-49751-402	3,079.00
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	609-49751-404	24.99
PLUNKETT'S PEST CONTROL	7202946	09/09/2021	LIQUOR S./MAINTENANCE - G	609-49751-406	446.35
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	609-49751-444	2,167.65
				Fund 609 - LIQUOR STORE Total:	**66,734.56**

Fund: 614 - TELECOM

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INTERNAL REVENUE SERVICE	AUGUST 2021	09/13/2021	EXCISE TAX-FINAL	614-20201	380.36
INTERNAL REVENUE SERVICE	SEPTEMBER 2021	09/13/2021	TELECOM-EXCISE TAX	614-20201	500.00
MN 9-1-1 PROGRAM	AUGUST 2021	09/07/2021	TELECOM-911 FEES	614-20206	1,197.35

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	614-49870-200	23.99
RAGE INC - CAMPUS CLEANER	46262	09/07/2021	TELECOM-CLEANING	614-49870-211	21.31
RAGE INC - CAMPUS CLEANER	47044	09/14/2021	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.31
WEX BANK	73709136	09/07/2021	TELECOM-MOTOR FUELS	614-49870-212	276.23
HEARTLAND SECURITY SERVIC	602016517 08-26-21	09/14/2021	OPERATING SUPPLIES	614-49870-217	363.84
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	614-49870-217	103.14
BILL ROSA	09-07-21	09/07/2021	TELECOM-SAFTY BOOTS	614-49870-218	150.00
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	614-49870-227	7.38
VAN IWAARDEN	AUGUST 2021	09/13/2021	ACTUARIAL SERVICES	614-49870-301	191.66
GOPHER STATE ONE CALL	1080839	09/02/2021	TELECOM-LOCATES	614-49870-321	21.60
KDOM RADIO	21080421	09/07/2021	TELECOM-ADVERTISING	614-49870-340	100.98
SMITH AUTO SUPPLY - CARQU	#91380 08312021	09/10/2021	TELECOM-VEHICLE MAINT	614-49870-405	53.92
AMAZON CAPITAL SERVICES, I	1GR1-3FLP-CQQ9	08/20/2021	SIERRA/SILVERADO-TAILGATE	614-49870-405	49.29
WINDOM AUTO VALU	AUGUST 2021	09/09/2021	MAINTENANCE	614-49870-405	-18.00
ELECTRO RENT CORPORATION	10154743	09/09/2021	TELECOM-DISTRIBUTION	614-49870-408	3,222.96
ADVANTAGE COLLECTION PR	7846752	09/03/2021	UNCOLLECTIBLE	614-49870-432	76.27
CENTURY LINK	507226	08/23/2021	DIRECTORY LISTINGS	614-49870-441	276.48
CENTURY LINK	7242105D-D-21229	08/30/2021	CABS	614-49870-441	46.98
NATIONAL CABLE TV COOP	21080609	08/31/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	46,892.52
DISPLAY SYSTEMS INTERNATI	23190	09/07/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	318814	08/20/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	381.25
BTN - BIG TEN NETWORK	75127	09/13/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	1,500.75
ADARA TECHNOLOGIES INC	AP100223CW-47	09/09/2021	TELECOM/SUBSCRIBER FEES	614-49870-442	10,500.00
BALLY SPORTS NORTH	T02427	09/13/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	7,096.88
TYLER TECHNOLOGIES, INC	025-347075	08/31/2021	ANNUAL SUBSCRIPTION	614-49870-444	2,167.65
E-911 - INDEPENDENT EMERG	#0010143 09-01-21	09/07/2021	TELECOM-SWITCH FEES	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10174653	09/07/2021	TELECOM-SWITCH FEES	614-49870-445	205.10
ICONECTIV	L-10268206	08/12/2021	TELECOM/LNP SERVICE 7/1/2	614-49870-445	644.74
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	614-49870-447	139.00
ZAYO GROUP, LLC	2021090027696	09/09/2021	TELECOM/INTERNET EXPENSE	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	389329	09/07/2021	TELECOM-INTERNET EXPENSE	614-49870-447	1,023.96
HURRICANE ELECTRIC LLC	98390732-IN	09/07/2021	TELECOM-INTERNET E	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	210810216	09/07/2021	TELECOM-ON CALL SUPPORT	614-49870-448	125.35
ZAYO GROUP, LLC	20210900002376	09/09/2021	TELECOM/CALL COMPLETION	614-49870-451	1,279.45
				Fund 614 - TELECOM Total:	**85,312.14**
Fund: 615 - ARENA					
TRI-STATE GENERAL CONTRAC	09-08-21 ARENA ROOF	09/08/2021	WINDOM ARENA RE-ROOF	615-16200	119,550.67
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	615-49850-200	23.99
JCL SOLUTIONS - JANITORS CL	1259439	09/01/2021	ARENA/CLEANING/SUPPLIES	615-49850-211	391.49
RAGE INC - CAMPUS CLEANER	46261	09/01/2021	ARENA/CLEANING/SUPPLIES	615-49850-211	50.00
WEX BANK	73709136	09/07/2021	ARENA-MOTOR FUELS	615-49850-212	180.35
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	615-49850-215	51.70
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	615-49850-217	422.58
SMITH AUTO SUPPLY - CARQU	#91380 08312021	09/10/2021	ARENA-OPERATING SUPPLIES	615-49850-217	17.46
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	615-49850-217	36.98
RUNNINGS SUPPLY, INC	AUGUST 2021	09/09/2021	MAINTENANCE	615-49850-217	66.35
WINDOM AUTO VALU	AUGUST 2021	09/09/2021	MAINTENANCE	615-49850-217	49.04
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	615-49850-217	60.17
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	ARENA-ADVERTISING	615-49850-340	229.50
SMITH AUTOMOTIVE CO	38825	09/10/2021	1979 CAT SKIDLOADER ARENA	615-49850-404	116.95
BAUER BUILT	830128637	09/07/2021	EQUIP/MACHINE REPAIR	615-49850-404	882.50
BLUE CROSS/BLUE SHIELD	210902427618	09/14/2021	BLUE CROSS BLUE SHIELD INS-	615-49850-480	743.50
				Fund 615 - ARENA Total:	**122,873.23**
Fund: 617 - M/P CENTER					
SECR REV FUND/CITY OF WD	09-08-21 WEDDING	09/08/2021	WCC/PETTY CASH	617-10200	1,500.00
SECR REV FUND/CITY OF WD	09-14-21	09/14/2021	MP-PETTY CASH	617-10200	1,500.00
QUADIENT LEASING USA, INC	N9016297	09/01/2021	SUPPLIES	617-49860-200	23.99
SMITH AUTO SUPPLY - CARQU	#91380 08312021	09/10/2021	MP-CLEANING/SUPPLIES	617-49860-211	1,007.96
RAGE INC - CAMPUS CLEANER	46260	08/31/2021	WCC/CLEANING/SUPPLIES	617-49860-211	67.50
SCHWALBACH HARDWARE	08-25-21	09/09/2021	72861 MAINTENANCE	617-49860-217	143.01

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RAGE INC - CAMPUS CLEANER	47042	09/13/2021	MP-OPERATING SUPPLIES	617-49860-217	67.50
A & B BUSINESS	IN870308	09/03/2021	#5078316129 - MAINT CONTR	617-49860-217	60.14
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	617-49860-254	89.71
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	617-49860-261	173.30
US BANK	#6710 09-14-21	09/14/2021	#4246 0445 5576 6710	617-49860-340	495.09
CITIZEN PUBLISHING CO	AUGUST 2021	09/09/2021	MP-ADVERTISING	617-49860-340	1,094.80
RUSHMORE INDUSTRIES, INC	08-23-21	09/03/2021	WCC/MAINTENANCE - STRUC	617-49860-402	41.80
RON'S ELECTRIC INC	145079-B	09/10/2021	MP-ROOF TOP UNIT	617-49860-402	3,480.75
ELITE MECHANICAL SYSTEMS,	8921	09/13/2021	MP-STRUCTURE MAINT	617-49860-402	14,292.22
				Fund 617 - M/P CENTER Total:	**24,037.77**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0001995	09/10/2021	Federal Tax Withholding	700-21701	9,640.56
MN Department of Revenue -	INV0001996	09/10/2021	State Withholding	700-21702	4,692.22
Internal Revenue Service-Payr	INV0001995	09/10/2021	Social Security	700-21703	12,464.86
MN Pera	INV0001992	09/10/2021	PERA	700-21704	7,747.00
MN Pera	INV0001992	09/10/2021	PERA	700-21704	994.62
MN Pera	INV0001992	09/10/2021	PERA	700-21704	13,554.21
MN State Deferred	INV0001993	09/10/2021	Deferred Roth	700-21705	1,162.00
MN State Deferred	INV0001993	09/10/2021	Deferred Compensation	700-21705	6,810.32
BLUE CROSS/BLUE SHIELD	210902427618	09/14/2021	BLUE CROSS BLUE SHIELD INS-	700-21706	51,958.00
LOCAL UNION #949	SEPTEMBER 2021	09/10/2021	UNION DUES	700-21707	1,514.64
LAW ENFORCEMENT LABOR S	SEPTEMBER 2021	09/10/2021	POLICE UNION DUES	700-21708	508.00
MN CHILD SUPPORT PAYMEN	INV0001994	09/10/2021	Child Support Payment	700-21709	97.83
Internal Revenue Service-Payr	INV0001995	09/10/2021	Medicare Withholding	700-21711	3,641.56
FURTHER (Select Account)	39955822	09/07/2021	FLEX SPENDING	700-21712	258.65
MII LIFE	SEPTEMBER 2021	09/13/2021	VEBA-HSA CONTRIBUTIONS	700-21720	520.85
MII LIFE	SEPTEMBER 2021	09/13/2021	VEBA-HSA	700-21720	8,958.45
MII LIFE	SEPTEMBER 2021	09/13/2021	VEBA-HSA CONTRIBUTIONS	700-21722	3,020.90
FURTHER (Select Account)	INV0001991	09/10/2021	HSA Employee Contribution	700-21723	422.35
				Fund 700 - PAYROLL Total:	**127,967.02**
				Grand Total:	**556,349.45**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	25,388.12
211 - LIBRARY	668.55
225 - AIRPORT	565.19
230 - POOL	1,031.12
235 - AMBULANCE	12,961.18
250 - EDA GENERAL	1,051.54
254 - NORTH IND PARK	99.87
401 - GENERAL CAPITAL PROJECTS	1,358.50
601 - WATER	11,118.27
602 - SEWER	36,069.11
604 - ELECTRIC	39,113.28
609 - LIQUOR STORE	66,734.56
614 - TELECOM	85,312.14
615 - ARENA	122,873.23
617 - M/P CENTER	24,037.77
700 - PAYROLL	127,967.02
Grand Total:	**556,349.45**

Account Summary

Account Number	Account Name	Payment Amount
100-11501	Accounts Receivable - Ot	-69.82
100-20191	Unapplied Cash	143.45
100-41110-304	Legal Fees	180.00
100-41110-308	Training & Registrations	16.02
100-41110-334	Meals/Lodging	147.29
100-41110-350	Printing & Design	229.50
100-41310-200	Office Supplies	62.76
100-41310-217	Other Operating Supplie	252.64
100-41310-301	Auditing & Consulting Se	191.66
100-41310-308	Training & Registrations	244.00
100-41310-350	Printing & Design	81.60
100-41310-444	License Fees	3,612.75
100-41310-480	Other Miscellaneous	1,250.00
100-41910-200	Office Supplies	54.75
100-41910-212	Motor Fuels	83.76
100-41910-350	Printing & Design	220.50
100-42120-200	Office Supplies	110.87
100-42120-212	Motor Fuels	1,909.79
100-42120-218	Uniforms	1,217.95
100-42120-308	Training & Registrations	424.00
100-42120-321	Telephone	692.31
100-42120-350	Printing & Design	99.80
100-42120-404	Repairs & Maint - M&E	187.46
100-42120-405	Repairs & Maint - Vehicl	91.51
100-42120-419	Vehicle Lease	2,271.65
100-42120-433	Dues & Subscriptions	3,839.00
100-42120-480	Other Miscellaneous	743.50
100-42220-212	Motor Fuels	494.47
100-42220-215	Materials & Equipment	252.75
100-42220-217	Other Operating Supplie	220.11
100-42220-218	Uniforms	203.60
100-42220-308	Training & Registrations	755.14
100-42220-323	Radio Units	249.00
100-42220-331	Travel Expense	104.16
100-42220-350	Printing & Design	115.80
100-42220-404	Repairs & Maint - M&E	280.20
100-42700-300	Charges for Services	47.70

Account Summary

Account Number	Account Name	Payment Amount
100-43100-200	Office Supplies	69.95
100-43100-212	Motor Fuels	917.82
100-43100-215	Materials & Equipment	162.68
100-43100-217	Other Operating Supplie	431.77
100-43100-384	Refuse Disposal	43.42
100-43100-404	Repairs & Maint - M&E	1,377.70
100-43100-405	Repairs & Maint - Vehicl	14.99
100-43100-406	Repairs & Maint - Groun	182.26
100-43100-480	Other Miscellaneous	743.50
100-45120-200	Office Supplies	23.99
100-45120-217	Other Operating Supplie	12.89
100-45202-200	Office Supplies	23.99
100-45202-211	Cleaning Supplies	10.58
100-45202-212	Motor Fuels	222.19
100-45202-241	Small Tools	121.96
100-45202-384	Refuse Disposal	10.00
100-45202-406	Repairs & Maint - Groun	6.80
211-45501-217	Other Operating Supplie	60.17
211-45501-402	Repairs & Maint - Struct	34.00
211-45501-433	Dues & Subscriptions	116.87
211-45501-435	Books and Pamphlets	457.51
225-45127-200	Office Supplies	29.00
225-45127-212	Motor Fuels	84.92
225-45127-381	Electric Utility	386.79
225-45127-406	Repairs & Maint - Groun	64.48
230-45124-200	Office Supplies	64.86
230-45124-211	Cleaning Supplies	38.35
230-45124-216	Chemicals and Chemical	339.61
230-45124-217	Other Operating Supplie	299.66
230-45124-260	Concessions	288.64
235-42153-200	Office Supplies	23.99
235-42153-212	Motor Fuels	3,252.91
235-42153-217	Other Operating Supplie	314.86
235-42153-312	Nursing	6,031.28
235-42153-321	Telephone	99.42
235-42153-326	Data Processing	2,842.00
235-42153-334	Meals/Lodging	301.71
235-42153-405	Repairs & Maint - Vehicl	83.93
235-42153-406	Repairs & Maint - Groun	11.08
250-46520-200	Office Supplies	70.76
250-46520-340	Advertising & Promotion	69.00
250-46520-350	Printing & Design	352.80
250-46520-381	Electric Utility	23.00
250-46520-439	Special Projects	339.98
250-46520-443	Intergovernmental Fees	150.00
250-46520-480	Other Miscellaneous	46.00
254-46520-381	Electric Utility	99.87
401-49950-501	Capital Outlay - Police	1,358.50
601-49400-200	Office Supplies	23.99
601-49400-212	Motor Fuels	488.11
601-49400-216	Chemicals and Chemical	4,306.44
601-49400-217	Other Operating Supplie	120.15
601-49400-301	Auditing & Consulting Se	191.67
601-49400-308	Training & Registrations	250.00
601-49400-310	Lab Testing	163.15
601-49400-321	Telephone	21.60
601-49400-331	Travel Expense	22.50
601-49400-340	Advertising & Promotion	267.00

Account Summary

Account Number	Account Name	Payment Amount
601-49400-386	Landfill	1,737.50
601-49400-404	Repairs & Maint - M&E	385.04
601-49400-408	Repairs & Maint - Distrib	220.00
601-49400-444	License Fees	2,167.65
601-49400-480	Other Miscellaneous	753.47
602-49450-200	Office Supplies	23.99
602-49450-212	Motor Fuels	258.63
602-49450-216	Chemicals and Chemical	15,532.34
602-49450-217	Other Operating Supplie	114.86
602-49450-241	Small Tools	34.56
602-49450-301	Auditing & Consulting Se	191.67
602-49450-310	Lab Testing	1,775.04
602-49450-321	Telephone	21.60
602-49450-334	Meals/Lodging	808.68
602-49450-381	Electric Utility	75.96
602-49450-404	Repairs & Maint - M&E	11,115.97
602-49450-408	Repairs & Maint - Distrib	3,938.20
602-49450-444	License Fees	2,167.65
602-49450-480	Other Miscellaneous	9.96
604-14200	Inventory	1,743.12
604-16300	Improvements Other Th	29,120.43
604-22000	Prepayments	1,555.30
604-49550-200	Office Supplies	23.99
604-49550-211	Cleaning Supplies	16.36
604-49550-212	Motor Fuels	734.43
604-49550-217	Other Operating Supplie	82.07
604-49550-241	Small Tools	135.72
604-49550-301	Auditing & Consulting Se	191.67
604-49550-321	Telephone	21.60
604-49550-325	Dispatching	27.84
604-49550-404	Repairs & Maint - M&E	130.51
604-49550-405	Repairs & Maint - Vehicl	20.67
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-408	Repairs & Maint - Distrib	2,217.35
604-49550-410	Repairs & Maint - Gener	600.00
604-49550-413	Repairs & Maint - Trans	130.00
604-49550-444	License Fees	2,167.65
604-49550-480	Other Miscellaneous	9.97
609-49751-200	Office Supplies	115.49
609-49751-211	Cleaning Supplies	138.89
609-49751-217	Other Operating Supplie	174.42
609-49751-251	Liquor	16,668.94
609-49751-252	Beer	31,853.23
609-49751-253	Wine	7,145.59
609-49751-254	Soft Drinks & Mix	751.25
609-49751-256	Tobacco Products	285.96
609-49751-257	Ice	380.10
609-49751-261	Other Merchandise	143.70
609-49751-301	Auditing & Consulting Se	191.67
609-49751-333	Freight and Express	613.11
609-49751-340	Advertising & Promotion	2,554.22
609-49751-402	Repairs & Maint - Struct	3,079.00
609-49751-404	Repairs & Maint - M&E	24.99
609-49751-406	Repairs & Maint - Groun	446.35
609-49751-444	License Fees	2,167.65
614-20201	Excise Tax Payable	880.36
614-20206	911 TAP & TACIP Fees Cl	1,197.35
614-49870-200	Office Supplies	23.99

Account Summary

Account Number	Account Name	Payment Amount
614-49870-211	Cleaning Supplies	42.62
614-49870-212	Motor Fuels	276.23
614-49870-217	Other Operating Supplie	466.98
614-49870-218	Uniforms	150.00
614-49870-227	Utility System Maint Sup	7.38
614-49870-301	Auditing & Consulting Se	191.66
614-49870-321	Telephone	21.60
614-49870-340	Advertising & Promotion	100.98
614-49870-405	Repairs & Maint - Vehicl	85.21
614-49870-408	Repairs & Maint - Distrib	3,222.96
614-49870-432	Uncollectible	76.27
614-49870-441	Transmission Fees	323.46
614-49870-442	Subscriber Fees	66,569.84
614-49870-444	License Fees	2,167.65
614-49870-445	Switch Fees	889.84
614-49870-447	Internet Expense	7,212.96
614-49870-448	On-Call Support	125.35
614-49870-451	Call Completion	1,279.45
615-16200	Buildings	119,550.67
615-49850-200	Office Supplies	23.99
615-49850-211	Cleaning Supplies	441.49
615-49850-212	Motor Fuels	180.35
615-49850-215	Materials & Equipment	51.70
615-49850-217	Other Operating Supplie	652.58
615-49850-340	Advertising & Promotion	229.50
615-49850-404	Repairs & Maint - M&E	999.45
615-49850-480	Other Miscellaneous	743.50
617-10200	Petty Cash	3,000.00
617-49860-200	Office Supplies	23.99
617-49860-211	Cleaning Supplies	1,075.46
617-49860-217	Other Operating Supplie	270.65
617-49860-254	Soft Drinks & Mix	89.71
617-49860-261	Other Merchandise	173.30
617-49860-340	Advertising & Promotion	1,589.89
617-49860-402	Repairs & Maint - Struct	17,814.77
700-21701	Federal Withholding	9,640.56
700-21702	State Withholding	4,692.22
700-21703	FICA Tax Withholding	12,464.86
700-21704	PERA Contributions	22,295.83
700-21705	Retirement	7,972.32
700-21706	Medical Insurance	51,958.00
700-21707	Union Dues	1,514.64
700-21708	PD Union Dues	508.00
700-21709	Wage Levy	97.83
700-21711	Medicare Tax Withholdi	3,641.56
700-21712	Flex Account	258.65
700-21720	VEBA Contributions	9,479.30
700-21722	HSA Contribution	3,020.90
700-21723	HSA Employee Contribu	422.35
	Grand Total:	**556,349.45**

Project Account Summary

Project Account Key		Payment Amount
None		556,349.45
	Grand Total:	**556,349.45**

CJW 9/16/21

RESOLUTION #2021-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR
LIQUOR LICENSES**

WHEREAS, City Code Section §118.027 authorizes the City Council to establish rates and charges for annual licenses to sell liquor or beer, either on-sale or off-sale; and

WHEREAS, due to the Coronavirus Pandemic, the Governor had declared a state of emergency and issued Executive Orders which required local bars and restaurants to close; and

WHEREAS, those closures greatly impacted local bars and restaurants; and

WHEREAS, in January 2021 to assist local bars and restaurants, the Windom Council recommended a 50% reduction of the annual liquor license fees collected by the City of Windom for 2021 Liquor Licenses; and

WHEREAS, local bars and restaurants have now reopened and are operating normal business hours.

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

Re-establish previous rates for Liquor Licenses that will be issued January 1, 2022, as set forth below.

On-Sale Liquor	$2,000.00
Sunday	$200.00
On-Sale Wine	$150.00
On-Sale 3.2 Beer	$150.00
Strong Beer Authorization	$100.00

Adopted this 21st day of September, 2021.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

RESOLUTION #2021-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA, AS FOLLOWS:

1. That the following sums of money are hereby proposed to be levied for the current year, collectible in 2022, upon the taxable property in said City of Windom for the following purposes:

Levy Purpose	Levy After all Aids and Reserves
General	
Special Revenue	
Capital Outlay	
Debt Service	
PERA Rate Increase	
LGA Recapture	
TOTALS	$2,314,104

BE IT FURTHER RESOLVED AS FOLLOWS:

1. The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 21st day of September, 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
FROM:	Steve Nasby, City Administrator and Cheryl Ulferts, Finance Director\Controller
DATE:	September 14, 2021
RE:	2022 Budget Proposal and Preliminary Levy
DEPT:	Administration and Finance
CONTACT:	Steve Nasby: Steve.Nasby@windommn.com or Cheryl Ulferts: Cheryl.Ulferts@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Set the 2022 Preliminary Tax Levy for a not to exceed amount of $2,314,104 which is a 5.75% increase from 2021.

2022 Budget Proposal
Attached for your reference are the preliminary budget data for 2022 (Exhibit A). The 2022 budget numbers are based upon budget adjustments in operational costs for salaries\benefits, goods & services and expectations for contracted items (e.g. property and casualty insurance, workers compensation, billing, etc.).

One key factor for the City is Local Government Aid (LGA) as it represents over one-half of General Fund Revenue. Last year (2021) we budgeted for a possible reduction in LGA due to the pandemic. Fortunately, the LGA funds were not reduced as the State received a large amount of federal money for pandemic related expenses. For 2022 we are budgeting the full amount of LGA certified by the State.

American Recovery Plan Funds
COVID-19 is having a lasting impact on the community and nationwide. In 2021 COVID-19 funds were received from the State (pass through from the Federal government) which were used to off-set pandemic related costs, provide for business assistance and other eligible expenses. For 2022 American Recovery Plan funds totaling approximately $460,000 will be provided directly to the City. A final rule and guidelines on using these funds is expected later in Fall 2022. The City received half of these funds with the balance to be received next year. Overall, the City has until the end of 2024 to use these funds for eligible expenses as determined by the yet to be final federal rules. Discussion with the Council will be held on how best to prioritize these funds and planning for their use to benefit the community over the long term.

Budget for Capital Improvements Plan (CIP)
Attached is the CIP Summary by Department (Exhibit B). A detailed listing will be provided for the October budget work sessions as it provides additional detail and shows the anticipated funding sources for the projects. The budgeted amount for 2022 expenditure is $200,000. This is the typical starting point for budget discussions. The City will be getting Small Cities Street Improvement funds in the amount of

$77,400 from the State and these funds have been earmarked for Street maintenance and already have been included in the CIP budget.

Debt Service

The payments due in 2022 for debt service are $625,729. Exhibit C shows the Debt Service Levy requirements for the next five years. Savings on prior bond refinancing have started to lower 2022 debt service payments.

General Fund Reserve

Exhibit D shows the General Fund Reserve and the various levels of available funds depending on the City Council adopted reserve funds range of 35-60%. Exhibit D also shows the previously committed expenditures approved by the City Council.

Due to the fund being at 72.5% based on 2022 budgeted expenses staff is recommending use of the General Fund Reserves of $100,000 to off-set the 2022 property tax levy and enable some additional capital purchases or debt service. In 2021 the City had anticipated a reduction in LGA, but that did not occur which enables this use of reserve funds in 2022 without reducing the overall reserves. Please note that the 2003 Street Project and 2007 Street Project bonds are closing out and the negative balance of these accounts will show up as an adjustment, thus lessening the reserve.

Even with this proposed use of reserves and fund adjustments the City is able to maintain a healthy reserve at 57.95% to allow the City Council continued flexibility should unforeseen expenses or opportunities arise during the year. If the City Council does want to use some additional monies from the General Fund Reserve staff recommends that it be only for one-time capital purchases and not to fund on-going operational costs or debt service.

Property Tax Levy

The 2021 Property Tax Levy was $2,188,278 (up 3.5% from 2020) but our tax rate lowered to .70387 from .74163. This is due to the increase in the tax base value of the community, which is growing faster than the rate of the property tax levy increases. For 2022 we anticipate another strong valuation.

The long-standing goal of the City has been to maintain or reduce the tax rate to remain competitive with other peer communities. The proposed 5.75% increase in the property tax levy equals $125,826 more for City spending in 2022, but should still allow the continued movement to lower the City tax rate.

The City Council needs to set the preliminary property tax levy by September 30, 2021. **Staff's recommendation is for the City Council to set a 5.75% preliminary levy.** The final property tax levy can always go down, but not up, from the preliminary levy.

Fiscal Impact

The City tax impact to a $100,000 tax-valued residential unit is estimated at $32-35 per year at 5.75% levy increase and $70 -75 for each $100,000 of commercial value.

Attachments

1. 2022 Proposed Summary Budget and Worksheets

EXHIBIT A

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

GENERAL FUND

Operational Revenue and Expenses

Revenue	2022	2021	% Change
Local Govt Aid (LGA)	$ 1,588,681	$ 1,452,654	9.36%
*Small Cities Assistance	$ -	$ -	0.00%
Operational Tax Levy	$ 534,395	$ 576,791	-7.35%
Interfund Transfers	$ 245,000	$ 245,000	0.00%
Misc. Revenue	$ 559,420	$ 517,055	8.19%
Use of Reserves	$ -	$ -	0.00%
TOTAL	**$ 2,927,496**	**$ 2,791,500**	**4.87%**

Expenses	2022	2021	% Change
Mayor & Council	$ 136,036	$ 121,305	12.14%
Elections	$ 7,000	$ -	0.00%
City Office	$ 132,997	$ 137,025	-2.94%
Planning & Zoning	$ 160,845	$ 155,207	3.63%
City Hall	$ 35,955	$ 36,295	-0.94%
Police Department	$ 1,399,818	$ 1,270,336	10.19%
Fire Department	$ 180,077	$ 177,901	1.22%
Emergency Mgmt	$ 6,280	$ 5,886	6.68%
Animal Control	$ 2,200	$ 2,700	-18.52%
Street Department	$ 553,563	$ 588,622	-5.96%
Health/Sanitation	$ 25,000	$ 22,000	13.64%
Recreation	$ 48,947	$ 37,665	29.95%
Parks	$ 211,533	$ 209,312	1.06%
Transfers for Fire Equipment	$ 27,248	$ 27,248	0.00%
Transfers for Use of Reserves	$ -	$ -	0.00%
TOTAL	**$ 2,927,496**	**$ 2,791,500**	**4.87%**
General Fund Capital	**$ 277,244**	**$ 73,500**	**277.20%**

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

SPECIAL REVENUE/LEVY FUNDS

Library

		2022		2021	Change
+ Tax Levy	$	200,449	$	192,481	4.14%
+ Other Revenue	$	24,000	$	24,000	0.00%
+ Reserves	$	-	$	-	0.00%
- Expenses	$	(224,449)	$	(216,481)	3.68%
- Capital Outlay	$	-	$	-	0.00%
- Debt Service	$	-	$	-	0.00%
	$	**(0)**	$	-	

Airport

		2022		2021	Change
+ Tax Levy	$	8,502	$	10,000	-14.98%
+ Federal State Grants/Aids	$	119,000	$	155,500	-23.47%
+ Other Revenue	$	107,100	$	105,750	1.28%
- Expenses	$	(124,602)	$	(123,508)	0.89%
- Capital Outlay	$	(110,000)	$	(155,000)	-29.03%
- Debt Service	$	-	$	-	0.00%
	$	**(0)**	$	**(7,258)**	

Pool

		2022		2021	Change
+ Tax Levy	$	77,833	$	69,637	11.77%
+ Other Revenue	$	42,600	$	42,600	0.00%
+ Reserves	$	-	$	-	0.00%
- Expenses	$	(120,433)	$	(112,237)	7.30%
- Capital Outlay	$	-	$	-	0.00%
- Debt Service	$	-	$	-	0.00%
	$	**(0)**	$	-	

Ambulance

		2022		2021	Change
+ Tax Levy	$	-	$	-	0.00%
+ Other Revenue	$	814,500	$	739,500	10.14%
+ Reserves	$	-	$	-	0.00%
- Expenses	$	(528,313)	$	(474,280)	11.39%
- Capital Outlay	$	(125,000)	$	(235,000)	0.00%
- Debt Service	$	-	$	-	0.00%
	$	**161,187**	$	**30,220**	

EDA

		2022		2021	Change
+ Tax Levy	$	124,631	$	119,428	4.36%
+ Other Revenue	$	55,735	$	52,735	5.69%
+ Reserves	$	-	$	-	0.00%
+ Interfund Loan Receipts	$	29,500	$	29,500	0.00%
- Expenses	$	(209,866)	$	(201,663)	4.07%
+ Non Cash Exp	$	-	$	-	0.00%
- Capital Outlay	$	-	$	-	0.00%
- Debt Service	$	-	$	-	#DIV/0!
	$	**0**	$	-	

Arena

		2022		2021	Change
+ Tax Levy	$	318,155	$	281,791	12.90%
+ Other Revenue	$	103,800	$	143,449	-27.64%
+ Reserves	$	-	$	50,000	-100.00%
- Expenses	$	(427,171)	$	(429,106)	-0.45%
- Capital Outlay	$	-	$	(50,000)	
- Debt Service	$	(74,784)	$	(76,134)	0.00%
+ Depreciation	$	80,000	$	80,000	
	$	**(0)**	$	-	

Multi-Purpose

		2022		2021	Change
+ Tax Levy	$	246,283	$	265,497	-7.24%
+ Other Revenue	$	93,770	$	84,570	10.88%
+ Reserves	$	-	$	-	0.00%
- Expenses	$	(400,053)	$	(380,067)	5.26%
- Capital Outlay	$	-	$	(30,000)	0.00%
- Debt Service	$	-	$	-	0.00%
+ Depreciation	$	60,000	$	60,000	0.00%
	$	**0**	$	**0**	

Total Levy	$	975,853	$	938,835	3.94%

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

ENTERPRISE FUNDS

Telecom

	2022	2021	Change
+ Revenue	$ 2,813,180	$ 2,839,180	-0.92%
+ Special Assessments	$ -	$ -	
+ Reserves	$ -	$ -	
- Expenses	$ (2,351,385)	$ (2,432,754)	-3.34%
- Capital Outlay	$ -	$ (22,000)	
- Debt Service	$ (842,970)	$ (827,123)	1.92%
- Transfer to General	$ -	$ -	
+ Depreciation	$ 352,050	$ 352,050	0.00%
Cash Flow	**$ (29,125)**	**$ (90,647)**	

Water

	2022	2021	Change
+ Revenue	$ 1,250,400	$ 1,275,000	-1.93%
+ Special Assessments	$ -	$ 1,189	-100.00%
+ Grant Funds	$ -	$ -	0.00%
+ Reserves	$ -	$ -	0.00%
- Expenses	$ (1,117,097)	$ (1,141,790)	-2.16%
- Capital Outlay	$ (45,000)	$ (45,000)	0.00%
- Debt Service	$ (284,520)	$ (306,318)	-7.12%
- Transfer to General	$ -	$ -	
+ Depreciation	$ 420,000	$ 420,000	0.00%
Cash Flow	**$ 223,783**	**$ 203,081**	

Sewer**

	2022	2021	Change
+ Revenue	$ 2,166,300	$ 1,997,300	8.46%
+ Cost Sharing Funds	$ 396,468	$ 396,468	0.00%
+ Special Assessments	$ -	$ 509	-100.00%
+ Reserves	$ -	$ -	
- Expenses	$ (2,113,158)	$ (2,066,043)	2.28%
- Capital Outlay	$ (165,000)	$ (165,000)	0.00%
- Debt Service	$ (1,098,069)	$ (1,122,179)	-2.15%
- Transfer to General	$ -	$ -	
+ Depreciation	$ 967,220	$ 967,220	0.00%
Cash Flow	**$ 153,761**	**$ 8,275**	

Electric*

	2022	2021	Change
+ Revenue	$ 6,930,395	$ 6,950,395	-0.29%
+ Special Assessments	$ -	$ -	
+ Reserves	$ 2,467,823	$ -	
- Expenses	$ (6,303,218)	$ (6,435,854)	-2.06%
- Capital Outlay	$ (3,545,000)	$ -	0.00%
- Debt Service	$ -	$ -	
- Transfer to General	$ (200,000)	$ (200,000)	0.00%
+ Depreciation	$ 650,000	$ 600,000	8.33%
Cash Flow	**$ 0**	**$ 914,541**	

Liquor

	2022	2021	Change
+ Revenue	$ 2,130,500	$ 2,077,425	2.55%
+ Special Assessments	$ -	$ -	
+ Reserves	$ -	$ -	
- Expenses	$ (2,015,419)	$ (1,964,028)	2.62%
- Capital Outlay	$ (5,000)	$ (5,000)	0.00%
- Debt Service	$ -	$ -	
- Transfer to General	$ (100,000)	$ (100,000)	-0.00%
+ Depreciation	$ 30,000	$ 30,000	0.00%
Cash Flow	**$ 40,081**	**$ 38,397**	

* Electric Transmission Project moved from 2021 to 2022

**Sewer Fund includes costs and financing for Waste Water Treatment Plant Upgrade in 2021

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR
SPECIAL PROJECTS
(Tax Increment Finance, Revolving Loan Funds and Other)

	Name	Revenue	Expense
407	Dilipidated Housing Program	$ -	$ 17,500
251	RBEG\Remick Revolving Loan	$ 250	$ -
252	Small Cities Development Program	$ 200	$ 400
253	RiverBluff Estates	$ -	$ 2,100
254	North Industrial Park Project	$ 43,288	$ 43,288
255	EDA General RLF	$ -	$ 8,425
256	River Bluff Estates Revolving Loan	$ -	$ -
651	Riverbluff Townhomes	$ -	$ -
1-8	Downtown TIF (265)	$ -	$ -
1-10	Runnings TIF (266)	$ 46,674	$ 44,367
1-12	Prime Pork, LLC. TIF (268)	$ 320,623	$ 296,561
1-13	River Bluff TIF (260)	$ 35,575	$ 6,000
1-14	Spec Building II TIF (269)	$ -	$ -
1-15	Fulda Area Credit Union TIF (275)	$ -	$ -
1-16	GDF District TIF (270)	$ 15,914	$ 11,622
1-17	NWIP TIF (273)	$ -	$ 31,976
1-18	AG Builders TIF (271)	$ 11,408	$ 10,737
1-19	NWIP II TIF (274)	$ 233,418	$ 176,739
1-20	New Vision TIF (276)	$ 37,115	$ 39,238
1-21	Tibodeau's Center (261)	$ 197,324	$ 188,089
1-22	Cemstone (277)	$ 140,116	$ 94,099
	TOTAL	**$ 1,081,905**	**$ 971,140**
		-	-

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

		2022 Levy Uses	Percent Of Levy		2021 Levy Uses		Inc/Dec
General Fund Operational	$	534,395	22.73%	$	576,791	$	(42,396)
General Fund Capital	$	277,244	11.79%	$	103,845	$	173,399
Less: Use of 2021 Small Cities LGA & Reserves*	$	(77,244)	-3.29%			$	(77,244)
Dilipidated Housing Program	$	-	0.00%	$	20,000	$	(20,000)
Special Revenue Fund Operational	$	967,351	41.15%	$	848,834	$	118,517
Special Revenue Fund Capital	$	8,502	0.36%	$	90,000	$	(81,498)
Sub Total	*$*	*1,710,248*		*$*	*1,639,471*	*$*	*70,777*
Tax Abatement	$	15,000	0.64%	$	12,000	$	3,000
Plus Debt Service	$	625,729	26.62%	$	536,807	$	88,922
Levy Total	**$**	**2,350,977**	**100.00%**	**$**	**2,188,278**	**$**	**162,699**

		100,000	
2021 Levy Total	*$*	*2,188,278*	*93.08%*
City Operation & Capital Levy Addition	**$**	**239,943**	***10.96%***
Use of Reserve Funds	*$*	*(77,244)*	***-3.53%***
2022 Levy Total	**$**	**2,350,977**	
Total Levy Increase	**$**	**162,699**	***7.44%***

Debt Service Levy				2021 Debt Service Levy		Inc/Dec
402 Capital - ESF Loan	$	48,890	$	68,076	$	(19,186)
401 Street Shop - Loader & Sweeper Interfund Payment	$	45,672	$	62,000	$	(16,328)
302 2005 Street Project (2012A Refi)	$	-	$	32,428	$	(32,428)
303 2007 Street Project (2012A Refi)	$	82,670	$	55,215	$	27,455
305 2009 Street Project	$	72,794	$	48,605	$	24,189
306 2013 Street Project	$	89,568	$	95,963	$	(6,395)
307 2017 Street Project	$	98,003	$	84,561	$	13,442
308 2020 Street Project	$	161,087	$	32,062	$	129,025
406 2013 Equip Bond - Fire Truck & SCBA	$	27,045	$	27,248	$	(203)
Total	**$**	**625,729**	**$**	**506,158**	**$**	**119,571**

***Use Reserves $100,000**
***Small Cities LGA to receive 2021 spend 2022 $77,244**

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

REVENUE BUDGET

	2022	2021	Change
General Fund			
Local Government Aid	$ 1,588,681	$ 1,452,654	9.36%
Small Cities Assistance	$ -	$ -	0.00%
Fees, Fines and Permits	$ 559,420	$ 517,055	8.19%
Transfers from Enterprise & Arena Recapture	$ 245,000	$ 245,000	0.00%
Tax Levy (Operations)	$ 534,395	$ 576,791	-7.35%
Tax Levy (Capital Outlay)	$ 277,244	$ 103,845	166.98%
Bonds (Capital Outlay)	$ -	$ -	0.00%
	$ 3,204,740	**$ 2,895,345**	**10.69%**
Special Revenue/Levy Funds			
User Fees	$ 1,241,505	$ 1,192,604	4.10%
Federal/State Aids	$ 119,000	$ 155,500	-23.47%
Tax Levy (Operations)	$ 975,853	$ 858,834	13.63%
Tax Levy (Capital Outlay)	$ -	$ 80,000	0.00%
Grants/Donations (Capital Outlay)	$ -	$ -	0.00%
Ambulance Reserve Funds (Capital Outlay)	$ -	$ -	0.00%
	$ 2,336,358	**$ 2,286,939**	**2.16%**
Enterprise Funds			
User Fees	$ 15,290,775	$15,139,300	1.00%
Cost Sharing Fund	$ 396,468	$ 396,468	0.00%
Grants/Donations (Capital Outlay)	$ -	$ -	0.00%
Reserves used for Capital Projects (Electric)	$ 2,467,823	$ -	0.00%
Special Assessments	$ -	$ 1,698	-100.00%
	$ 18,155,066	**$15,537,466**	**16.85%**
Debt Service			
Special Assessments	$ 213,089	$ 123,812	72.11%
Other Revenues - Hospital PILOT	$ 10,000	$ 10,000	0.00%
Interfund Transfers for Debt Service	$ 188,932	$ 188,265	0.35%
Tax Levy - Bonded Projects	$ 302,813	$ 474,807	-36.22%
Tax Levy - Intra-Fund Repayment	$ 45,673	$ 62,000	-26.33%
	$ 760,506	**$ 858,884**	**-11.45%**
Special Projects			
TIF Revenues & Revolving Loan Funds	$ 1,081,905	$ 1,022,143	5.85%
Dilipidated Housing Program	$ -	$ 20,000	-100.00%
	$ 1,081,905	**$ 1,042,143**	
Grand Total	**$ 25,538,575**	**$22,620,776**	**12.90%**

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

EXPENSE BUDGET

	2022	2021	Change	Change
General Fund				
Operational Expenses	$ 2,900,249	$ 2,764,253	4.92%	$ 135,996
Capital Outlay	$ 277,244	$ 103,845	166.98%	$ 173,399
Transfers for Fire Truck/SCBA	$ 27,248	$ 27,248	0.00%	$ -
	$ 3,204,740	**$ 2,895,345**	**10.69%**	**$ 309,395**
Special Revenue/Levy Funds				
Operational Expenses	$ 1,894,888	$ 1,797,342	5.43%	$ 97,546
Capital Outlay	$ 235,000	$ 470,000	-50.00%	$ (235,000)
Debt Service	$ 74,784	$ 76,134	-1.77%	$ (1,350)
Depreciation	$ 140,000	$ 140,000	0.00%	$ -
	$ 2,344,672	**$ 2,483,476**	**-5.59%**	**$ (138,804)**
Enterprise Funds				
Operational Expenses	$ 11,481,007	$ 11,671,199	-1.63%	$ (190,192)
Capital Outlay	$ 3,760,000	$ 232,005	1520.65%	$ 3,527,995
Debt Service	$ 2,225,559	$ 2,255,620	-1.33%	$ (30,061)
Transfers	$ 300,000	$ 300,000	0.00%	$ -
Depreciation	$ 2,419,270	$ 2,369,270	2.11%	$ 50,000
	$ 20,185,836	**$ 16,828,094**	**19.95%**	**$ 3,357,742**
Debt Service				
Bond/Loan Payments & Fees	$ 747,053	$ 936,675	-20.24%	$ (189,622)
Tax Levy - Intra-Fund Repayment	$ 45,673	$ 62,000	-26.33%	$ (16,328)
	$ 792,725	**$ 998,675**	**-20.62%**	**$ (205,950)**
Special Projects				
TIF Funds & Revolving Loan Funds	$ 953,640	$ 889,143	7.25%	$ 64,498
Dilipidated Housing Program	$ 17,500	$ 20,000	0.00%	$ (2,500)
	$ 971,140	**$ 909,143**	**6.82%**	**$ 61,998**
Grand Total	**$ 27,499,112**	**$ 24,114,732**	**14.03%**	**$ 3,384,380**
Non-Cash Depreciation	$ 2,559,270	$ 2,509,270	**1.99%**	$ 50,000
Total Net of Non-cash items	**$ 24,939,842**	**$ 21,605,462**	**15.43%**	**$ 3,334,380**

City of Windom, Minnesota

City of Windom -- Capital Improvement Plan

2022 thru 2026

EXHIBIT B

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Administration								
Computer Replacement	ADMIN 002	1			3,200			3,200
Administration Total					3,200			3,200
Airport								
Instrument Landing Equipment	AIRPORT 005	1				150,000		150,000
Crosswind Runway Design	AIRPORT 007	3		150,000				150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2			600,000			600,000
Runway Extension Environmental Reivew	AIRPORT 011	1					75,000	75,000
Crosswind Runway Construction	AIRPORT 012	4				2,000,000		2,000,000
New 4 Bay Hanger & Site Prep	AIRPORT 014	1			525,000			525,000
Unit 46A Replacement - Snow Plow	AIRPORT 015	1			130,000			130,000
AWOS Tower Rehab	AIRPORT 018	1	70,000					70,000
Credit Card Chip Reader	AIRPORT 020	2	10,000					10,000
Airport Total			80,000	150,000	1,255,000	2,150,000	75,000	3,710,000
Ambulance								
Defibulators	AMB 002	1		100,000				100,000
Unit 27 - Ambulance Replacement	AMB 005	1		225,000				225,000
Radio & Pager Equipment	AMB 006	1	125,000					125,000
Unit 28 - Ambulance Replacement	AMB 007	1			250,000			250,000
Unit 29 - Ambulance Replacement	AMB 010	1					235,000	235,000
Ambulance Total			125,000	325,000	250,000		235,000	935,000
Arena								
Livestock Building\Riding Rink	ARENA 011	3		200,000				200,000
Arena Total				200,000				200,000
Building\Zoning								
Blighted Homes Incentive Program	BUILD 005	2	17,000	20,000	20,000	20,000	20,000	97,000
Land Use Code Review	BUILD 006	2	2,444					2,444
Building\Zoning Total			19,444	20,000	20,000	20,000	20,000	99,444
City Hall								
Window Replacement	CH 001	2		20,000				20,000
Tuckpointing and Foundation Repair	CH 008	2		125,000				125,000
EDA\Building Office Windows	CH 010	2		7,500				7,500
Roof Replacement	CH 011	1	62,050					62,050
City Hall Total			62,050	152,500				214,550
Community Center								

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Meeting Room Maintenance\Improvements	*COMM 001*	2			5,000			*5,000*
Dance Floor Replacement	*COMM 002*	3			20,000			*20,000*
Sound System	*COMM 003*	3		60,000				*60,000*
Stage	*COMM 006*	3				8,500		*8,500*
Equipment Replacement\Upgrades	*COMM 007*	1	10,000	12,000	15,000	15,000		*52,000*
Mechanical Systems - A\C Unit	*COMM 009*	1	10,000	10,000	10,000	10,000		*40,000*
Garage Doors w\ Openers	*COMM 011*	2			9,800			*9,800*
Gym Renovation	*COMM 012*	2	85,000					*85,000*
Outdoor - Grounds and Equipment	*COMM 014*	2		4,000				*4,000*
Community Center Total			**105,000**	**86,000**	**59,800**	**33,500**		***284,300***
EDA								
NWIP South 80 Addition Infrastructure	*EDA 003*	1				425,000		*425,000*
East Highway 60 Development	*EDA 006*	2	418,458					*418,458*
South Cottonwood Lake Site Reclaimation	*EDA 007*	2	2,372,840					*2,372,840*
EDA Total			**2,791,298**			**425,000**		***3,216,298***
Electric								
Distribution System Upgrades	*ELE 001*	1	400,000	300,000	300,000	300,000	300,000	*1,600,000*
Skid Loader Replacement	*ELE 002*	2	50,000					*50,000*
Misc Equipment - Unidentified	*ELE 004*	3	40,000	40,000	40,000	40,000	40,000	*200,000*
Meter Replacement Program	*ELE 011*	1				500,000		*500,000*
Generation	*ELE 016*	1			3,500,000			*3,500,000*
Transmission Line Reconstruction	*ELE 023*	1	3,500,000					*3,500,000*
Roof and Gutter Replacement - Shop	*ELE 027*	2	50,000					*50,000*
Power Plant Building - Exterior	*ELE 028*	2		100,000				*100,000*
Bucket Truck - Unit 320	*ELE 030*	1				250,000		*250,000*
Electric Total			**4,040,000**	**440,000**	**3,840,000**	**1,090,000**	**340,000**	***9,750,000***
Fire								
First Response Truck - Unit 24	*FIRE 005*	3		250,000				*250,000*
Engine\Pumper - Unit 23 & Unit 25	*FIRE 006*	1	375,000					*375,000*
Radio Replacement Fund	*FIRE 007*	1		40,000				*40,000*
Turn Out Gear	*FIRE 008*	1	36,750	36,750	22,050	11,025		*106,575*
Brute Expander for Hoses	*FIRE 012*	2	6,975					*6,975*
Fire Total			**418,725**	**326,750**	**22,050**	**11,025**		***778,550***
Library								
Computer Replacement	*LIB 007*	1		2,000	2,000			*4,000*
Library Remodel Project	*LIB 008*	2		5,000				*5,000*
Library Total				**7,000**	**2,000**			***9,000***
Liquor								
Landscaping	*LIQUOR 012*	3		5,000				*5,000*
Liquor Store - Construction\Expansion	*LIQUOR 014*	3		2,400,000				*2,400,000*
Computer Replacement	*LIQUOR 015*	1		3,000				*3,000*
Equipment Replacement Fund	*LIQUOR 016*	1	5,000	5,000	5,000	5,000		*20,000*
Liquor Total			**5,000**	**2,413,000**	**5,000**	**5,000**		***2,428,000***
Multiple Depts								
City-wide Network & Server Upgrades	*MULTI 003*	1	6,000					*6,000*

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Multiple Depts Total			**6,000**					***6,000***
Parks								
Windom Rec Area - Parking Lot & Trail Improvements	*PARK 006*	4		40,000				*40,000*
New Island Park Comfort Station	*PARK 019*	1	112,500					*112,500*
Park Buildings CIP	*PARK 021*	2	10,000	10,000	5,000	5,000		*30,000*
Kastle Kingdom	*PARK 022*	2	150,000					*150,000*
Parks Pick-up Truck	*PARK 023*	2		35,000				*35,000*
Parks Tractor	*PARK 024*	2					60,000	*60,000*
Parks Total			**272,500**	**85,000**	**5,000**	**5,000**	**60,000**	***427,500***
Police								
Taser Replacement	*POLICE 003*	1				22,800		*22,800*
Computer Replacement - Mobile Units	*POLICE 006*	2				1,500		*1,500*
Radio Replacement	*POLICE 017*	3	51,000	19,000				*70,000*
Bolo Wraps	*POLICE 020*	3		10,000				*10,000*
Weapon Cameras	*POLICE 021*	1	9,000					*9,000*
Police Total			**60,000**	**29,000**		**24,300**		***113,300***
Pool								
New or Renovated Pool	*POOL 003*	3		4,000,000				*4,000,000*
Pool Total				**4,000,000**				***4,000,000***
Streets								
Equipment Fund Reserve	*STR 005*	2	25,000	25,000	25,000	25,000		*100,000*
Pick-up Replacement (Unit 40)	*STR 009*	1	40,000					*40,000*
2.5 Ton Dump Trucks (Units 42, 43 and 44)	*STR 010*	1	425,000					*425,000*
Insect Sprayer Replacement	*STR 012*	2			14,000			*14,000*
Sno-Go Snow Blower Replacement	*STR 013*	1			140,000			*140,000*
2024 Street Project	*STR 019*	1			3,000,000			*3,000,000*
Traffic Signal Lights	*STR 025*	1			250,000			*250,000*
Trailer	*STR 026*	2	14,000					*14,000*
Pick-Up Replacement	*STR 028*	2		40,000				*40,000*
Front-end Loader	*STR 029*	2				250,000		*250,000*
Front End Loader Snowplow	*STR 030*	1	25,000					*25,000*
Streets Total			**529,000**	**65,000**	**3,429,000**	**275,000**		***4,298,000***
Telecom								
Jeffers Expansion	*TEL 023*	3		900,000				*900,000*
Cisco 15454 Replacement - OC3 Transport	*TEL 027*	1	18,000					*18,000*
Transport Project - CO Fiber Trunk South	*TEL 029*	1		35,000				*35,000*
Transport Project - CO Fiber Trunk North	*TEL 030*	1	19,000					*19,000*
Comfrey Expansion	*TEL 033*	3				1,500,000		*1,500,000*
Co Rd 13/15 North Expansion	*TEL 034*	3	85,000					*85,000*
Fiber Optic Splicing Trailer	*TEL 035*	2		18,500				*18,500*
Telecom Total			**122,000**	**953,500**		**1,500,000**		***2,575,500***
Wastewater								
General Plant Improvement\Maintence	*SEWER 001*	2	5,000	5,000	5,000	5,000	5,000	*25,000*
General Equipment	*SEWER 006*	3	20,000	20,000	20,000	20,000	20,000	*100,000*
Interceptor\Collection System Improvements	*SEWER 007*	1	10,000	10,000	10,000	10,000	10,000	*50,000*

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Lift Station Improvements	*SEWER 010*	1	5,000	5,000	5,000	5,000	5,000	*25,000*
Wastewater Total			**40,000**	**40,000**	**40,000**	**40,000**	**40,000**	***200,000***
Water								
Wells and Well Site	*WATER 001*	1	5,000	5,000	5,000	5,000	5,000	*25,000*
Pumping Equipment	*WATER 002*	1	5,000	5,000	5,000	5,000	5,000	*25,000*
Filter Plant Improvements	*WATER 004*	1	10,000	10,000	10,000	10,000	10,000	*50,000*
Water Main Improvements	*WATER 005*	1	5,000	5,000	5,000	5,000	5,000	*25,000*
Hydrants	*WATER 008*	2	5,000	5,000	5,000	5,000	5,000	*25,000*
Water Total			**30,000**	**30,000**	**30,000**	**30,000**	**30,000**	***150,000***
GRAND TOTAL			**8,706,017**	**9,322,750**	**8,961,050**	**5,608,825**	**800,000**	***33,398,642***

EXHIBIT C

BUDGET
CITY OF WINDOM
2022 BUDGET YEAR

Debt Service Levy	2022 Levy	2023 Levy	2024 Levy	2025 Levy	2026 Levy
402 Capital - ESF Loan	$ 48,890	$ 57,090	$ 55,190	$ 53,290	$ 56,340
401 Street Shop - Loader & Sweeper Interfund Payment	$ 45,672	$ -	$ -	$ -	$ -
302 2005 Street Project (2012A Refi)	$ -	$ -	$ -	$ -	$ -
303 2007 Street Project (2012A Refi)	$ 82,670	$ 85,935	$ -	$ -	$ -
305 2009 Street Project	$ 72,794	$ 77,368	$ 77,937	$ 60,281	$ -
306 2013 Street Project	$ 89,568	$ 93,853	$ 87,930	$ 96,958	$ 96,103
307 2017 Street Project	$ 98,003	$ 81,463	$ 82,461	$ 82,461	$ 83,983
308 2020 Street Project	$ 161,087	$ 161,455	$ 161,665	$ 161,717	$ 161,612
406 2013 Equip Bond - Fire Truck & SCBA	$ 27,045	$ 25,926	$ -	$ -	$ -
Total	**$ 625,729**	**$ 583,090**	**$ 465,183**	**$ 454,707**	**$ 398,038**
		$ (42,639)	$ (117,907)	$ (10,476)	$ (56,669)

EXHIBIT D

General Fund Reserve Estimates

		Available Funds
2022 Budgeted Expense	$ 3,684,225.16	
74% 2020 Audited Reserve	$ 2,671,089.00	72.50%
Less: Prior General Fund Commitments		
Proposed 2022 Budget use Reserves	$ (100,000.00)	
Close out 2003 Improvement Bond	$ (220,940.15)	
Estimate of Close-out 2007 Street Improvement	$ (205,000.00)	
Nuisance Abatement	$ (10,000.00)	
	$ (535,940.15)	
Remaining General Fund Reserve	$ 2,135,148.85	57.95%
35% Required Minimum	$ 1,289,478.81	$ 845,670.04
40% Reserve Amount	$ 1,473,690.06	$ 661,458.79
45% Reserve Amount	$ 1,657,901.32	$ 477,247.53
50% Reserve Amount	$ 1,842,112.58	$ 293,036.27
60% Reserve Amount	$ 2,210,535.10	$ (75,386.25)

RESOLUTION #2021-

INTRODUCED:
SECONDED:
VOTED: **Aye:**
Nay:
Absent:

AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION

WHEREAS, the City of Windom has received notification of the awarding of a grant by the Minnesota Department of Transportation for the purpose of airport improvements; and

WHEREAS, it is necessary that the City of Windom accept this grant and execute an Agreement with the Minnesota Department of Transportation concerning the terms of the grant.

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

1. That the City of Windom hereby accepts the State of Minnesota Grant Agreement No. **1048506** entitled "Grant Agreement for Airport Improvement Excluding Land Acquisition" for State Project No. **A1701-42** at the Windom Municipal Airport.
2. The Mayor and City Administrator are hereby authorized to execute this agreement and any amendments on behalf of the **City of Windom**.

Adopted by the Council this 21st day of September, 2021.

____
Dominic Jones, Mayor

Attest:______________________________
Steve Nasby, City Administrator

CERTIFICATION

STATE OF MINNESOTA :
COUNTY OF COTTONWOOD:

I certify that the foregoing Resolution #2021-__ is a true and correct copy of the Resolution adopted by the Windom City Council at an authorized meeting held on the 21st day of September, 2021, as shown by the minutes of the meeting in my possession.

____
Steve Nasby, City Administrator

____
Notary Public

My Commission Expires:_______________

Exhibit 'A'

CITY OF WINDOM

April 26, 2021

RE: Windom Municipal Airport
FY 2021 Federal Grant Request

Luke Bourassa
Airport Development Engineer
Minnesota Department of Transportation
Office of Aeronautics
395 John Ireland Blvd.
St. Paul, MN 55155

Dear Mr. Bourassa:

The City of Windom is requesting a grant from the Federal Aviation Administration (FAA) for the Windom Municipal Airport for Federal Fiscal Year 2021. The grant request is for Airport Crack Seal. Associated costs with this project are as follows:

2021 Airport Crack Seal (ASTECH)	$ 24, 065.00
Design Engineering & Construction Administration (SEH)	$ 14,500.00
Administration (City of Windom)	$ 2,500.00
TOTAL PROJECT COSTS (APPROX):	**$ 41,065.00**

The City of Windom is requesting federal FAA entitlement participation for this project at 90 percent ($36,959) and FAA ARP Act funding for 10 percent ($4,106) for a total grant request of $41,065.

Please contact me if you have any questions.

Sincerely,

Steve Nasby, City Administrator
City of Windom, Minnesota

CC: Lindsay Reidt, SEH
Jacque Zirbes, SEH
Nick Pratt, FAA
Brian Conklin, MnDOT Office of Aeronautics

Enclosure: FY 2021 Federal Grant Request Packet

DEPARTMENT OF TRANSPORTATION

STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the **City of Windom** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to Minn.Stat.§16B.98, Subd.1, Grantee agrees to minimize administrative costs as a condition of this agreement.

AGREEMENT TERMS

1 **Term of Agreement, Survival of Terms, and Incorporation of Exhibits**

1.1 **Effective Date.** This agreement will be effective on August 31, 2021, or the date the State obtains all required signatures under Minn. Stat.§16B.98, Subd. 5, whichever is later. As required by Minn.Stat.§16B.98 Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration Date.** This agreement will expire on December 31, 2025, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

1.4 **Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project **SP A1701-42,** which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.

1.5 **Exhibits: Exhibit 'A'** – City of Windom Grant Request Letter; **Exhibit 'B'** – Credit Application

2 **Grantee's Duties**

2.1 Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State's Office of Aeronautics. Any changes to the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Grantee and the State. Subject to the availability of funds, the State may prepare an amendment to this Agreement to reimburse the Grantee for the allowable costs of qualifying change orders.

2.2 If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, the Grantee elects not to have such services performed by a registered engineer, then the Grantee will designate another responsible person to oversee such work.

2.3 Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project.

2.4 Grantee will comply with all required grants management policies and procedures set forth through Minn.Stat.§16B.97, Subd. 4 (a) (1).

2.5 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not

DEPARTMENT OF TRANSPORTATION

sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

2.6 **Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (d) (1), the Grantee will operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of **20 years** from the date the Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property that is purchased or improved with State funds. If the State approves such a transfer or change in use, the Grantee must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.

3 **Time**

3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 **Cost and Payment**

4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

Item Description	Federal Share	State Share	Grantee Share
Airfield Pavement Crack & Joint Seal	100%	0.0%	0.0%

Federal Committed:	**$ 41,065.00**
State:	**$ 0.00**
Grantee:	**$ 0.00**

Federal funds are not committed and are only available after being made so by the U.S. Government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Grantee has complied with all terms of this Agreement and furnished all necessary records.

4.2 **Travel Expenses.** No travel Expenses are authorized for this project. The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state at the current Minnesota Department of Transportation Reimbursement Rates for Travel Expenses.

4.3 **Sufficiency of Funds**. Pursuant to Minnesota Rules 8800.2500, the Grantee certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Grantee has the legal authority to engage in the Project as proposed.

4.4 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed **$ 0.00**.

4.5 **Payment**

4.5.1 **Invoices.** Grantee will submit invoices for payment by Credit Application, Exhibit **'B'**, which is attached and incorporated into this agreement and can also be found at http://www.dot.state.mn.us/aero/airportdevelopment/documents/creditappinteractive.pdf, is the form Grantee will use to submit invoices. The State's Authorized Representative, as named in this agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving

DEPARTMENT OF TRANSPORTATION

payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices will be submitted timely and according to the following schedule:
As work progresses on a monthly schedule.

4.5.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.5.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days of receipt of such invoice.

4.5.4 **Grantee Payment Requirements.** Grantee must pay all contractors under this agreement promptly. Grantee will make undisputed payments no later than 30 days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within 30 days of receipt of such invoice.

4.5.5 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.5.5.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.5.5.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.5.5.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.5.6 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.5.7 **Closeout Deliverables.** At the close of the Project, the Grantee must provide the following deliverables to the State before the final payment due under this Agreement will be released by the State: (1) Electronic files of construction plans as a PDF and in a MicroStation compatible format; and (2) Electronic files of as-builts as a PDF and in a MicroStation compatible format.

4.6 Contracting and Bidding Requirements. Prior to publication, Grantee will submit to State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to State all contracts and subcontracts funded by this agreement between Grantee and third parties. State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten business days.

5 Conditions of Payment

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. In addition, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

DEPARTMENT OF TRANSPORTATION

6 **Authorized Representatives**

6.1 The State's Authorized Representative are:
Luke Bourassa, South Region Airports Engineer; (luke.bourassa@state.mn.us) (651)508-0448 and/or
Brian Conklin, Regional Airport Specialist Sr.; (brian.conklin@state.mn.us) (651)252-7658, or his successor.
State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:
Steven Nasby, City Manager; (507) 831-6129
steve.nasby@windommn.com
City of Windom
444 9th Street
PO Box 38
Windom, MN 56101-0038
If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 **Assignment Amendments, Waiver, and Grant Agreement Complete**

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

7.2 **Amendments.** Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

8 **Liability**

In the performance of this agreement, and to the extent permitted by law, Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for the State's failure to fulfill its obligations under this agreement.

9 **State Audits**

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 **Government Date Practices and Intellectual Property Rights**

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to in this section 10.1, Grantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. Grantee's response to the request shall comply with applicable law.

10.2 **Intellectual Property Rights.**

Intellectual Property Rights. State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.2.1 **Obligations**

10.2.1.1 **Notification**. Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this agreement, Grantee will immediately give State's Authorized Representative written notice thereof and must promptly furnish State's Authorized Representative with complete information and/or disclosure thereon.

10.2.1.2 **Representation**. Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless State, at Grantee's expense, from any action or claim brought against State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in Grantee's or State's opinion is likely to arise, Grantee must, at State's discretion, either procure for State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11 **Workers Compensation**

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the Grantee's website when practicable.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination; Suspension**

14.1 **Termination by the State.** The State may terminate this agreement at any time, with or without cause, upon written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 **Suspension.** The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15 **Data Disclosure**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 **Fund Use Prohibited.** The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17 **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or

construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

18 **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

19 **Telecommunications Certification.** By signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses " covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

20 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-ublic.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

21 **Additional Provisions**
[Intentionally left blank.]

DEPARTMENT OF TRANSPORTATION

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15 and § 16C.05.

Signed:____________________________________

Date:____________________________________

SWIFT Contract/PO No(s).________________________

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:____________________________________

Title:____________________________________

Date:____________________________________

By:____________________________________

Title:____________________________________

Date:____________________________________

DEPARTMENT OF TRANSPORTATION

By:____________________________________
(with delegated authority)

Title:____________________________________

Date:____________________________________

DEPARTMENT OF TRANSPORTATION
OFFICE OF FINANCIAL MANAGEMENT – GRANT UNIT

By:____________________________________

Date:____________________________________

DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT

By:____________________________________

Date:____________________________________

131 TORGERSON LANE
JACKSON, MN 56143

TRI-STATE GENERAL CONTRACTING

P| 507-849-7429
F| 507-849-7430

PROPOSAL & ACCEPTANCE

Proposal Recipient: City of Windom	Phone:	Date: 9-2-2021
Street:	Job Name: Windom Arena Reroof	
City, State, Zip Code:	Job Location:	
Architect: Brian Bergstrom / Date of Plans:	Job Contact:	Job Phone:

We hereby propose to furnish labor, materials and equipment to complete:	Amount:
Install new insulation betwee roof purlins along entire ridge of the arena roof.	
Insulation	$ 2500.00
Misc. Fasteners: banding, screws, tape.	$ 1000.00
Lift Rental	$ 5000.00
Labor- 2 Men 160 hrs @ $ 105.00	$16800.00
Millage	$ 500.00
2 % Bond Charge	$ 516.00
10% Profit & Overhead	2632.00
If additional space is needed, please see attached page	

We propose hereby to furnish all labor, material, and equipment - complete in accordance with above specifications, for the sum of:
Twenty Eight Thousand Nine Hundred Fourty Eight Dollars dollars ($ 28, 948.00).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be complete according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the proposal. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature Mike Pigman

Note: Tri-State General Contracting reserves the right to withdraw this proposal if not accepted within 15 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. Tri-State General Contracting is authorized to do work as specified. Payment will be made as outlined above.

Date of Acceptance ____________________

Signature ____________________

Signature ____________________