

Council Meeting
Tuesday, April 19, 2022
City Council Chamber
6:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – April 5, 2022
 - EDA – April 11, 2022
 - Community Center– April 11 , 2022
 - Library Board – April 12, 2022
 - Planning Commission – April 12, 2022
 - Licenses
 - Chamber of Commerce -Temporary On-Sale Liquor License - May 7 & June 10
 - Authorization To Dispense Liquor – Phat Pheasant – May 7 & June 11 &12
 - Amplification Permits - Chamber of Commerce -May 7-August 18, 2022
 - Regular Bills
2. Department Heads
3. League of MN Cities Insurance Renewal - Josh Peterson
4. Proclamations
 - Drinking Water Week May 1-7, 2022
 - Hospital Week May 8-14, 2022
5. Hospital Budget Presentation
6. Planning Commission Recommendations
 - Variance Application – 1695 Langley St
 - Conditional Use Permit & Variance Application – 41223 470th Ave
7. EDA Workforce Housing Recommendation
8. Disposition of Surplus Equipment
9. Orderly Annexation – County Highway Public Works Facility – Joint Resolution
10. Annual Consumer Confidence Report
11. Call for Public Hearings
 - USDA Grant Applications
 - Tegels Park Land Swap with Cemstone
 - Residential Tax Abatements
 - Gove Acres - Lot 1, Block 2
 - Gove Acres - Lot 2, Block 2



12. Personnel Recommendations
 - Telecom Installer
 - Street/Park Maintenance Worker
13. 2022 Mayor Appointment
 - Community Center Commission
 - Library Board Vacancy Announcement
14. New Business
15. Old Business
16. Council Comments
17. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
April 5, 2022
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones

2. Roll Call:

Council Present: Mayor Dominic Jones, Marv Grunig, James Nelson, Jenny Quade and Lisa Farag

Council Absent: Jayesun Sherman

City Staff Present: Dawn Aamot, Library Director; Jeff Dahna, Windomnet Manager; Andy Spielman, Building Official; Cory Hillesheim, Assistant Police Chief; John Nelson, Liquor Store Manager; Tim Hogan, Recreation Director; Tim Hacker, Ambulance Director; Jon Ketzenberg, Streets & Parks Superintendent and Jim Hartshorn, Interim Development Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – March 15, 2022
 - Library Board – March 8, 2022
 - Economic Development Authority – March 14, 2022
 - Community Center Commission – March 14, 2022
 - Telecom Commission – March 21, 2022
 - Airport Commission – March 22, 2022
 - Utility Commission – March 23, 2022
- Licenses – Exempt Gaming Permit – Des Moines River Ducks Unlimited
- Regular Bills

Motion by Grunig second by Quade approving the Consent Agenda. Motion carried 4 – 0.

5. Department Heads:

John Nelson, Liquor Store Manager, said the store is hosting the 9th Annual Pet Supply Drive for benefit of Cottonwood County Animal Rescue. Donated items or cash is accepted. The event at the store will include a pet adoption day and Molson\Coors is providing up to \$100 in adoption assistance. Facebook and other advertising are being done.

Second, he is attending a Minnesota Municipal Beverage Association workshop and has received a \$295 scholarship for the Wine & Spirits certification course, level one.

6. Proclamation Years of Service – Buckwheat Johnson:

Jones noted Mr. Johnson's 43 years of service to the community as a member of the Windom Ambulance Service. He and the City Council thanked Mr. Johnson for his service.

Council Member Quade introduced the Resolution No. 2022-20, entitled “A RESOLUTION EXPRESSING SINCERE APPRECIATION TO BUCKWHEAT JOHNSON FOR HONORABLE AND DEVOTED PUBLIC SERVICE AS AN EMT FOR THE CITY OF WINDOM, MINNESOTA” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Quade, Farag and Grunig. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Tim Hacker, Ambulance Director, thanked Mr. Johnson for his service and wished him well. A public appreciation event was held on March 31st and was attended by over 200 people.

7. Proclamation – National Library Week:

Council Member Grunig introduced the Resolution No. 2022-21, entitled “2022 NATIONAL LIBRARY WEEK PROCLAMATION” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Grunig, Farag and Quade. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Jones thanked the library staff for all their work. Dawn Aamot, Library Director, said this year’s theme is “Connect with your library” and this highlights the multiple methods of connecting through in-person and on-line. They are having a fine free month to get overdue items returned as there are more than 400 overdue items dating back to 2017. A local student is doing a book drive for organizations in need of books so the library is helping by being a donation site for good condition used books. The summer reading program will be starting and they will be doing a book mark contest for all ages. Currently they have a make-it and take-it program for Easter.

8. Fiscal Agent Agreement.

Grunig said the Windom Area Foundation is asking the City to partner with them on the administration side of the Veteran’s Memorial Project. The Foundation can solicit and collect donations, but they cannot issue payments to contractors. The project volunteers will line up contractors, oversee work and manage the project but the City is being asked to make the payments to the contractors through funds that will be given to the City by the Foundation. This is similar to the City’s participation with the Lions Club on the shelter project.

Motion by Quade second by Farag to approve the Fiscal Agent Agreement between the City and Windom Area Foundation as presented. Motion carried 4 – 0.

9. Second Reading Ordinance, No. 193, 2nd Series – Amending Zoning Designation:

Nasby said this item was discussed at the last City Council meeting and passed along with the Planning Commission’s recommendation.

Motion by Grunig second by Farag to approve the 2nd Reading of Ordinance, No. 193, 2nd Series amending the Zoning Map of Windom by amending the zoning designation of the described property from I-1 Light Industrial to R-3 Multi-family. Motion carried 4 – 0.

10. Telecom Items:

Jeff Dahna, Windomnet Manager, and Dirk Abraham, Telecom Commissioner, introduced themselves. Dahna said the utility and Commission have been working on converting to streaming video for a couple years. The contract in the packet is to purchase the video streaming programming. This contract will allow Windomnet to start setting up of the system and do some testing. The streaming service will then be rolled out in phases later this year.

Quade asked when the service would start and if the channels\costs are comparable to the current offerings. Dahna said they hope to get the platform set up in two weeks to begin testing and then work on roll out.

Jones noted then telecom will be operating dual systems for a while during switchover.

Abraham said that he will address the channel and cost question. Currently there are three tiers with \$48 for basic, \$93 for expanded and \$108 for digital packages. These fees are actually too low as programming costs have gone up and Windomnet loses money on television. The new proposed packages are 96 channels for \$64, which is comparable to our \$93 expanded package, and a \$121 channel package for \$75, which is comparable to our \$108 digital package. The Twin Cities channels are included in these new packages as those are in our federally designated market area. Eleven out of market channels from Sioux Falls will also be available, but at an add-on fee.

Grunig asked if a customer has their own router\modem if they can get streaming video or do they have to have the Windomnet giga-center. Dahna said that a customer's equipment will be able to stream but it will need capacity and operate at speeds of 50 megabits per second or greater for the best quality picture and service. There will be a video streaming application people can access and there is not equipment that has to be rented from Windomnet like the cable boxes. Jones added that buffering can be an issue and may be router or wireless signal.

Quade asked about local Channel 3 programming. Dahna said the City will be able to keep the public channel and have it inserted into the streaming packages.

Grunig asked if there is a end date for the current cable system. Dahna said they do not have a date yet, but will definitely have one set to shut down the old system.

Farag asked about resources or training for senior citizens to set up and use the streaming service. Dahna said there is informational items that will be made available, on-line tutorials and staff will likely have to make some site visits to help customers.

Dahna said the IPTV Distribution Agreement will set our cost for the streaming product and allow for service and use of their applications.

Motion by Quade second by Nelson to approve the IPTV Distribution Agreement with SFN Technology Group, LLC as presented. Motion carried 4 – 0.

Council Member Grunig introduced the Resolution No. 2022-22, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICAITONS ENTERPRISE FUND” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Quade, Nelson, Grunig and Farag. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Jones noted the Telecom Commission is still looking for another member and a person does not have to be a technically oriented person. Interested parties should contact himself or City Hall.

11. Resolution to Elect Standard Allowance ARPA Funds:

Nashry said the City will receive approximately \$475,000 in federal funds as part of the Coronavirus recovery Act. These funds are governed by the U.S. Treasury which published the final rule earlier this year. The rule contained a standard allowance for all cities to claim revenue

loss up to \$10 million or 100% of their allocated funds, whichever is less. With the standard allowance the City can then use the funds for any typical governmental expenditure. Reporting will also be streamlined. A handout in the packet shows some of the eligible expenses.

Council Member Grunig introduced the Resolution No. 2022-23, entitled “A RESOLUTION TO ELECT THE STANDARD ALLOWANCE AVAILABLE UNDER THE REVENUE LOSS PROVISION OF THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT” and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Farag, Quade, Nelson and Grunig. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

12. Letter of Engagement for GASB 75 Services - VanIwaarden:

Nasby said that every two years the City needs an actuarial study for GASB 75 Other Post-employment Benefit (OPEB) services which is then part of the audit. Staff recommends approval.

Motion by Farag second by Nelson to approve the engagement with VanIwaarden for GASB 75 services as presented. Motion carried 4 – 0.

13. Citywide Clean-up Fee Discussion

Nasby said that May 21st is the scheduled date for the clean-up and staff is requesting the City Council’s direction on the subsidies for the collection of certain items. In the past the City has offered subsidies at one time or another for mattresses, electronics, TVs and appliances. He reviewed the numbers from 2021 which showed declines in the numbers of mattresses and TVs even though the City lowered the fees. Many items this year are free such as non-freon appliances. An advertisement with the clean-up details will be done in the next month.

Quade said with the conversion to video steaming many older TVs may not be compatible so she would suggest a subsidy for TVs and computer monitors.

Motion by Quade second by Farag to provide a \$10 subsidy for the TV and computer monitor recycling tags with a limit of two per household. Motion carried 4 – 0.

Farag said she would still prefer to hold the event in the fall.

14. Airport Items:

Jones noted a number of airport items for City Council action. Nasby said that the first item is to approve a grant agreement for \$32,000 related to operational costs as part of the State passing along Coronavirus funds.

Council Member Grunig introduced the Resolution No. 2022-24, entitled “AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR FEDERAL AIRPORT EXPENSES REIMBURSEMENT” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Grunig, Nelson, Quade and Farag. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Nasby said the following two items are regarding capital projects at the airport which are federally funded 90%, State 5% and local 5% which include additional crack sealing and a new LED beacon. Both projects were bid and came in under the engineer’s estimate or just a few hundred dollars over. The engineer’s recommendation is to award the bids to the low bidder and that letter is in the packet.

Council Member Farag introduced the Resolution No. 2022-25, entitled “A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED 2022 AIRPORT CRACK SEAL PROJECT” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Grunig, Farag and Quade. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Council Member Grunig introduced the Resolution No. 2022-26, entitled “A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED 2022 AIRPORT BEACON REPLACEMENT PROJECT” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Farag, Nelson, Quade and Grunig. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

15. Personnel Committee Recommendations:

Jones said there were several items for Council action. The Community Center Director is recommending the hiring of Cezar Andujar for on-call work at a rate of \$12.50/hour.

Motion by Nelson second by Grunig to hire Cezar Andujar for Community Center on-call work at a rate of \$12.50/hour. Motion carried 4 – 0.

Jones said that Streets and Parks two seasonal are employees returning.

Motion by Quade second by Farag to hire Noah Kloss at a rate of \$13.00\hour and Ken Derickson at a rate of \$13.60/hour for seasonal work with Streets & Parks Department. Motion carried 4 – 0.

Pool manager recommendation from the Recreation Director and Parks & Recreation Commission to hire Julie Donchez.

Motion by Quade second by Farag to hire Julie Donchez for the Pool Manager position at a rate of \$13.50/hour. Motion carried 4 – 0.

Grunig said the Personnel Committee recommended and City Council approved the creation of a new full-time Ambulance Director position. Advertisements were placed and two candidates were interviewed by Council member Quade, Ambulance Director Hacker, EMT Mary Holmen and himself. They are recommending the hiring of Kirsten Porath as full-time Ambulance Director at the terms shown. He said her enthusiasm and commitment to service was apparent.

Motion by Grunig second by Quade to hire Kirsten Porath as full-time Ambulance Director. Motion carried 4 – 0.

Jones said he is happy to have a local person in the position. Council concurred.

Tim Hacker, Ambulance Director, and Kirsten Porath thanked the City Council for the action. Hacker said Porath is very dedicated and fits in well with the EMTs. Porath said she is excited for the position. Council welcomed her.

16. New Business:

Nasby said the Council had discussed a tour of City facilities in the spring. He will be asking them for possible dates in late April through mid-May at the next meeting. Council requested a time estimate for the facility stops so they could plan possible dates.

Preliminary

17. Old Business:

None.

18. Council Comments:

Nelson wished everyone a Happy Easter.

Grunig thanked Buckwheat Johnson for his long history of service to the community.

Farag wished everyone a Happy Easter.

Quade noted the new video streaming service will carry the Hallmark Channel so people will not have to pay separately for that one. The Pet Adoption Day at the Liquor store is April 9th. The Lions Club will host a pancake benefit from 9 am to 1 pm at the Community Center for Palm Sunday. She noted the SW Crisis Center has services for victims of domestic violence. She thanked the Windom School, law enforcement, fire and ambulance service for their work during the bomb threat this week. She said it is really a great community to have people that you know working together in situations like this and thanked them for their service.

Nasby welcomed Kristen Porath as Ambulance Director.

Jones noted that pet adoptions will also need a City license so don't overlook that part and maybe forms can be included at the event. He congratulated the Hospital Auxiliary for their work and noted the have an event on April 10th.

19. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:03 p.m.

Dominic Jones, Mayor

Attest: _____

Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
APRIL 11, 2022

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

2. Roll Call & Guest Introductions:

EDA Commissioners: Ryan McNamara, Nancy Wepplo, Tom Seigfreid, and Marv Grunig.
Absent: James Nelson.

Also Present: EDA Staff –Interim EDA Director Jim Hartshorn and Mary Hensen, Admin. Asst.; Mayor Dominic Jones; City Administrator Steve Nasby; Kevin Stevens, Cottonwood County Liaison; and Jesse Schott, Director of Construction Services (Southwest Minnesota Housing Partnership).

3. Approval of Minutes: March 14, 2022:

Motion by Commissioner Wepplo, seconded by Commissioner Grunig, to approve the Minutes of the EDA Meeting held on March 14, 2022. Motion carried 4-0.

4. Southwest Minnesota Housing Partnership

A. Background & Potential Opportunities: The EDA Board adopted a S.M.A.R.T. Goal to work with a private developer to build a new affordable starter home development in Windom. The Southwest Minnesota Housing Partnership (SWMHP) is interested in exploring options in Windom. Jesse Schott, Director of Construction Services, provided information concerning SWMHP's history and services. SWMHP has been a non-profit development organization since 1992. SWMHP's main focus is on housing both multi-family (income-based) and single-family (starter homes). Mr. Schott also provided information concerning his prior background with Paulsen Architects. He advised that SWMHP has a home ownership department and on-staff realtors, asset management department, construction department, in-house architect, and real estate development department. Their asset management department works with over 2,000 multi-family units. The SWMHP utilizes the service of other property management companies, such as Lloyd Management, for onsite management. Mr. Schott advised that representatives of SWMHP toured Windom concerning potential development sites for housing. SWMHP is interested in construction of 5 units. Previously in Worthington, their new single-family homes were approximately 1,900 square foot, split-entry homes, with 4 bedrooms, 2 baths, and a 2-car garage. He briefly discussed the increase in costs and wait times for materials. He advised that they are also considering manufactured housing and modular housing and provided information concerning their tour of a facility where these units are manufactured. He also briefly discussed workforce housing. Representatives from SWMHP will schedule a tour with Interim Director Hartshorn in a couple weeks.

5. North Windom Industrial Park & Cemstone Property – South Cottonwood Lake

A. Purchase Agreement: Interim Director Hartshorn reported that the parties are working on title work and the closing will be scheduled upon the completion of these items. The Protective Covenants for the North Windom Industrial Park provided that no structures could be over 40 feet in height. All of the property owners in NWIP have agreed to an amendment of the covenants to remove this restriction. The signatures of all property owners have been secured except for the Vereit property. Their attorneys are reviewing the document and it is anticipated that their signature on the Amendment should be forthcoming. Pursuant to the Purchase Agreement, the first payment to Cemstone of \$550,000 is due at closing which is scheduled on or before May 13, 2022. The second payment to Cemstone is due on or before May 13, 2023.

Interim Director Hartshorn advised that the City Council approved the height variance to allow Cemstone's construction of a silo with a potential height of 80 feet on Lot 1, Block 2 in the North

Windom Industrial Park Subdivision.

6. Cemstone Property – South Cottonwood Lake

A. Development Agreement – Subdivision Developer: DVK Diversified, LLC: Interim Director Hartshorn advised that on March 15, 2022, the City Council approved the Development Agreement between the City of Windom and DVK Diversified, LLC for the development of the South Cottonwood Lake Subdivision.

B. Development Agreement – Apartment Developer: Apollo Development LLC: Interim Director Hartshorn reported that on March 15, 2022, the City Council approved the Development Agreement between the City of Windom and Apollo Development LLC for the construction of the market-rate apartment building in the South Cottonwood Lake Subdivision. He updated the Board that David Harchanko had requested one revision in the Development Agreement regarding a cap on the administrative fees for the TIF consultant and TIF attorney regarding preparation of the development agreement and related documents. Mr. Harchanko requested that Apollo be responsible for the first \$5,000 of those fees, that Apollo and the EDA split the next \$5,000, and that Apollo would not be responsible for payment or contribution towards those fees in excess of \$10,000. It is anticipated that the fees will not be in excess of that amount. The EDA Board expressed no objection to this revision. Interim Director Hartshorn advised that Apollo is hoping to begin construction by June.

7. EDA Spec Building Property – HyLife Apartment Project - Update

A. Rezoning: Interim Director Hartshorn reported that on April 5th the City Council approved the second reading of Ordinance No. 193, 2nd Series to rezone the remainder of the Spec Building lot as R-3 Multi-Family. The ordinance is scheduled for publication on April 13th and will be in effect at that time. (In 2020, the eastern portion of the lot had been rezoned from I-1 Light Industrial to R-3 Multi-Family.)

B. Workforce Housing Grant Application: The Workforce Housing Development Program Grant Application was submitted to Minnesota Housing Finance Agency (“Minnesota Housing”) on January 11, 2022. The amount requested in the grant application was \$499,000. The original number of apartments (“units”) included in the grant application was 48. Each apartment contains 4 bedrooms. Pursuant to the grant program requirements, the 48 proposed market-rate apartments outlined in the grant application need to be available for lease to the general public. Minnesota Housing plans to announce the program awards at their April 21st Board Meeting. There is no guarantee that the grant will be awarded to Windom as Minnesota Housing will only be funding 4 of the 18 applications for the grant.

HyLife is working with Headwaters Development on the apartment project. HyLife has requested a master lease which would reserve the 48 apartments for use by HyLife’s employees. This request would affect the project’s eligibility for the grant program. One option is to increase the number of proposed units to 60 units (6 buildings with 10 apartments in each building) which would increase the potential TIF. Commissioner Seigfreid left the room during the discussion. The EDA Board discussed the options concerning whether to withdraw the grant application and accept the proposal to construct 60 units. The initial TIF request was approximately \$719,000. The TIF request for 60 units would be approximately \$975,000. The TIF consultant has indicated that even though the TIF request will be greater, more tax increment will be generated by the increased number of units and the payout period for the TIF should be similar to the previous request for the 48 units (7 to 10 years). There was a brief discussion concerning increased traffic from the additional units. No formal traffic study was done. Interim Director Hartshorn felt that the pros outweigh the cons concerning withdrawing the grant application and increasing the number of units to 60 units. All of the units would be under the master lease to HyLife. The lease arrangements that HyLife has with the City of Mankato for housing at the

former Norwood Inn will be ending. Headwaters Development would like to begin the project around the first of June.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to recommend to the City Council that the Workforce Housing Development Program grant application submitted to Minnesota Housing Finance Agency be withdrawn. Motion carried 3-0. Commissioner Seigfreid was not present for the vote.

8. River Bend Phase II: Interim Director Jim Hartshorn recapped that at the March 14th Meeting, the EDA Board approved an extension of the deadline until April 29, 2022, for MILLERBROS PROPERTY, LLC to exercise the Option to purchase this property. Since that time, they have chosen not to exercise the option because of the estimated costs for soil corrections and sewer extension. The Developer is presently considering other potential sites.
9. Ratification of Subordination Agreements: In November 2021, the EDA Board approved a Commercial Rehab Loan in the amount of \$10,000 for roofing on the property owned by Mari and Andy Harris located at 344 Tenth Street known as the "River City Eatery". In February 2022, the EDA Board approved a forgivable loan in Windom's Small Business Façade Improvement Program for new signage at the River City Eatery.

The EDA was contacted by one of the property owners and the lender (Dacotah Bank of Sioux Falls) requesting that the EDA subordinate these loans to allow the new mortgage first position. It is the EDA's policy to subordinate these loans to allow the property owners to refinance the primary mortgage on their property. Due to the timing of the refinance and the EDA's meeting schedule, it was necessary for the EDA President to execute these Subordinations prior to the April EDA Meeting.

Motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, to approve the subordination of the EDA's Commercial Rehab Loan Mortgage and the Small Business Façade Improvement Loan Mortgage covering property at 344 Tenth Street, owned by Mari and Andy Harries, to allow the property owners to refinance their primary mortgage on the property and also to ratify the EDA President's signature on these subordination agreements. Motion carried 4-0.

10. New Business: Interim Director Hartshorn announced that the former Holt's Cleaning building on Highway 60 has been sold to a new retail business.
11. Unfinished Business: There was a brief discussion concerning other suggestions for potential retail projects. A second grocery store is still the number one request. Once construction begins, Kwik Trip is anticipating a 100-day build.
12. Miscellaneous Information
 - A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the February 2022 financial reports submitted by Van Binsbergen & Associates.
13. Adjourn: On consensus, President McNamara adjourned the meeting at 1:12 p.m.

Attest:

James Hartshorn, Interim EDA Director

Tom Seigfreid, EDA Secretary

Community Center Commission Minutes
Monday April 11, 2022

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

2. Roll Call:

President:	Mitch Voehl
CC Director:	Spencer Winzenried
Commission Members:	Linda Stuckenbroker
	Al Baloun-Absent
	Lenny Thiner
Commission Liaisons:	James Nelson
	Lisa Farag
City Administrator:	Steve Nasby-Absent
Public:	

3. Approval of Minutes:

Minutes from March were reviewed and approved. Motion was made by Lenny and seconded by Linda.

4. Additions to the agenda:

5. President's Report:

6. Director's Report:

School Emergency Review: Spencer Winzenried reviewed the overall process of how the Community Center handled the situation. There was a situation where a few of the seniors refused to leave. Spencer brought a policy where the Director for the Center has the ability to handle situations like this. A motion was made by Linda Stuckenbroker and seconded by Lenny Thiner to adopt the policy. **Voting was unanimous for this new policy 3-0.**

7. Resource Management:

- a. Schedule: Is full and looking better all the time.
- b. Income and expenses: Revenue is already ahead of where we were last year. We should break last year's high and continue filling in future dates.

8. Miscellaneous:

Election of Officers: Linda Stuckenbroker, President – Lenny Thinner, Vice President – Secretary, Mitch Voehl

9. Open Forum:

There was a request for more bar tenders at the DU banquet. Some of the thought a 10 minute wait was too long. Spencer explained that we was supposed to help but had to leave for a family medical situation.

10. Next Meeting:

Monday, May 9th, 2022 @ 5:30 pm

Adjourn:

Motion by Lenny Thinner, seconded by Linda Stockenbroker, to adjourn the meeting at 6:25 pm. Motion carried 3-0.

Mitch Voehl, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Spencer Winzenried, WCC Director

Windom Library Board Meeting
City of Windom Council Chamber

April 12, 2022

5:05p.m.

1. Call to order: The meeting was called to order by John Duscher.
2. Roll Call: Members Present: Anita Winkel, John Duscher, Kari Scheitel, Steve Fresk, Wade Pfeiffer and Kathy Hiley

Members Absent: Susan Ebeling

Guest: Daryl Tasler

Library Staff Present: Dawn Aamot

City Council Member Present: Jaysun Sherman

3. Agenda and Minutes:

Agenda and minutes were approved on a motion by Anita Winkel and seconded by Steve Fresk.

4. Financial Report:

Dawn reviewed the Financial Report. It was noted that income from Fees and Misc. are high due to the high volume of services for photocopying, scanning, and printing. The financial report was approved on a motion by Kathy Hiley and seconded by Wade Pfeiffer.

5. Librarian's Report:

Dawn reported the following:

March was very busy. The Winter Reading Program ended on March 31. Out of the 105 registrations, 64 people completed their book logs and 1,500 books were read. Leftover prizes will be used for the summer reading program, "Read Beyond the Beaten Path".

With the passing of loyal library patron, Margaret Torkelson, her husband, Ron, would like to donate a bench for inside the library in her memory. Dawn is researching benches and has contacted Vanessa Tjentland to help acquire one.

National Library Week was last week. Dawn appeared before the City Council and the Mayor made an official declaration naming the week, National Library Week. April is Fine Free Month. Patrons with overdue materials are being contacted by email, phone, or mailings.

The library has launched a "Design a Bookmark" contest. All ages are invited to design a bookmark using the theme, "Read Beyond the Beaten Path". The deadline is April 29. Winners of each age group will have their bookmarks printed at Quick Print and distributed to library patrons this summer.

Registration for the summer reading program begins on May 31. Two entertainers have been scheduled. On June 16, Pint Size Polka will appear at the Cottonwood County Historical Society and on July 21, a group that

features African music will also entertain at the Historical Society. These programs are paid for by MN Legacy who encourages partnerships with local entities. Dawn reached out to the Friends of the Windom Library, and they have agreed to cover the rental of the Historical Society. She also plans to reach out to KDOM for free advertising of these events. One week each month during the summer program, a craft project will be available at a library craft table. The craft materials will be paid for by the Friends.

On April 29, a student from Westbrook Walnut Grove schools will job shadow at the library from 9-12.

Senior Windom student, Caleb Kleven, as part of his Eagle Achievement project is conducting a book drive for any type of book in good condition. The Windom Library will be a collection site from 9 am until 2 pm on Saturday, April 16. Caleb has reached out to county libraries, and they are interested in accepting these books.

Dawn will be taking another class on website design and maintenance on Wednesday. The new website, WindomLibrary.org, is nicer looking and is easier to maintain. Dawn invited the board to check out the page that features a ticker tape listing all new materials. Patrons can also sign up to receive a newsletter via email.

Librarian's Report was approved on a motion by Anita Winkel and seconded by Kari Scheitel.

6. Old Business:

The formation of the Ad Hoc committee looking at combining the Windom Community Center and the library was discussed. The first question the committee will discuss is "Why?". No decisions have been made yet as to when the committee will meet or how often. Kathy Hiley agreed to represent the library board and Wade Pfeiffer has tentatively agreed depending on when the meetings are held.

7. New Business:

Dawn presented our chair, John Duscher, with her letter of resignation. Her last day will be June 25. The board regretfully accepted her resignation and with many accolades for her work as director, thanked her for her years of service as director and children's librarian before that.

8. Book Suggestions:

9. Adjourn:

Meeting adjourned at 5:44 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
APRIL 12, 2022**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:00 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Jared Baloun, Ben Byam, Carol Hartman, Jeremy Johnson, and Brandon Pletcher. Absent: Lorri Cole.
(Currently there is one vacancy on the Commission.)

Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; Mayor Dominic Jones; Bruce Toninato; County Commissioners Donna Gravley, Tom Appel, and Norm Holmen; Nick Klisch, Cottonwood County Engineer; Don Kalash and Esther Kalash; Preston Rossow; and Josh Englar.

3. Approval of Minutes: March 8, 2022

Motion by Commissioner Johnson, seconded by Commissioner Hartman, to approve the Planning Commission Minutes for the Meeting held on March 8, 2022. Motion carried 6-0.

4. Public Hearings

A. Zoning Application – Variance – Side Yard Setback – 1695 Langley Street (Bruce & Erin Toninato): Zoning Admin. Spielman advised that this is an application for a variance on side yard setback to allow construction of a garage addition. The property has a frontage of approximately 105 feet at the front yard setback and a required side yard setback of 10.5 feet. He displayed the site plan submitted by the Applicants. They will meet the setback at the front of the addition. However, because the lot is pie-shaped, there is a sharp angle from the front setback to the rear of the lot. The side wall of the garage addition would be approximately 1.5 to 2 feet into the side yard setback at the back of the addition. The shop area at the back of the garage has been offset to meet the required 10.5 feet side yard setback. Zoning Admin. Spielman said that there are practical difficulties with this property because the lot is pie-shaped, the sharpness of the angle on the side property lines, and lot grading issues causing the rear yard to drop off significantly.

Chairman Mattson asked Applicant Bruce Toninato if he had anything to add to these comments. Mr. Toninato said he had nothing to add unless anyone has questions.

Chairman Mattson opened the public hearing at 7:05 p.m. and asked for public comments. There being none, Chairman Mattson closed the public hearing at 7:06 p.m.

Zoning Admin. Spielman reported that he only received one call from the neighbor at 1705 Langley Street (the neighbor closest to the proposed garage addition). The neighbor said he “had no problem at all. Just give them the variance.”

Zoning Admin. Spielman advised that for a variance, the criteria requires that the Applicants establish practical difficulties and unique circumstances for the property. He said that the Applicants have shown these criteria.

Commissioners commented concerning other factors in support of the variance: The neighbor adjacent to the garage addition has no objections. The Applicants are proposing an offset in the back of the addition to help maintain the required side yard setback in that area.

Motion by Commissioner Baloun, seconded by Commissioner Byam, to recommend City Council approval of the variance application, submitted by Bruce Toninato and Erin Toninato, for a side yard setback variance of 2 feet to allow the construction of a garage addition. The motion is based on the

practical difficulties and unique circumstances caused by the angle of the property and the slope of the back yard. The property is located at 1695 Langley Street, Windom, Minnesota, and is briefly described as: A tract in Lots 6 and 7 in County Auditor's Subdivision No. 4 in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-164-0220)

Findings of Fact for Variance:

1. As stated in the narrative herein.
2. The Applicants propose to use the property in a reasonable manner.
3. The variance is in harmony with the general purposes and intent of this ordinance.
4. The variance is consistent with the comprehensive plan.
5. The variance will not alter the essential character of the locality.

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Motion carried 6-0.

Zoning Admin. Spielman advised that this recommendation will now come before the City Council at its next meeting on Tuesday, April 19th.

B. Zoning Application – Conditional Use Permit – Public Buildings & Variance – Accessory Building Height (B-1 District) – Tract in Parcel - 41223 470th Avenue – Cottonwood County & Gene & Donna Pankonin:

Zoning Admin. Spielman reported that Cottonwood County is the Applicant and Gene and Donna Pankonin are the Property Owners in this zoning application. Pankonins are selling a portion of their property (Tract "B" on the survey) to Cottonwood County for the County's new Public Works Facility (Highway Department site). Section 152.097 states that public utility buildings (public buildings) require a conditional use permit in this district. The Applicant is also requesting a variance on the height of accessory buildings to be constructed on the property. Zoning Admin. Spielman displayed the survey of the property and pointed out the adjoining roads and residential subdivisions. He displayed the initial site plan submitted by Cottonwood County. They will be accessing the property from County Road 15. He explained that the accessory buildings are a cold storage building and salt storage shed for which they are requesting a variance on the height restrictions. In the B-1 Zoning District, the maximum height of accessory buildings is 15 feet. They are requesting a variance to allow the maximum height of the accessory buildings to be 35 feet. Zoning Admin. Spielman reviewed the attachment to the Zoning Application. The site plan shows rows of vegetation for visual screening and shelter belts.

County Commissioner Tom Appel (who is also on the County's Building Committee) explained that the proposal is for a minimum of two rows of shelter belt around the tract. The plan is for 5 rows on the east side of the property. Two rows are on each side of the property line and one on the property line. They are considering dogwood for the outside row and cedars on the inside row. Poplars would grow faster, but would need to be replaced in about 20 years. However, the choice of plants is yet to be determined. They have spoken with Dave Bucklin with Soil and Water Conservation and will be discussing options with Redwood Falls Nursery.

County Engineer Nick Klisch advised that the County is requesting a maximum of 35 feet for the height of the accessory buildings. The current salt storage shed is 15 feet in height. However, the newer shed will be taller. The new cold storage building would be approximately 70 to 80 feet wide with a 16-foot sidewall. The peak of the roof would be close to 35 feet.

Chairman Mattson opened the public hearing at 7:14 p.m. and asked for public comments.

Don Kalash (who owns farmland to the east of the Pankonins' property) asked the location of County Road 15 on the drawing. He asked if Gene and Donna Pankonin's building site was going to be annexed into city limits. Zoning Admin. Spielman responded that Pankonins' building site is not included in the property to be annexed and pointed out on Beacon the location of Tract "B". Don Kalash said that you folks know that there's a water problem up there. All the water from Biesers', Hocke's, Brand's (and the other properties there) come down the

hillside and settle out in Horkey's Subdivision. Kalash said that his property is across the road from Pankonins' property and he doesn't want to be annexed. He asked if this is the only site that the County looked at.

Commissioner Appel responded and said that the County has been looking for a property for the Public Works Facility for 6 to 7 years and he recapped all the sites the County had considered. The facility needs Windom utilities and the property needs to be annexed into the City of Windom to obtain these utility services.

Kalash asked how many acres are in Tract "B". Zoning Admin. Spielman responded that there are 19.85 acres in Tract "B".

Chairman Mattson asked if anyone else from the public wanted to comment. Josh Englar, from Mountain Lake, said that they had purchased the last empty lot on Matthew Drive to build a new house. He said that he liked the view out the back. He asked if there were any other locations that might work that are further from residential property. He figured it was worth coming down and asking about if there was any other way. He hasn't talked to the other neighbors but he appreciates the proposed landscaping by the County. He said it is what it is.

Chairman Mattson asked if there were any comments from anyone else in that area. Zoning Admin. Spielman said that he received a call from the property owner of 3125 Matthew Drive who couldn't attend the hearing. He felt that the property Pankonins are selling is too valuable for residential development and wondered if another location would be better. He thought that this was more of a business/industrial use and would stop any further residential development to the east. He is concerned about trucks and the salt shed, etc. and wanted to make sure there's a buffer. A property owner from 3155 Matthew Drive called. He wasn't opposed to the project, but shared similar concerns and echoed what the property owner at 3125 had said. Zoning Admin. Spielman received a call and an e-mail from a property owner at 3055 Matthew Drive who was concerned with the buffer and has small children. The property owner wanted some discussion regarding the gravel pile and salt shed and wondered about a different layout as she was concerned about her small children playing on the gravel pile, etc. She also had a question as to when the project was going to begin. She felt the property was more suited for residential.

There being no further comments, Chairman Mattson closed the public hearing at 7:25 p.m. Zoning Admin. Spielman advised that the area in Tract "B" is outside city limits and requires a joint orderly annexation between the City and Township. At the last Planning Commission Meeting, the Planning Commission recommended B-1 as the new zoning designation for the property (after it is annexed). Property to the west of the tract is zoned as A-0. The City's Comprehensive Plan shows a transition from residential into business and then industrial along County Road 15. This use (public utility building) is allowed in any zoning district as a conditional use. Zoning Admin. Spielman explained that some of the basis for the recommended zoning designation was because there were concerns if the County decided to vacate the property, the City would not want it zoned I-1 and have an industrial use move into that location. The B-1 Neighborhood Business Zoning District allows for residential and small and neighborhood businesses.

Commissioner Baloun expressed concerns about water runoff over land and asked if there were any plans for water retention; whether they would be running the slopes towards the road; and the amount of impervious surface. County Engineer Klisch replied that they do not have a final design in place, but will comply with storm water regulations. The plan is to locate the main building closer to County Road 15 and limit the amount of paved area. They could capture roof runoff from the large building and direct it towards the County Road ditch. They will gravel only what they need to and plan minimal disturbance on the current CRP land to the south. The gravel pile would be small for emergency purposes. The remainder of their gravel is stockpiled out in the County. The County is aware of the water problems because they travel on River Road. He said that as of April 11th, they noticed some water issues between the Sammons' and Johnsons' properties and will need to look at those issues in conjunction with Preston Rossow's property. He said that there is a steep drop off on Pankonins' property which may provide capacity for a holding area and they have already talked with Pankonins concerning this possibility. Commissioner Appel advised that they will have a minimum of gravel areas just where they need them. Zoning Admin. Spielman said that ponds are great, but where you drain the water is a consideration.

In response to a Commissioner's question, Commissioner Appel said that the Pankonins' property (including Tract "B") is currently in CRP and there is no tillable property there. The County won't till up all the 19+ acres. He said that the tract the County is purchasing is flat and that most water issues are coming from the slope on other lands in that area.

Commissioner Byam related his history concerning water issues in the Red Leaf Court area.

In response to a question, Zoning Admin. Spielman advised that the City doesn't have any storm water requirements. However post-construction water on the property must match pre-construction. If a project is disturbing more than one acre, the owners are required to submit a storm water plan to MPCA.

In response to a question, Zoning Admin. Spielman pulled up the LiDar map for that area and showed the elevation profile. County Engineer Klisch said that the distance from the center of County Road 15 to the south property line is 755 feet and there is a steep drop on Pankonins' property.

Mayor Jones said that the City has a bonding bill application regarding storm water improvements in the 18th Avenue area, etc. There was a brief discussion. The City Engineer would determine a water shed and which properties could be assessed for a contribution to the plan. DGR has information from prior work on that area.

There was a discussion concerning requirements on a prior CUP to protect neighboring property owners. There was a discussion concerning the density of the hedges/tree line. There was a discussion concerning any potential problems with utility easements. Zoning Admin. Spielman advised that since Tract "B" is in the County, all existing utility easements are on the property in city limits along Matthew Drive. He has talked with the City Utility Departments and they are not considering utilities on the side boundaries of Tract "B".

In response to a question, Commissioner Appel said that no soil borings had been done on the tract.

Chairman Mattson asked if there were any other questions from the Commission. If not, Don Kalash could add comments. Kalash said that he had been associated with his farmland since 1953. He said that over the years the City said they would take in contributions from the properties out there (such as Kalash's, Hocke's, etc.) to help pay for drainage towards Red Leaf Court. He asked Mayor Jones if Red Rock Rural Water ("RRRW") had any easements up there. Mayor Jones said that RRRW had a small 2-inch line to serve property to the west that would be cut off and capped because it's no longer serving any residence in that area and it doesn't enter the County's property or city limits. In response to a question, Mayor Jones said that RRRW has no objection to annexation of Tract "B".

Chairman Mattson commented that the County's project could move forward on Tract "B" if the property was not annexed into the City without any authority of the City. If the property is annexed, the City can put conditions on the conditional use permit.

In response to a question concerning utilities to serve Tract "B", Zoning Admin. Spielman pulled up the City Utilities' Map and advised that there are lines for sewer and water in the ditch out there now and there would be extensions of these services to Tract "B". Preston Rossow confirmed that there is City electrical service out there now.

Motion by Commissioner Hartman, seconded by Commissioner Johnson, to recommend to City Council approval of the application, submitted by Cottonwood County and Gene and Donna Pankonin, requesting a conditional use permit to allow the construction of a new Public Works Facility on property, described below, to be annexed and zoned as B-1 Neighborhood Business District, upon the following conditions: That a buffer of 2 rows of shrubs and trees around the south and west sides of the property and five rows of shrubs and trees on the east side of the property, pursuant to the site plan presented to the Planning Commission, shall be planted and maintained; that the land use regarding impervious surface be as discussed at this meeting; and there be water mitigation pursuant to a storm water plan approved by the Minnesota Pollution Control Agency.

The property is a tract located in the North Half of the Northeast Quarter of Section 22, Township 105 North, Range 36 West of the 5th P.M. in Cottonwood County, Minnesota, more particularly described on the attached survey. The tract is part of other land addressed as 41223 470th Avenue, Windom, Minnesota, and included in Parcel No. 08-022-0100.

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Findings of Fact for Conditional Use Permit:

- (1) As stated in the narrative herein.
- (2) The proposed use will not be detrimental to the integrity of the B-1 Zoning District.
- (3) The proposed use is not in conflict with the City's comprehensive plan.
- (4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.
- (5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.
- (6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.
- (7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.
- (8) The proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity.

Motion carried 6-0.

Variance Application: Zoning Admin. Spielman stated that the second request in the zoning application is for a variance of the height of accessory buildings from 15 feet as required for accessory buildings in the B-1 Zoning District. Pursuant to the site plan, there will be two accessory buildings—a cold storage building and a salt storage building. He advised that it was his understanding that the cold storage building would be moved further north than as shown on the site plan. The variance request is to allow the height of the accessory buildings to be up to a maximum of 35 feet. (The maximum height of a principal structure in the B-1 Zoning District is 35 feet.) One of the practical difficulties is that these two accessory uses are an integral part of the operations of the County Public Works Department. There was a discussion concerning setback of the buildings further from the property lines for noise and sight line. The side yard setback for a principal structure in the B-1 District is 10 percent of lot frontage to a maximum of ten feet. County Engineer Klisch said that 25 feet side yard setback would be preferred. Commissioner Appel said that the center of the tree line is at least 10 feet from the property line and with the trees, almost 30 feet from the property line. County Engineer Klisch said a 35-foot side yard setback for a 35-foot tall structure would work fine.

In response to a question, Zoning Admin. Spielman advised that a conditional use permit runs with the land as long as they are using the land for the purpose granted in the CUP and meeting all of the conditions.

There was a discussion concerning the possibility of relating the height of the buffer to the height of the building. They need a buffer adequate to screen buildings from residences. However, depending on where you are standing on the residential property, the angle and line of sight will change. There was a discussion concerning the average height of the bushes and trees proposed for the buffer and the number of years to attain

those heights. However, depending on the weather and other circumstances, it is difficult to determine how fast the trees will go and whether they will obtain their average heights.

There was a discussion concerning the proposed location of the salt shed and its proximity to the residences on the East side of Matthew Drive. County Engineer Klisch advised that they need to place the open end of the salt shed facing east or south. The size of the salt shed is still to be determined and they have secured the services of an architect to prepare final plans for the buildings. The bunkers for the salt shed will be either timber or concrete. Commissioner Appel said that there is some flexibility to move the salt storage shed from its location on the current site plan. If the salt shed is east-facing, the bunkers will also act as a buffer for the residential area. Commissioner Appel reiterated that he does not believe the County has received any complaints from the residents in the area where the Highway facility is currently located. Commissioner Appel confirmed that the variance wouldn't tie these accessory buildings to their current locations on the site plan. Zoning Admin. Spielman verified that, but indicated that this height variance and setback apply to these two accessory buildings. Any additional accessory building on the site will require a height variance if the building's height will exceed 15 feet.

Motion by Commissioner Baloun, seconded by Commissioner Hartman, to recommend City Council approval of the variance application, submitted by Cottonwood County and Gene and Donna Pankonin, for a variance of the height allowed for accessory buildings (cold storage building and salt storage shed) on this property from the 15 feet stated in Code up to a maximum of 35 feet on the condition that the setback from any property line for these accessory buildings matches the height of the accessory building with a minimum of a 25-foot setback. The motion is based on the fact that the cold storage building and salt storage shed are integral parts of the County's operations on this site and a condition has been included to increase the buffer for these buildings.

The property is a tract located in the North Half of the Northeast Quarter of Section 22, Township 105 North, Range 36 West of the 5th P.M. in Cottonwood County, Minnesota, more particularly described on the attached survey. The tract is part of other land addressed as 41223 470th Avenue, Windom, Minnesota, and included in Parcel No. 08-022-0100.

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Findings of Fact for Variance:

- 1. As stated in the narrative herein.**
- 2. The Applicants propose to use the property in a reasonable manner.**
- 3. The variance is in harmony with the general purposes and intent of this ordinance.**
- 4. The variance is consistent with the comprehensive plan.**
- 5. The variance will not alter the essential character of the locality.**

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Motion carried 6-0.

Zoning Admin. Spielman advised that these recommendations concerning the conditional use permit and height variance will now come before the City Council at its next meeting on Tuesday, April 19th.

5. Other Business/Reports: None.

6. Unfinished Business:

A. Updates on Council Action – Planning Commission Recommendations: Zoning Admin. Spielman updated the Commissioners that the height variance for Cemstone's proposed silo on Lot 1, Block 2 in the North Windom Industrial Park Subdivision (NWIP) was approved by the City Council on March 15th. He advised that

the Protective Covenants for NWIP provided that the maximum height for a structure in the industrial park is 40 feet. The property owners in NWIP are in the process of approving an amendment to the Protective Covenants to remove this height restriction. He reiterated that the Planning Commission and the City do not have any authority to regulate protective (restrictive) covenants. Only the property owners can amend these covenants.

The rezoning of the remainder of Lot 6, Block 2 of the Windom Industrial Park Subdivision (EDA Spec Building lot) from I-1 to R-3 Multi-family was also approved by the Windom City Council on March 15th after the required two readings of the ordinance. Publication of the ordinance is scheduled for April 13th and it will be effect at that time.

Zoning Admin. Spielman also advised that the City Administrator attended the Great Bend Township Meeting on April 11th. The Township Board approved the Joint Orderly Annexation of the Pankonin property to be purchased by the County (Tract “B”) and also the annexation of Tract “A” situated between Tract “B” and the Rossow property.

B. Update – Code Review: Zoning Admin. Spielman related that there is not much to report concerning the code review updates.

7. New Business

A. Special Meeting – Tuesday, April 26th: Zoning Admin. Spielman requested that the Commissioners consider holding a Special Planning Commission Meeting on Tuesday, April 26th, to review proposed code revisions. He is making this request due to the potential public hearings and other agenda items for the May Planning Commission Meeting and to help keep the code review process on schedule. The consensus was to go ahead and schedule the Special Meeting for April 26th.

8. Planning Commission Comments, Concerns, Suggestions: There was a brief discussion concerning suggestions for an 8th Planning Commissioner to fill the vacancy. Zoning Admin. Spielman responded to Commissioners’ inquiries concerning ongoing nuisances and the status of the fire-damaged residential property.

9. Adjourn: The meeting was adjourned by unanimous consent at 8:40 p.m.

Attest: _____

Andy Spielman, Zoning Administrator

Brett Mattson, Chairman



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
Windom Chamber/Windom CVB		4/6/2022	41-0759873
Organization Address	City	State	Zip Code
303 9th Street	Windom	MN	56101
Name of person making application		Business phone	Home phone
Tyann Marcy		507-831-2752	507-822-6291
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer		
5/7/2022	☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit		
Organization officer's name	City	State	Zip Code
Tyann Marcy	Windom	MN	56101
Organization officer's name	City	State	Zip Code
Ben Peterson	Windom	MN	56101
Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.
Windom Arena

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Windom Chamber/Windom CVB

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Josh Peterson-Bank Midwest

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number
Signature City Clerk or County Official	Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
Windom Chamber/Windom CVB		4/6/2022		41-0759873	
Organization Address		City	State	Zip Code	
303 9th Street		Windom	MN	56101	
Name of person making application		Business phone		Home phone	
Tyann Marcy		507-831-2752		507-822-6291	
Date(s) of event		Type of organization ☐ Microdistillery ☐ Small Brewer			
6/10/2022		☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit			
Organization officer's name		City	State	Zip Code	
Tyann Marcy		Windom	MN	56101	
Organization officer's name		City	State	Zip Code	
Ben Peterson		Windom	MN	56101	
Organization officer's name		City	State	Zip Code	
			MN		

Location where permit will be used. If an outdoor area, describe.
Windom Island Park - backup location Windom Arena

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Windom Chamber/Windom CVB

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Josh Peterson-Bank Midwest

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number
Signature City Clerk or County Official	Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



City of Windom
Windom, Minnesota
Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event Windom Arena

Date of Event 5/7/2022

Hours 6-11:30 pm

Type of Event Concert

Phat Pheasant Pub
Name of Individual/Organization

[Signature]
Licensee Officers Signature

2370 Hwy 60E
Street Address

Federal ID # (Required) 03-0446090 City Windom State MN

State ID # (Required) 5974681 Telephone Number 507-920-9884

Application ☐ Approved ☐ Disapproved
this _____ day of _____, 20____

City Administrator

License Fee - None \$0.00

- ☒ Copy of On-sale license attached
- ☒ Proof of insurance attached
- ☒ City named as additional insured
- ☒ Licensee has signed the Hold Harmless Agreement

Hold Harmless and Indemnification Agreement

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 7 day of May, 2022. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

[Signature]
Licensee Officers Signature

4-12-2022
Date



City of Windom
Windom, Minnesota
Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event 9th Street - Square (beer garden)

Date of Event 6/11/2022

Hours 12 pm - 9 pm

Type of Event Community Celebration - Riverfest

Phat Pheasant
Name of Individual/Organization

X [Signature]
Licensee Officers Signature

2370 Hwy 100 E
Street Address

Windom MN
City State

Federal ID # (Required) 03-0446090

State ID # (Required) 5974681 831-3977
Telephone Number

Application ☐ Approved ☐ Disapproved

this _____ day of _____, 20____.

City Administrator

License Fee - None \$0.00

- ☒ Copy of On-sale license attached
- ☒ Proof of insurance attached
- ☒ City named as additional insured
- ☒ Licensee has signed the Hold Harmless Agreement

Hold Harmless and Indemnification Agreement

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 11 day of June, 2022. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

X [Signature]
Licensee Officers Signature

4-12-2022
Date



City of Windom
Windom, Minnesota
Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event Island Park (beer garden)

Date of Event 10/12/2022

Hours 11-7pm

Type of Event Community Celebration - Riverfest

Phat Pheasant

Name of Individual/Organization

x [Signature]

Licensee Officers Signature

2370 Hwy 160 E.

Street Address

Windom

City

MN

State

Federal ID # (Required) 03-0446090

State ID # (Required) 5974681

831-3977

Telephone Number

Application ☐ Approved ☐ Disapproved

this _____ day of _____, 20____.

City Administrator _____

License Fee - None \$0.00

- ☐ Copy of On-sale license attached
- ☐ Proof of insurance attached
- ☐ City named as additional insured
- ☐ Licensee has signed the Hold Harmless Agreement

Hold Harmless and Indemnification Agreement

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 12 day of June, 2022. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

x [Signature]

Licensee Officers Signature

4-12-2022

Date



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 5/7/2022

Location Windom Arena

Hours 5:00 pm - 11:59 pm

Type of Event Concert

Application made this 6th day of April, 2022

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval ☐ Denial

[Signature]
Police Chief

Windom Chamber / CVB
Name of Individual/Organization

[Signature]
Signature

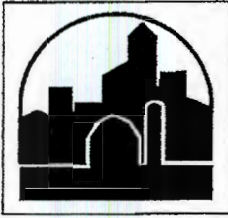
303 9th Street
Street Address

Windom MN
City State

567-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this ____ day of _____, 20____.

City Council



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 5/19/2022

Location Cottonwood County Courthouse Square

Hours 4-7 pm

Type of Event 3rd Thursday - music, games,

Application made this 10th day of April, 20 22

License Fee - None \$0.00

Recommends

☒

Approval

☐

Denial

[Signature]
Street/Park Superintendent

Recommends

☒

Approval

☐

Denial

[Signature]
Police Chief

[Signature] Windom Chamber/CVB
Name of Individual/Organization

[Signature]
Signature

303 9th street
Street Address

Windom MN
City State

507-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20 ____.

City Council



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event Riverfest Cootoff Monday June 6th
Location Cottonwood County Square-Courthouse
Hours 4:30-7:30
Type of Event Outdoor music/games
Application made this 6th day of April, 20 22

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval ☐ Denial

[Signature]
Police Chief

Windom Chamber / CVB
Name of Individual/Organization

[Signature]
Signature

303 9th street
Street Address

Windom mn
City State

507-822-6291
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this ____ day of _____, 20 ____.

City Council



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 6/10/2022

Location Island Park - back up Windom Arena

Hours 5 pm - 10:59 pm

Type of Event Concert

Application made this 6th day of April, 2022.

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval ☐ Denial

[Signature]
Police Chief

Windom Chamber / CVB
Name of Individual/Organization

Tyler Henry
Signature

303 9th Street
Street Address

Windom MN
City State

507-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council

City Council





City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 6/16/2022

Location Cottonwood County Courthouse Square

Hours 4-7

Type of Event 3rd Thursday music, games,

Application made this 10 day of April, 20 22

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval ☐ Denial

[Signature]
Police Chief

Windom, Chamber /CVP
Name of Individual/Organization

[Signature]
Signature

303 9th street
Street Address

Windom MN
City State

507-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council



**City of Windom
Windom, Minnesota**

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 7/24/2022

Location Cottonwood County Courthouse Square

Hours 4-7

Type of Event 3rd Thursday music, square

Application made this 10 day of April, 20 22

License Fee - None \$0.00

Recommends



Approval



Denial

[Signature]
Street/Park Superintendent

Recommends



Approval



Denial

[Signature]
Police Chief

Windom Chamber/CVB
Name of Individual/Organization

Tyler Henry
Signature

303 9th Street
Street Address

Windom MN
City State

507-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20 ____.

City Council



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event 8/18/2022

Location Cottonwood County Courthouse Square

Hours 4-7 pm

Type of Event 3rd Thursday music, games

Application made this 10 day of April, 20 22

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval ☐ Denial

[Signature]
Police Chief

Windom Chamber / CVB
Name of Individual/Organization

Tyler May
Signature

303 9th Street
Street Address

Windom mn
City State

507-831-2752
Telephone Number

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council



Windom, MN

Expense Approval Report

By Fund

Payment Dates 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-36200	-450.97
					-450.97
Activity: 41110 - Mayor & Council					
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-41110-308	575.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41110-326	23.94
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-41110-326	16.02
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	100-41110-350	468.00
			Activity 41110 - Mayor & Council Total:		1,082.96
Activity: 41310 - Administration					
INDOFF, INC	3553394	03/29/2022	CITY HALL/SUPPLIES	100-41310-200	46.48
INDOFF, INC	3553671	03/29/2022	CITY HALL/SUPPLIES	100-41310-200	17.75
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-200	13.87
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-41310-200	96.10
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	100-41310-217	105.85
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41310-321	87.36
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	4.02
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	0.67
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	5.36
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-41310-322	2.01
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	100-41310-322	325.65
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41310-326	306.79
STEVE NASBY	4-6-22	04/08/2022	TRAVEL EXPENSES	100-41310-331	75.47
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-41310-480	1.00
			Activity 41310 - Administration Total:		1,091.73
Activity: 41910 - Building & Zoning					
INDOFF, INC	3552705	03/25/2022	B & Z/SUPPLIES	100-41910-200	2.09
INDOFF, INC	3553392	03/29/2022	SUPPLIES	100-41910-200	23.26
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-41910-212	101.78
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	100-41910-304	13.99
SCHRAMMEL LAW OFFICE	MARCH 2022	04/08/2022	LEGAL FEES	100-41910-304	165.00
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	100-41910-321	41.46
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41910-321	65.53
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	100-41910-322	96.63
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	100-41910-350	260.00
			Activity 41910 - Building & Zoning Total:		769.74
Activity: 41940 - City Hall					
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-41940-211	36.44
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41940-381	429.97
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41940-382	72.27
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-41940-385	153.76
SANDRA HERDER	MARCH 2022	04/04/2022	CLEANING	100-41940-406	471.50
MELISSA PENAS	MARCH 2022	04/04/2022	CLEANING	100-41940-406	471.50
			Activity 41940 - City Hall Total:		1,635.44
Activity: 42120 - Crime Control					
INDOFF, INC	3552712	03/29/2022	POLICE/SUPPLIES	100-42120-200	26.99
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-42120-200	19.99
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-42120-212	-29.71

Expense Approval Report

Payment Dates: 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-42120-212	2,421.80
SCHRAMMEL LAW OFFICE	MARCH 2022	04/08/2022	LEGAL FEES- C.ZARATE	100-42120-304	60.00
COTTONWOOD VET CLINIC	247186	04/06/2022	BRUNO CHECK -UP	100-42120-305	124.37
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-42120-308	125.00
AT & T MOBILITY	287293102788X04032022	04/08/2022	POLICE/TELEPHONE	100-42120-321	692.40
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42120-321	40.09
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	10.55
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.80
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.80
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-322	5.10
AMAZON CAPITAL SERVICES, I	11TM-6HGX-LDQM	03/17/2022	RADIO UNITS	100-42120-323	533.70
LANGUAGE LINE SERVICES, IN	10491027	04/12/2022	INTERPRETATION	100-42120-327	32.55
ISAAK PAULSON	3/27/2022	04/04/2022	EXPENSE	100-42120-331	35.45
ISAAK PAULSON	3/27/2022	04/04/2022	EXPENSE	100-42120-334	139.12
NORTHWINDS PET RESORT, LL	CMGQXH-1525	03/30/2022	OVERNIGHT DOG BOARDING-	100-42120-334	48.00
E & C GRAPHICS INC	22879	03/25/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	200.00
E & C GRAPHICS INC	22880	03/25/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	400.00
KUSTOM SIGNALS INC.	592716	04/11/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	157.00
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	100-42120-405	37.00
FORD MOTOR CREDIT CO LLC	1770122	03/30/2022	VEHICLE LEASE	100-42120-419	663.95
ENTERPRISE FM TRUST	FBN4444183	04/06/2022	LEASE CHARGE FOR APRIL 202	100-42120-419	274.09
MN BUREAU OF CRIMINAL AP	00000695411	04/12/2022	CJDN ACCESS FEES -BCA	100-42120-433	150.00
COTTONWOOD CO GAME AN	4/1/2022	04/04/2022	DUES AND SUBSCRIPTIONS	100-42120-433	150.00
AMAZON CAPITAL SERVICES, I	13TW-YDXL-HXPP	03/30/2022	OTHER MISCELLANOUS	100-42120-480	25.98
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	100-42120-480	15.98
Activity 42120 - Crime Control Total:					6,401.60

Activity: 42220 - Fire Fighting

US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-42220-200	39.41
ARAMARK	256000097091	03/25/2022	FIRE&AMBO/SUPPLIES	100-42220-211	47.06
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-42220-212	832.01
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	100-42220-215	77.82
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-42220-215	1,605.89
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	100-42220-217	61.75
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-42220-217	34.08
GALLS, LLC	020401748	03/30/2022	UNIFORMS	100-42220-218	313.40
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-42220-218	24.35
Minnesota State Community	4-2-22	03/30/2022	TRAINING AND REGISTRATION	100-42220-308	280.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42220-321	42.11
CONNOR KNIGGE	4-1-22 - 4-3-22	04/07/2022	FIRE DEPT TRAINING	100-42220-331	292.50
BRENT REISDORFER	4-1-22 -4-2-22	04/07/2022	FIRE/MEALS/LODGING	100-42220-334	48.72
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42220-381	299.52
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42220-382	15.43
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42220-385	35.39
MUNICIPAL EMERGENCY SER	IN1690787	03/29/2022	REPAIRS AND MAINT. M&E	100-42220-404	1,295.00
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-42220-404	35.14
WINDOM TOWING LLC	15453	03/30/2022	REPAIRS AND MAINT. VEHICLE	100-42220-405	431.48
P.M. REPAIR & DETAILING	24092	03/31/2022	REPAIRS AND MAINT. - VEHICL	100-42220-405	733.57
P.M. REPAIR & DETAILING	24130	04/07/2022	FIRE/MAINTENANCE - VEHICL	100-42220-405	513.31
WINDOM TOWING LLC	7662	03/25/2022	FIRE/MAINTENANCE - VEHICL	100-42220-405	296.21
CARQUEST - SMITH AUTO SUP	MARCH 2022	04/05/2022	MAINTENANCE	100-42220-405	17.70
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-42220-405	54.48
Activity 42220 - Fire Fighting Total:					7,426.33

Expense Approval Report

Payment Dates: 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 42500 - Civil Defense					
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-42500-381	31.20
Activity 42500 - Civil Defense Total:					31.20
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	MARCH 2022	04/04/2022	CITY POUND MARCH 2022	100-42700-300	181.50
Activity 42700 - Animal Control Total:					181.50
Activity: 43100 - Streets					
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-43100-212	-15.99
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-43100-212	1,171.96
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	100-43100-215	98.97
MATHESON TRI-GAS, INC.	2544268	03/31/2022	OTHER OPERATING SUPPLIES	100-43100-217	166.29
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-217	70.00
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	100-43100-217	61.75
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	100-43100-217	25.00
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-43100-217	2.59
UNIQUE PAVING MATERIALS C	65607	03/24/2022	STREET MAINTENANCE MATE	100-43100-224	646.50
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-43100-241	254.49
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	100-43100-321	42.32
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-321	45.62
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	100-43100-350	1,768.46
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-381	246.16
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-381	1,673.84
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-382	19.61
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-43100-385	42.06
DICKS WELDING INC	72277	03/29/2022	STREET/MAINTENANCE - OFFI	100-43100-404	31.64
WINDOM AUTO VALU	MARCH 2022	04/04/2022	MAINENANCE	100-43100-404	62.25
ZIEGLER, INC.	SI000152608	03/31/2022	REPAIRS AND MAINT. M&E	100-43100-404	106.77
SANFORD HEALTH OCCUPATIO	654824	04/11/2022	LAB TESTING/MISC	100-43100-480	30.00
Activity 43100 - Streets Total:					6,550.29
Activity: 45120 - Recreation					
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	100-45120-217	13.23
Activity 45120 - Recreation Total:					13.23
Activity: 45202 - Park Areas					
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	100-45202-212	131.67
WINDOM AUTO VALU	MARCH 2022	04/04/2022	MAINENANCE	100-45202-241	11.99
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-45202-326	466.67
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	100-45202-350	167.58
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	100-45202-381	391.95
WINDOM AUTO VALU	MARCH 2022	04/04/2022	MAINENANCE	100-45202-404	27.96
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	100-45202-406	41.97
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	100-45202-406	25.98
Activity 45202 - Park Areas Total:					1,265.77
Fund 100 - GENERAL Total:					25,998.82
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
INDOFF, INC	3552710	03/29/2022	LIBRARY/SUPPLIES	211-45501-200	34.95
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	211-45501-217	61.75
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	211-45501-321	161.56
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	211-45501-326	70.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	211-45501-381	181.30
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	211-45501-382	20.02
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	211-45501-385	43.37
MELISSA PENAS	MARCH 2022	04/04/2022	CLEANING	211-45501-402	471.50
SANDRA HERDER	MARCH 2022	04/04/2022	CLEANING	211-45501-402	471.50
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	23.97
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	24.00
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	18.95
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	29.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	25.98
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-433	39.97
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-435	37.98
INGRAM INDUSTRIES	MARCH 2022	04/05/2022	BOOKS AND PHAMPHLETS	211-45501-435	1,427.10
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	211-45501-435	140.70
Activity 45501 - Library Total:					3,284.57
Fund 211 - LIBRARY Total:					3,284.57

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	MARCH 2022	04/04/2022	WATER USAGE	225-45127-200	2.00
RED ROCK RURAL WATER	MARCH 2022	04/04/2022	WATER USAGE	225-45127-200	30.50
SOUTH CENTRAL ELECTRIC	MARCH 2022	04/04/2022	ELECTRIC	225-45127-381	1,243.00
SOUTH CENTRAL ELECTRIC	MARCH 2022	04/04/2022	ELECTRIC	225-45127-381	419.27
RON'S ELECTRIC INC	146816	04/11/2022	AIRPORT/SERVICES	225-45127-401	92.60
Activity 45127 - Airport Total:					1,787.37
Fund 225 - AIRPORT Total:					1,787.37

Fund: 230 - POOL

Activity: 45124 - Pool

ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	230-45124-217	133.33
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	230-45124-217	13.23
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	230-45124-381	34.25
Activity 45124 - Pool Total:					180.81
Fund 230 - POOL Total:					180.81

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	235-42153-212	-36.34
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	235-42153-212	2,962.86
BRITTANY ESPENSON - RIVERS	1361	04/04/2022	OTHER OPPERATING SUPPLIES	235-42153-217	200.00
LINDE GAS & EQUIPMENT INC	69875267	04/12/2022	OTHER OPPERATING SUPPLIES	235-42153-217	436.47
BOUND TREE MEDICAL, LLC	84466994	04/05/2022	AMB/OPERATING SUPPLIES	235-42153-217	388.94
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	235-42153-217	61.75
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	235-42153-217	97.13
BOUND TREE MEDICAL, LLC	84450113	03/25/2022	AMBULANCE/UNIFORMS	235-42153-218	10.14
LEWIS FAMILY DRUG, LLC	3-31-22 105865-3	04/11/2022	AMBULANCE/OTHER MERCH.	235-42153-261	1,994.11
WINDOM AREA HEALTH	734-0024-03-2022-0024	04/08/2022	NURSING REIMB.	235-42153-312	3,191.64
AT & T MOBILITY	287304392280X04032022	04/06/2022	TELEPHONE	235-42153-321	312.21
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	235-42153-321	28.07
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	235-42153-322	6.32
ALPHA WIRELESS - MANKATO	15470	04/04/2022	RADIO UNITS	235-42153-323	2,139.20
EXPERT BILLING LLC	9772	03/30/2022	DATA PROCESSING	235-42153-326	2,291.00
TIM HACKER	4/12/2022	04/12/2022	REIMBURSEMENTS FOR USIN	235-42153-331	87.05
TIM HACKER	4/1/2022	04/04/2022	BUCKWHEAT JOHNSON RETIR	235-42153-334	112.98
JUSTIN HARRINGTON	4/4/2022	04/04/2022	MEALS	235-42153-334	54.00
TIM HACKER	4/4/2022	04/04/2022	MEALS	235-42153-334	97.15
KRISTEN PORATH	4/4/2022	04/04/2022	MEALS	235-42153-334	66.52
LANDON JOHNSON	4/4/2022	04/04/2022	MEALS	235-42153-334	79.24
KIM POWERS	4/4/2022	04/04/2022	MEALS	235-42153-334	22.31
MICHAELA HACKER	4/4/2022	04/04/2022	MEALS	235-42153-334	72.25
BOUND TREE MEDICAL, LLC	8448188	03/22/2022	ADVERTISING	235-42153-340	67.60
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	235-42153-340	328.05
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	235-42153-381	199.68
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	235-42153-382	10.29
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	235-42153-385	23.60
WINDOM FARM SERVICE	186571	04/04/2022	REPAIRS AND MAINT. - VEHICL	235-42153-405	23.53
ARAMARK	256000097091	03/25/2022	FIRE&AMBO/SUPPLIES	235-42153-406	31.37
TIM HACKER	4/1/2022	04/04/2022	BUCKWHEAT JOHNSON RETIR	235-42153-406	62.39

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	0-908-427-680	04/08/2022	MN CARE TAX Q1	235-42153-460	974.82
				Activity 42153 - Ambulance Total:	16,396.33
				Fund 235 - AMBULANCE Total:	16,396.33

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

INDOFF, INC	3552705	03/25/2022	EDA/SUPPLIES	250-46520-200	2.10
INDOFF, INC	3553392	03/29/2022	SUPPLIES	250-46520-200	23.26
EVERS TECHNOLOGY SOLUTIO	INV-1159	04/01/2022	IPAD REPAIR	250-46520-200	204.29
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	250-46520-200	16.02
James Hartshorn	MARCH 2022	04/05/2022	CONSULTING SERVICES	250-46520-301	6,300.00
SCHRAMMEL LAW OFFICE	MARCH 2022	04/08/2022	LEGAL FEES-CEMSTONE	250-46520-304	4,245.00
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	250-46520-321	28.94
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	250-46520-321	256.14
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	250-46520-321	65.53
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	250-46520-322	8.95
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	250-46520-322	23.81
DREW HAGE	3-31-2022	03/31/2022	HOUSING MEET-BARGEN INC,	250-46520-331	12.87
LOOP NET	115867235-1	04/12/2022	ADVERTISING AND PROMOTI	250-46520-340	69.00
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	250-46520-340	854.52
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	250-46520-350	155.00
FEDERATED RURAL ELECTRIC	112954,112843, 03-31-22	04/11/2022	EDA/ELECTRIC UTILITY	250-46520-381	23.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	250-46520-381	50.18
				Activity 46520 - EDA Total:	12,338.61
				Fund 250 - EDA GENERAL Total:	12,338.61

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	MARCH 2022	04/04/2022	ELECTRIC	254-46520-381	136.34
				Activity 46520 - EDA Total:	136.34
				Fund 254 - NORTH IND PARK Total:	136.34

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

SCHRAMMEL LAW OFFICE	MARCH 2022	04/08/2022	LEGAL FEES- BOGLE	401-49950-506	2,490.00
				Activity 49950 - Capital Outlay Total:	2,490.00
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	2,490.00

Fund: 601 - WATER

Activity: 49400 - Water

RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	601-49400-211	32.97
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	601-49400-212	359.92
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	601-49400-212	39.91
HAWKINS, INC	61341166	03/04/2022	CHEMICALS	601-49400-216	5,177.60
HAWKINS, INC	6147833	03/24/2022	WATER/CHEMICALS	601-49400-216	592.42
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	601-49400-217	61.75
RED ROCK RURAL WATER	MARCH'22	04/04/2022	WATER-JOHNSONS AUTO	601-49400-217	30.50
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	601-49400-321	99.63
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-321	50.14
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	601-49400-322	130.06
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-326	70.00
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	601-49400-334	24.27
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	601-49400-334	299.60
FEDERATED RURAL ELECTRIC	112954,112843, 03-31-22	04/11/2022	WATER/ELECTRIC UTILITY	601-49400-381	11.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-381	5,661.05
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-382	18.20
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-385	37.55
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	601-49400-386	30.00
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	601-49400-404	119.96
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	601-49400-404	8.58

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF HEALTH	Q1 2022	04/08/2022	WATER SURCHARGE	601-49400-443	5,057.00
				Activity 49400 - Water Total:	17,912.11
				Fund 601 - WATER Total:	17,912.11

Fund: 602 - SEWER

Activity: 49450 - Sewer

SCHWABACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	602-49450-200	16.56
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	602-49450-212	228.03
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	602-49450-212	7.99
HAWKINS, INC	6138752	03/15/2022	CHEMICALS AND CHEMICAL P	602-49450-216	1,143.53
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	602-49450-217	61.75
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	602-49450-241	19.99
MN VALLEY TESTING	1134792	03/24/2022	SEWER/LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1135068	03/24/2022	SEWER/LAB TESTING	602-49450-310	240.40
MN VALLEY TESTING	1135073	03/24/2022	SEWER/LAB TESTING	602-49450-310	146.80
MN VALLEY TESTING	1135090	03/24/2022	SEWER/LAB TESTING	602-49450-310	155.20
MN VALLEY TESTING	1135241	03/29/2022	LAB TESTING	602-49450-310	91.20
MN VALLEY TESTING	1135782	03/31/2022	LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1135835	03/31/2022	LAB TESTING	602-49450-310	155.20
MN VALLEY TESTING	1136412	04/04/2022	LAB TESTING	602-49450-310	286.40
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	602-49450-310	148.10
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	602-49450-321	121.48
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	602-49450-321	174.08
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	602-49450-322	130.05
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	602-49450-322	0.90
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	602-49450-322	6.29
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	602-49450-326	70.00
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	602-49450-381	10,621.34
SOUTH CENTRAL ELECTRIC	MARCH 2022	04/04/2022	ELECTRIC	602-49450-381	262.88
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	602-49450-382	223.29
SIGMA CONTROLS, INC.	030589	03/29/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	408.03
DUANE W. NIELSEN COMPAN	12273	03/24/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	705.85
SCHWABACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	602-49450-404	220.50
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	602-49450-404	27.01
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	602-49450-404	33.71
				Activity 49450 - Sewer Total:	16,208.96
				Fund 602 - SEWER Total:	16,208.96

Fund: 604 - ELECTRIC

ELECTRIC FUND	284 RETURN	03/31/2022	INVENTORY	604-14200	517.03
ELK RIVER WINLECTRIC	352457 02	03/18/2022	ELECTRIC/INVENTORY	604-14200	1,157.56
ELK RIVER WINLECTRIC	352457 04	03/24/2022	EL/INVENTORY	604-14200	1,980.00
RESCO - RURAL ELECTRIC SUP	850056-01	04/08/2022	EL/INVENTORY	604-14200	3,360.00
RESCO - RURAL ELECTRIC SUP	850058-00	04/08/2022	EL/INVENTORY	604-14200	5,035.75
BORDER STATES	923922382	03/31/2022	INVENTORY	604-14200	25.08
BORDER STATES	923939150	03/31/2022	INVENTORY	604-14200	170.12
IRBY ELECTRICAL DISTRIBUTO	5012768357.001	03/24/2022	EL/INVENTORY	604-14200	24,302.40
IRBY ELECTRICAL DISTRIBUTO	5012808475.001	03/24/2022	EL/INVENTORY	604-14200	4,283.08
STAPLES OIL CO	697846	03/11/2022	EL/FUEL TANK PROJECT/IMPR	604-16300	2,000.00
STAPLES OIL CO	697847	03/11/2022	EL/FUEL TANK PROJECT/IMPR	604-16300	350.00
STAPLES OIL CO	697848	03/11/2022	EL/FUEL TANK PROJECT/IMPR	604-16300	1,200.00
SCHRAMMEL LAW OFFICE	MARCH 2022	04/08/2022	LEGAL FEES-TRANSMISSION LI	604-16300	1,512.00
					45,893.02

Activity: 49550 - Electric

AMAZON CAPITAL SERVICES, I	14XY-PMTJ-NHFP	03/14/2022	ELECTRIC/SUPPLIES	604-49550-200	46.99
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	604-49550-200	3.00
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	604-49550-212	812.56
COUNTRY PRIDE SERVICE	9007222	03/29/2022	MOTOR FUEL	604-49550-212	24.00
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	604-49550-217	61.75
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	604-49550-241	93.47
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	604-49550-241	25.37

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SANFORD HEALTH OCCUPATIO	654824	04/11/2022	ELECTIC/LAB TESTING/MISC	604-49550-310	30.00
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	604-49550-321	80.02
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	604-49550-321	77.52
SECR REV FUND/CITY OF WD	4/4/2022	04/05/2022	POSTAGE	604-49550-322	16.32
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	604-49550-322	130.05
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	604-49550-322	0.90
GOLDEN WEST TECH & INT SO	220300275	04/05/2022	DISPATCHING	604-49550-325	30.10
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	604-49550-326	191.37
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	604-49550-381	170.33
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	604-49550-382	22.17
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	604-49550-385	45.88
ELECTRIC FUND	568	03/31/2022	REPAIRS AND MAINT. STRUCT	604-49550-402	17.33
DICKS WELDING INC	72280	04/08/2022	EL/MAINTENANCE - STRUCTU	604-49550-402	549.65
SCHWABACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	604-49550-402	8.01
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	604-49550-402	184.56
WINDOM AUTO VALU	MARCH 2022	04/04/2022	MAINTENANCE	604-49550-405	5.87
RDO EQUIPMENT CO	P8634670	03/31/2022	REPAIRS AND MAINT. - VEHICL	604-49550-405	19.98
JORDAN BUSSA	044	04/05/2022	REPAIRS AND MAINT- GROUN	604-49550-406	173.33
SCHWABACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	604-49550-406	42.97
ELECTRIC FUND	567	03/31/2022	REPAIRS AND MAINT. DISTRAB	604-49550-408	0.29
SCHWABACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	604-49550-409	113.72
ZIEGLER, INC.	IN000492991	04/12/2022	ELECTRIC/MAINTENANCE - GE	604-49550-410	12,329.32
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	604-49550-411	5.16
MISSOURI RIVER ENERGY SER	SM00000007249	03/31/2022	CONSERVATION	604-49550-450	5,561.00
WINDOM AREA DEVELOPME	APRIL 2022	04/06/2022	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					22,072.99
Fund 604 - ELECTRIC Total:					67,966.01

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

ARAMARK	256000089635	03/15/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	37.35
ARAMARK	256000094689	04/08/2022	CLEANING SUPPLIES	609-49751-211	37.35
ARAMARK	256000099460	04/08/2022	CLEANING SUPPLIES	609-49751-211	40.56
AH HERMEL COMPANY	918566	03/22/2022	OTHER OPERATING SUPPLIES	609-49751-217	228.95
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	609-49751-217	88.21
BELLBOY CORP	0094033800	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	1,739.40
BELLBOY CORP	0094039300	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	479.38
BELLBOY CORP	0094100600	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	-72.00
VINOCOPIA, INC	0299819-IN	03/15/2022	LIQUOR S./MERCHANDISE	609-49751-251	144.25
DOLL DISTRIBUTING, LLC	124324	03/22/2022	BEER AND LIQUOR	609-49751-251	58.50
PAUSTIS WINE COMPANY	160662	04/08/2022	LIQUOR	609-49751-251	148.00
JOHNSON BROS.	2021405	04/04/2022	LIQUOR	609-49751-251	3,762.40
JOHNSON BROS.	2022525	04/08/2022	LIQUOR	609-49751-251	88.29
JOHNSON BROS.	2026288	04/08/2022	LIQUOR	609-49751-251	3,405.19
SOUTHERN GLAZER'S OF MN	2192900	03/25/2022	LIQUOR S/LIQUOR/FRIGHT	609-49751-251	489.95
SOUTHERN GLAZER'S OF MN	2192901	03/25/2022	LIQUOR S/LIQUOR/FRIGHT	609-49751-251	3,125.44
BREAKTHRU BEVERAGE MN	343536687	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-251	4,634.17
BREAKTHRU BEVERAGE MN	409597077	04/08/2022	LIQUOR AND MIXES	609-49751-251	-79.80
PHILLIPS WINE & SPIRITS	6372405	04/04/2022	LIQUOR	609-49751-251	7,140.75
PHILLIPS WINE & SPIRITS	6376124	04/08/2022	LIQUOR	609-49751-251	4,028.70
PHILLIPS WINE & SPIRITS	6376125	04/08/2022	LIQUOR AND WINE	609-49751-251	75.50
LOCHER BROS., INC.	1213323	04/04/2022	BEER	609-49751-252	-6.93
LOCHER BROS., INC.	1213323	04/04/2022	BEER	609-49751-252	759.65
DOLL DISTRIBUTING, LLC	121988	03/14/2022	LIQUOR S./BEER	609-49751-252	60.90
DOLL DISTRIBUTING, LLC	123396	03/22/2022	LIQUOR S./BEER	609-49751-252	322.00
DOLL DISTRIBUTING, LLC	124324	03/22/2022	BEER AND LIQUOR	609-49751-252	5,783.50
BEVERAGE WHOLESALERS	212643	04/04/2022	BEER	609-49751-252	1,545.42
BEVERAGE WHOLESALERS	212644	04/04/2022	BEER	609-49751-252	9,937.93
BEVERAGE WHOLESALERS	212644 CREDIT	04/04/2022	BEER	609-49751-252	-109.90
BEVERAGE WHOLESALERS	213632	04/08/2022	BEER	609-49751-252	9,600.44
BEVERAGE WHOLESALERS	214351	04/08/2022	BEER	609-49751-252	140.00

Expense Approval Report

Payment Dates: 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARTISAN BEER COMPANY	3526905	03/29/2022	LIQUOR S./BEER	609-49751-252	182.20
ARTISAN BEER COMPANY	3528101	04/04/2022	BEER	609-49751-252	157.00
ARTISAN BEER COMPANY	3529254	04/08/2022	BEER	609-49751-252	75.40
VINOPIA, INC	0299819-IN	03/15/2022	LIQUOR S./MERCHANDISE	609-49751-253	464.00
PAUSTIS WINE COMPANY	159350	03/25/2022	LIQUOR S/WINE/FRIGHT	609-49751-253	960.00
PAUSTIS WINE COMPANY	160775	04/08/2022	WINE	609-49751-253	511.00
JOHNSON BROS.	2021406	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-253	804.35
JOHNSON BROS.	2026289	04/08/2022	WINE	609-49751-253	650.66
SOUTHERN GLAZER'S OF MN	2192902	03/25/2022	LIQUOR S/WINE/FRIGHT	609-49751-253	290.00
CARLOS CREEK WINERY	22970	04/08/2022	WINE	609-49751-253	765.00
INDIAN ISLAND WINERY	4330	04/08/2022	WINE	609-49751-253	137.76
PHILLIPS WINE & SPIRITS	6372406	04/04/2022	WINE	609-49751-253	195.64
PHILLIPS WINE & SPIRITS	6376125	04/08/2022	LIQUOR AND WINE	609-49751-253	223.20
WINE MERCHANTS	7373861	04/04/2022	WINE	609-49751-253	180.60
JOHNSON BROS.	2021406	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-254	37.00
ATLANTIC COCA-COLA	3232694	03/14/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-254	216.00
ATLANTIC COCA-COLA	3263836	03/25/2022	SOFT DRINKS & MIXES	609-49751-254	332.00
BREAKTHRU BEVERAGE MN	343536687	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-254	94.35
BREAKTHRU BEVERAGE MN	409597077	04/08/2022	LIQUOR AND MIXES	609-49751-254	-34.13
AH HERMEL COMPANY	918567	03/22/2022	TOBACCO, SOFT DRINKS & MI	609-49751-254	188.80
AH HERMEL COMPANY	918567	03/22/2022	TOBACCO, SOFT DRINKS & MI	609-49751-256	97.32
AH HERMEL COMPANY	918567	03/22/2022	TOBACCO, SOFT DRINKS & MI	609-49751-261	11.35
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	609-49751-321	130.22
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	609-49751-322	1.81
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	609-49751-326	713.02
BELLBOY CORP	0094033800	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	33.00
BELLBOY CORP	0094039300	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	4.00
BELLBOY CORP	0094100600	03/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	-1.65
VINOPIA, INC	0299819-IN	03/15/2022	LIQUOR S./MERCHANDISE	609-49751-333	14.00
PAUSTIS WINE COMPANY	159350	03/25/2022	LIQUOR S/WINE/FRIGHT	609-49751-333	12.50
PAUSTIS WINE COMPANY	160662	04/08/2022	LIQUOR	609-49751-333	2.25
PAUSTIS WINE COMPANY	160775	04/08/2022	WINE	609-49751-333	8.75
JOHNSON BROS.	2021405	04/04/2022	LIQUOR	609-49751-333	72.18
JOHNSON BROS.	2021406	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-333	33.17
JOHNSON BROS.	2022525	04/08/2022	LIQUOR	609-49751-333	2.20
JOHNSON BROS.	2026288	04/08/2022	LIQUOR	609-49751-333	61.27
JOHNSON BROS.	2026289	04/08/2022	WINE	609-49751-333	25.35
SOUTHERN GLAZER'S OF MN	2192900	03/25/2022	LIQUOR S/LIQUOR/FRIGHT	609-49751-333	6.15
SOUTHERN GLAZER'S OF MN	2192901	03/25/2022	LIQUOR S/LIQUOR/FRIGHT	609-49751-333	39.53
SOUTHERN GLAZER'S OF MN	2192902	03/25/2022	LIQUOR S/WINE/FRIGHT	609-49751-333	12.30
BREAKTHRU BEVERAGE MN	343536687	04/04/2022	LIQUOR + SOFT DRINK AND M	609-49751-333	59.20
BREAKTHRU BEVERAGE MN	409597077	04/08/2022	LIQUOR AND MIXES	609-49751-333	-3.70
SOUTHERN GLAZER'S OF MN	5082308	04/08/2022	FREIGHT	609-49751-333	0.51
PHILLIPS WINE & SPIRITS	6372405	04/04/2022	LIQUOR	609-49751-333	179.26
PHILLIPS WINE & SPIRITS	6372406	04/04/2022	WINE	609-49751-333	7.09
PHILLIPS WINE & SPIRITS	6376124	04/08/2022	LIQUOR	609-49751-333	58.81
PHILLIPS WINE & SPIRITS	6376125	04/08/2022	LIQUOR AND WINE	609-49751-333	9.76
WINE MERCHANTS	7373861	04/04/2022	WINE	609-49751-333	2.59
AH HERMEL COMPANY	918566	03/22/2022	OTHER OPERATING SUPPLIES	609-49751-333	7.95
AH HERMEL COMPANY	918567	03/22/2022	TOBACCO, SOFT DRINKS & MI	609-49751-333	7.95
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	609-49751-340	985.00
KDOM RADIO	MARCH 2022	04/04/2022	ADVERTISING AND PROMOTI	609-49751-340	772.96
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	609-49751-381	799.20
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	609-49751-382	20.17
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	609-49751-385	39.89
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	609-49751-404	13.88
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	609-49751-404	186.20
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	609-49751-406	4.00

Activity 49751 - Liquor Store Total: 68,493.82

Fund 609 - LIQUOR STORE Total: 68,493.82

Expense Approval Report

Payment Dates: 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 614 - TELECOM					
LOGIC NETWORKS LLC	4547	04/06/2022	MACHINERY AND EQUIPME	614-16400	1,424.40
INTERNAL REVENUE SERVICE	14491353	04/08/2022	EXCISE TAX POSTING	614-20201	336.46
INTERNAL REVENUE SERVICE	52996656	04/08/2022	EXCISE TAX POSTING	614-20201	500.00
MN 9-1-1 PROGRAM	MARCH 2022	04/08/2022	911 SERVICES	614-20206	1,001.22
					3,262.08

Activity: 49870 - Telecom

CITY LAUNDERING CO.	1752833	03/29/2022	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
WEX BANK	79991008	04/20/2022	MARCH 2202/MOTOR FUELS	614-49870-212	142.50
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	614-49870-217	105.85
CITRUS COMMUNICATION, IN	9993	04/05/2022	TELECOM/UTILITY SYSTEM	614-49870-227	1,387.46
ANDREW WARD CONSULTING	INV-220322	04/05/2022	ENGINEERING AND SURVEYI	614-49870-303	2,750.00
INTERSTATE TRS FUND	82580760051-0322	04/04/2022	ASSESSMENT FOR 499-A FILIN	614-49870-304	333.06
INTERSTATE TRS FUND	82580760051-0322	04/04/2022	ASSESSMENT FOR 499-A FILIN	614-49870-304	119.01
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	614-49870-321	274.49
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	614-49870-321	262.01
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	614-49870-322	20.16
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	614-49870-322	130.05
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	614-49870-334	385.40
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	614-49870-340	698.40
KDOM RADIO	MARCH 2022 SPORTS	04/06/2022	WINDOM NET SPORTS	614-49870-340	100.98
QUICK PRINT	22076	04/05/2022	TELECOM/PRINTING	614-49870-350	119.12
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	614-49870-381	2,549.07
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	614-49870-382	19.49
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	614-49870-385	37.84
UNITED TEL SUPPLY, INC	24956	04/05/2022	TELECOM/MAINTENANCE - O	614-49870-404	2,038.22
CENTURY LINK	515062	03/21/2022	MAR. 2022/DIRECTORY LISTIN	614-49870-441	277.31
CENTURY LINK	7242105D-D-22076	03/29/2022	CABS/TRANSMISSION FEES	614-49870-441	46.91
NATIONAL CABLE TV COOP	22030653	03/31/2022	REFUSE DISPOSAL	614-49870-442	47,432.67
DISPLAY SYSTEMS INTERNATI	24382	04/06/2022	SUSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	324737	03/29/2022	HEADEND SERVICES	614-49870-442	364.25
UNIVERSAL SERVICE ADMN C	UBDI0C01267648	04/04/2022	499A CONTRIBUTION	614-49870-443	1,855.03
E-911 - INDEPENDENT EMERG	100-01 41-APRIL	04/06/2022	SWITCH FEES	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10199082	04/06/2022	SWITCH FEES	614-49870-445	205.10
MANKATO NETWORKS, LIC	389497	03/29/2022	TELECOM/INTERNET EXPENSE	614-49870-447	1,053.17
HURRICANE ELECTRIC LLC	98413944-IN	04/06/2022	INTERNET EXPENSE	614-49870-447	4,100.00
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	614-49870-447	139.00
GOLDEN WEST TECH & INT SO	220300216	04/05/2022	ON CALL SUPPORT	614-49870-448	129.30

Activity 49870 - Telecom Total: 67,335.67

Fund 614 - TELECOM Total: 70,597.75

Fund: 615 - ARENA**Activity: 49850 - Arena**

CITY LAUNDERING CO.	17353156	04/05/2022	CLEANING AND SUPPLIES	615-49850-211	50.00
CITY LAUNDERING CO.	1752830	04/05/2022	CLEANING AND SUPPLIES	615-49850-211	50.00
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	615-49850-211	9.18
COUNTRY PRIDE SERVICE	9006346	03/08/2022	ARENA/MOTOR FUELS	615-49850-212	72.00
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	615-49850-215	320.61
DICKS WELDING INC	72320	04/12/2022	ARENA/OPERATING SUPPLIES	615-49850-217	5.00
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	615-49850-217	61.75
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	615-49850-217	82.88
RUNNINGS SUPPLY, INC	MARCH 2022	04/06/2022	MAINTENANCE	615-49850-217	10.28
CULLIGAN	MARCH 2022	04/05/2022	OTHER OPERATING SUPPLIES	615-49850-217	471.10
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	615-49850-321	89.68
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	615-49850-321	124.68
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	615-49850-326	433.00
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	615-49850-340	526.50
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	615-49850-381	5,060.97
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	615-49850-382	129.54
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	615-49850-385	88.35

Expense Approval Report

Payment Dates: 4/2/2022 - 4/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LARAWAY ROOFING	1-03794	04/05/2022	MAINT AND REPAIRS STRUCT	615-49850-402	543.00
Activity 49850 - Arena Total:					8,128.52
Fund 615 - ARENA Total:					8,128.52

Fund: 617 - M/P CENTER

SECR REV FUND/CITY OF WD	4-9-2022	04/04/2022	CASH FOR COMM. CENTER EV	617-10200	1,500.00
SECR REV FUND/CITY OF WD	EVENT 4-16-22	04/13/2022	WCC/PETTY CASH	617-10200	1,500.00
					3,000.00

Activity: 49860 - M/P Center

CITY LAUNDERING CO.	1752832	04/05/2022	WCC/CLEANING/SUPPLIES	617-49860-211	87.00
CITY LAUNDERING CO.	1752831	03/29/2022	WCC/OPERATING SUPPLIES	617-49860-217	246.50
A & B BUSINESS	IN934421	04/05/2022	MAINTENANCE CONTRACT	617-49860-217	61.75
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-217	204.94
SCHWALBACH HARDWARE	MARCH 2022	04/06/2022	MAINTENANCE	617-49860-217	62.85
RIVER BEND LIQUOR	MARCH 2022	04/04/2022	MERCHANIDSE FOR RESALE	617-49860-251	242.49
RIVER BEND LIQUOR	MARCH 2022	04/04/2022	MERCHANIDSE FOR RESALE	617-49860-252	3,900.90
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-254	62.43
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-254	3.36
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-254	5.33
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-254	107.54
RIVER BEND LIQUOR	MARCH 2022	04/04/2022	MERCHANIDSE FOR RESALE	617-49860-254	4.68
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-254	7.21
VERIZON WIRELESS	9902595867	04/06/2022	TELEPHONE	617-49860-321	41.46
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	617-49860-321	60.37
USPS-POC	4/8/2022	04/08/2022	PREPAY MAILING	617-49860-322	3.61
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	617-49860-326	473.33
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-340	201.28
CITIZEN PUBLISHING CO	MARCH 2022	04/11/2022	PRINTING/ADVERTISING	617-49860-340	1,346.50
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	617-49860-381	955.98
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	617-49860-382	66.94
ELECTRIC FUND	APRIL 2022	04/08/2022	UTILITES	617-49860-385	145.10
INDOFF, INC	3552711	03/29/2022	WCC/MAINTENANCE - GROU	617-49860-406	29.90
US BANK	MARCH 2022	04/05/2022	CORPREATE ACCOUNT- CREDIT	617-49860-406	105.00

Activity 49860 - M/P Center Total: 8,426.45**Fund 617 - M/P CENTER Total: 11,426.45****Fund: 700 - PAYROLL**

Internal Revenue Service-Payr	INV0002089	04/08/2022	Federal Tax Withholding	700-21701	9,946.31
MN Department of Revenue -	INV0002090	04/08/2022	State Withholding	700-21702	4,807.49
Internal Revenue Service-Payr	INV0002089	04/08/2022	Social Security	700-21703	12,318.04
MN Pera	INV0002086	04/08/2022	PERA	700-21704	13,737.12
MN Pera	INV0002086	04/08/2022	PERA	700-21704	7,982.18
MN Pera	INV0002086	04/08/2022	PERA	700-21704	848.38
MN State Deferred	INV0002087	04/08/2022	Deferred Roth	700-21705	2,862.00
MN State Deferred	INV0002087	04/08/2022	Deferred Compensation	700-21705	6,064.91
MN CHILD SUPPORT PAYMEN	INV0002088	04/08/2022	Child Support Payment	700-21709	97.83
Internal Revenue Service-Payr	INV0002089	04/08/2022	Medicare Withholding	700-21711	3,622.48
FURTHER (Select Account)	40184487	04/05/2022	FLEX SPENDING	700-21712	402.38
FURTHER (Select Account)	40191651	04/12/2022	FLEX SPENDING	700-21712	859.01
FURTHER (Select Account)	INV0002085	04/08/2022	HSA Employee Contribution	700-21723	578.92

64,127.05**Fund 700 - PAYROLL Total: 64,127.05****Grand Total: 387,473.52**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	25,998.82
211 - LIBRARY	3,284.57
225 - AIRPORT	1,787.37
230 - POOL	180.81
235 - AMBULANCE	16,396.33
250 - EDA GENERAL	12,338.61
254 - NORTH IND PARK	136.34
401 - GENERAL CAPITAL PROJECTS	2,490.00
601 - WATER	17,912.11
602 - SEWER	16,208.96
604 - ELECTRIC	67,966.01
609 - LIQUOR STORE	68,493.82
614 - TELECOM	70,597.75
615 - ARENA	8,128.52
617 - M/P CENTER	11,426.45
700 - PAYROLL	64,127.05
Grand Total:	387,473.52

Account Summary

Account Number	Account Name	Payment Amount
100-36200	Other Income	-450.97
100-41110-308	Training & Registrations	575.00
100-41110-326	Data Processing	39.96
100-41110-350	Printing & Design	468.00
100-41310-200	Office Supplies	174.20
100-41310-217	Other Operating Supplie	105.85
100-41310-321	Telephone	87.36
100-41310-322	Postage	341.06
100-41310-326	Data Processing	306.79
100-41310-331	Travel Expense	75.47
100-41310-480	Other Miscellaneous	1.00
100-41910-200	Office Supplies	25.35
100-41910-212	Motor Fuels	101.78
100-41910-304	Legal Fees	178.99
100-41910-321	Telephone	106.99
100-41910-322	Postage	96.63
100-41910-350	Printing & Design	260.00
100-41940-211	Cleaning Supplies	36.44
100-41940-381	Electric Utility	429.97
100-41940-382	Water Utility	72.27
100-41940-385	Sewer Utility	153.76
100-41940-406	Repairs & Maint - Groun	943.00
100-42120-200	Office Supplies	46.98
100-42120-212	Motor Fuels	2,392.09
100-42120-304	Legal Fees	60.00
100-42120-305	Medical & Dental Fees	124.37
100-42120-308	Training & Registrations	125.00
100-42120-321	Telephone	732.49
100-42120-322	Postage	57.85
100-42120-323	Radio Units	533.70
100-42120-327	Interpretation Fees	32.55
100-42120-331	Travel Expense	35.45
100-42120-334	Meals/Lodging	187.12
100-42120-404	Repairs & Maint - M&E	757.00
100-42120-405	Repairs & Maint - Vehicl	37.00
100-42120-419	Vehicle Lease	938.04
100-42120-433	Dues & Subscriptions	300.00

Account Summary

Account Number	Account Name	Payment Amount
100-42120-480	Other Miscellaneous	41.96
100-42220-200	Office Supplies	39.41
100-42220-211	Cleaning Supplies	47.06
100-42220-212	Motor Fuels	832.01
100-42220-215	Materials & Equipment	1,683.71
100-42220-217	Other Operating Supplie	95.83
100-42220-218	Uniforms	337.75
100-42220-308	Training & Registrations	280.00
100-42220-321	Telephone	42.11
100-42220-331	Travel Expense	292.50
100-42220-334	Meals/Lodging	48.72
100-42220-381	Electric Utility	299.52
100-42220-382	Water Utility	15.43
100-42220-385	Sewer Utility	35.39
100-42220-404	Repairs & Maint - M&E	1,330.14
100-42220-405	Repairs & Maint - Vehicl	2,046.75
100-42500-381	Electric Utility	31.20
100-42700-300	Charges for Services	181.50
100-43100-212	Motor Fuels	1,155.97
100-43100-215	Materials & Equipment	98.97
100-43100-217	Other Operating Supplie	325.63
100-43100-224	Street Maint Materials	646.50
100-43100-241	Small Tools	254.49
100-43100-321	Telephone	87.94
100-43100-350	Printing & Design	1,768.46
100-43100-381	Electric Utility	1,920.00
100-43100-382	Water Utility	19.61
100-43100-385	Sewer Utility	42.06
100-43100-404	Repairs & Maint - M&E	200.66
100-43100-480	Other Miscellaneous	30.00
100-45120-217	Other Operating Supplie	13.23
100-45202-212	Motor Fuels	131.67
100-45202-241	Small Tools	11.99
100-45202-326	Data Processing	466.67
100-45202-350	Printing & Design	167.58
100-45202-381	Electric Utility	391.95
100-45202-404	Repairs & Maint - M&E	27.96
100-45202-406	Repairs & Maint - Groun	67.95
211-45501-200	Office Supplies	34.95
211-45501-217	Other Operating Supplie	61.75
211-45501-321	Telephone	161.56
211-45501-326	Data Processing	70.00
211-45501-381	Electric Utility	181.30
211-45501-382	Water Utility	20.02
211-45501-385	Sewer Utility	43.37
211-45501-402	Repairs & Maint - Struct	943.00
211-45501-433	Dues & Subscriptions	162.84
211-45501-435	Books and Pamphlets	1,605.78
225-45127-200	Office Supplies	32.50
225-45127-381	Electric Utility	1,662.27
225-45127-401	Repairs & Maint - Buildi	92.60
230-45124-217	Other Operating Supplie	146.56
230-45124-381	Electric Utility	34.25
235-42153-212	Motor Fuels	2,926.52
235-42153-217	Other Operating Supplie	1,184.29
235-42153-218	Uniforms	10.14
235-42153-261	Other Merchandise-Med	1,994.11
235-42153-312	Nursing	3,191.64

Account Summary

Account Number	Account Name	Payment Amount
235-42153-321	Telephone	340.28
235-42153-322	Postage	6.32
235-42153-323	Radio Units	2,139.20
235-42153-326	Data Processing	2,291.00
235-42153-331	Travel Expense	87.05
235-42153-334	Meals/Lodging	504.45
235-42153-340	Advertising & Promotion	395.65
235-42153-381	Electric Utility	199.68
235-42153-382	Water Utility	10.29
235-42153-385	Sewer Utility	23.60
235-42153-405	Repairs & Maint - Vehicl	23.53
235-42153-406	Repairs & Maint - Groun	93.76
235-42153-460	Miscellaneous Taxes	974.82
250-46520-200	Office Supplies	245.67
250-46520-301	Auditing & Consulting Se	6,300.00
250-46520-304	Legal Fees	4,245.00
250-46520-321	Telephone	350.61
250-46520-322	Postage	32.76
250-46520-331	Travel Expense	12.87
250-46520-340	Advertising & Promotion	923.52
250-46520-350	Printing & Design	155.00
250-46520-381	Electric Utility	73.18
254-46520-381	Electric Utility	136.34
401-49950-506	Capital Outlay - Building	2,490.00
601-49400-211	Cleaning Supplies	32.97
601-49400-212	Motor Fuels	399.83
601-49400-216	Chemicals and Chemical	5,770.02
601-49400-217	Other Operating Supplie	92.25
601-49400-321	Telephone	149.77
601-49400-322	Postage	130.06
601-49400-326	Data Processing	70.00
601-49400-334	Meals/Lodging	323.87
601-49400-381	Electric Utility	5,672.05
601-49400-382	Water Utility	18.20
601-49400-385	Sewer Utility	37.55
601-49400-386	Landfill	30.00
601-49400-404	Repairs & Maint - M&E	128.54
601-49400-443	Intergovernmental Fees	5,057.00
602-49450-200	Office Supplies	16.56
602-49450-212	Motor Fuels	236.02
602-49450-216	Chemicals and Chemical	1,143.53
602-49450-217	Other Operating Supplie	61.75
602-49450-241	Small Tools	19.99
602-49450-310	Lab Testing	1,725.70
602-49450-321	Telephone	295.56
602-49450-322	Postage	137.24
602-49450-326	Data Processing	70.00
602-49450-381	Electric Utility	10,884.22
602-49450-382	Water Utility	223.29
602-49450-404	Repairs & Maint - M&E	1,395.10
604-14200	Inventory	40,831.02
604-16300	Improvements Other Th	5,062.00
604-49550-200	Office Supplies	49.99
604-49550-212	Motor Fuels	836.56
604-49550-217	Other Operating Supplie	61.75
604-49550-241	Small Tools	118.84
604-49550-310	Lab Testing	30.00
604-49550-321	Telephone	157.54

Account Summary

Account Number	Account Name	Payment Amount
604-49550-322	Postage	147.27
604-49550-325	Dispatching	30.10
604-49550-326	Data Processing	191.37
604-49550-381	Electric Utility	170.33
604-49550-382	Water Utility	22.17
604-49550-385	Sewer Utility	45.88
604-49550-402	Repairs & Maint - Struct	759.55
604-49550-405	Repairs & Maint - Vehicl	25.85
604-49550-406	Repairs & Maint - Groun	216.30
604-49550-408	Repairs & Maint - Distrib	0.29
604-49550-409	Repairs & Maint - Utilitie	113.72
604-49550-410	Repairs & Maint - Gener	12,329.32
604-49550-411	Repairs & Maint - Sub St	5.16
604-49550-450	Conservation	5,561.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-211	Cleaning Supplies	115.26
609-49751-217	Other Operating Supplie	317.16
609-49751-251	Liquor	29,168.12
609-49751-252	Beer	28,447.61
609-49751-253	Wine	5,182.21
609-49751-254	Soft Drinks & Mix	834.02
609-49751-256	Tobacco Products	97.32
609-49751-261	Other Merchandise	11.35
609-49751-321	Telephone	130.22
609-49751-322	Postage	1.81
609-49751-326	Data Processing	713.02
609-49751-333	Freight and Express	654.42
609-49751-340	Advertising & Promotion	1,757.96
609-49751-381	Electric Utility	799.20
609-49751-382	Water Utility	20.17
609-49751-385	Sewer Utility	39.89
609-49751-404	Repairs & Maint - M&E	200.08
609-49751-406	Repairs & Maint - Groun	4.00
614-16400	Machinery & Equipment	1,424.40
614-20201	Excise Tax Payable	836.46
614-20206	911 TAP & TACIP Fees Cl	1,001.22
614-49870-211	Cleaning Supplies	21.38
614-49870-212	Motor Fuels	142.50
614-49870-217	Other Operating Supplie	105.85
614-49870-227	Utility System Maint Sup	1,387.46
614-49870-303	Engineering and Surveyi	2,750.00
614-49870-304	Legal Fees	452.07
614-49870-321	Telephone	536.50
614-49870-322	Postage	150.21
614-49870-334	Meals/Lodging	385.40
614-49870-340	Advertising & Promotion	799.38
614-49870-350	Printing & Design	119.12
614-49870-381	Electric Utility	2,549.07
614-49870-382	Water Utility	19.49
614-49870-385	Sewer Utility	37.84
614-49870-404	Repairs & Maint - M&E	2,038.22
614-49870-441	Transmission Fees	324.22
614-49870-442	Subscriber Fees	47,995.36
614-49870-443	Intergovernmental Fees	1,855.03
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	5,292.17
614-49870-448	On-Call Support	129.30
615-49850-211	Cleaning Supplies	109.18

Account Summary

Account Number	Account Name	Payment Amount
615-49850-212	Motor Fuels	72.00
615-49850-215	Materials & Equipment	320.61
615-49850-217	Other Operating Supplie	631.01
615-49850-321	Telephone	214.36
615-49850-326	Data Processing	433.00
615-49850-340	Advertising & Promotion	526.50
615-49850-381	Electric Utility	5,060.97
615-49850-382	Water Utility	129.54
615-49850-385	Sewer Utility	88.35
615-49850-402	Repairs & Maint - Struct	543.00
617-10200	Petty Cash	3,000.00
617-49860-211	Cleaning Supplies	87.00
617-49860-217	Other Operating Supplie	576.04
617-49860-251	Liquor	242.49
617-49860-252	Beer	3,900.90
617-49860-254	Soft Drinks & Mix	190.55
617-49860-321	Telephone	101.83
617-49860-322	Postage	3.61
617-49860-326	Data Processing	473.33
617-49860-340	Advertising & Promotion	1,547.78
617-49860-381	Electric Utility	955.98
617-49860-382	Water Utility	66.94
617-49860-385	Sewer Utility	145.10
617-49860-406	Repairs & Maint - Groun	134.90
700-21701	Federal Withholding	9,946.31
700-21702	State Withholding	4,807.49
700-21703	FICA Tax Withholding	12,318.04
700-21704	PERA Contributions	22,567.68
700-21705	Retirement	8,926.91
700-21709	Wage Levy	97.83
700-21711	Medicare Tax Withholdi	3,622.48
700-21712	Flex Account	1,261.39
700-21723	HSA Employee Contribu	578.92
Grand Total:		387,473.52

Project Account Summary

Project Account Key	Payment Amount
None	387,473.52
Grand Total:	387,473.52

CAW
4/15/2022

Insurance Renewal For:



April 19, 2022

245 9th Street • Windom, MN • 507.831.1346

Bank Midwest
insurance

BankMidwest.com/insure

April 19, 2022



City of Windom
City Officials
444 9th St.
Windom, MN 56101

Re: 2022 Insurance Renewal Summary

Attached is the summary of the renewal premiums and coverages for the policies offered by the LMCIT and policies secured through other markets for coverages that are either more competitive than the LMCIT or not offered by the LMCIT.

I have listed the renewal premiums for the current and previous year for a comparison.

The LMCIT has declared a dividend to participating cities for the 2021 policy period. The City of Windom received \$38,910.

Presented By:

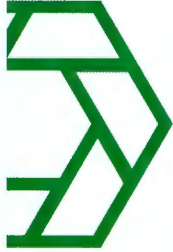
Josh Peterson
Agent of Record

Insurance and investment products are not deposits, not FDIC insured, not insured by any federal government agency, not guaranteed by the bank, and may go down in value.

Bank Midwest
insurance
BankMidwest.com/insure

Renewal Summary

Renewal Premium Summary



Coverage	2021		2022	
	Prem. Basis	Premium	Prem. Basis	Premium
Property:	\$81,224,528 <i>Property Values</i>	\$133,613	\$86,234,758	\$136,981
Mobile Property:	\$2,027,482 <i>Equipment Values</i>	\$8,627	\$2,106,554	\$7,835
Municipal Liability:	Various	\$55,367	Various	\$52,427
Automobile Liability:	All Units	\$11,605	All Units	\$11,776
Automobile Physical Damage		\$11,374		\$11,797
Physical damage is included on police, fire and emergency vehicles. No physical damage on other department vehicles > 10 years old.				
Data Breach:	\$500,000	\$500	\$500,000	\$4,368
Liquor Liability:	Receipts	\$4,055	Receipts	\$6,681
Bond Coverage:	\$250,000	\$715	\$250,000	\$683
Total:		\$225,866		\$232,548

***Mobile property terms of coverage - LMCIT provides blanket coverage with a basic limit of \$200,000 per unit. Losses will be paid at the lesser of:**

1. The cost to repair the unit.
2. 200% of the fair market value
3. The cost of a new unit \$200,000 (if the unit is scheduled, this amount is increased and an increased limit rate would apply)

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

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Renewal Summary

Renewal of Other Policies



	2021 Premium	2022 Premium
Equipment Breakdown - Travelers:		
Municipal Power Plant and Substation	\$79,251	\$99,587
All City property		

Deductible: \$100,000 on all other covered equipment at power plant and distribution locations including 1105 First Avenue and all sub stations.
\$1.50 per maximum rated KVA for all transformers subject to \$100,000 minimum
\$1,000 on all other covered equipment at all other covered locations.

Miscellaneous bonds as required:	\$350	\$350
Package Premium for summary page:	\$225,866	\$232,548
Total Premium:	\$305,467	\$332,135

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

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Renewal Summary

Workers Compensation



Year	Payroll	Exp. Mod. Factor	Premium
2018	\$3,292,200	.88	\$114,624
2019	\$3,369,327	.88	\$116,567
2020	\$3,423,229	.91	\$134,478
2021	\$3,624,229	.95	\$162,061
2022	\$3,766,160	.92	\$172,974

The experience modification factor decreased to .92 for 2022. A three year period is used for this formula not including the most recent year. The experience modification factor for 2022 is determined by using data from years 2018, 2019 and 2020.

2018 claims total paid	\$2,741
2019 claims total paid	\$372,259
2020 claims total paid	\$410
2021 claims total paid	\$4,688

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

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Renewal Summary

Items needing Council Action



Waiver of Statutory Tort Limit: The city has currently elected to not waive the statutory tort limit of \$500,000 per claimant. Choosing not to waive the statutory limit, the city's liability is limited by the statute to no more than \$500,000 per claimant and \$1.5 million per occurrence.

Leave this the same or waive the statutory tort limit?

Excess Liability: You can add \$1,000,000 excess liability coverage for an annual premium of \$16,440.

The city has made a motion not to accept this coverage in the past.

Accept or reject the Excess Liability coverage for 2022?

Thank you for your business!

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insurance

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LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

2022 DRINKING WATER WEEK PROCLAMATION

WHEREAS, water is our most valuable natural resource; and

WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

WHEREAS, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

WHEREAS, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers' taps is vital; and

WHEREAS, the coronavirus pandemic has shone a light on the importance of drinking water for health, hydration and hygiene needs; and

WHEREAS, we are all stewards of the water infrastructure upon which current and future generations depend; and

WHEREAS, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water service by familiarizing themselves with it.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the week of May 1-7, 2022, is proclaimed as Drinking Water Week. All residents are encouraged to help protect our source waters, practice water conservation, and to thank your local Water Operators for ensuring clean safe drinking water for our community.

Adopted by the Council this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

2022 NATIONAL HOSPITAL WEEK PROCLAMATION

WHEREAS, National Hospital Week is May 8-14, 2022, “We Are Health Care” #MyHospital stands with the more than 5,000 other U.S. hospitals in providing quality patient care to all Americans #HospitalWeek; and

WHEREAS, individuals all across the country will be celebrating this event; and

WHEREAS, our hospital and health care workers represent care, community, and comfort; and

WHEREAS, the hard working people who compose our hospitals deserve universal regard and appreciation for keeping our community healthy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that in recognition of this event, the City Council does hereby proclaim the week of May 8-14, 2022, as

NATIONAL HOSPITAL WEEK.

The Mayor and City Council encourage the community members to express their appreciation with a sincere “Thank You” to all the dedicated people who provide the skill, facilities and technologies that make trustworthy, reliable, quality patient health care possible in our community.

Adopted by the Council this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

**WINDOM AREA HEALTH
INCOME STATEMENT
FY 2023 BUDGET**

	4/30/2020	4/30/2021	Projected 4/30/2022	2023 Budget
REVENUES				
Total Patient Revenue	35,264,679	40,228,130	45,000,000	45,500,000
Deduction From Revenue	(14,967,083)	(18,157,844)	(19,350,000)	(20,125,000)
Other Income	674,931	361,574	275,000	300,000
Net Revenue from Operations	20,972,527	22,431,860	25,925,000	25,675,000
EXPENSE				
Employee Salaries	7,502,952	7,811,479	8,550,000	9,175,000
Employee Benefits	2,571,541	2,325,216	2,620,000	2,825,000
Pharmaceuticals	785,589	807,325	1,025,000	1,100,000
Supplies	1,360,383	1,641,862	1,725,000	1,825,000
Rents/Utilities	300,173	294,712	345,000	360,000
Purchased Services	4,437,133	4,440,544	4,600,000	5,050,000
Other Direct Expenses	1,306,111	1,335,770	1,525,000	1,500,000
Provision for Bad Debt	422,279	528,152	600,000	550,000
Depreciation	1,472,603	1,427,969	1,450,000	1,600,000
Interest Expense	171,635	170,884	160,000	160,000
Total Expense	20,330,399	20,783,913	22,600,000	24,145,000
Net from Operations	642,128	1,647,947	3,325,000	1,530,000
Non-Operating Income	191,866	1,217,338	150,000	200,000
Net Income (Loss)	833,994	2,865,285	3,475,000	1,730,000

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: Building & Zoning Office
DATE: April 19, 2022 (City Council Meeting Date)
RE: Planning Commission Recommendations – Variance Application
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or
andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Approve the Application by Bruce & Erin Toninato for a variance of the side yard setback to allow construction of a garage addition.

Issue Summary/Background

Variance Application:

Applicants/Owners: **Bruce Toninato & Erin Toninato**

Address of Property: **1695 Langley Street, Windom, MN**

Description: **A tract in Lots 6 and 7 in County Auditor's Subdivision No. 4 in the City of Windom, Cottonwood County, Minnesota. (*abbreviated description*)**

Parcel ID#: **25-164-0220**

The Applicants/Owners are requesting a variance of 2 feet in the side yard setback to allow the construction of a garage addition. Pursuant to City Code, the required side yard setback for their lot is 10.5 feet. Because their lot is pie-shaped, and the side property lines angle sharply, and the rear yard drops off significantly, they have shown the criteria for approval of the variance. The Planning Commission held a public hearing on this application on April 12, 2022. The Minutes from the April 12th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to approve this Variance Application.

Fiscal Impact

There is no fiscal impact for the City.

Attachments

- | | |
|---|--------------------------------|
| 1. Zoning Application for Variance, | 4. Survey of the Property, |
| 2. Planning Commission's Public Hearing Notice, | 5. Site Plan, |
| 3. Beacon Aerial of the Property, | 6. Diagram of Front Elevation. |

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Bruce + Erin Toninato
Address 1695 Langley St.
City Windom State MN Zip 56101 (Phone: 507 822 0867)

Owner(s): (If other than Applicant)

Name(s) _____
Address _____
City _____ State _____ Zip _____ (Phone: _____)

Property Address: _____

Legal Description of Property: Part of Lot(s) 6+7 Block(s) _____ Addition County Auditor's Subd. #4

Parcel No. 25-164-0220
(If metes and bounds, attach description.)

Existing Use of Property: Dwelling / Residential Present Zoning: R-2
X - Side Yard Setback

Action Requested: Conditional Use Permit _____ Variance _____
Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required) Expansion of existing garage 8 feet to the north. Because the property is pie/triangular shaped, the back portion of the proposed addition falls about 1.5 ft. short.

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

X [Signature] X Erin A. Toninato
[SIGNATURES OF APPLICANT(S)]
Date: 3/23/22

Fee: \$150.00

Paid: Ck. 2555 Date: 3-23-22 (mk)

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 23 day of March, 2022.

WINDOM BUILDING & ZONING OFFICIAL: Andrew J. [Signature]

ATTACHMENT TO ZONING APPLICATION
(Variance - Side Yard Setback)

Property Owners: Bruce A. Toninato & Erin A. Toninato

Address: 1695 Langley Street, Windom, MN

Parcel ID No: 25-164-0220

real property in Cottonwood County, Minnesota, described as follows:

All that part of Lots 6 and 7 in County Auditor's Subdivision No. 4 in the City of Windom, which is described as follows, to-wit: Beginning at a point on the South line of the paved highway which was formerly Trunk Highway No. 60 and which point is 404 feet Southwesterly, measured along the South line of said former Trunk Highway No. 60, from its intersection with the East line of said Lot 6; thence Southeasterly to a point on the East line of said Lot 6 which is 425 feet South of the intersection of said East line with the South line of former Trunk Highway 60; thence South along said East line of said Lot 6 to a point on said East line which is 250 feet North of the Southeast corner of said Lot 6; thence West on a line which is parallel to and at all points thereon 250 feet North of the South boundary line of said Lots 6 and 7 to the point of intersection of the line being run and the Easterly boundary line of said former Trunk Highway No. 60; thence Northeasterly along the Easterly line of said former Trunk Highway No. 60 to the point of beginning.

Supplemental Information – To be Submitted with all Conditional Use & Variance Requests

The City's Land Use Regulations (Chapter 152 of the City Code) provide standards to evaluate your request. In order to grant a Conditional Use or Variance, the Planning Commission and City Council must make a finding that the request complies with these standards. The Applicant has the burden of proof to show that these standards have been satisfied. Please answer the following questions as they relate to your request. Attach additional sheets if needed.

1) Would your proposed use of the property be considered a reasonable use? Yes ☒ No ☐

Explain: I would like to expand my garage so we can more easily park two vehicles.

2) Is your proposed use in conflict with the intent of the zoning district in which it is to be located? Yes ☒ No ☐

Explain: My property is pie shaped. I'm within limits on the front.

3) Is your proposed use of the property compatible with present uses on the property and on adjoining properties? Yes ☒ No ☐

Explain: It will be for vehicle parking.

4) Will your proposed use of the property (a) alter the essential character of the locality or (b) interfere with the creation of a beneficial environment within its own property or on adjoining properties or (c) interfere with the provision of a reasonable economic benefit to the community?

Yes ☐ No ☒
Explain: The back portion of the garage is 2 ft. closer to line

5) Can you assure the City that your proposed use of the property will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion to nearby properties? Yes ☒ No ☐

Explain: I'm not even putting windows on that side of garage.

6) Can you verify that the proposed use/development will not adversely affect pedestrian and vehicular movement on contiguous and non-contiguous adjacent properties and will not adversely affect the buffering of the service facilities and parking areas. Yes ☒ No ☐

Explain: There is a retaining wall that runs along rear property line

7) Can you assure the City that the proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity? Yes ☒ No ☐

Explain: There are no utilities in that area.

8) Variance Application Only. The undersigned Landowner (Applicant) has established that there are practical difficulties, unique to this property and not caused by the Landowner, that necessitate the need for a variance. Yes ☒ No ☐

Explain: The yard drops drastically in elevation behind the garage and off of 3rd Ave.

ATTACH A SEPARATE SHEET TO PROVIDE ANY ADDITIONAL INFORMATION YOU BELIEVE MAY BE PERTINENT TO YOUR APPLICATION.

Completed By: Bruce A. Toninato Date: 3/23/22

Property Address: 1695 Langley St. Windom MN

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION – SIDE YARD SETBACK**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicants and Owners, Bruce A. Toninato and Erin A. Toninato, husband and wife, of 1695 Langley Street, have submitted a zoning application for a variance for property located in an R-2 District. The Applicants request a variance to reduce the side yard setback to allow the construction of a garage addition which will have a side yard setback less than the minimum required by City Code Section 152.068. The application includes a preliminary site plan showing the existing structure, setbacks, lot area, and proposed placement of the garage addition and a building elevation.

A public hearing to consider this application will be held before the Planning Commission in **the City Hall Council Chambers, 444 Ninth Street, Windom, Minnesota, on Tuesday, April 12, 2022, at the meeting which begins at 7:00 p.m.**

The application and attachments may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing. Prior to the public hearing, members of the public may also contact the Building & Zoning Office by phone at 507-832-8660 or 507-832-8659 or by e-mail at andrew.spielman@windommn.com to obtain information concerning the application.

Those persons wishing to be heard on this application for consideration of a variance are requested to be at this meeting.

Legally described as follows: A tract in Lots 6 and 7 in County Auditor's Subdivision No. 4 in the City of Windom, Cottonwood County, Minnesota. (abbreviated description)

Parcel ID #: 25-164-0220

Address of the Property is: 1695 Langley Street, Windom, MN 56101

By Order of the City of Windom
Andrew Spielman, Zoning Administrator

Published: Cottonwood County Citizen (March 30, 2022)



Parcel ID 251640220
 Sec/Twp/Rng 0-0-0
 Property Address 1695 LANGLEY ST
 56101

Alternate ID n/a
 Class RESIDENTIAL\ SINGLE UNIT
 Acreage n/a

Owner Address TONINATO/BRUCE & ERIN
 1695 LANGLEY ST
 WINDOM MN 56101

District n/a
 Brief Tax Description LOTS 6 & 7 S OF HWY EX S250' & PTS DEEDED
 (Note: Not to be used on legal documents)

Date created: 3/23/2022
 Last Data Uploaded: 3/22/2022 7:55:20 PM

Developed by  **Schneider**
 GEOSPATIAL

LOT 7

LOT 6

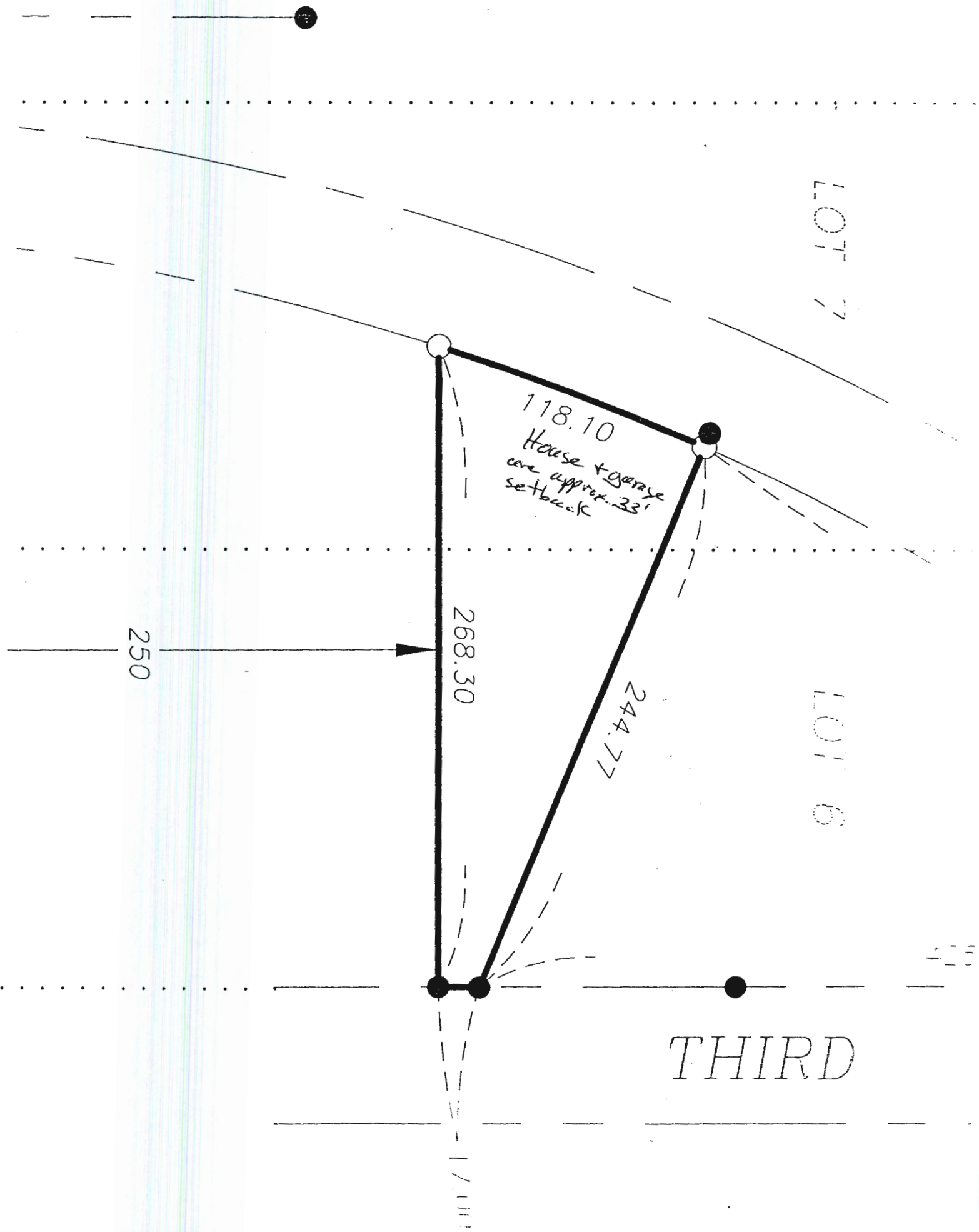
THIRD

118.10
House + garage
are approx. 33'
setback

268.30

244.77

250



Approx. 10.75'

10'

10'

Approx 8.5'

1695
Langley

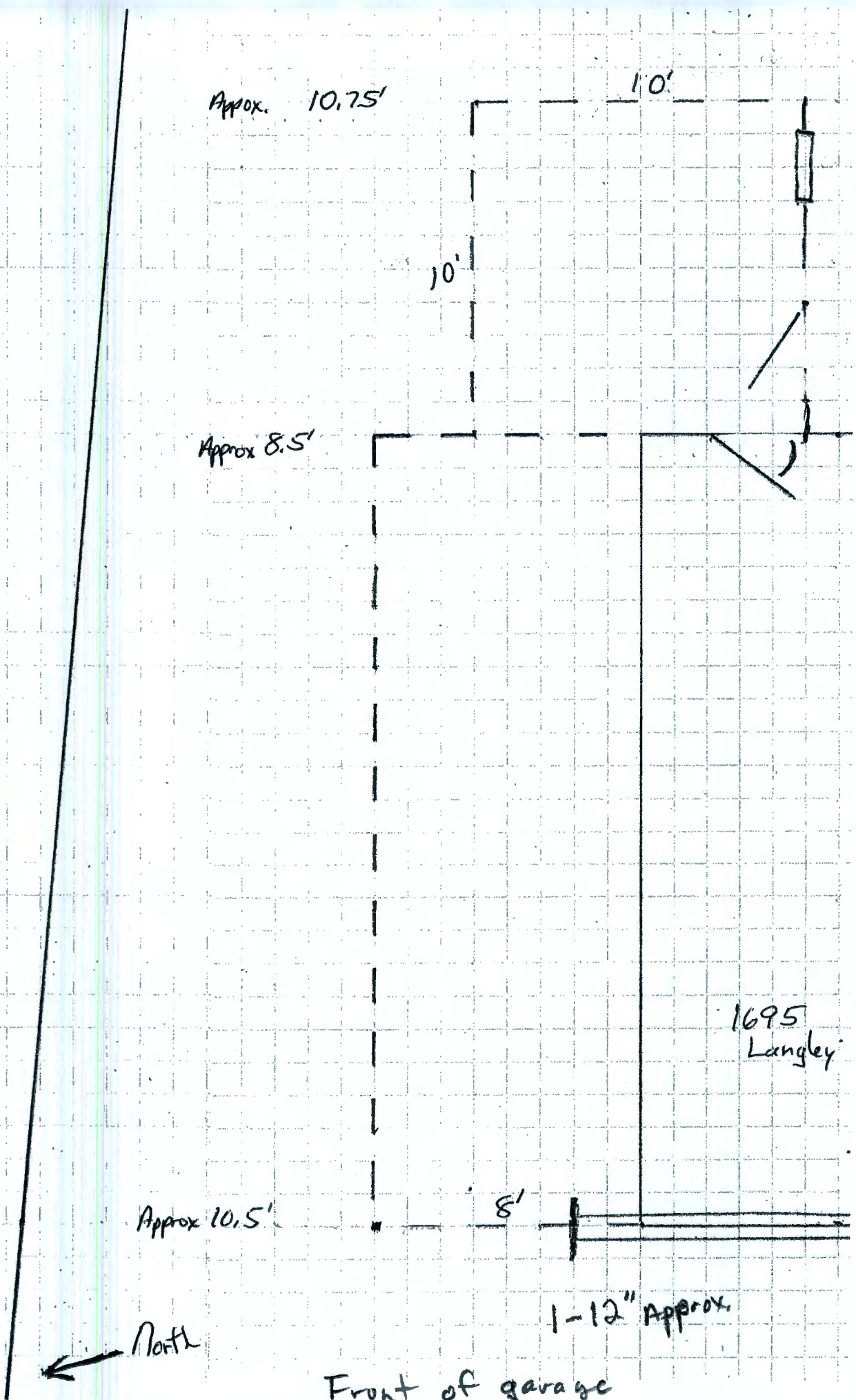
Approx 10.5'

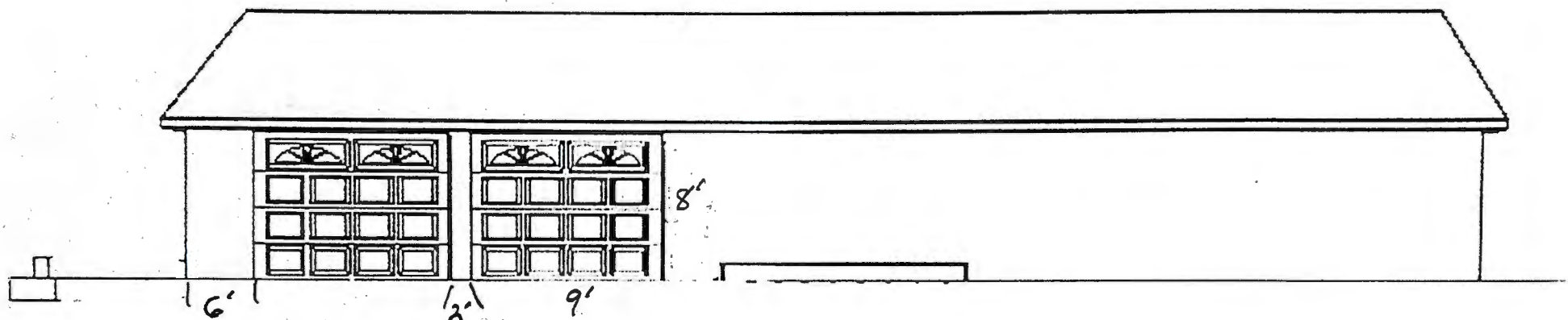
8'

1-12" Approx

North

Front of garage





Front view

Sketch

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: Building & Zoning Office
DATE: April 19, 2022 (City Council Meeting Date)
RE: Planning Commission Recommendations – CUP & Variance Application
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or andrew.spielman@windommn.com

Recommendations/Options/Action Requested

1. Approve the Application by Cottonwood County and Gene & Donna Pankonin (as Property Owners & Sellers) for a conditional use permit to allow construction of a Public Works Facility in a B-1 District **with conditions as set forth in the Planning Commission Minutes.**
2. Approve the Application by Cottonwood County and Gene & Donna Pankonin (as Property Owners & Sellers) for a variance to allow a maximum height of 35 feet for accessory buildings on a tract in the B-1 District **with a condition as set forth in the Planning Commission Minutes.**

Issue Summary/Background

Conditional Use Permit Application:

Applicant: Cottonwood County, Minnesota
Owners/Sellers: Gene Pankonin & Donna Pankonin
Address of Property: Tract in Parcel addressed as 41223 470th Avenue, Windom, MN
Description: A tract in the North Half of the Northeast Quarter of Section 22-105-36 in Cottonwood County, Minnesota, containing 19.85 acres. (*Abbreviated Description – Legal Description on survey attached to Planning Commission Minutes.*)
Parcel ID#: 08-022-0100 (Parcel No. includes other land also.)

This tract of land is included in the proceedings for a Joint Orderly Annexation which will be considered at this City Council Meeting. The Applicant and Owners are requesting a conditional use permit to allow the construction of a Public Works Facility in the proposed B-1 Zoning District. The Planning Commission held a public hearing on this application on April 12, 2022. The Minutes from the April 12th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to approve this Conditional Use Permit with the conditions set forth in the Planning Commission's Minutes.

Fiscal Impact

There is no fiscal impact for the City, except extension of utilities as required.

Attachments for the CUP & Variance Application – By Cottonwood County & Pankonins

1. Zoning Application for a Conditional Use Permit & Variance,
2. Planning Commission's Public Hearing Notice,
3. Aerials of the Property,
4. Survey of the Property,

5. Site Plan.

Issue Summary/Background

Variance Application – Height of Accessory Structures:

Applicant: Cottonwood County, Minnesota
Owners/Sellers: Gene Pankonin & Donna Pankonin
Address of Property: Tract in Parcel addressed as 41223 470th Avenue, Windom, MN
Description: A tract in the North Half of the Northeast Quarter of Section 22-105-36 in Cottonwood County, Minnesota, containing 19.85 acres. (*Abbreviated Description – Legal Description on survey attached to Planning Commission Minutes.*)
Parcel ID#: 08-022-0100 (Parcel No. includes other land also.)

This tract of land is included in the proceedings for a Joint Orderly Annexation which will be considered at this City Council Meeting. The Applicant and Owners are requesting a variance to allow a maximum height of 35 feet for the two proposed accessory buildings—cold storage building and salt storage building--in the proposed B-1 Zoning District. The Planning Commission held a public hearing on this application on April 12, 2022. The Minutes from the April 12th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to approve this Height Variance with the condition set forth in the Planning Commission's Minutes.

Fiscal Impact

There is no fiscal impact for the City.

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Nick Klisch on behalf of Cottonwood County
Address 1355 9th Ave
City Windom State MN Zip 56101 (Phone: 832-8811)

Owner(s): (If other than Applicant)
Name(s) Gene and Donna Pankonin
Address 41223 470th Ave
City Windom State MN Zip 56101 (Phone:)

Property Address: 41223 470th Ave, Windom, MN 56101 (West Side of parcel 08-022-0100)

Legal Description of Property: Lot(s) Section 22, Township 105 North, Range 36 West of the 5th P.M.
E1/2 NW1/4 NE1/4 EX. 2.6 AC; NE1/4 NE1/4; N1/2 SE1/4 NE1/4 77.40

(Legal description to be determined by survey.) **Parcel No.** 08-022-0100
(If metes and bounds, attach description.)

Existing Use of Property: Preservation (CRP) **Proposed Zoning:** B-1
Present Zoning: In County

Action Requested: Conditional Use Permit X Variance X
Subdivision (Sketch Plat) Preliminary Plat Final Plat
Planned Unit Development (PUD)
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY:
Other (Specify):

Description and Reason for Request (Attach Additional Information if necessary and/or required)
Cottonwood County is considering the purchase of the western portion of parcel 08-022-0100
for the use of a Public Works facility to include office space, shop space, and equipment
storage. Approximate proposed area to be purchased by Cottonwood County is attached.

This proposed use requires a conditional use permit. Variance requested for
height of accessory buildings.

Signatures of Owner(s)
In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

X Donna Pankonin Date: 3-27-22 X Gene Pankonin Date: 3-27-22
Signatures of Owner(s)

Nicholas Klisch Nick Klisch Public Works Dir. 3-28-22
Applicant Name Applicant Signature Title Date

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 28 day of March, 2022.

WINDOM BUILDING & ZONING OFFICIAL: Andrew J. [Signature]

Supplemental Information – To be Submitted with all Conditional Use & Variance Requests

The City's Land Use Regulations (Chapter 152 of the City Code) provide standards to evaluate your request. In order to grant a Conditional Use or Variance, the Planning Commission and City Council must make a finding that the request complies with these standards. The Applicant has the burden of proof to show that these standards have been satisfied. Please answer the following questions as they relate to your request. Attach additional sheets if needed.

1) Would your proposed use of the property be considered a reasonable use? Yes ☒ No ☐
Explain: B-1 allows Essential Services (permitted use) & Public Utility Bldg (Conditional Use)

2) Is your proposed use in conflict with the intent of the zoning district in which it is to be located? Yes ☐ No ☒
Explain: B-1 allows Essential Services (permitted use) & Public Utility Bldg (Conditional Use)

3) Is your proposed use of the property compatible with present uses on the property and on adjoining properties? Yes ☒ No ☐
Explain: Current use is agricultural. Adjoining properties are A-0 which allows Muni. Bldgs and

4) Will your proposed use of the property (a) alter the essential character of the locality or (b) interfere with the creation of a beneficial environment within its own property or on adjoining properties or (c) interfere with the provision of a reasonable economic benefit to the community? Yes ☐ No ☒
Explain: The property will exceed setback and buffer requirements.

5) Can you assure the City that your proposed use of the property will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion to nearby properties? Yes ☒ No ☐
Explain: Current facility is amongst dense residential without any complaints from neighbors.

6) Can you verify that the proposed use/development will not adversely affect pedestrian and vehicular movement on contiguous and non-contiguous adjacent properties and will not adversely affect the buffering of the service facilities and parking areas. Yes ☒ No ☐
Explain: This property has direct access to CSAH 15.

7) Can you assure the City that the proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity? Yes ☒ No ☐
Explain: County staff have coordinated with PUC This property has adequate utilities nearby.

8) Variance Application Only. The undersigned Landowner (Applicant) has established that there are practical difficulties, unique to this property and not caused by the Landowner, that necessitate the need for a variance. Yes ☒ No ☐
Explain: It is requested that accessory building heights be permitted up to 35'

ATTACH A SEPARATE SHEET TO PROVIDE ANY ADDITIONAL INFORMATION YOU BELIEVE MAY BE PERTINENT TO YOUR APPLICATION.

Completed By: Nick Klisch, Public Works Director Date: 3-28-2022

Property Address: CSAH 15, West portion of parcel 080220100

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT & VARIANCE
(PUBLIC BUILDINGS & HEIGHT VARIANCE)**

Pursuant to City of Windom, City Code Sections 152.525-152.530, 152.545-152.551, and 152.565-152.568, notice is hereby given that the Applicants and Owners, GENE K. PANKONIN and DONNA M. PANKONIN, husband and wife, and Applicant, COTTONWOOD COUNTY, MINNESOTA, have submitted a zoning application for a conditional use permit and variance concerning property proposed for annexation. This property is located adjacent to County Highway 15 in Cottonwood County and adjacent to Windom city limits. This application is contingent on approval of the proposed annexation by Great Bend Township and the City of Windom.

The Applicants request a conditional use permit, pursuant to the requirements of City Code Section 152.097, to allow construction of a County Highway Department facility (public buildings) on property proposed for zoning as a B-1 Neighborhood Business District.

The Applicants also request a variance to exceed the height restriction for accessory buildings set forth in Section 152.098 to allow the construction of accessory (storage) buildings with a height of over 15 feet. The application includes a preliminary site plan showing the proposed placement of buildings on the site, setbacks, and lot area.

A public hearing to consider this application will be held before the Planning Commission in the City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, April 12, 2022, at the meeting which begins at 7:00 p.m.

The application and attachments may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing. Prior to the public hearing, members of the public may also contact the Building & Zoning Office by phone at 507-832-8660 or 507-832-8659 or by e-mail at andrew.spielman@windommn.com to obtain information concerning the application.

Those persons wishing to be heard on this application for consideration of a conditional use permit and variance are requested to be at this meeting.

Legally described as follows: Tract in portions of NW¼ of NE¼; NE¼ of NE¼; and SE¼ of NE¼ of Section 22, Township 105 North, Range 36 West of the 5th P.M. in Cottonwood County, Minnesota. (Abbreviated Description – exact description to be determined by survey.)

Parcel ID #: 08-022-0100 (includes other land)

Address of the Entire Property is: 41223 470th Avenue, Windom, MN 56101

By Order of the City of Windom
Andrew W. Spielman, Zoning Administrator

Published: Cottonwood County Citizen (March 30, 2022)

**Beacon**TM

Cottonwood County, MN



Parcel ID 080220101

Sec/Twp/Rng n/a

Property Address

District n/a

Brief Tax Description n/a

(Note: Not to be used on legal documents)

Alternate ID n/a

Class n/a

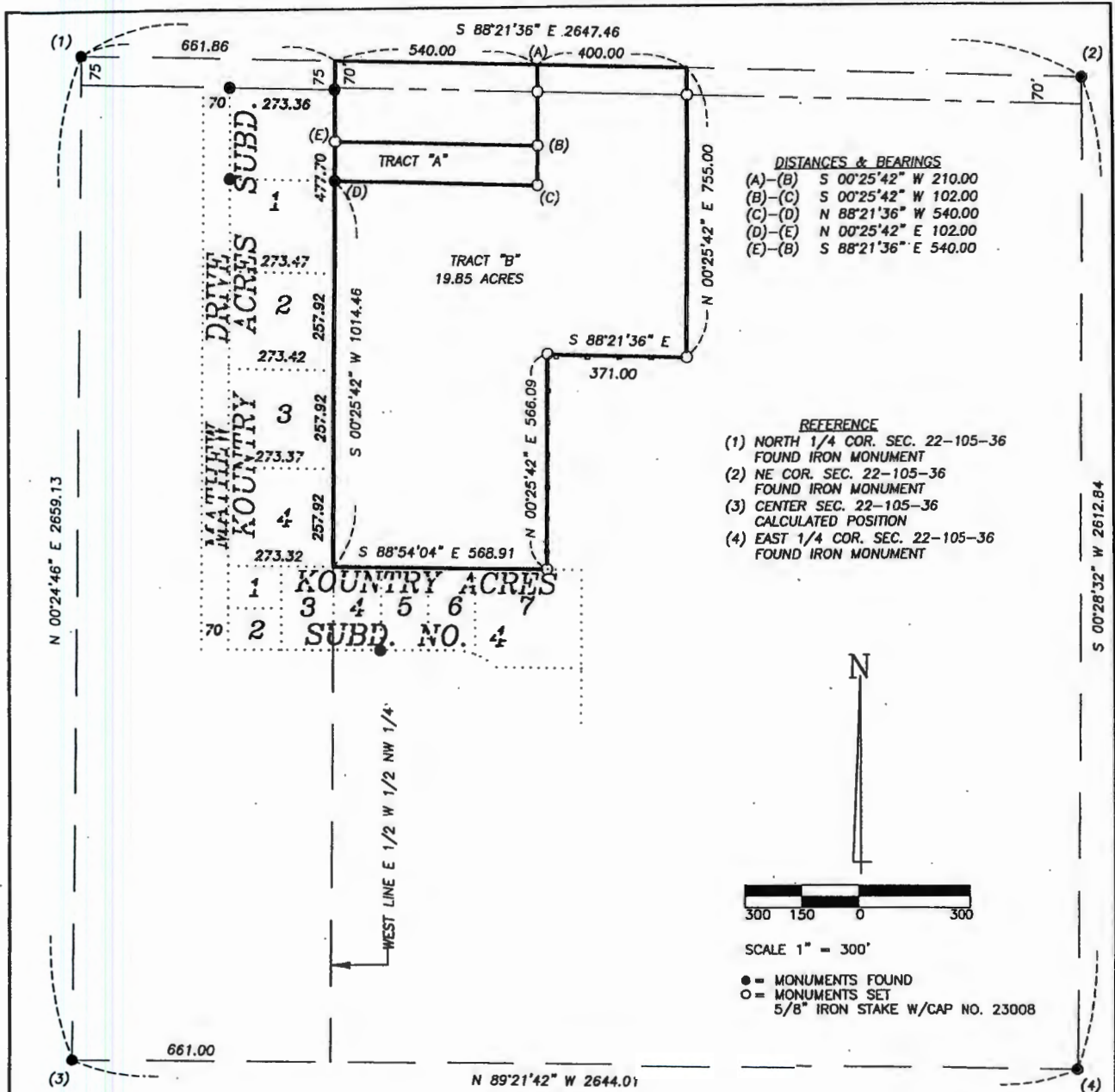
Acreage n/a

Owner Address n/a

Date created: 4/15/2022

Last Data Uploaded: 4/14/2022 8:06:23 PM

Developed by  **Schneider**
GEOSPATIAL



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signature *Dennis Ray Esplan*
Dennis Ray Esplan

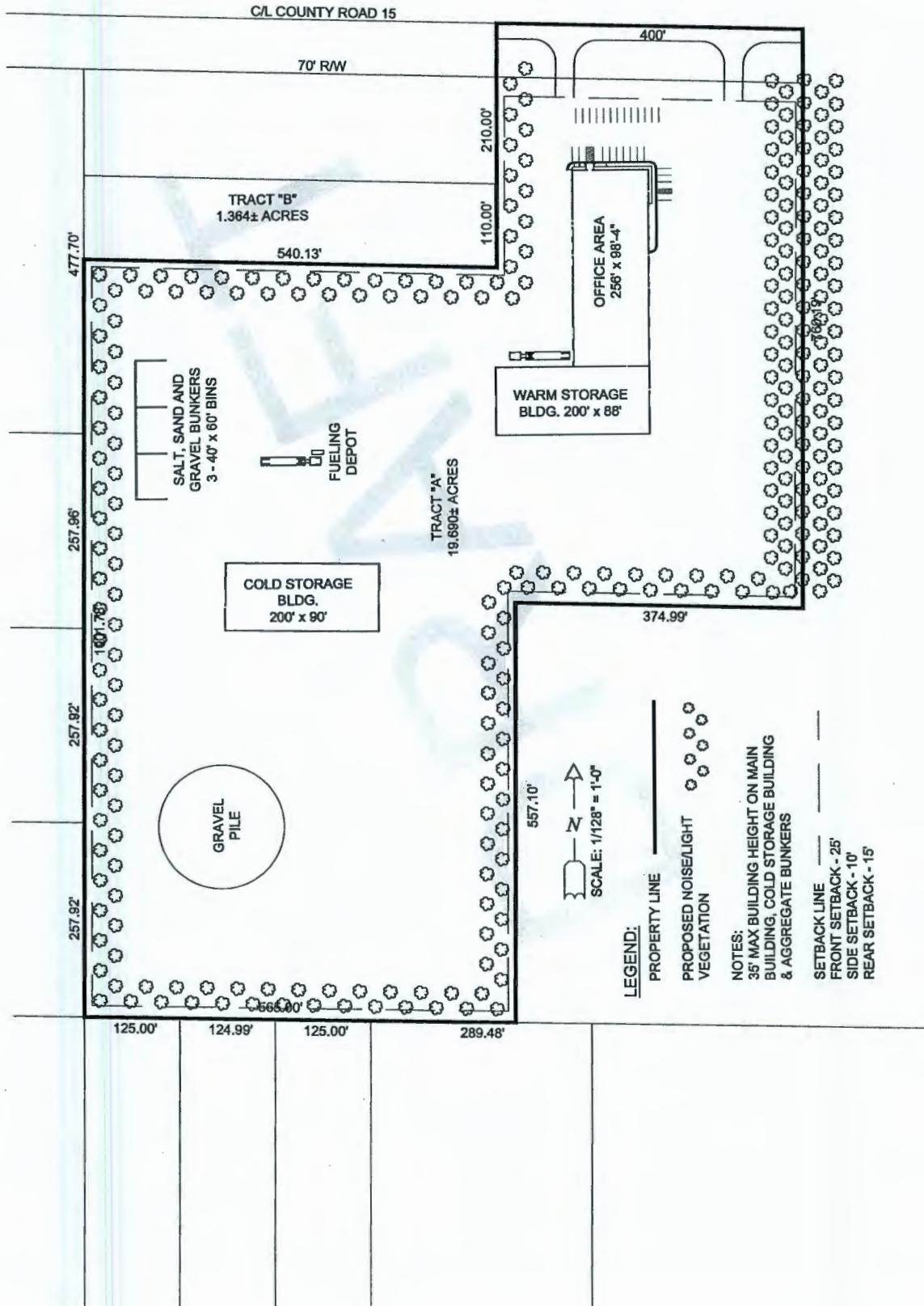
Date 4-6-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Dennis Ray Esplan P.L.S.

840 4th Avenue, Box 94
Windom, MN 56101
Phone: (507) 831-0100

SURVEY FOR: COTTONWOOD CO. HWY. DEPT.
PROJECT NUMBER: C 2211 S
DATE: APRIL 5, 2022



ACTION MEMO



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: JIM HARTSHORN, INTERIM DEVELOPMENT DIRECTOR
CC MEETING DATE: APRIL 19, 2022
RE: Workforce Housing Development Grant Application - Update
DEPT: Development Department
CONTACT: Jim Hartshorn, Interim Development Director, at 832-8661 or Jim.Hartshorn@windommn.com

Recommendations/Options/Action Requested

Approve the EDA Board's recommendation to withdraw the Minnesota Workforce Housing Development Grant application which was submitted on January 11, 2022.

Issue Summary/Background

Housing has been and is a top priority to support existing businesses, grow our tax base, and help increase demand for goods and services. On December 21, 2021, the City Council adopted a Resolution acknowledging that the City would be submitting an application in the Workforce Housing Development Program to the Minnesota Housing Finance Agency (MN Housing) and authorizing the City to enter into a forgivable loan funding agreement (if the City's application is selected by Minnesota Housing for funding).

The application was filed with MN Housing on January 11, 2022, requesting \$499,000 in funding for a workforce housing project by HyLife on the EDA's Spec Building Property. Since the application was submitted, there have been several changes in the project scope. First, the project now includes Headwaters Development Company as the prospective developer/owner of the apartment buildings versus HyLife. Second, Headwaters is proposing to increase the number of units from the original 48 units (included in the grant application) to a new project that includes 6 buildings with 10 units per building. Additionally, HyLife is requesting a master lease for the units to be constructed on the property which would make the project ineligible under Minnesota Housing Finance Agency rules.

Both HyLife and Headwaters ("Developer") are requesting that the City withdraw its grant application.

The increase in the number of units will increase the Developer's TIF request from \$719,000 to approximately \$1 million dollars, but the corresponding increase in valuation of the project will off-set 90% of the increase. It is anticipated that the time period for payment of the tax increment to the Developer would be similar to the previous TIF request.

The rationale for withdrawing the grant application includes:

- Increase in tax base.
- The project's higher valuation will generate more tax revenue (approximately \$300,000 in additional tax revenue).
- Support an existing business through more housing units available for employees.
- Increase shopping in local retail stores and businesses.

Last, there is no guarantee that the City would even be awarded the workforce housing grant. As such, on April 11th, the EDA Board approved a recommendation to the City Council to withdraw the grant application.

Following the City Council's decision concerning withdrawal of the grant application, the EDA will work with the Developer on modification of the Purchase Option and start working on a proposed development agreement for the project.

Fiscal Impact

The receipt of potential grant funds of \$499,000 (which is not guaranteed) would be eliminated. To fill in the funding gap for the project, HyLife and the Developer are proposing a new 60-unit project. This larger project will increase the anticipated tax valuation to \$7.4 million which will generate more tax revenue/tax increment over the life of the district. The new tax revenue from the apartment project is estimated to be greater than \$100,000 a year.

Attachments

None.

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: City Administrator 
DATE: April 14, 2022
RE: Disposition of Surplus Equipment\Items
DEPT: Fire and Parks
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approve disposition of surplus property and equipment as presented.

Issue Summary/Background

City Code permits surplus property and equipment, so designated by the City Council, to be sold. Two items are being requested for this designation.

First, a 1993 Fire Truck with International chassis – pumper with 1250 gallon per minute capacity. This unit is surplus due to the recent replacement of a new unit. Estimated value of the equipment is over \$5,000 so it will be sold through a public bid process. Staff is planning on listing the truck on a government surplus on-line auction site which we have successfully used previously. This is consistent with City Code 96.73.

Second, the park shelter at Tegel's Park (please see attached information). The construction of a new shelter by the Windom Lion's Club at this location requires the removal of the existing shelter. This shelter has usable lumber and a steel roof. Staff estimates the cost to be less than \$5,000 so the shelter can be sold through negotiated sale per City Code 96.72. To facilitate a sale an advertisement has been placed in the Cottonwood County Citizen and on the City's website.

Fiscal Impact

Per City Code any funds received from the sale of these items will be deposited into the General Fund.

Attachments

1. Former Unit 21 Information
2. Tegel's Park Shelter information

WINDOM FIRE DEPARTMENT

1993 INTERNATIONAL 4900 TONYE FIRE ENGINE

- HEAVY DUTY DIESEL DTA 466 270 HP
- ALLISION MD-3060 5 SPEED WITH OVERDRIVE
- TRUCK CURRENTLY HAS 32,101 MILES AND 1911 HOURS
- HALE 1250 GPM PUMP WITH 594 HOURS CURRENTLY
- 1000 GALLON WATER TANK
- 2- 6" AIR OPERATED BUTTERFLY VALVES ON THE STEAMER INTAKES
- 1- 2 ½" INTAKE ON THE LEFT SIDE OF TRUCK
- 1- 2 ½" GATED INTAKE ON THE RIGHT SIDE OF TRUCK
- 1- 2 ½" DISCHARGE ON THE LEFT SIDE OF TRUCK
- 1- 2 ½" DISCHARGE ON THE RIGHT SIDE OF TRUCK
- 1- 3" MASTER DICHARGE WITH 5" STORZ ON THE RIGHT SIDE OF TRUCK
- 2- 2 ½" DISCHARGE ON REAR OF TRUCK
- 2- 1 ¾" CROSSLAY PRECONNECTS WITH 200' HOSE CAPACITY
- 1- 2 ½" TRUCK MOUNTED MONITOR
- BRIGGS AND STRATTON 18HP AUXILIARY PUMP WITH HALE 25BP-B42 DIRECT MOUNT
- AUXILIARY PUMP HAS 1- 1 ½" JUMP LINE DICHARGE ON LEFT AND RIGHT SIDE OF TRUCK ALONG WITH 150' BOOSTER REEL ON REAR OF TRUCK
- FOAM SYSTEM- KK PRODUCTS DUAL AGENT FOAM SYSTEM CONNECTED TO BOTH CROSSLAYS WITH 2 - 10 GALLON TANKS. THE FOAM SYSTEM CURRENTLY DOES NOT WORK
- TRUCK HAS SEATING FOR 5 WITH 2 – SBCA SEATS

IF YOU HAVE ANY QUESTION PLEASE FEEL FREE TO CONTACT ME:

BEN DERICKSON

FIRE CHIEF

EMAIL: WFD55@WINDOMMN.COM

OFFICE #: 507-832-8688

CELL #: 507-920-9003





For Sale Shelter House At Tegels Park

The City of Windom is offering for sale the shelter house at Tegels Park to be moved or salvaged. The building is 50' x 29', stick built with 8 ft. side walls, and a new steel roof. The building must be removed after June 15th and before July 1, 2022. The building is sold as is. For additional information, contact Jon Ketzenberg, Street/Park Superintendent, 507-822-0783.

Bids will be accepted until 5:00 p.m. on Monday, May 9, 2022. Bids must be clearly marked and sent to City of Windom, Attn: Shelter House Bid, 444 9th Street, PO Box 38, Windom, MN 56101.

The City of Windom reserves the right to reject any or all bids.



[Reserve Park Facilities](#)

PARK SUPERINTENDENT

Jon Ketzenberg
Street/Park
Superintendent

City of Windom Park
Department
P.O. Box 38
Windom, MN 56101-0038

Phone: 507-831-6137
[Contact Jon Ketzenberg](#)



**IN THE MATTER OF THE JOINT
RESOLUTION OF THE TOWN OF
GREAT BEND AND THE CITY OF
WINDOM DESIGNATING AN
UNINCORPORATED AREA AS IN
NEED OF ORDERLY ANNEXATION
AND CONFERRING JURISDICTION
OVER SAID AREA TO THE MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS/
MUNICIPAL BOUNDARY ADJUSTMENTS
AGENCY PURSUANT TO M.S 414.0325**

**JOINT RESOLUTION #2022-
FOR ORDERLY ANNEXATION**

INTRODUCED:

SECONDED:

Aye:

Nay:

Absent:

The Township of Great Bend and the City of Windom hereby jointly agree to the following:

1. That the following described area in Great Bend Township is subject to orderly annexation pursuant to Minnesota Statutes 414.0325, and the parties hereto designate this area for orderly annexation, to-wit:

LAND DESCRIPTION: Pankonin Property 08-022-0100 (41223 470th Ave)

TRACT "A" DESCRIPTION

PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 105 NORTH, RANGE 36 WEST IN GREAT BEND TOWNSHIP, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT AN EXISTING IRON MONUMENT AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 22; THENCE SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, BEARING BASED ON COTTONWOOD COUNTY COORDINATE SYSTEM, ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER AND ALONG THE CENTERLINE OF COUNTY STATE AID HIGHWAY NUMBER 15, AS EXISTS, A DISTANCE OF 661.86 FEET, TO THE NORTHWEST CORNER OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER; THENCE CONTINUING SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, ALONG SAID NORTH LINE AND SAID CENTERLINE, A DISTANCE OF 540.00 FEET; THENCE SOUTH 00 DEGREES 25 MINUTES 42 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER, A DISTANCE OF 210.00 FEET, TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 00 DEGREES 25 MINUTES 42 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 102.00 FEET; THENCE NORTH 88 DEGREES 21 MINUTES 36 SECONDS WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 540.00 FEET, TO THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 25 MINUTES 42 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 102.00 FEET; THENCE SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 540.00 FEET, TO THE POINT OF BEGINNING.

THE TRACT CONTAINS 1.26 ACRES AND IS SUBJECT TO EXISTING EASEMENTS OF RECORD, IF ANY.

TRACT "B" DESCRIPTION

PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 105 NORTH, RANGE 36 WEST IN GREAT BEND TOWNSHIP, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT AN EXISTING IRON MONUMENT AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 22; THENCE SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, BEARING BASED ON COTTONWOOD COUNTY COORDINATE SYSTEM, ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER AND ALONG THE CENTERLINE OF COUNTY STATE AID HIGHWAY NUMBER 15, AS EXISTS, A DISTANCE OF 661.86 FEET, TO THE NORTHWEST CORNER OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER; THENCE CONTINUING SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, ALONG SAID NORTH LINE AND SAID CENTERLINE, A DISTANCE OF 540.00 FEET, TO THE POINT OF BEGINNING; THENCE SOUTH 00 DEGREES 25 MINUTES 42 SECONDS WEST, PARALLEL WITH THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER, A DISTANCE OF 210.00 FEET; THENCE CONTINUING SOUTH 00 DEGREES 25 MINUTES 42 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 102.00 FEET; THENCE NORTH 88 DEGREES 21 MINUTES 36 SECONDS WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 540.00 FEET, TO THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER; THENCE SOUTH 00 DEGREES 25 MINUTES 42 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 1014.46 FEET, TO THE NORTH LINE OF KOUNTRY ACRES SUBDIVISION NUMBER 4; THENCE SOUTH 88 DEGREES 54 MINUTES 04 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 568.91 FEET; THENCE NORTH 00 DEGREES 25 MINUTES 42 SECONDS EAST, PARALLEL WITH THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER, A DISTANCE OF 566.09 FEET; THENCE SOUTH 88 DEGREES 21 MINUTES 36 SECONDS EAST, PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 371.00 FEET; THENCE NORTH 00 DEGREES 25 MINUTES 42 SECONDS EAST, PARALLEL WITH THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID NORTHEAST QUARTER, A DISTANCE OF 755.00 FEET, TO THE NORTH LINE OF SAID NORTHEAST QUARTER; THENCE NORTH 88 DEGREES 21 MINUTES 36 SECONDS WEST, ALONG SAID NORTH LINE AND ALONG THE CENTERLINE OF COUNTY STATE AID HIGHWAY NUMBER 15, AS EXISTS, A DISTANCE OF 400.00 FEET. TO THE POINT OF BEGINNING.

THE TRACT CONTAINS 19.85 ACRES AND IS SUBJECT TO EXISTING COUNTY HIGHWAY EASEMENT AND OTHER EASEMENTS OF RECORD, IF ANY.

2. That the Town Board of the Township of Great Bend and the City Council of the City of Windom, upon passage and adoption of this resolution and upon the acceptance by the Minnesota Office of Administrative Hearings/Municipal Boundary Adjustments, confer jurisdiction upon the Minnesota Office of Administrative Hearings/Municipal Boundary Adjustments Agency over the various provisions contained in this Agreement.
3. That these certain properties, which abut the City of Windom, are presently urban or suburban in nature or are about to become so. Further, the City of Windom is capable of providing services to this area within a reasonable time, and the annexation is in the best interest of the area proposed for annexation. Therefore, these properties would be immediately annexed to the City of Windom.

4. Upon annexation, the City intends to zone the area as Tract A: A-O and Tract B: B-1
5. The Town of Great Bend and the City of Windom agree that no alteration of the stated boundaries of this agreement is appropriate. Furthermore, each party agrees that no consideration by Minnesota Office of Administrative Hearings/Municipal Boundary Adjustments is necessary. Upon receipt of this resolution, passed and adopted by each party, the Minnesota Office of Administrative Hearings/Municipal Boundary Adjustments Agency may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of this joint resolution.

Approved by the Town of Great Bend this 11th day of April, 2022.

Town of Great Bend

By: Douglas Krenn

Town Board Chair

By: Ray Elton

Town Board Clerk

Approved by the City of Windom this _____ day of _____, 2022.

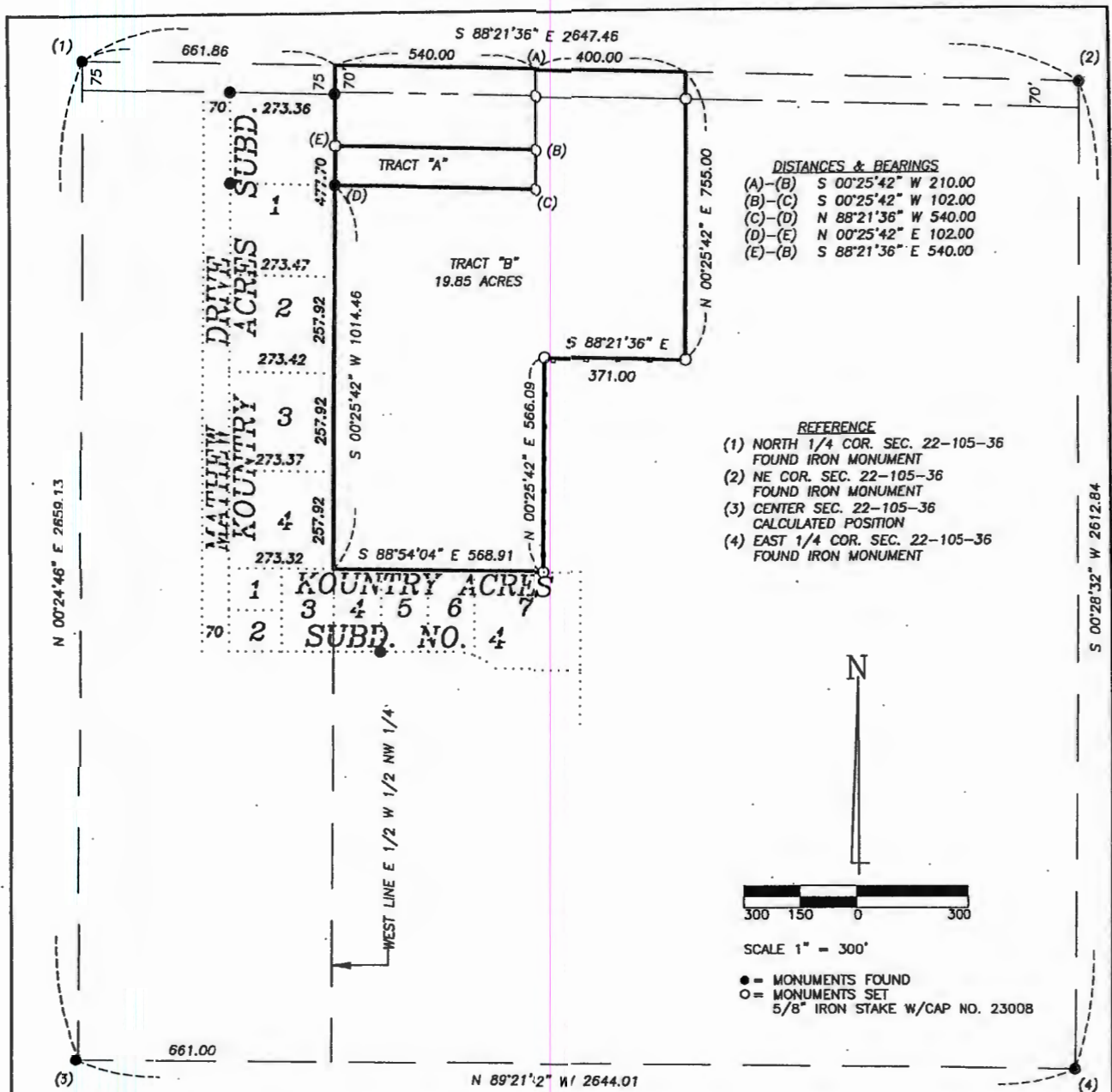
City of Windom

By: _____

Dominic Jones, Mayor

ATTEST:

Steve Nasby, City Administrator



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signature *Dennis Ray Esplan*
 Dennis Ray Esplan

Date 4-6-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Dennis Ray Esplan P.L.S.

840 4th Avenue, Box 94
 Windom, MN 56101
 Phone: (507) 831-0100

SURVEY FOR: COTTONWOOD CO. HWY. DEPT.
 PROJECT NUMBER: C 2211 S
 DATE: APRIL 5, 2022

Windom 2021 Drinking Water Report

Making Safe Drinking Water

Your drinking water comes from a groundwater source: eight wells ranging from 87 to 142 feet deep, that draw water from the Quaternary Buried Unconfined, Quaternary Buried Artesian and Quaternary Water Table aquifers.

Windom works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Ryan Anderson, Water/Wastewater Superintendent, at 507-831-6138 or ryan.anderson@windommn.com if you have questions about Windom's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Windom Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2021.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter ($\mu\text{g/l}$).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.
- **TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.

Monitoring Results – Regulated Substances**LEAD AND COPPER – Tested at customer taps.**

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Action Level	90% of Results Were Less Than	Number of Homes with High Levels	Violation	Typical Sources
Lead	0 ppb	90% of homes less than 15 ppb	2.6 ppb	0 out of 20	NO	Corrosion of household plumbing.
Copper	0 ppm	90% of homes less than 1.3 ppm	1.17 ppm	0 out of 20	NO	Corrosion of household plumbing.

BACTERIA – Tested in the distribution system.

Contaminant	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Number of Test Results with E. coli	Number of Treatment Technique Exceedances	Violation	Typical Sources
E. coli	0	Routine and repeat samples are total coliform-positive and either is E. coli positive or system fails to take repeat samples following E. coli-positive routine sample or system fails to analyze total coliform-positive repeat sample for E. coli.	1	0	NO	Human and animal fecal waste.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Nitrate	10 ppm	10.4 ppm	0.5 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
Barium (01/10/19)	2 ppm	2 ppm	0.21 ppm	N/A	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG or MRDLG)	EPA's Limit (MCL or MRDL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Total Trihalomethanes (TTHMs)	N/A	80 ppb	27.9 ppb	N/A	NO	By-product of drinking water disinfection.
Total Haloacetic Acids (HAA)	N/A	60 ppb	11.4 ppb	N/A	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	1.31 ppm	0.64 - 1.81 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Fluoride	4.0 ppm	4.0 ppm	0.92 ppm	0.80 - 0.97 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water**Drinking Water Sources**

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.

- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Windom is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at Source Water Assessments

(<https://www.health.state.mn.us/communities/environment/water/swp/swa>) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Windom is responsible for providing high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
 - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: <https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home>
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.

- Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
Environmental Laboratory Accreditation Program
(<https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam>)
The Minnesota Department of Health can help you understand your test results.

4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.

- Read about water treatment units:
Point-of-Use Water Treatment Units for Lead Reduction
(<https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html>)

Learn more:

- Visit Lead in Drinking Water
(<https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>)
- Visit Basic Information about Lead in Drinking Water (<http://www.epa.gov/safewater/lead>)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit Common Sources
(<https://www.health.state.mn.us/communities/environment/lead/fs/common.html>).

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: City Administrator 
DATE: April 11, 2022
RE: Setting a Public Hearing for USDA Grant
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. The City Council set a public hearing for May 3, 2022 as part of the process of obtaining a USDA Community Facilities grant.

Issue Summary/Background

During the 2022 budgeting meeting on November 8, 2021 the City Council set aside some funds for local match on three projects that were to be submitted to USDA for possible funding. In December 2021 staff submitted applications for Fire Department turn-out gear, First Responder radios and Fire Department equipment (e.g. boat, six wheeler, quick response truck).

Last week the USDA office contacted City Hall to notify us that one of the projects could be funded at this time. Discussion with the Fire Chief identified the turn-out gear as the top priority. Due to some possible State funding (being discussed by the legislature) for First Responder radios I concur with the Fire Chief's recommendation of turn-out gear.

The City's pre-application for the turn-out gear originally estimated \$106,000 for the needed items. Recent price increases may have pushed this cost figure to \$120,000 to \$130,000. USDA is estimating the amount of grant funds would be between \$50,000 to \$55,000.

This public hearing is part of the USDA's process for securing these grant funds and entering into an agreement with them for this project.

Fiscal Impact

A total of \$100,000 was budgeted by the City in 2022 for local match on the two Fire Department USDA projects. Should the estimated \$50,000 to \$55,000 USDA grant be approved the City's cost would be \$65,000 to \$80,000, depending on the final cost of the turn-out gear and USDA grant funding.

Attachments

1. Resolution setting a Public Hearing on USDA funds for Fire Department Turn-out Gear.

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

RESOLUTION CALLING FOR A PUBLIC HEARING ON AN APPLICATION WITH USDA FOR A COMMUNITY FACILITIES GRANT FOR FIRE DEPARTMENT TURN-OUT GEAR

WHEREAS, the City of Windom has submitted a pre-application for funding from USDA through the Community Facilities Grant to be used by the Fire Department for turn-out gear; and

WHEREAS, the City of Windom has received notification that the pre-application has been approved for funding; and

WHEREAS, a public hearing is required as part of the USDA's process for securing grant funds and entering into a grant agreement.

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

1. That the City Council will consider an application and grant agreement with USDA for funding assistance, through the Community Facilities Grant Program, at a public hearing which shall be held on May 3, 2022, in the Council Chambers at 444 9th Street in the City of Windom, Minnesota, at the City Council Meeting which begins at 6:30 P.M.
2. City Staff is authorized and directed to cause notice of the hearing to be published in the official newspaper of the City of Windom.

Adopted this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

RESOLUTION CALLING FOR A PUBLIC HEARING FOR A LAND SWAP FOR PROPERTY LOCATED IN TEGELS PARK

WHEREAS, pursuant to Minnesota Statutes §412.851, the Windom City Council desires to consider a land swap of two tracts of land located in Tegels Park in the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, Tract "A" includes a portion of undeveloped park land in the Southeasterly corner of Tegels Park which is owned by the City of Windom and legally described as follows:

Tract "A" - A TRACT IN GOVERNMENT LOT 1 OF SECTION 25-105-36

That part of Government Lot 1 of Section Twenty-five (25), Township 105 North, Range 36 West of the 5th P.M., Cottonwood County, Minnesota, described as follows:
Commencing at the Southwest Corner of said Government Lot 1; thence South 89°54'59" East on the south line of said Government Lot 1 for a distance of 295.00 feet to the Point of Beginning; thence continuing South 89° 54'59" East on said south line for a distance of 156.83± feet to the shore of Cottonwood Lake; thence North 32°28'54" West on said shore for a distance of 66.00 feet; thence South 61°25'37" West for a distance of 89.52± feet; thence North 89°54'59" West for a distance of 42.83 feet; thence South 00°15'31" East for a distance of 12.70 feet to the Point of Beginning, containing 4,215 square feet, more or less.

SUBJECT TO EASEMENTS, IF ANY, OF RECORD OR APPARENT.

WHEREAS, Tract "B" includes land in the Southwesterly corner of Tegels Park on which the South entrance to Tegels Park and a portion of the park road are located. Tract "B" is currently owned by Cemstone Concrete Materials, LLC ("Cemstone") and legally described as follows:

Tract "B" - A TRACT IN GOVERNMENT LOT 2 OF SECTION 25-105-36

That part of Government Lot 2 of Section Twenty-five (25), Township 105 North, Range 36 West of the 5th P.M., Cottonwood County, Minnesota, described as follows:
Beginning at the Northwest Corner of said Government Lot 2; thence South 89°54'59" East on the north line of said Government Lot 2 for a distance of 295.00 feet; thence South 46°14'15" West for a distance of 82.728 feet; thence North 89°54'59" West for a distance of 235.00 feet to the west line of said Government Lot 2; thence North 00°15'31"

West on said west line for a distance of 57.30 feet to the Point of Beginning, containing 15,185 square feet, inclusive of 1,891 square feet of public road right-of-way on the west side thereof.

SUBJECT TO EASEMENTS, IF ANY, OF RECORD OR APPARENT.

WHEREAS, Cemstone has executed a Purchase Agreement for the sale of the property located south of Tegels Park and identified as Parcel No. 25-025-0200 (the "Cemstone Property"). If the Cemstone Property is sold and if the land swap is approved following the required public hearing, Tract "A" would be conveyed to the new owner of the Cemstone Property.

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

1. That the City Council will hold a public hearing in the Council Chambers at 444 9th Street, Windom, Minnesota, on Tuesday, July 5, 2022, during the regular City Council Meeting which begins at 6:30 p.m., to consider the land swap of Tract "A" to the owner of the Cemstone Property in exchange for Tract "B" (currently owned by Cemstone).

2. That the City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Adopted this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



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

TO: CITY COUNCIL
FROM: JIM HARTSHORN, INTERIM EDA DIRECTOR
CC MEETING DATE: APRIL 19, 2022
RE: CALL FOR PUBLIC HEARING – RESIDENTIAL TAX ABATEMENT
DEPT: EDA
CONTACT: Jim Hartshorn, Interim EDA Director, at 832-8661 or
jim.hartshorn@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a request for tax abatement:

1. Adopt attached RESOLUTION setting the public hearing on an application for residential tax abatement.
-

Issue Summary/Background

Background: Minnesota Statutes gives authority to cities to grant an abatement of taxes imposed by the City if certain criteria are met. In December 2019, the City Council approved the updated Guidelines and renewal of the City's participation in the Cottonwood County Home Initiative Program for another 3-year period. The program provides for a five-year abatement of real estate taxes on the increased market value of the property generated by the construction of a new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable on the full assessed value related to the new home. The abatement does not include the real estate taxes on the land.

Current Application: The EDA received a request for abatement of the City's real estate taxes on a proposed new home to be constructed on property at **1901 Bud Road**.

Pursuant to Minnesota Statutes, it is necessary to hold a public hearing on any proposed abatement of real estate taxes. Attached is a proposed Resolution calling for a public hearing to be held at the next City Council Meeting.

Fiscal Impact

There is no fiscal impact to the City to call for a public hearing on this application. If after the public hearing the City Council approves the requested abatement, the potential impact is as follows:

Based on an estimated value of \$210,000 and the 2022 tax rates, the estimated tax abatement for the City would be approximately \$1,507.37 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$7,536.85. (The market value for the project is only an estimate, since the new home has not yet been constructed. The tax rates will also change each year.)

Attachments

1. Resolution Calling for Public Hearing on Proposed Tax Abatement for New Residential Project.
2. Application Letter, 1 attachment, and Plat Map. (*Full Application will be provided in packet for 5-3-22 Meeting.*)

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM

RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT

WHEREAS, Minnesota Statutes §469.1813 gives authority to the City of Windom to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 3, 2019, the City Council of the City of Windom adopted Resolution #2019-79 approving the updated Cottonwood County Home Initiative Guidelines (for 2020-2022 application period) and renewing the City's participation in the Cottonwood County Home Initiative Program; and

WHEREAS, Preferred Choice Homes, LLC ("Preferred Choice") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 25-320-1100

Address of Property: 1901 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 1, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, Preferred Choice proposes to construct a new home on this property; and

WHEREAS, Preferred Choice has requested tax abatement on this property pursuant to the Guidelines; and

WHEREAS, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvements as outlined in Cottonwood County Home Initiative Guidelines; and

WHEREAS, the estimated market value of the new home, submitted by the Applicants, is \$210,000; and

WHEREAS, based on the Estimated Market Value for the new home and based on 2022 tax rates, the estimated tax abatement for the City of Windom for this property would be

approximately \$1,507.37 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$7,536.85. (These figures were calculated using 2022 tax rates. The market value for the project is only an estimate, since the building has not yet been constructed. The tax rates will also change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

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

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, May 3, 2022, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 6:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least ten (10) days prior to the date of hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted by the City Council this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

April 11, 2022

To: Cottonwood County Home Initiative Administrator
c/o Jim Hartshorn, Interim EDA Executive Director
Economic Development Authority of Windom
444 Ninth Street
P. O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Jim:

We plan to construct a new single-family home on Lot 1, Block 2 in Gove Acres Subdivision in Windom. We are requesting residential tax abatement for the new home pursuant to the Cottonwood County Home Initiative Program. Our plans are to begin construction of the new home this year.

Our application includes:

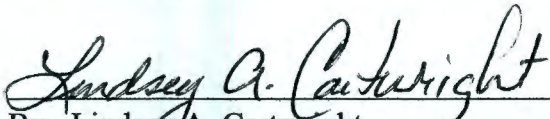
1. This letter requesting abatement;
2. Legal description, address, and Parcel ID No. of the property;
3. Aerial or plat map showing the lot lines of the property;
4. A site plan showing the proposed location and dimensions of the new home on the property;
5. Floor plans for the new home;
6. Estimated market value of the new home.

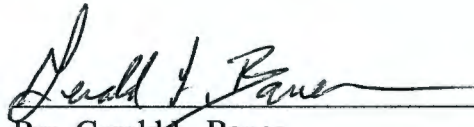
A copy of the Building Permit issued by the Windom Building & Zoning Office will be provided when available.

Should you have any questions or need additional information, please contact us.

Sincerely,

PREFERRED CHOICE HOMES, LLC


By: Lindsey A. Cartwright


By: Gerald L. Bauer

Applicant: Preferred Choice Homes, LLC

Mailing Address for Applicant: 247 Buckwheat Avenue, Windom, MN 56101

Contact Phone No(s): Cartwright - 507-830-1305; Bauer - 507-822-3700

Attachments

ATTACHMENT
to
COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

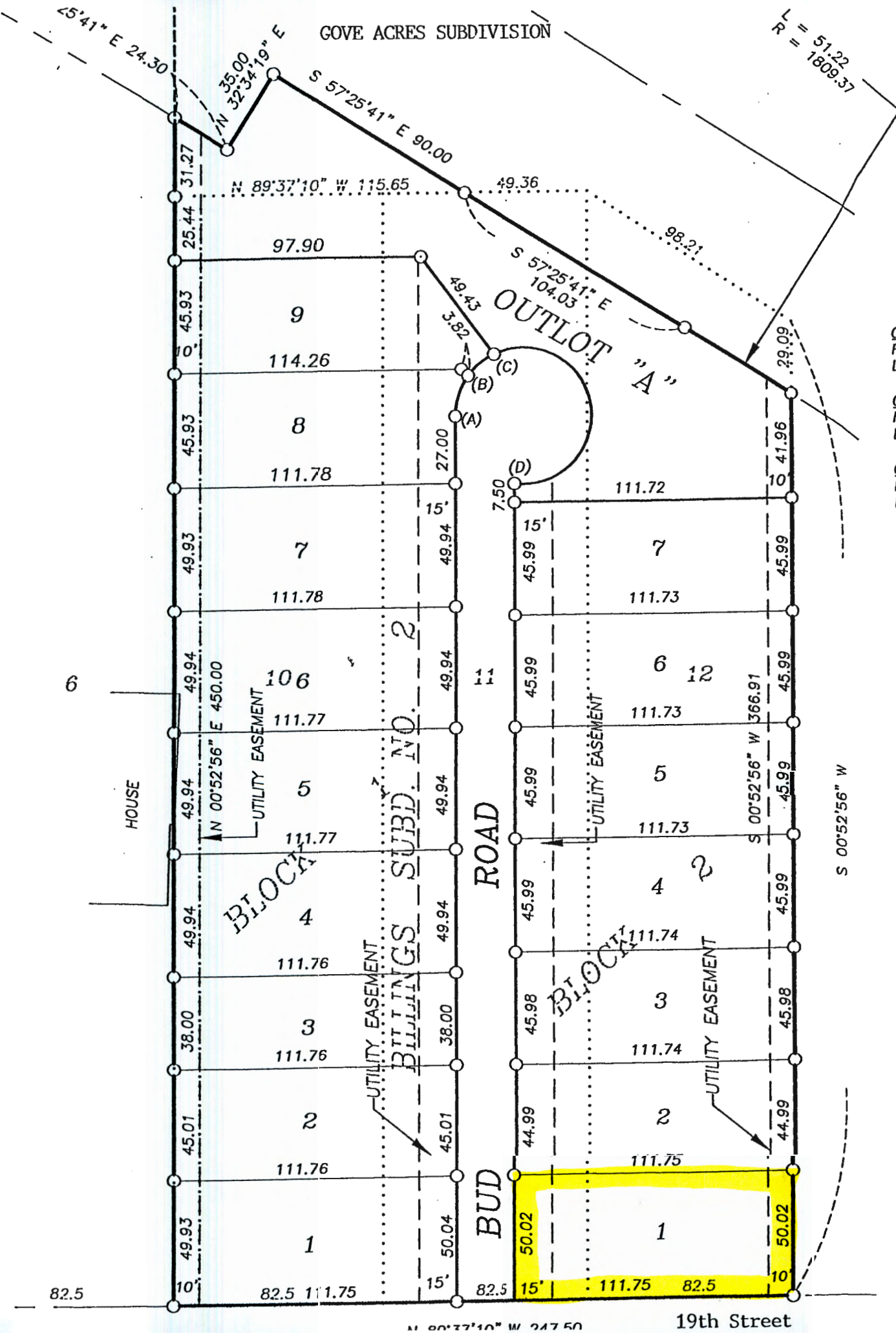
Applicant: Preferred Choice Homes, LLC

Parcel ID No.: 25.320.1100

Address of the Property: 1901 Bud Road, Windom, Minnesota 56101

Legal Description of the Property: Lot 1, Block 2 of Gove Acres Subdivision to the City of Windom,
Cottonwood County, Minnesota.

Estimated Market Value of the New Home: \$210,000



CURVE (A) = (B)
R = 27.53
L = 17.46

CURVE (B)-(C)
R = 27.53
L = 13.68

CURVE (C)-(D)
R = 27.53
L = 102.29

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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: JIM HARTSHORN, INTERIM EDA DIRECTOR
CC MEETING DATE: APRIL 19, 2022
RE: CALL FOR PUBLIC HEARING – RESIDENTIAL TAX ABATEMENT
DEPT: EDA
CONTACT: Jim Hartshorn, Interim EDA Director, at 832-8661 or jim.hartshorn@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a request for tax abatement:

1. Adopt attached RESOLUTION setting the public hearing on an application for residential tax abatement.
-

Issue Summary/Background

Background: Minnesota Statutes gives authority to cities to grant an abatement of taxes imposed by the City if certain criteria are met. In December 2019, the City Council approved the updated Guidelines and renewal of the City's participation in the Cottonwood County Home Initiative Program for another 3-year period. The program provides for a five-year abatement of real estate taxes on the increased market value of the property generated by the construction of a new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable on the full assessed value related to the new home. The abatement does not include the real estate taxes on the land.

Current Application: The EDA received a request for abatement of the City's real estate taxes on a proposed new home to be constructed on property at **1903 Bud Road**.

Pursuant to Minnesota Statutes, it is necessary to hold a public hearing on any proposed abatement of real estate taxes. Attached is a proposed Resolution calling for a public hearing to be held at the next City Council Meeting.

Fiscal Impact

There is no fiscal impact to the City to call for a public hearing on this application. If after the public hearing the City Council approves the requested abatement, the potential impact is as follows:

Based on an estimated value of \$210,000 and the 2022 tax rates, the estimated tax abatement for the City would be approximately \$1,507.37 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$7,536.85. (The market value for the project is only an estimate, since the new home has not yet been constructed. The tax rates will also change each year.)

Attachments

1. Resolution Calling for Public Hearing on Proposed Tax Abatement for New Residential Project.
2. Application Letter, 1 attachment, and Plat Map. (*Full Application will be provided in packet for 5-3-22 Meeting.*)

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM

RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT

WHEREAS, Minnesota Statutes §469.1813 gives authority to the City of Windom to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 3, 2019, the City Council of the City of Windom adopted Resolution #2019-79 approving the updated Cottonwood County Home Initiative Guidelines (for 2020-2022 application period) and renewing the City's participation in the Cottonwood County Home Initiative Program; and

WHEREAS, Preferred Choice Homes, LLC ("Preferred Choice") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 25-320-1200

Address of Property: 1903 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 2, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, Preferred Choice proposes to construct a new home on this property; and

WHEREAS, Preferred Choice has requested tax abatement on this property pursuant to the Guidelines; and

WHEREAS, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvements as outlined in Cottonwood County Home Initiative Guidelines; and

WHEREAS, the estimated market value of the new home, submitted by the Applicants, is \$210,000; and

WHEREAS, based on the Estimated Market Value for the new home and based on 2022 tax rates, the estimated tax abatement for the City of Windom for this property would be

approximately \$1,507.37 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$7,536.85. (These figures were calculated using 2022 tax rates. The market value for the project is only an estimate, since the building has not yet been constructed. The tax rates will also change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

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

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, May 3, 2022, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 6:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least ten (10) days prior to the date of hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted by the City Council this 19th day of April, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

April 11, 2022

To: Cottonwood County Home Initiative Administrator
c/o Jim Hartshorn, Interim EDA Executive Director
Economic Development Authority of Windom
444 Ninth Street
P. O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Jim:

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Our application includes:

1. This letter requesting abatement;
2. Legal description, address, and Parcel ID No. of the property;
3. Aerial or plat map showing the lot lines of the property;
4. A site plan showing the proposed location and dimensions of the new home on the property;
5. Floor plans for the new home;
6. Estimated market value of the new home.

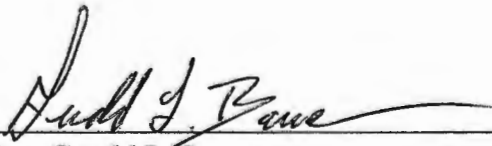
A copy of the Building Permit issued by the Windom Building & Zoning Office will be provided when available.

Should you have any questions or need additional information, please contact us.

Sincerely,

PREFERRED CHOICE HOMES, LLC


By: Lindsey A. Cartwright


By: Gerald L. Bauer

Applicant: Preferred Choice Homes, LLC
Mailing Address for Applicant: 247 Buckwheat Avenue, Windom, MN 56101
Contact Phone No(s): Cartwright - 507-830-1305; Bauer - 507-822-3700

Attachments

ATTACHMENT
to
COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

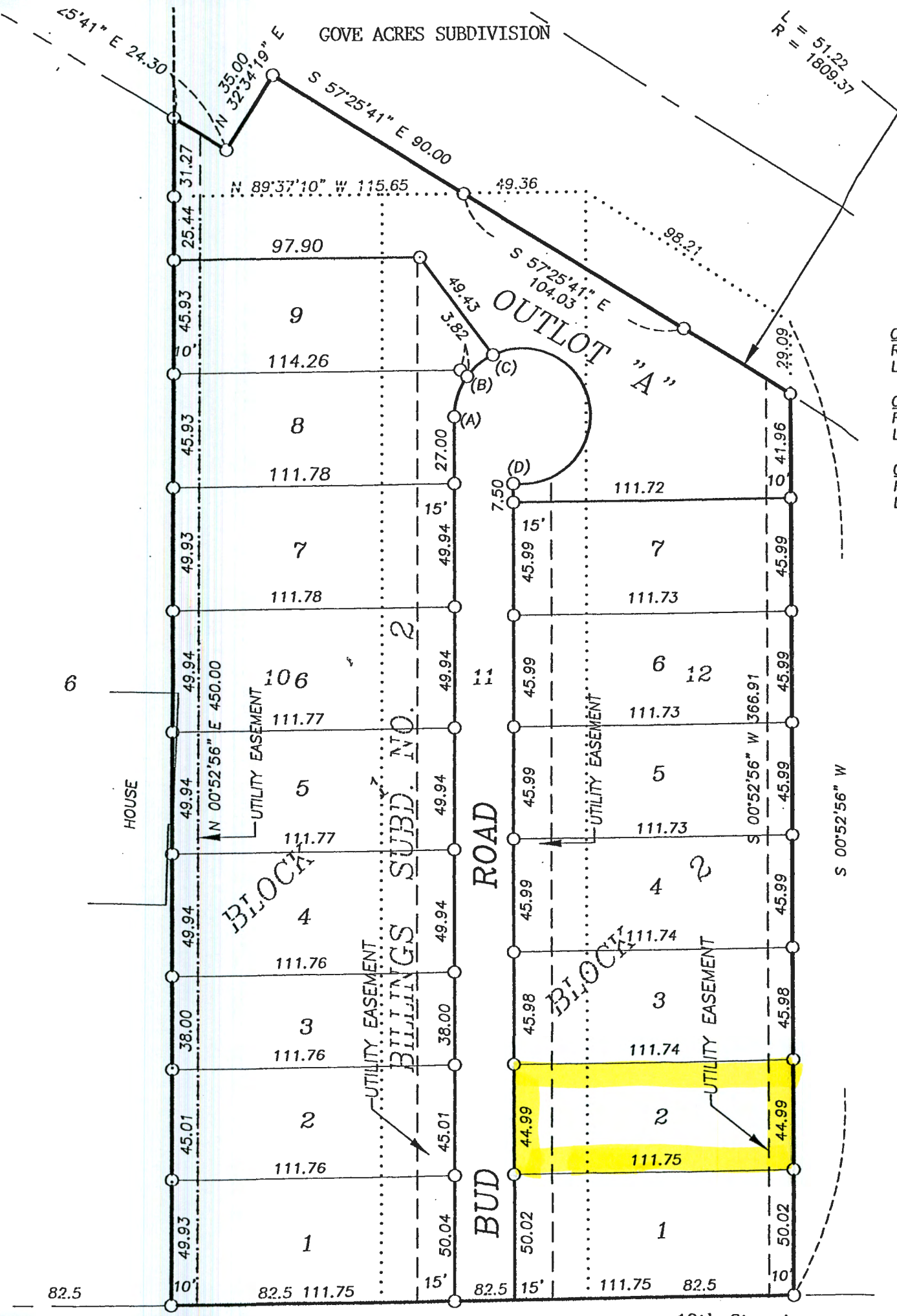
Applicant: Preferred Choice Homes, LLC

Parcel ID No.: 25.320.1200

Address of the Property: 1903 Bud Road, Windom, Minnesota 56101

Legal Description of the Property: Lot 2, Block 2 of Gove Acres Subdivision to the City of Windom,
Cottonwood County, Minnesota.

Estimated Market Value of the New Home: \$210,000



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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: Jeff Dahna, Telecom General Manager
DATE: April 15, 2022
RE: Hiring Telecom Installer/Worker
DEPT: Telecommunications
CONTACT: jeff.dahna@windommn.com

Recommendations/Options/Action Requested

Interview for the Telecom Installer/Worker position were recently conducted by the Telecommunications Department Hiring Group. A Candidate was selected and an offer of employment has been made to the candidate.

Pending acceptance of the offer and approval by the Council, the Telecommunications General Manager recommends that the City Council take the following action:

Hire Ethan Schmit as Telecom Installer/Worker at Step 5 of the IBEW labor contract with advancement to Step 6 upon successful completion of the six-month probation period.

Issue Summary/Background

The position was advertised and two applications were received with interview conducted by the Telecommunications Hiring Group. This hire will fill the open position at the Telecommunications Department & we will be fully staffed.

Fiscal Impact

The Telecommunication Department's budget includes the hire of the Telecom Installer/Worker position.

Attachments

1. None

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: Jon Ketzenberg, Street Superintendent
DATE: April 15, 2022
RE: Hiring Street/Parks Maintenance Worker
DEPT: Street Dept
CONTACT: Jon.Ketzenberg@windommn.com

Recommendations/Options/Action Requested

Interviews for the Street/Parks Maintenance Worker position were recently conducted by the Street Committee. A Candidate was selected and an offer of employment has been made to the candidate.

Pending acceptance of the offer and approval by the Council, the Street Committee and Streets & Parks Superintendent recommend that the City Council take the following action:

Hire Josh Nemechek as Street/Parks Maintenance Worker at Step 3 of the IBEW labor contract with advancement to Step 4 upon successful completion of the six month probation period & obtaining CDL.

Issue Summary/Background

The position was advertised and five applications were received with five interviews conducted by the Street Committee and Street Superintendent. This hire will fill the last open position at the Street Department & we will be fully staffed.

Fiscal Impact

The Street Department's budget includes the hire of the Street/Parks Maintenance position.

Attachments

1. None

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: Mayor Dominic Jones
DATE: January 13, 2022
RE: Mayor Appointments
DEPT: Mayor/Council
CONTACT: Mayor Dominic Jones

Recommendations/Options/Action Requested

Recommendation from the Mayor to the City Council for approval of the following appointment.

Issue Summary/Background

Community Center Commission

Rhonda Crowell

Term Expires

12/31/2022

Fiscal Impact

None.

Attachments

None.