Council Meeting
Tuesday, August 16, 2022
City Council Chamber
6:30 p.m.
AGENDA

Call to Order

Pledge of Allegiance

1. Consent Agenda
    - Minutes
        - Council Minutes –August 2, 2022
        - HRA – June 8, 2022
        - Utility Commission – August 3, 2022
        - EDA – August 8, 2022
        - Community Center – August 8, 2022
    - Licenses
        - Amplification Permit - HyLife
        - Exempt Gambling Permit
            - Des Moines Valley Chapter of MN Deer Hunters
            - Pheasants Forever Inc.
    - Regular Bills
2. Public Hearing – Application with USDA for Emergency Services Radio Project
3. Department Heads
4. Windom Area Health 2021-2022 Annual Audit Report
5. Personnel –Hiring Recommendation – Community Center Bartender
6. New Business
    - 2023 Budget Workshop Dates
7. Old Business
8. Council Comments
9. Adjourn

P.O. Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

Preliminary

Regular Council Meeting
City Hall, Council Chamber
August 2, 2022
7:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Dominic Jones

2. Roll Call:

Council Present:	Mayor Dominic Jones, Jayesun Sherman, Marv Grunig, James Nelson, Jenny Quade and Lisa Farag
Council Absent:	None.
City Staff Present:	Steve Nasby, City Administrator; Scott Peterson, Police Chief; Andy Spielman, Building Official; Cheryl Ulferts, Finance Director; John Nelson, Liquor Store Manager; Jon Ketzenberg, Streets & Parks Superintendent; Ben Derickson, Fire Chief; Tim Snyder, Community Center Director and Jim Hartshorn, Interim Development Director

3. Pledge of Allegiance

4. Amend Agenda:
   Jones said staff has requested that an item be added to call for a public hearing on the USDA radio grant. This would set a hearing for August 16th.

   Motion by Sherman second by Nelson to amend the agenda and add the call for a public hearing on August 16th for the USDA grant. Motion carried 5 – 0.

5. Consent Agenda:
   - Minutes
     - Council Minutes – July 19, 2022
     - Housing & Redevelopment Authority – July 13 & 25, 2022
     - Utility Commission – July 20, 2022
   - Licenses
     - Amplification Permit – First United Methodist Church of Windom
     - Amplification Permit – Cottonwood County Ag Society
     - Tobacco License – Kwik Trip
     - Exempt Gaming Permit – Windom Lions Club
   - Regular Bills

   Motion by Grunig second by Farag approving the Consent Agenda. Motion carried 5 – 0.

6. Agenda Request – Michael Bogel – 1453 4th Avenue – Hazardous Building Order:
   Mr. Bogel said that he had a fire on his property and was given a hazardous building order, which went to court and the City got a court order to raze his property. He said that there are two parts of the structure that were not damaged and he wants to save these for a future re-build and save the basement. He stated he will be homeless if the building is razed and that it is the best interest of the City to work with him and save the demolition costs. He showed a photo of the addition he wants to save. He feels that if a structural engineer signs off on it he can save part of the building.

Jones thanked Bogel for appearing and noted no agenda items are currently under consideration.

7. Department Heads:
John Nelson, Liquor Store Manager, said that he does community involvement projects and from August 1 – September 11 the Molson\Coors Company is doing a fundraiser to benefit the Windom Fire Relief Association.

8. Calling for a Public Hearing – USDA Community Facilities Grant:
Nasby said the USDA Representative contacted him on August 1st asking the Council to set a hearing for the radio grant the City had applied for through USDA. This hearing would be held on August 16th along with approval of grant documents.

Council Member Sherman introduced the Resolution No. 2022-48, entitled "RESOLUTION CALLING FOR A PUBLIC HEARING ON AN APPLICATION WITH USDA FOR EMERGENCY SERVICES RADIO PROJECT" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Grunig, Sherman, Farag and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Night to Unite:
Jones said there is a Proclamation and street closure action. Quade read the Proclamation.

Council Member Quade introduced the Resolution No. 2022-45, entitled "WINDOM'S NIGHT TO UNITE PROCLAMATION" and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Quade, Farag, Grunig, Sherman and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Jones said there is street closure request for 4th Avenue, between 9th and 10th Streets for the Night to Unite event from 4:45 pm to 7:30 pm.

Motion by Grunig second by Nelson to approve the closure of 4th Avenue, between 9th and 10th Streets for the Night to Unite event from 4:45 pm to 7:30 pm. Motion carried 5 – 0.

10. Emergency Ordinance No. 194, 2nd Series – Providing for a Moratorium on the Sale of THC:
Jones said the City Council reviewed possible action on THC at the last meeting. Additional information is in the Council packet.

Nasby said that staff met and discussed possible options as there is not much State guidance. Some options include developing licensing requirements, placing a moratorium until the State develops regulations or do nothing and allow for the immediate sale of THC products. If the Council wanted to do a moratorium that could be effective upon passage of an Emergency Ordinance as permitted by City Charter. These options were reviewed by the City Administrator, City Attorney and Police Chief. This would not impact prescription, medical use products.

Farag said she would like to see some licensing to limit the number of outlets selling the product.

Sherman said there ae not enough guidelines in place currently so he is okay with a temporary moratorium to allow time for the development of regulations.

Grunig said with the emergency ordinance it would be effective immediately versus waiting for rules to be developed.

Farag asked if a moratorium is passed would it only ban sales in Windom. Nasby replied, yes.

Quade said she would like to see less than a year moratorium, but feels the City needs to proceed with licensing. The State has approved the sales.

Jones said the legislature will most likely address this issue during the upcoming session so regulations will be coming or maybe THC products will be eliminated.

Grunig asked if the City Council can take off the moratorium before the year is up. Nasby said the Council can take it off anytime it wishes.

Sherman noted that the League of Minnesota Cities is working on this as well so there may be some guide on local rules, regs or licensing sooner than the year. Nasby noted a number of other cities are also working on rules so those could be used as well.

Jones said this is a philosophical issue and citizens will have their own thoughts on the issue and he encouraged people to contact the Council and let them know their opinion.

Quade asked what other communities have enacted moratoriums outside of Marshall. Nasby said there are other communities but he did not have a list and others are in process.

Sherman said having clear guidelines is necessary, but did not think Windom should be the first ones trying to put something into place.

Farag said she is okay with allowing THC sales to test it out. Marijuana is legal in other states and they get tax revenue. Windom can limit sales to certain outlets. Nasby asked what criteria would the Council suggest for limiting sales as that direction is needed for staff to develop licensing.

Nelson wondered what kind of burden will fall on the Police with these new products.

Sherman said he wants specific language and licensing passed before any sales are allowed.

Farag said impairment with THC is the same as other drugs and alcohol.

Sherman said he has researched THC and the impairment is different than alcohol.

Jones said the legislation was not fully developed by the State before it was passed. He wants citizens to weigh in on the matter and is okay with a moratorium as the Council can remove it anytime.

Sherman said he wants to protect the planning process, licensing and public health\safety.

Motion by Sherman second by Grunig to Approve Emergency Ordinance 194, 2nd Series, for up to one year to protect the public health, safety and welfare. Motion carried 3 – 2 (Farag and Quade).

11. <u>Small Cities Development Program – Grant Amendment:</u>
Jim Hartshorn, Interim EDA Director, said that the City had grant funds from the State for housing rehabilitation. These funds were to be disbursed by September 2021. Due to COVID and subsequent supply chain issues these projects were delayed. As such, the State is granting a time extension to December 2022 for the funds.

Motion by Quade second by Sherman to Approve and Amendment to the State DEED Grant for a time extension to December 31, 2022. Motion carried 5 – 0.

12. Cottonwood County Law Enforcement Lease – Police Department:
Nasby said the lease for Windom Police with the County had a price increase of $100/month for 2023. The memorandum in the packet gives the history of the prices. He noted the City can budget for the increase and recommended approval of the lease amendment.

Motion by Grunig second by Sherman to approve the Memorandum of Understanding for the City and Cottonwood County lease. Motion carried 5 – 0.

13. Personnel:
John Nelson, said that he and the Liquor Committee are recommending the hiring for four part-time clerks to help with filling in staffing. There were seven applications, five interviews and four recommended candidates as follows:

Jennifer Elness	$12/hour
Jeremiah Huff	$11/hour
Mikayla Meyers	$11/hour
Bryce Suyden	$11/hour

Grunig asked about the average hours per week to be worked. John Nelson said under 14 hours\week average.

Motion by Quade second by Farag to approve hiring of part-time liquor clerks as presented. Motion carried 5 – 0.

Cheryl Ulferts, Finance Director, said that she and City Hall staff had interviewed a person for the part-time Administrative Assistant position and are recommending Taylor Dambroten. She has some customer service experience and has worked for the city in a smaller community. She is recommending hiring at Step 2 with movement to Step 3 upon end of probation period.

Motion by Sherman second by Grunig to hire Taylor Dambroten for the part-time Administrative Assistant position at Step 2 with movement to Step 3 upon end of probation period. Motion carried 5 – 0.

14. New Business:
None.

15. Old Business:
Quade asked about the Assistant City Administrator\EDA Director job opening. Nasby said that there were four applicants. The interview committee was deciding on who, if any, to interview. Quade said maybe the City should do a paid internship for EDA and train in someone. Jones referred that idea to be discussed by the Personnel Committee.

16. Council Comments:
Quade thanked the participants and citizens that attended the Night to Unite event and noted it is good to see everyone out enjoying the event and evening.

Farag concurred about Night to Unite and thanked everyone for helping and participating.

Nelson said the turnout was good for Night to Unite.

Sherman said Kwik Trip is opening in early September. Night to Unite was a great event and thanked people for attending. He reminded everyone that the primary is August 9th and encouraged them to vote.

Jones said he enjoyed Night to Unite and thanked the citizens for attending. He said the kids looked like they enjoyed the events. He thanked Council member Quade and the Windom Chamber for organizing the event. He thanked Law Enforcement, Fire, Sheriff Department, DNR and Ambulance personnel for their participation.

17. Adjournment:
Mayor Jones adjourned the meeting by unanimous consent at 8:35 p.m.

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Dominic Jones, Mayor

Attest: ________________________________

Steve Nasby, City Administrator

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

June 8, 2022 at 4:00pm

A regular meeting of the Board of Directors was held on June 8, 2022 at Riverview Apartments. Board Members present: Linda Jaakola, Jean Fast, Tom White, Joanie Halvorson. Also present was Executive Director, Doreen Harrold; JHRA Executive Director, Linda Loewen, Residents: Tim Johnson and Rory Koch. Members absent: Jim Nelson, City Liaison.

The Regular Board Meeting was called to order at 4:08 pm with the consent agenda approved (McDonald/Fast) which included minutes from the May meeting, the agenda, balance report and bills report for June.

Scheduled Guests: Tim Johnson - Discussion regarding removal of his personal grill; wants to keep on property his golf cart, aerator missing, it was picked up by the Executive Director and put in the office for safe keeping as it was found laying on top of the recycle bins. Stated that he was allowed to have the golf cart in 2018. After some discussion it was determined by the board that the golf cart, grill and minnow aerator would be allowed. The tenant was advised that he would be required to clean up the area around the grill after each use, to maintain the minnow bucket for odors and that the golf cart should be parked back in the auxiliary parking as instructed in 2018. There was some concern that two buckets had been taken and the board instructed the executive director to go back on camera for the time frame covering the Memorial Day weekend to see if it could be discovered who had taken Mr. Johnson's white and blue buckets located near his smoker.
Non-scheduled Guests: Rory Koch

Old Business consisted of:

1. The Executive Director presented an update on the monthly turnaround process, no percentage rate reported. The fee accountants have the months of April and May 2022. The February and March 2022 reports were presented for board review.
2. The Executive Director reported that the outside structure at Riverview Apartments was pending further follow-up.
3. The Executive Director reported that Bargen Inc. had contacted us and the West Parking Lot project has been put on their work schedule, no specific date received for completion at this time.
4. The Executive Director reported that Royal Glass of Windom declined to bid for the replacement of the glass door and two windows at Riverview Apartments as they do not install the type of door requested on the bid. After some discussion a motion was made to accept the bid from Worthington Glass Inc. for $2,306.00 (White/McDonald).
5. The Executive Director reported that the resident for RV113 had requested an extension to vacate to the end of July 2022. After some discussion a motion was made to approve an extension for vacating to July 31, 2022, to reduce the rent to the minimum effective 6/1/2022 (McDonald/Fast) 3 voting yes and 1 vote no.
6. The Executive Director reported that the ACOP / Policy changes are in progress with nothing to present at this time.
7. The Executive Director reported that the Contingency Plans for the Executive Director and have been completed and signed by both boards.
8. The Executive Director reported that the Management Agreement – Maintenance, between the Windom HRA and the Jackson HRA has been signed and is in place.

9. The Executive Director reported that the financial auditor's will be at Riverview on 6/15/2022.

New Business consisted of:

1. The Executive Director presented the Notice of Resignation from Board Member, Dan Molitor effective 5/12/2022. After some discussion a motion was made to accept the resignation (White/McDonald).
2. The Executive Director presented the request from board liaison Joanie Halvorson to step in as the voting resident board member. After some discussion a motion was made to change the designation of board member Joanie Halvorson to the resident voting board member position effective 6/1/2022 and the liaison position is to be posted at Riverview Apartments immediately (McDonald/Fast).
3. The Executive Director presented building entry system information to the board for review. After some discussion it was decided to table the issue until additional information could be obtained regarding apartment options.
4. The Executive Director reported that Riverview Apartments is having more plumbing issues and we will be looking at including this in the next 5-year capital funds projects.
5. The Executive Director reported that the 5 – Year Energy Audit is due. Windom HRA paired with the Jackson and Mt. Lake HRA's to obtain a group discount. The Atlas Company will be conducting the audit, the Windom HRA portion of the fee is $3,999.00, which includes a $1,000.00 discount. After some discussion a motion was made to proceed with the 5-Year Energy Audit with Atlas for the fee of $3,999.00 (Fast/White).
6. The Executive Director informed the board that she had done a review on the existing Redevelopment/Community Support loans and that there are three existing loans that have been approved but the monies have not been requested as of yet as two had requested extensions due to limited access to contractors and the other one was doing the work himself and would be contacting the Windom HRA shortly for funds for supplies. The Executive Director was instructed to contact Mary at the City offices to get the first payment for the 4th Ave project started.
7. The Executive Director presented a pay request from SW Minnesota Housing Partnership for Draw 13: 56 6th St. of $550. After some discussion a motion was made to approve the pay request to SW Minnesota Housing Partnership for $550.00 (Fast/Halvorson).
8. The Executive Director informed the board that two candidates had been interviewed for the maintenance position.
9. The Executive Directors have been working on: continued training, NSPIRE Inspection - DONE, Auditors have contacted us for FYE 3/31/2022. ACOP – training, Epic – Annual CFP Plans, REAC submission.
10. The Executive Director reported that the upcoming board meetings are: July 13 (RV) and August 10 (HS)
11. With no further business, the meeting was adjourned at 5:33 pm (Halvorson/Fast).

Linda Jaakola, Chairman

Doreen Harrold, Executive Director

UTILITY COMMISSION MINUTES
SPECIAL MEETING
Council Chambers
August 3, 2022

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 AM

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis and Tom Riordan
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present: Jason Sykora, Electric Superintendent; Leesa Arndt, Utility Billing/Analyst and Ryan Anderson, Water/Wastewater Superintendent

Others Present: Travis Zipf, DGR Project Engineer

Generation Bids
Travis Zipf, DGR Engineering, and Sykora reviewed the additional maintenance and operating costs worksheets. Noted items were the amount of energy generated and the cost per kW. Sykora explained the city attorney has reviewed the preferred bid. The bidding party had requested some material changes that would make their bid invalid. Zipf stated the contract language has been consistent with other projects and was surprised with the vender proposing changes. Commission consensus was to ask for a bid extension and work with the vender and city attorneys to clarify language.

Motion by Riordan second by Francis to request a 21-day extension from all bidders for the Generation Project. Motion carried 3 – 0.

Zipf will handle the extension request.

Motion by Riordan second by Francis to allow staff and the City of Windom Attorney to work with Ziegler Power Systems to clarify contract language along with Provision 1.07, liability limitations and accept the contract as written by August 24th, 2022. Motion carried 3 – 0.

Commission consensus was to rebid the project if an agreement cannot be reached.

Transmission Project – Call for Bids
Sykora said the Transmission Project is ready to be bid. The project estimate is $3 million. Bids would be opened on September 7th.

Motion by Riordan second by Francis to approve the Advertisement for Bids for the Transmission Project. Motion carried 3 – 0.

Other Electrical Items
Sykora proposed a planned outage on September 11th at 3 AM to replace a jumper on the transmission line. The outage should last one hour.

ADJOURN

Schwalbach adjourned the meeting at 10:52 am.

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Mike Schwalbach, Chairperson

Attest: ____________________________________

Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
AUGUST 8, 2022

1. Call to Order: The meeting was called to order by President McNamara at 12:00 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 Admin. Asst. Mary Hensen; Kevin Stevens, Cottonwood County Liaison; and Rahn Larson (Citizen).

3. Approval of Minutes: July 11, 2022:

   Motion by Commissioner Wepplo, seconded by Commissioner Seigfreid, to approve the Minutes of the EDA Meeting held on July 11, 2022. Motion carried 4-0.

4. EDA Spec Building Property

   A. Update on Construction Project: Interim EDA Director Hartshorn reported that construction work is in progress on the new workforce housing units. The plan is to construct six buildings with 10 apartments in each building. Andy Spielman, Building & Zoning Official, had provided the following update to include in the agenda narrative: The building permits have been issued. The contractors have been installing connections from the City's water and sewer mains to the site which should be approximately half completed by Monday, August 8th. The building pads for 4 buildings have been prepared. The building pads have been constructed to street level and to provide sufficient slope away from the buildings.

   The prior soil borings revealed that there is buried concrete from curbs and other debris in the property which requires the installation of geo piers or other similar structural supports for the buildings to make the property "buildable". Engineering for the buildings includes the installation of 118 geo piers per building. The geo piers consist of augered holes that are 30 inches in diameter and range in depth from 14 to 30 feet depending on the soil conditions in that particular area. As rock is dumped into these holes, it is tamped down to obtain the required compaction for each pier. Towards the end of last week, the geo piers for one building had been installed.

5. EDA Property – 2055 First Avenue

   A. Update on Vacation of Easement: Interim EDA Director Hartshorn recapped that on July 19th, the City Council held a public hearing on the petition for vacation of the existing utility easement which runs through this property. The City Council adopted a Resolution approving the vacation of the existing easement in exchange for the granting of new 20-foot wide utility easements along the southeasterly and northeasterly sides of the property.

   B. Update on Property Sale & Project Progress: Interim EDA Director Hartshorn advised that the closing on the sale of this property to CBC DT LLC occurred on July 14, 2022.

   Since that time, the owner's representative has obtained a building permit for the project to construct the new Family Dollar store. Interim EDA Director Hartshorn said that he does receive inquiries concerning the existing Dollar General store which will remain in its current location. Andy Spielman, Building & Zoning Official, had provided the following update to include in the agenda narrative: As of last week, the contractor was hauling in fill and they hope to have the building pad completed by Monday, August 8th. The original plan was to install 40-foot deep concrete pilings under the building.

However due to a delay in access to the required equipment, they plan to install helical piers instead beginning the week of August 8th. After which, the footings and foundation for the building will be installed.

6. EDA Commercial Rehab Program

   A. Loan Request – Roofing Project: Interim EDA Director Hartshorn reported that the owners of the OK Boss (Asian grocery store) on Tenth Street are submitting an Application for a $10,000 commercial rehab loan to assist with the costs for re-roofing their building. As a part of the application, the property owners are to provide a copy of the declarations page from their insurance policy on the property.

   The mortgage for these loans requires that the property owners maintain insurance coverage (fire, extended coverage perils, etc.) on the buildings, improvements, and fixtures currently or in the future located on or a part of the property to the full insurable value of the property and at least the amount of the loan at all times while any amount remains unpaid under the mortgage. The mortgage also provides for a "loss payable clause" in the insurance policy in favor of the EDA.

   The property owners will be working on the insurance requirement. EDA Staff has confirmed with the City Attorney that the EDA Board can approve this commercial rehab loan based on the condition that the property owners obtain insurance on the building pursuant to the parameters set forth in the mortgage.

   After additional discussion, the following action was taken.

   Motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, to approve the loan of $10,000 from the EDA's Commercial Rehab Program to the owners of the Asian grocery store, located at 340 Tenth Street, for roof repairs contingent on the requirement that they obtain the required insurance on the building. Motion carried 4-0.

7. SCDP

   A. Grant Amendment Request: Interim EDA Director Hartshorn provided a brief history concerning the program. In the Summer of 2021, DEED approved the requested extension of the end date of the open Small Cities Development Program to September 30, 2022. (The request was made due to difficulties created by the pandemic.)

   Joel Hollerich, with the Southwest Minnesota Housing Partnership (who is administering the SCDP for the EDA/City), contacted the EDA in July 2022 and advised that the Partnership is not accepting new applications due to the upcoming end of this grant round. However, there are existing projects that have been approved and will need additional time for completion of the construction and payment of contractors. He suggested requesting a program end date of December 31, 2022. On August 2nd, the City Council approved a Grant Amendment Request to extend the end date of the program until December 31, 2022. That Grant Amendment Request has been submitted to DEED by Mr. Hollerich. EDA Staff will update the EDA Board as to DEED's response to this request when that information is available.

8. River Bend Center – Phase II

   A. Proposed Lease: Interim EDA Director Hartshorn recapped that this is the EDA's land located south of the River Bend Liquor Store. In the past, there was a developer interested in purchasing this property. However, after soil borings were completed, it was determined that the soil remediation to make the land "buildable" was too costly; and the sale of the property was cancelled.

Since that time, the EDA has been contacted by an independent trucker who is seeking a place to park and do minor repairs on his semi when he is not on the road. The trucker's wife has stated that it is difficult to find a location in town to park the semi. EDA Staff told her that the matter would be brought to the EDA Board to determine whether there was any interest by the Board in leasing a parking area on the River Bend property. EDA Staff has been in contact with the City's insurance carrier and also the City Attorney for their input on this matter. The EDA Board discussed the status of the lease of the property with Pro Shed which ended at the time of their most recent plant fire. The Board also discussed potential terms for a lease, any environmental concerns regarding diesel or oil spills and potential soil contamination and the proximity of the area to the river, additional concerns regarding potential overnight parking by non-lessees, effect of semi traffic over existing parking lots, etc. After further discussion, the following action was taken.

Motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, to authorize EDA Staff to conduct more research into questions concerning potential leasing of a parking space on the EDA's River Bend Center Phase II property and to update the EDA Board at the September Meeting. Motion carried 4-0.

9. New Business: Interim EDA Director Hartshorn reported that he attended a Community Venture Network Meeting on Friday, August 5th. He will be following up with some of the presenters.

10. Unfinished Business: Interim EDA Director Hartshorn advised that he has received information concerning other grocery store contacts and will be pursuing those leads. He is receiving inquiries concerning various EDA funding programs such as commercial rehab and the façade program. He has provided information for potential alternate locations for a local business. Also, he has provided information to the Southwest Minnesota Housing Partnership concerning potential sites for housing.

11. Miscellaneous Information

A. TIF Disclosure Statement (Period Ending 12-31-2021): Admin. Asst. Hensen provided the following update on the TIF Reports: Each year the City/EDA are required to file TIF Reports with the Minnesota State Auditor's Office. Jeanne Vogt of Ehlers & Associates assists with the preparation and filing of these detailed reports. A TIF Disclosure Statement is also prepared. This document is published in the local newspaper, provided to the Cottonwood County Auditor (along with copies of the TIF Reports), and forwarded to the County Coordinator as an informational item for the Cottonwood County Commissioners. The Board received a copy of the TIF Disclosure Statement in the packet. Interim EDA Director Hartshorn reported that the TIF annual reports have been filed as required.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the June 2022 financial reports submitted by Van Binsbergen & Associates.

12. Adjourn: On consensus, President McNamara adjourned the meeting at 12:26 p.m.

Attest: ______________________________ ______________________________

James Hartshorn, Interim EDA Director — Tom Seigfreid, EDA Secretary

Community Center Commission Minutes

Monday, August 8, 2022

1. Call to Order: The meeting was called to order by President Linda Stuckenbroker at 5:31 p.m.

2. Roll Call:

President:	Linda Stuckenbroker
CC Director:	Tim Snyder
Commission Members:	Lenny Thiner
	Mitch Voehl
	Al Baloun
	Rhonda Crowell
Commission Liaisons:	Lisa Farig
	James Nelson
City Administrator:	Steve Nasby – Absent

3. Approval of Minutes:

   Minutes from March were reviewed and approved. Motion was made by Al Baloun and seconded by Lenny Thiner. Approved 4-0.

4. Additions to the agenda:
5. President Report:
6. Director Report:
   - Discussed performance review of full-time staff
   - Discussion of adding another part-time staff
   - Schedule /Revenue
   - July income
   - Saturdays are booked until Thanksgiving

- Working through proper scheduling and dynamics of events (crowd control)

7. New Business:
    - Discussed schedule and pay for bar staff
    - Potential increase of alcoholic beverages.. **A motion to raise pricing per Director's discretion was made by Lenny Thiner and seconded by Rhonda Crowell. Voting was unanimous for this new policy 4-0.**
    - Scheduling bartenders. Equal rotation among all events.
    - LSS offered to donate towards new refrigerator
    - Bids were taken from Town and Country Appliance and Elite Appliances
    - **Motion to purchase commercial refrigerator was made by Al Baloun and seconded by Lenny Thiner . Approved 4-0.**
    - Kitchen floor has been inspected and suggestion is for total replacement or for re-surfacing. Resurfacing is ½ of cost of replacement. Commission recommended adding to 2023 budget.
    - Hood/flues need to be cleaned. Mitch
    - Fire alarm/sprinklers – Community Center sprinklers partially out of code as sprinklers must now send out an alert to automatically notify contact point if activated.

    Security cameras- recommendation to add exterior cameras –police chief agreed. Bids will be taken from Schwickerts and Freedom Security (city vendor.)

8. Resource Management
    - Eight events have been added to the schedule
    - Committee requested financial comparison prior versus current year for future meetings.
    - Our revenue was roughly $11,000 in July 2022
9. Miscellaneous-
    - Commission Committee requested schedule of events at future meetings.
    - Commission Committee requested financials for future meetings.
10. Old Business
11. Open Forum
12. Next Meeting:

Monday, September 12^{th}, 2022 @ 5:30 p.m.

Adjourn:

Motion by Al Baloun, seconded by Lenny Thiner, to adjourn meeting at 6:38 p.m..

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Linda Stuckenbroker, WCC President

____

Mitch Voehl, WCC Secretary

Attest: ______________________________

Tim Snyder, WCC Director

City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

Date of Event

09/10/2022

Location of Event

Windom MN Fairgrounds and Arena

Start Time

12:30 pm

End Time

11:00 pm

Type of Event

Family Fun Day for HyLife employees

Applicant Information

Applicant Name

Tom Seigfreid

Address

2850 MN-60
Windom, Minnesota 56101
United States
Map It

Phone

(507) 303-7545

Federal ID # - FEIN # or SSN #

476703857

MN ID #

141AM613

Email

License Fee - None $0.00

Recommends

☑ Approval ☐ Denial

Street/Park Superintendent

Recommends

☑ Approval ☐ Denial

Scott Pet

Police Chief

Application APPROVED this ___________ day of ____________________, 20_______.

Application DISAPPROVED this _________ day of ____________________, 20_______.

____
City Council

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Des Moines Valley Chapter of MN. Deer Hunters Assoc.

Previous Gambling Permit Number: ____

Minnesota Tax ID Number, if any: 4326991

Federal Employer ID Number (FEIN), if an ____

Mailing Address: 57610 370th St

City: MT Lake State: MN Zip: 56159 County: Cottonwood

Name of Chief Executive Officer (CEO): Brian Bergling

CEO Daytime Phone: 507-221-0201 CEO Email: berglingbrian@yahoo.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center

Physical Address (do not use P.O. box): 1750 Cottonwood Lake Drive

Check one:

☑ City: Windom Zip: 56101 County: Cottonwood

☐ Township: ____ Zip: ____ County: ____

Date(s) of activity (for raffles, indicate the date of the drawing): 02 / 18 / 2023

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises
located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: ______________________

Signature of City Personnel:

____

Title: ______________ Date: ______________

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises
located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: ______________________

Signature of County Personnel:

____

Title: ______________ Date: ______________

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: ______________________

Signature of Township Officer: ______________________

Title: ______________ Date: ______________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: B B Date: 8/2/2022
(Signature must be CEO's signature; designee may not sign)

Print Name: BRIAN BERGLING

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150.** Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: COTTONWOOD COUNTY PHEASANTS FOREVER

Previous Gambling Permit Number: ______

Minnesota Tax ID Number, if any: ES29354

Federal Employer ID Number (FEIN), if any: ______

Mailing Address: 290 10TH Street

City: Bingham Lake State: MN Zip: 56118 County: Cottonwood

Name of Chief Executive Officer (CEO): Ben Bever

CEO Daytime Phone: 507-822-4950 CEO Email: beverb76@hotmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ryannsk@hotmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☑ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center

Physical Address (do not use P.O. box): 1750 Cottonwood DR.

Check one:

☑ City: Windom Zip: 56101 County: Cottonwood

☐ Township: ______ Zip: ______ County: ______

Date(s) of activity (for raffles, indicate the date of the drawing): September 24 2022

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises
located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: Windom MN

Signature of City Personnel: ____________________

Title: ____________ Date: ____________

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises
located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: ____________________

Signature of County Personnel: ____________________

Title: ____________ Date: ____________

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: ____________________

Signature of Township Officer: ____________________

Title: ____________ Date: ____________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: ____________________ Date: 8/8/2022
(Signature must be CEO's signature; designee may not sign)

Print Name: Ben Bever

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

Expense Approval Report
By Fund

Windom, MN

Payment Dates 7/30/2022 - 8/12/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
4M FUND	08-09-2022	08/02/2022	ACH FUNDS TO MBS	100-10400	500,000.00
REVITALIZE MASSAGE THERAP	7-29-2022	08/03/2022	WELLNESS MASSAGES	100-11506	140.00
					500,140.00
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	JULY 2022 - CIVIL	08/04/2022	MAYOR/COUNCIL LEGAL FEES	100-41110-304	360.00
US BANK	4246044555766710 07-20-20	08/05/2022	Zoom Meeting	100-41110-326	16.02
US BANK	4246044555766710 07-20-20	08/05/2022	GOD FATHERS	100-41110-334	35.00
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	filing notice	100-41110-350	576.80
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	Did you know street	100-41110-350	234.00
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	Did you know telecom	100-41110-350	234.00
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	100-41110-433	50.00
WINDOM COUNTRY CLUB	7-15-22	08/01/2022	BURGER BAR MEAL	100-41110-434	855.00
			Activity 41110 - Mayor & Council Total:		**2,360.82**
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	100-41310-131	9.00
INDOFF, INC	3586285	08/10/2022	CITY OFFICE/SUPPLIES	100-41310-200	32.46
US BANK	4246044555766710 07-20-20	08/05/2022	D&A Clearing House	100-41310-200	90.00
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	100-41310-217	105.85
US BANK	4246044555766710 07-20-20	08/05/2022	RADISSON	100-41310-334	363.72
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	office asst	100-41310-350	678.40
			Activity 41310 - Administration Total:		**1,279.43**
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	100-41910-131	1.80
INDOFF, INC	3579901	08/02/2022	SUPPLIES	100-41910-200	7.17
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-41910-212	137.17
SCHRAMEL LAW OFFICE	JULY 2022 BILLINGS - P&Z	08/04/2022	BUILDING/ZONING LEGAL FEE	100-41910-304	120.00
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	100-41910-321	41.29
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	100-41910-433	50.00
			Activity 41910 - Building & Zoning Total:		**357.43**
Activity: 41940 - City Hall					
SANDRA HERDER	JULY 2022	08/01/2022	CLEANING	100-41940-406	345.00
MELISSA PENAS	JULY 2022	08/01/2022	CLEANING	100-41940-406	345.00
			Activity 41940 - City Hall Total:		**690.00**
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	100-42120-131	18.00
INDOFF, INC	3581947	07/27/2022	POLICE/SUPPLIES	100-42120-200	72.98
INDOFF, INC	3582545	08/02/2022	POLICE/SUPPLIES	100-42120-200	71.90
INDOFF, INC	3582938	08/02/2022	POLICE/SUPPLIES	100-42120-200	16.99
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-42120-212	2,132.22
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-42120-212	-43.43
SCHRAMEL LAW OFFICE	JULY 2022 BILLINGS - POLICE	08/04/2022	LEGAL FEES	100-42120-304	315.00
COTTONWOOD CO AUD/TREA	1C4G-JMQD-6VPK	07/27/2022	DATA PROCESSING	100-42120-326	21.99
LEASE FINANCE PARTNERS	FLEET #3250/JULY 22	07/27/2022	DATA PROCESSING	100-42120-326	534.00
FORD MOTOR CREDIT CO LLC	1771474	08/04/2022	POLICE/VEHICLE LEASE	100-42120-419	663.95
ENTERPRISE FM TRUST	FBN4534046	08/05/2022	VEHICLE LEASE	100-42120-419	818.25
AMAZON CAPITAL SERVICES, I	1DCV-7WDF-QF93	07/19/2022	POLICE/MISC	100-42120-480	203.08
			Activity 42120 - Crime Control Total:		**4,824.93**
Activity: 42220 - Fire Fighting					
US BANK	4246044555766710 07-20-20	08/05/2022	Ebay	100-42220-200	74.33
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-42220-212	903.39
US BANK	4246044555766710 07-20-20	08/05/2022	Amazon	100-42220-215	585.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	100-42220-217	61.75
P.M. REPAIR & DETAILING	25175	07/22/2022	MAINTENANCE - VEHICLE	100-42220-405	868.72
LAMPERTS YARDS, INC.	1354046	07/08/2022	FIRE DEP/MAINTENANCE - GR	100-42220-406	37.28
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Fire maint grounds-grass seed	100-42220-406	57.92
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	100-42220-433	50.00
				Activity 42220 - Fire Fighting Total:	**2,638.63**
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	328 JULY 2022	08/04/2022	POUND SERVICES	100-42700-300	153.50
				Activity 42700 - Animal Control Total:	**153.50**
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	100-43100-131	9.00
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-43100-212	-39.18
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-43100-212	1,364.39
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Street	100-43100-215	43.98
MN MUNICIPAL UTILITIES ASS	59862	08/01/2022	OPERATING SUPPLIES	100-43100-217	37.50
Joshua Nemechek	7-28-22	08/02/2022	BOOT REINBURSEMENT	100-43100-217	150.00
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	100-43100-217	61.75
DUININCK	551834	08/01/2022	STREET MAINTENANCE MATE	100-43100-224	3,400.60
US BANK	4246044555766710 07-20-20	08/05/2022	Menards	100-43100-225	14.01
US BANK	4246044555766710 07-20-20	08/05/2022	NORTHLAND TRAINING	100-43100-308	850.00
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	100-43100-321	42.11
MILLER SELLNER EQUIP	48570B	07/20/2022	MAINTENANCE - OFFICE	100-43100-404	43.73
MILLER SELLNER EQUIP	48594B	07/20/2022	MAINTENANCE - OFFICE	100-43100-404	53.75
MACQUEEN EQUIP. CO.	P43711	07/21/2022	MAINTENANCE - OFFICE	100-43100-404	454.76
WINDOM AUTO VALU	JULY 2022	08/01/2022	MAINTENANCE 3400540	100-43100-405	4.99
DGR ENGINEERING	00254537	07/18/2022	PARK CUL-DE-SAC PROJECT	100-43100-439	2,715.00
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	100-43100-480	50.00
				Activity 43100 - Streets Total:	**9,256.39**
Activity: 45120 - Recreation					
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Rec operating supplies	100-45120-217	1.79
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	100-45120-217	13.23
				Activity 45120 - Recreation Total:	**15.02**
Activity: 45202 - Park Areas					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	100-45202-131	1.80
WINDOM AUTO VALU	JULY 2022	08/01/2022	MAINTENANCE 3400540	100-45202-200	25.99
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Park cleaning supplies-bathro	100-45202-211	22.17
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	100-45202-212	558.87
COUNTRY PRIDE SERVICE	7004265	08/02/2022	CHEMICALS	100-45202-216	307.65
WINDOM AUTO VALU	JULY 2022	08/01/2022	MAINTENANCE 3400540	100-45202-404	23.99
WINDOM AUTO VALU	JULY 2022	08/01/2022	MAINTENANCE 3400540	100-45202-405	12.99
COTTONWOOD CO SOLID WA	4294	08/04/2022	LANDFILL/REFUSE DISPOSAL	100-45202-406	10.00
COTTONWOOD CO SOLID WA	4294	08/04/2022	LANDFILL/REFUSE DISPOSAL	100-45202-406	10.00
COTTONWOOD CO SOLID WA	4294	08/04/2022	LANDFILL/REFUSE DISPOSAL	100-45202-406	10.00
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Park maint grounds gripper pl	100-45202-406	15.37
				Activity 45202 - Park Areas Total:	**998.83**
				Fund 100 - GENERAL Total:	**522,714.98**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
US BANK	4246044555766710 07-20-20	08/05/2022	Amazon - Supplies	211-45501-200	223.65
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	211-45501-217	125.15
J & K WINDOWS	5347	08/04/2022	MAINTENANCE - OFFICE	211-45501-402	35.00
J & K WINDOWS	5533	08/04/2022	MAINTENANCE - STRUCTURE	211-45501-402	35.00
SANDRA HERDER	JULY 2022	08/01/2022	CLEANING	211-45501-402	368.00
MELISSA PENAS	JULY 2022	08/01/2022	CLEANING	211-45501-402	368.00
US BANK	4246044555766710 07-20-20	08/05/2022	citizen	211-45501-433	58.98
MICROMARKETING, LLC	893721	07/26/2022	BOOKS & PAMPHLETS	211-45501-435	91.97

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MICROMARKETING, LLC	894117	07/26/2022	BOOKS & PAMPHLETS	211-45501-435	142.98
				Activity 45501 - Library Total:	**1,448.73**
				Fund 211 - LIBRARY Total:	**1,448.73**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	106026 08-01-22	08/02/2022	SERVICE	225-45127-200	2.00
RED ROCK RURAL WATER	106026 08-01-22	08/02/2022	SERVICE	225-45127-200	115.50
ELECTRIC FUND	7-1-22 - 7-31-22	08/01/2022	AIRPORT MOWER	225-45127-212	61.90
BEST OIL COMPANY	67939	07/28/2022	MERCHANDISE FOR RESALE - J	225-45127-264	17,758.00
LUCAN COMMUNITY TV INC	1342	07/18/2022	MAINTENANCE - STRUCTURE	225-45127-402	115.00
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Airport maint office	225-45127-404	5.66
				Activity 45127 - Airport Total:	**18,058.06**
				Fund 225 - AIRPORT Total:	**18,058.06**
Fund: 230 - POOL					
Activity: 45124 - Pool					
US BANK	4246044555766710 07-20-20	08/05/2022	amzn	230-45124-216	26.44
US BANK	4246044555766710 07-20-20	08/05/2022	amzn	230-45124-217	89.73
COUNTRY PRIDE SERVICE	7004215	08/02/2022	POOL/WEED KILLER	230-45124-217	307.65
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Pool operating supplies	230-45124-217	35.95
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	230-45124-217	13.23
US BANK	4246044555766710 07-20-20	08/05/2022	Hy-Vee	230-45124-260	37.43
AH HERMEL COMPANY	936183	07/26/2022	ARENA/CONCESSIONS	230-45124-260	312.81
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Pool maint structure	230-45124-402	26.57
				Activity 45124 - Pool Total:	**849.81**
				Fund 230 - POOL Total:	**849.81**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	235-42153-131	1.80
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	235-42153-212	-54.19
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	235-42153-212	2,660.30
BRITTANY ESPENSON - RIVERS	1396	08/04/2022	OPERATING SUPPLIES	235-42153-217	210.00
US BANK	4246044555766710 07-20-20	08/05/2022	hy-vee	235-42153-217	19.96
SCHWALBACH HARDWARE	72861 073122	08/05/2022	ambulance operating supplies	235-42153-217	11.99
BOUND TREE MEDICAL, LLC	84613760	08/01/2022	OPERATING SUPPLIES	235-42153-217	371.20
BOUND TREE MEDICAL, LLC	84613761	08/01/2022	OPERATING SUPPLIES	235-42153-217	185.60
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	235-42153-217	61.75
LEWIS FAMILY DRUG, LLC	105865-3 JULY 22	08/08/2022	MEDICATIONS	235-42153-261	372.56
US BANK	4246044555766710 07-20-20	08/05/2022	SENSOR MEDIC	235-42153-261	329.99
AT & T MOBILITY	287304392280X08032022	08/08/2022	TELEPHONE	235-42153-321	310.77
JODI JOHNSON	7-19-2022	08/09/2022	MEALS EXPENSE	235-42153-334	18.13
JENNA VACHUSKA	7-21-2022	08/09/2022	MEALS EXPENSE	235-42153-334	22.76
KIM POWERS	7-26-22 - 7-31-22	08/09/2022	MEALS EXPENSE	235-42153-334	97.90
KRISTEN PORATH	7-31-22 - 8-8-22	08/09/2022	MEALS EXPENSE	235-42153-334	72.37
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	Hay Bid	235-42153-340	280.80
P.M. REPAIR & DETAILING	25141	07/20/2022	MAINTENANCE - VEHICLE	235-42153-405	121.57
P.M. REPAIR & DETAILING	25147	07/20/2022	MAINTENANCE - VEHICLE	235-42153-405	36.25
P.M. REPAIR & DETAILING	25152	07/22/2022	MAINTENANCE - VEHICLE	235-42153-405	71.05
				Activity 42153 - Ambulance Total:	**5,202.56**
				Fund 235 - AMBULANCE Total:	**5,202.56**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	250-46520-131	1.80
INDOFF, INC	3579901	08/02/2022	SUPPLIES	250-46520-200	7.17
US BANK	4246044555766710 07-20-20	08/05/2022	Adobe	250-46520-200	16.02
James Hartshorn	JH501	08/01/2022	CONSULTING & AUDITING	250-46520-301	9,300.00
FRYBERGER, BUCHANAN, SMI	12336.000033.12207	08/02/2022	LEGAL FEES (TIF 1-22)	250-46520-304	3,485.69
SCHRAMEL LAW OFFICE	JULY 2022 - EDA	08/04/2022	LEGAL FEES	250-46520-304	1,065.00
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	250-46520-321	27.49

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	4246044555766710 07-20-20	08/05/2022	SDMU LEAGUE	250-46520-340	102.95
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	Director & City Admin	250-46520-340	1,223.32
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	Hearing Dollar store	250-46520-350	45.00
FEDERATED RURAL ELECTRIC	JULY 2022	08/05/2022	SERVICE	250-46520-381	24.00
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	250-46520-433	50.00
US BANK	4246044555766710 07-20-20	08/05/2022	MN Sec of State - Filing Fees	250-46520-480	81.14
COTTONWOOD CO RECORDE	P30410	08/04/2022	RECORDING FEES	250-46520-480	46.00
				Activity 46520 - EDA Total:	**15,475.58**
				Fund 250 - EDA GENERAL Total:	**15,475.58**
Fund: 308 - 2020 STREET PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00254532	07/18/2022	2020 STREET IMPROVEMENTS	308-41000-500	885.78
				Activity 41000 - General Government Total:	**885.78**
				Fund 308 - 2020 STREET PROJECT Total:	**885.78**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
STALKER RADAR	404854	07/27/2022	POLICE/RADAR	401-49950-501	13,320.00
MOTOROLA SOLUTIONS, INC.	8281347899	08/04/2022	POLICE CHARGERS	401-49950-501	108.85
MOTOROLA SOLUTIONS, INC.	8281348844	08/04/2022	POLICE CHARGERS	401-49950-501	544.20
FIRE SAFETY USA, INC	161890	08/01/2022	TURN-OUT GEAR/USDA GRAN	401-49950-502	1,720.00
FIRE SAFETY USA, INC	162118	08/09/2022	CAPITAL OUTLAY	401-49950-502	1,925.95
FIRE SAFETY USA, INC	162215	08/09/2022	CAPITAL OUTLAY	401-49950-502	5,095.00
JEFFERSON FIRE & SAFETY, IN	IN42298	08/10/2022	FIRE/CAPITAL OUTLAY	401-49950-502	1,029.24
ELECTRIC FUND	FLATGARD PROP. CLEANUP	08/04/2022	FLATGARD PROPERTY/NUISAN	401-49950-506	670.00
				Activity 49950 - Capital Outlay Total:	**24,413.24**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**24,413.24**
Fund: 601 - WATER					
Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	601-49400-131	5.40
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	601-49400-212	582.72
RED ROCK RURAL WATER	104328 08-01-22	08/02/2022	WATER 104328 JOHNSON AU	601-49400-217	30.50
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	601-49400-217	61.75
MN VALLEY TESTING	1154089	07/28/2022	LAB TESTING	601-49400-310	30.40
US BANK	4246044555766710 07-20-20	08/05/2022	Hach - Chemical	601-49400-310	13.70
GOPHER STATE ONE CALL	2070842	08/02/2022	LOCATES	601-49400-321	23.29
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	601-49400-321	91.30
AUTOMATIC SYSTEMS CO	37686 S	07/25/2022	MAINTENANCE - OFFICE	601-49400-404	1,296.65
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Water maint bolts nuts nails	601-49400-404	89.07
WINDOM AUTO VALU	JULY 2022	08/01/2022	MAINTENANCE 3400540	601-49400-404	0.44
CORE & MAIN LP	R211120	07/28/2022	MANITENANCE - DISTRIBUTIO	601-49400-408	280.73
CORE & MAIN LP	R222644	07/28/2022	TEGELS PARK SHELTER	601-49400-408	26.67
SW/WC SERVICE COOPERATIV	AUGUST 2022	07/27/2022	HEALTH INSURANCE	601-49400-480	788.11
				Activity 49400 - Water Total:	**3,320.73**
				Fund 601 - WATER Total:	**3,320.73**
Fund: 602 - SEWER					
MN PUBLIC FACILITIES AUTHO	JULY 2022	08/01/2022	BOND PAYMENTS	602-23900	577,386.10
					577,386.10
Activity: 49450 - Sewer					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	602-49450-131	1.80
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	602-49450-212	307.27
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Sewer jet nozzle	602-49450-217	18.58
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	602-49450-217	61.75
MN VALLEY TESTING	1153647	07/28/2022	LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1154150	07/28/2022	LAB TESTING	602-49450-310	106.80
MN VALLEY TESTING	1154349	07/28/2022	LAB TESTING	602-49450-310	266.80
GOPHER STATE ONE CALL	2070842	08/02/2022	LOCATES	602-49450-321	23.28
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	602-49450-321	121.31

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN ENVIRONMENTAL SCIENC	2022-2023	07/28/2022	MESERB MEMBERSHIP ASSES	602-49450-433	2,070.00
				Activity 49450 - Sewer Total:	**3,148.39**
Activity: 49980 - Debt Service					
MN PUBLIC FACILITIES AUTHO	JULY 2022	08/01/2022	BOND PAYMENTS	602-49980-611	35,276.55
				Activity 49980 - Debt Service Total:	**35,276.55**
				Fund 602 - SEWER Total:	**615,811.04**
Fund: 604 - ELECTRIC					
BORDER STATES	924505659	07/12/2022	ELECTRICAL INVENTORY	604-14200	87.56
ELECTRIC FUND	#626	08/02/2022	CAPITAL/KWIK TRIP	604-16300	624.48
ELECTRIC FUND	#627	08/02/2022	CAPITAL/EAST HILL	604-16300	3,072.55
ELECTRIC FUND	#630	08/09/2022	EL CONSTRUCTION NEW #1	604-16300	834.52
DGR ENGINEERING	00254528	07/21/2022	GENERATION ADDITION	604-16300	12,264.50
DGR ENGINEERING	00254634	07/22/2022	FUEL TANK PROJECT	604-16300	254.00
DGR ENGINEERING	00254942	07/22/2022	FUEL TANK PROJECT	604-16300	2,104.00
ELECTRIC FUND	7-25-22 - 8-7-22	08/08/2022	EAST HILL 3	604-16300	14,755.89
SCHRAMEL LAW OFFICE	JULY 2022 BILLINGS - PUC	08/04/2022	TRANSMISSION PROJECT	604-16300	527.00
					34,524.50
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	604-49550-131	7.20
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	604-49550-212	1,256.01
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	604-49550-217	61.75
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Electric small tools all purpos	604-49550-241	38.98
GOPHER STATE ONE CALL	2070842	08/02/2022	LOCATES	604-49550-321	23.29
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	604-49550-321	80.02
GOLDEN WEST TECH & INT SO	220700267	08/04/2022	DISPATCHING	604-49550-325	56.10
COTTONWOOD CO SOLID WA	4294	08/04/2022	LANDFILL/REFUSE DISPOSAL	604-49550-384	10.50
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Electric maint office fitting grs	604-49550-404	7.99
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Electric maint vehicle	604-49550-405	13.99
JORDAN BUSSA	048	08/01/2022	JULY 2022 CLEANING BILL	604-49550-406	184.60
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	604-49550-433	50.00
CAROL HARTMAN	REBATE 8-3-22	08/02/2022	CONSERVATION - ENERGY REB	604-49550-450	300.00
WINDOM AREA DEVELOPME	AUGUST 2022	08/01/2022	PAYMENTS TO OTHER ORGANI	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	**3,290.43**
				Fund 604 - ELECTRIC Total:	**37,814.93**
Fund: 609 - LIQUOR STORE					
Activity: 49751 - Liquor Store					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	609-49751-131	3.60
ARAMARK	2560022417	07/08/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	40.82
ARAMARK	2560027296	07/27/2022	LIQUOR S./SUPPLIES	609-49751-211	47.23
AH HERMEL COMPANY	936429	07/27/2022	OPERATING SUPPLIES	609-49751-217	199.69
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	609-49751-217	88.21
BEVERAGE WHOLESALERS	230021	07/27/2022	BEER	609-49751-252	10,720.90
BEVERAGE WHOLESALERS	732802	07/27/2022	LIQUOR STORE CREDIT	609-49751-252	-30.00
CARLOS CREEK WINERY	23575	08/01/2022	WINE	609-49751-253	648.00
ROUND LAKE VINEYARDS & W	3454	07/27/2022	WINE	609-49751-253	342.00
WINE MERCHANTS	7387986	08/02/2022	WINE	609-49751-253	192.00
ATLANTIC COCA-COLA	3415987	07/15/2022	SOFT DRINKS & MIXES	609-49751-254	216.00
ATLANTIC COCA-COLA	3457727	08/02/2022	SOFT DRINKS & MIXES	609-49751-254	212.00
AH HERMEL COMPANY	936428	07/27/2022	DRINKS/TOBACCO/FREIGHT	609-49751-254	103.29
AH HERMEL COMPANY	936428	07/27/2022	DRINKS/TOBACCO/FREIGHT	609-49751-256	395.34
WATERVILLE FOOD & ICE	02-227569	08/01/2022	ICE/FREIGHT	609-49751-257	197.75
AH HERMEL COMPANY	936428	07/27/2022	DRINKS/TOBACCO/FREIGHT	609-49751-261	47.57
WATERVILLE FOOD & ICE	02-227569	08/01/2022	ICE/FREIGHT	609-49751-333	5.25
AH HERMEL COMPANY	936428	07/27/2022	DRINKS/TOBACCO/FREIGHT	609-49751-333	8.95
INDOFF, INC	3581534	08/02/2022	LIQUOR STORE/ADVERTISING	609-49751-340	762.39
US BANK	4246044555766710 07-20-20	08/05/2022	Facebook-Campaigns	609-49751-340	17.51
COUNTY WIDE DIRECTORY	70181	07/15/2022	ADVERTISING	609-49751-340	350.00
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	shopper & citizen & digital	609-49751-340	374.12

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CARLSON & STEWART REFRIG	43368	08/02/2022	MAINTENANCE - OFFICE	609-49751-404	1,115.84
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Liquor maint office	609-49751-404	8.69
				Activity 49751 - Liquor Store Total:	**16,067.15**
				Fund 609 - LIQUOR STORE Total:	**16,067.15**
Fund: 614 - TELECOM					
METASWITCH NETWORKS LTD	INMNL0033504	08/04/2022	TELECOM/IMPROVEMENTS	614-16300	20,125.00
INTERNAL REVENUE SERVICE	8-15-22	08/05/2022	EXCISE TAX POSTING/BI-WEEK	614-20201	500.00
INTERNAL REVENUE SERVICE	JULY 2022 FINAL	08/05/2022	EXCISE TAX POSTING	614-20201	331.54
MN 9-1-1 PROGRAM	JULY 2022	08/05/2022	SEPT 911 SERVICE	614-20206	977.10
					21,933.64
Activity: 49870 - Telecom					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	614-49870-131	9.00
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Telecom office supplies	614-49870-200	9.56
CITY LAUNDERING CO.	1787081	07/25/2022	CLEANING/SUPPLIES	614-49870-211	21.38
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	614-49870-212	105.02
CALIX	64067	05/16/2022	110-00054/OPERATING SUPPL	614-49870-217	-862.80
CNA SURETY	70902631	08/04/2022	OPERATING SUPPLIES	614-49870-217	250.00
TOPPERS PLUS INC	CITY12C JUNE 2022	08/04/2022	OPERATING SUPPLIES	614-49870-217	622.50
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	614-49870-217	105.85
OLSEN THIELEN & CO.,LTD	69962	07/25/2022	CONSULTING & AUDITING	614-49870-301	252.00
INTERSTATE TRS FUND	82580760055-0722	08/01/2022	ASSESSMENT FOR 499-A FILIN	614-49870-304	104.16
INTERSTATE TRS FUND	82580760055-0722	08/01/2022	ASSESSMENT FOR 499-A FILIN	614-49870-304	257.79
GOPHER STATE ONE CALL	2070842	08/02/2022	LOCATES	614-49870-321	23.29
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	614-49870-321	246.45
CITIZEN PUBLISHING CO	CITYW July 2022	08/03/2022	shopper & citizen & digital	614-49870-340	1,193.21
LUCAN COMMUNITY TV INC	1358	08/04/2022	SERVICES	614-49870-401	280.00
COTTONWOOD CO ASSESSOR	# 3161 AUG. 2022-2023	08/10/2022	BEACON SUBSCRIPTION	614-49870-433	50.00
CENTURY LINK	519496	07/21/2022	DIRECTORY LISTINGS	614-49870-441	283.07
CENTURY LINK	7242105D-D-22198	07/25/2022	CABS	614-49870-441	41.54
MLB NETWORK	182069	07/18/2022	SUBSCRIBER FEES	614-49870-442	367.57
NATIONAL CABLE TV COOP	22070495	08/01/2022	SUBSCRIBER FEES	614-49870-442	46,287.75
UNIVERSAL SERVICE ADMIN C	UBDI0001295664	08/01/2022	499A CONTRIBUTION	614-49870-443	1,969.70
WOODSTOCK COMMUNICATI	10210598	08/04/2022	SWITCH FEES	614-49870-445	205.10
MANKATO NETWORKS, LLC	389603	08/04/2022	INTERNET EXPENSE	614-49870-447	1,053.17
MANKATO NETWORKS, LLC	389613	08/04/2022	INTERNET EXPENSE	614-49870-447	1,053.17
CALIX	4034689	08/04/2022	INTERNET EXPENSE	614-49870-447	4,740.00
US BANK	4246044555766710 07-20-20	08/05/2022	Dream Host Web Hosting	614-49870-447	139.00
HURRICANE ELECTRIC LLC	98427559-IN	08/04/2022	INTERNET EXPENSE	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	220700208	08/04/2022	ON CALL SUPPORT	614-49870-448	141.53
SWWC - SOUTHWEST WEST C	69657	07/05/2022	ON CALL SUPPORT	614-49870-448	950.00
SWWC - SOUTHWEST WEST C	69718	07/05/2022	ON CALL SUPPORT	614-49870-448	950.00
CENTURY LINK	507 831-1075 104/JULY 22	07/28/2022	SERVICE 831-1075 104	614-49870-451	85.45
				Activity 49870 - Telecom Total:	**65,034.46**
				Fund 614 - TELECOM Total:	**86,968.10**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	615-49850-131	3.60
CITY LAUNDERING CO.	1787078	07/26/2022	CLEANING/SUPPLIES	615-49850-211	50.00
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Arena cleaning supplies	615-49850-211	35.96
WEX BANK	JULY 2022	08/04/2022	MOTOR FUELS/WEX JULY 22	615-49850-212	242.53
COUNTRY PRIDE SERVICE	7004219	08/02/2022	ARENA/WEED KILLER	615-49850-217	922.95
SCHWALBACH HARDWARE	72861 073122	08/05/2022	Arena operating supplies	615-49850-217	20.19
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	615-49850-217	61.75
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	615-49850-321	69.35
CARQUEST - SMITH AUTO SUP	15495-32366	08/04/2022	REPAIRS & MAINTENANCE/W	615-49850-404	85.44
SW/WC SERVICE COOPERATIV	AUGUST 2022	07/27/2022	HEALTH INSURANCE	615-49850-480	788.11
				Activity 49850 - Arena Total:	**2,279.88**
				Fund 615 - ARENA Total:	**2,279.88**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 617 - M/P CENTER					
SECR REV FUND/CITY OF WD	8-9-22	08/09/2022	CASH FOR COMMUNITY CENT	617-10200	1,500.00
					1,500.00
Activity: 49860 - M/P Center					
SW/WC SERVICE COOPERATIV	AUGUST 2022 EAP	07/27/2022	EAP	617-49860-131	5.40
INDOFF, INC	3582583	07/27/2022	COMM. CENTER/SUPPLIES	617-49860-200	95.93
CITY LAUNDERING CO.	1787079	07/25/2022	WCC/SUPPLIES	617-49860-211	207.29
INDOFF, INC	3585537	08/09/2022	CLEANING/SUPPLIES	617-49860-211	311.38
US BANK	4246044555766710 07-20-20	08/05/2022	hy-vee	617-49860-211	27.73
CITY LAUNDERING CO.	1787079	07/25/2022	WCC/SUPPLIES	617-49860-217	207.30
US BANK	4246044555766710 07-20-20	08/05/2022	Webstaurant	617-49860-217	23.49
A & B BUSINESS	IN970693	08/08/2022	MAINTENANCE CONTRACT	617-49860-217	61.75
RIVER BEND LIQUOR	JULY 2022	08/02/2022	LIQUOR FOR COMM. CENTER	617-49860-251	533.25
RIVER BEND LIQUOR	JULY 2022	08/02/2022	LIQUOR FOR COMM. CENTER	617-49860-251	44.32
RIVER BEND LIQUOR	JULY 2022	08/02/2022	LIQUOR FOR COMM. CENTER	617-49860-252	624.02
US BANK	4246044555766710 07-20-20	08/05/2022	HyVee	617-49860-254	60.88
US BANK	4246044555766710 07-20-20	08/05/2022	HyVee	617-49860-254	123.12
US BANK	4246044555766710 07-20-20	08/05/2022	HyVee	617-49860-254	58.74
RIVER BEND LIQUOR	JULY 2022	08/02/2022	LIQUOR FOR COMM. CENTER	617-49860-259	10.37
US BANK	4246044555766710 07-20-20	08/05/2022	hy-vee	617-49860-261	29.00
VERIZON WIRELESS	9911900560	08/01/2022	TELEPHONE	617-49860-321	41.29
US BANK	4246044555766710 07-20-20	08/05/2022	SCHWALBACHS	617-49860-402	6.40
US BANK	4246044555766710 07-20-20	08/05/2022	Everything Kitchens	617-49860-404	44.82
DICKS WELDING INC	72772	08/05/2022	MAINTENANCE - OFFICE	617-49860-404	454.56
				Activity 49860 - M/P Center Total:	**2,971.04**
				Fund 617 - M/P CENTER Total:	**4,471.04**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002146	08/12/2022	Federal Tax Withholding	700-21701	10,556.93
MN Department of Revenue -	INV0002147	08/12/2022	State Withholding	700-21702	5,206.48
Internal Revenue Service-Payr	INV0002146	08/12/2022	Social Security	700-21703	13,404.54
MN Pera	INV0002144	08/12/2022	PERA	700-21704	7,896.43
MN Pera	INV0002144	08/12/2022	PERA	700-21704	643.18
MN Pera	INV0002144	08/12/2022	PERA	700-21704	13,661.08
MN State Deferred	INV0002145	08/12/2022	Deferred Roth	700-21705	1,425.00
MN State Deferred	INV0002145	08/12/2022	Deferred Compensation	700-21705	5,276.91
SW/WC SERVICE COOPERATIV	AUGUST 2022	07/27/2022	HEALTH INSURANCE	700-21706	62,563.85
Internal Revenue Service-Payr	INV0002146	08/12/2022	Medicare Withholding	700-21711	3,861.52
FURTHER (Select Account)	40318188	08/02/2022	FLEX SPENDING	700-21712	233.17
FURTHER (Select Account)	40328349	08/09/2022	FLEX SPENDING	700-21712	749.00
MII LIFE	INV0002148	08/12/2022	August 2022 Employer Contri	700-21720	9,166.77
MII LIFE	INV0002148	08/12/2022	August 2022 Employer Contri	700-21720	520.85
MII LIFE	INV0002148	08/12/2022	August 2022 Employer Contri	700-21722	4,062.59
FURTHER (Select Account)	INV0002143	08/12/2022	HSA Employee Contribution	700-21723	584.92
					139,813.22
				Fund 700 - PAYROLL Total:	**139,813.22**
				Grand Total:	**1,495,594.83**

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL		522,714.98
211 - LIBRARY		1,448.73
225 - AIRPORT		18,058.06
230 - POOL		849.81
235 - AMBULANCE		5,202.56
250 - EDA GENERAL		15,475.58
308 - 2020 STREET PROJECT		885.78
401 - GENERAL CAPITAL PROJECTS		24,413.24
601 - WATER		3,320.73
602 - SEWER		615,811.04
604 - ELECTRIC		37,814.93
609 - LIQUOR STORE		16,067.15
614 - TELECOM		86,968.10
615 - ARENA		2,279.88
617 - M/P CENTER		4,471.04
700 - PAYROLL		139,813.22
	Grand Total:	**1,495,594.83**

Account Summary

Account Number	Account Name	Payment Amount
100-10400	Investments - Current	500,000.00
100-11506	Accounts Receivable - Ac	140.00
100-41110-304	Legal Fees	360.00
100-41110-326	Data Processing	16.02
100-41110-334	Meals/Lodging	35.00
100-41110-350	Printing & Design	1,044.80
100-41110-433	Dues & Subscriptions	50.00
100-41110-434	Employee Appreciation	855.00
100-41310-131	Employer Paid Insurance	9.00
100-41310-200	Office Supplies	122.46
100-41310-217	Other Operating Supplie	105.85
100-41310-334	Meals/Lodging	363.72
100-41310-350	Printing & Design	678.40
100-41910-131	Employer Paid Insurance	1.80
100-41910-200	Office Supplies	7.17
100-41910-212	Motor Fuels	137.17
100-41910-304	Legal Fees	120.00
100-41910-321	Telephone	41.29
100-41910-433	Dues & Subscriptions	50.00
100-41940-406	Repairs & Maint - Groun	690.00
100-42120-131	Employer Paid Insurance	18.00
100-42120-200	Office Supplies	161.87
100-42120-212	Motor Fuels	2,088.79
100-42120-304	Legal Fees	315.00
100-42120-326	Data Processing	555.99
100-42120-419	Vehicle Lease	1,482.20
100-42120-480	Other Miscellaneous	203.08
100-42220-200	Office Supplies	74.33
100-42220-212	Motor Fuels	903.39
100-42220-215	Materials & Equipment	585.24
100-42220-217	Other Operating Supplie	61.75
100-42220-405	Repairs & Maint - Vehicl	868.72
100-42220-406	Repairs & Maint - Groun	95.20
100-42220-433	Dues & Subscriptions	50.00
100-42700-300	Charges for Services	153.50
100-43100-131	Employer Paid Insurance	9.00
100-43100-212	Motor Fuels	1,325.21

Account Summary

Account Number	Account Name	Payment Amount
100-43100-215	Materials & Equipment	43.98
100-43100-217	Other Operating Supplie	249.25
100-43100-224	Street Maint Materials	3,400.60
100-43100-225	Landscaping Materials	14.01
100-43100-308	Training & Registrations	850.00
100-43100-321	Telephone	42.11
100-43100-404	Repairs & Maint - M&E	552.24
100-43100-405	Repairs & Maint - Vehicl	4.99
100-43100-439	Special Projects	2,715.00
100-43100-480	Other Miscellaneous	50.00
100-45120-217	Other Operating Supplie	15.02
100-45202-131	Employer Paid Insurance	1.80
100-45202-200	Office Supplies	25.99
100-45202-211	Cleaning Supplies	22.17
100-45202-212	Motor Fuels	558.87
100-45202-216	Chemicals and Chemical	307.65
100-45202-404	Repairs & Maint - M&E	23.99
100-45202-405	Repairs & Maint - Vehicl	12.99
100-45202-406	Repairs & Maint - Groun	45.37
211-45501-200	Office Supplies	223.65
211-45501-217	Other Operating Supplie	125.15
211-45501-402	Repairs & Maint - Struct	806.00
211-45501-433	Dues & Subscriptions	58.98
211-45501-435	Books and Pamphlets	234.95
225-45127-200	Office Supplies	117.50
225-45127-212	Motor Fuels	61.90
225-45127-264	Merchandise For Resale	17,758.00
225-45127-402	Repairs & Maint - Struct	115.00
225-45127-404	Repairs & Maint - M&E	5.66
230-45124-216	Chemicals and Chemical	26.44
230-45124-217	Other Operating Supplie	446.56
230-45124-260	Concessions	350.24
230-45124-402	Repairs & Maint - Struct	26.57
235-42153-131	Employer Paid Insurance	1.80
235-42153-212	Motor Fuels	2,606.11
235-42153-217	Other Operating Supplie	860.50
235-42153-261	Other Merchandise-Med	702.55
235-42153-321	Telephone	310.77
235-42153-334	Meals/Lodging	211.16
235-42153-340	Advertising & Promotion	280.80
235-42153-405	Repairs & Maint - Vehicl	228.87
250-46520-131	Employer Paid Insurance	1.80
250-46520-200	Office Supplies	23.19
250-46520-301	Auditing & Consulting Se	9,300.00
250-46520-304	Legal Fees	4,550.69
250-46520-321	Telephone	27.49
250-46520-340	Advertising & Promotion	1,326.27
250-46520-350	Printing & Design	45.00
250-46520-381	Electric Utility	24.00
250-46520-433	Dues & Subscriptions	50.00
250-46520-480	Other Miscellaneous	127.14
308-41000-500	Capital Outlay	885.78
401-49950-501	Capital Outlay - Police	13,973.05
401-49950-502	Capital Outlay - Fire	9,770.19
401-49950-506	Capital Outlay - Building	670.00
601-49400-131	Employer Paid Insurance	5.40
601-49400-212	Motor Fuels	582.72
601-49400-217	Other Operating Supplie	92.25

Account Summary

Account Number	Account Name	Payment Amount
601-49400-310	Lab Testing	44.10
601-49400-321	Telephone	114.59
601-49400-404	Repairs & Maint - M&E	1,386.16
601-49400-408	Repairs & Maint - Distrib	307.40
601-49400-480	Other Miscellaneous	788.11
602-23900	Notes Payable - Noncurr	577,386.10
602-49450-131	Employer Paid Insurance	1.80
602-49450-212	Motor Fuels	307.27
602-49450-217	Other Operating Supplie	80.33
602-49450-310	Lab Testing	544.40
602-49450-321	Telephone	144.59
602-49450-433	Dues & Subscriptions	2,070.00
602-49980-611	Bond Interest	35,276.55
604-14200	Inventory	87.56
604-16300	Improvements Other Th	34,436.94
604-49550-131	Employer Paid Insurance	7.20
604-49550-212	Motor Fuels	1,256.01
604-49550-217	Other Operating Supplie	61.75
604-49550-241	Small Tools	38.98
604-49550-321	Telephone	103.31
604-49550-325	Dispatching	56.10
604-49550-384	Refuse Disposal	10.50
604-49550-404	Repairs & Maint - M&E	7.99
604-49550-405	Repairs & Maint - Vehicl	13.99
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-433	Dues & Subscriptions	50.00
604-49550-450	Conservation	300.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-131	Employer Paid Insurance	3.60
609-49751-211	Cleaning Supplies	88.05
609-49751-217	Other Operating Supplie	287.90
609-49751-252	Beer	10,690.90
609-49751-253	Wine	1,182.00
609-49751-254	Soft Drinks & Mix	531.29
609-49751-256	Tobacco Products	395.34
609-49751-257	Ice	197.75
609-49751-261	Other Merchandise	47.57
609-49751-333	Freight and Express	14.20
609-49751-340	Advertising & Promotion	1,504.02
609-49751-404	Repairs & Maint - M&E	1,124.53
614-16300	Improvements Other Th	20,125.00
614-20201	Excise Tax Payable	831.54
614-20206	911 TAP & TACIP Fees Cl	977.10
614-49870-131	Employer Paid Insurance	9.00
614-49870-200	Office Supplies	9.56
614-49870-211	Cleaning Supplies	21.38
614-49870-212	Motor Fuels	105.02
614-49870-217	Other Operating Supplie	115.55
614-49870-301	Auditing & Consulting Se	252.00
614-49870-304	Legal Fees	361.95
614-49870-321	Telephone	269.74
614-49870-340	Advertising & Promotion	1,193.21
614-49870-401	Repairs & Maint - Buildi	280.00
614-49870-433	Dues & Subscriptions	50.00
614-49870-441	Transmission Fees	324.61
614-49870-442	Subscriber Fees	46,655.32
614-49870-443	Intergovernmental Fees	1,969.70
614-49870-445	Switch Fees	205.10

Account Summary

Account Number	Account Name	Payment Amount
614-49870-447	Internet Expense	11,085.34
614-49870-448	On-Call Support	2,041.53
614-49870-451	Call Completion	85.45
615-49850-131	Employer Paid Insurance	3.60
615-49850-211	Cleaning Supplies	85.96
615-49850-212	Motor Fuels	242.53
615-49850-217	Other Operating Supplie	1,004.89
615-49850-321	Telephone	69.35
615-49850-404	Repairs & Maint - M&E	85.44
615-49850-480	Other Miscellaneous	788.11
617-10200	Petty Cash	1,500.00
617-49860-131	Employer Paid Insurance	5.40
617-49860-200	Office Supplies	95.93
617-49860-211	Cleaning Supplies	546.40
617-49860-217	Other Operating Supplie	292.54
617-49860-251	Liquor	577.57
617-49860-252	Beer	624.02
617-49860-254	Soft Drinks & Mix	242.74
617-49860-259	Non- Alcholic	10.37
617-49860-261	Other Merchandise	29.00
617-49860-321	Telephone	41.29
617-49860-402	Repairs & Maint - Struct	6.40
617-49860-404	Repairs & Maint - M&E	499.38
700-21701	Federal Withholding	10,556.93
700-21702	State Withholding	5,206.48
700-21703	FICA Tax Withholding	13,404.54
700-21704	PERA Contributions	22,200.69
700-21705	Retirement	6,701.91
700-21706	Medical Insurance	62,563.85
700-21711	Medicare Tax Withholdi	3,861.52
700-21712	Flex Account	982.17
700-21720	VEBA Contributions	9,687.62
700-21722	HSA Contribution	4,062.59
700-21723	HSA Employee Contribu	584.92
	Grand Total:	**1,495,594.83**

Project Account Summary

Project Account Key		Payment Amount
None		1,495,594.83
	Grand Total:	**1,495,594.83**

CAn 8/11/2022

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 Administration
DATE: August 12, 2022
RE: USDA Grant – Emergency Services Radio Project
DEPT: Police and Fire
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Conduct the public hearing that is required by USDA.
2. Approve the Letter of Conditions, Letter of Intent, Ops Budget and Obligation of Funds.

Issue Summary/Background

On August 2, 2022, the City Council set a public hearing for the purposes of utilizing USDA funds for the Emergency Services Radio Project. This public hearing is part of the USDA process.

The City's pre-application for the Radio Project estimated cost at $120,000. USDA is estimating the amount of grant funds would be $50,000.

Following completion of the public hearing, the City Council is requested to approve the Letters of Conditions and Intent, along with the project budget and obligation of funds. The Mayor and\or City Administrator will execute these documents upon approval by the City Council.

Fiscal Impact

This USDA grant will lessen the cost to the City's budget. In the 2021 CIP budget, the City Council previously set-aside funding for this project of $70,000 that could be used for local matching funds.

Attachments

1. USDA Letter of Conditions, Letter of Intent, Operational Budget and Obligation of Funds forms. (documents will be provided at the meeting or placed on the September 6 agenda)

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: Tim Snyder, Community Center Director
DATE: 8/09/22
RE: Community Center - Bartender Hire
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

Director of the Community Center recommends that the City Council approve the hiring of Diane Radtke for the position of part time bartender at the wage of $10.33 per hour.

Issue Summary/Background

The Community Center needs more bartenders to work at events at the Community Center.

Fiscal Impact

The Community Center has budgeted hours for these bartending positions.

Attachments

1. None