Council Meeting
Tuesday, January 18, 2022
City Council Chamber
6:30 p.m.
AGENDA

CITY OF
WINDOM

Call to Order
Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - Council Minutes – January 4, 2022
     - Telecom Commission –December 27 2021
     - Community Center – January 11, 2022
     - EDA – January 10, 2022
     - Planning Commission – January 11, 2022
     - Library Board – January 11, 2022
   - Regular Bills

2. Department Heads

3. WAH Governing Board Management Agreement Presentation

4. Resolution Re-Establishing Unchanged Precincts

5. Planning Commission Recommendation – Minor Subdivision - 1945 4th Avenue

6. Second Reading Ordinance No. 192, 2nd Series – Amending Chapter 93 "Animals"

7. Personnel Recommendations
   - Street & Park Superintendent
   - Community Center Assistant/Receptionist and On-Call
   - Ambulance Director

8. 2022 Mayor Appointments & Reappointments
   - Boards & Commissions

9. 2021 Pay Equity Implementation Report

10. 2022 City Council Meeting Dates and Times

11. New Business
    - Citywide Cleanup Date

12. Old Business

13. Council Comments

14. 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
January 4, 2022
6:30 p.m.

1. Call to Order:

   The meeting was called to order by Mayor Pro Tem Sherman.

2. Roll Call:

Council Present:	Jayesun Sherman, Marv Grunig, Jenny Quade, James Nelson and Lisa Farag
Council Absent:	Mayor Dominic Jones
City Staff Present:	Steve Nasby, City Administrator; Drew Hage, Development Director; Scott Peterson, Police Chief and Jon Ketzenberg, Acting Streets & Parks Superintendent

3. Pledge of Allegiance

5. Appointment of City Administrator:

   Motion by Grunig second by Nelson approving the appointment of Steve Nasby for City Administrator. Motion carried 5 – 0.

6. Appointment of City Attorney:

   Motion by Farag second by Quade approving the appointment of Ron Schramel, Schramel Law Office, as City Attorney. Motion carried 5 – 0.

7. Designation of Financial Institutions:

   Sherman said the City of Windom uses the following Financial Institutions for banking transactions; Bank of the West, Bank Midwest, United Prairie Bank, Fulda Credit Union, 4M Fund and Multi-Bank Securities.

   Motion by Nelson second by Grunig approving the Financial Institutions for the City of Windom as listed. Motion carried 5 – 0.

8. Designation of Official Newspaper:

   Motion by Quade second by Farag approving the Cottonwood County Citizen as the Official Newspaper for City of Windom. Motion carried 5 – 0.

9. Consent Agenda:

   - Minutes
     - Council Minutes – December 21, 2021
     - Parks & Recreation Commission – December 8, 2021
     - Library Board – December 14, 2021

    - Utility Commission – December 22, 2021
    - EDA – December 14, 2020
- Licenses – Exempt Gambling Permit – Cobra Wrestling Inc.
- Regular Bills

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

10. Department Heads:

None.

11. Streets & Parks Superintendent Resignation:

Sherman noted a letter in the packet from Brian Cooley resigning his position due to health reasons. Sherman thanked Cooley for his service to the community.

Nelson asked about options to fill the position. Nasby replied that there is not a statutory requirement to advertise and since this is not a union position there is not a requirement to internally post. Typically, a Department Head position would be advertised but we may also have in internal candidate. It is up to the Council it wishes to proceed and the interviewing task could go to the Personnel Committee and\or Street Committee for a recommendation to the Council.

Consensus of the Council was to advertise internally and then if the position is not filled, advertise externally. The Street Committee, consisting of Quade and Sherman, would review the applicants and make a hiring recommendation to the Council.

12. First Reading Ordinance No. 192,2nd Series – Amending Chapter 93 "Animals":

Nasby said that the Parks and Recreation Commission had discussion with the Convention & Visitors Bureau (CVB) about Mayflower Park and the overgrowth of vegetation. Due to the 2018 and 2019 flooding and tree damage there had been little opportunity to do maintenance. The overgrowth of buckthorn and other invasive vegetative species needs to be removed and one option would be to use livestock. There is a contractor that rents out goats and sheep to remove invasive vegetative species in hard to get places. However, the City Code prohibits livestock in City limits. The proposed draft code amendment would allow the Council discretion to temporarily allow goats and sheep in City parks on a case-by-case basis. A decision on whether or not to use livestock for invasive vegetative species removal had not been made, but this would allow for that to occur if the Council chooses.

Quade said the CVB brought this idea to Parks & Rec for discussion and it is an interesting idea to get rid of invasive vegetative species.

Sherman asked about liability from having livestock. Nasby replied that the contractor would have liability insurance.

Nelson asked about the time anticipated for the animals to eat away the vegetation and if it is a one-time thing or would it be re-occurring. Quade said the research into it had not gotten past the idea stage, so these would be questions to answer if this goes forward if\when the Council were asked to approve a temporary use of livestock in parks.

Motion by Quade second by Farag to approve the First Reading of Ordinance No. 192, 2nd Series – Amending Chapter 93 – Animals. Motion carried 5 – 0.

13. 2022 Mayor Appointments & Reappointments:

    Sherman said there had not been any submitted yet for Council action.

14. New Business:

    None.

15. Old Business:

    Nasby asked about continuing the "Did You Know" ad. The original idea was to get additional information out to the public on the activities of the City departments. The first year coming up with the item every couple of weeks did take some time. Now with year 2 we have a template and information can be updated as needed. The newspaper had also offered to do a featured Department each month and do a couple interview type questions and put together a piece.

    Motion by Grunig second by Quade to continue the "Did You Know" ads for 2022. Motion carried 5 – 0.

16. Contractor Payments:

    Drew Hage, Development Director, said the first request for the Cemstone Demolition project had come in for work done in December 2021. This first invoice was required by the DEED grant to be in 2021.

    Motion by Nelson second by Grunig to approve the Pay Request #1 for Voss Plumbing & Heating in the amount of $15,817.50 for the Cemstone Demolition project. Motion carried 5 - 0.

17. Council Comments:

    Farag wished everyone a Happy New Year and thanked people for putting up Christmas lights.

    Sherman thanked the Fire & Ambulance Departments in support of the Johnson family.

18. Adjournment:

    Mayor Pro Tem Sherman adjourned the meeting by unanimous consent at 6:51 p.m.

____
Jayesun Sherman, Mayor Pro Tem

Attest: ____________________________________
Steve Nasby, City Administrator

TELECOMMUNICATIONS COMMISSION MEETING
CITY OF WINDOM COUNCIL CHAMBERS December 27th,2021

I. Call Meeting to Order. The meeting was called to order by VP Palm at 6:12 PM

II. Roll Call:

President:	Travis Eichstadt *Absent*	City Staff:	Steve Nasby *Absent*
V President:	JD Palm	City Staff:	Jeff Dahna
Secretary:	*vacant*	Council Liaison:	Jayesun Sherman *Absent*
Commissioner:	Josh Peterson	Council Liaison:	Marv Grunig *Absent*
Commissioner:	Dirk Abraham	Others Present:	

III. Approval of Minutes from November 4th, 2021 meeting

> **Motion by Peterson, to approve minutes from the November 4th, 2021 meeting. Seconded by Abraham. Motion approves 3 to 0.**

IV. Project Updates: Dahna reports on the various Telecom Dept projects.

V. Manager's Report: Dahna reports of TV networks changes. NBC Sports and ESPN Classic are being discontinued by their respective Networks. DIY Network will become the Magnolia Network on Jan. 5th, 2022. ACC Network was added to comply with contractual obligations. Notices were sent in customer's bills. Customer count is 1,669 for Internet Service.

VI. New Business:
Telecom Commission Meetings - Dahna covers the commission's monthly meetings requirement. Dahna and commissioners discuss changes to the monthly meeting date and location. Tentatively change to the 3rd Monday and meet in Council Chambers. Commissioner Palm stated that he will not accept another term.

Rates- Dahna presents commissioners with recommended service level additions, term discounts and rate changes to the Transparent Local Area Network (TLS) services for 2022.

> **Motion by Abraham, seconded by Peterson, to approve the TLS service levels and rate changes and recommend City Council set the recommended changes. Motion approved 3 – 0.**

Email accounts rate – Dahna covers costs involved with providing email accounts to subscribers. Commission discusses options.

> **Motion by Peterson, seconded by Abraham, to approve a new residential email account fee of $1.00 per email per month and recommend City Council set the new fee and rate. Motion approved 3 – 0.**

VII. Old Business:
Dahna covers the HVAC system issues with the Cable TV Headend and options.
NOC building landscaping - Contractor estimate not available and will move to 2022.
STIR/SHAKEN and NG911 – Metaswitch Perimeta Session Border Controller was ordered and delivered. SBC installed and provisioning setup for Q1 2022.

Video Service – Finalizing contract with SFN. Cinnamon-Mueller is working on revision changes and recommendations. Commissioners discuss video rates, packages, and discount options for the steaming video service. Commission worked through options/pricings and give direction to the Telecom Manager.

VIII. Commissioner's concerns and questions:

IX. Set Next Telecom meeting: January 24^{th}, 2022 at Community Center.

X. Adjourn:
Motion by Palm to adjourn, second by Abraham, Motion approved 3 – 0.
Meeting adjourned at 8:20 pm.

____
JD Palm, Telecom Committee Vice President

____
XXXX, Telecom Committee Secretary

Attest: ____________________________________
Jeff Dahna, Telecom General Manager

Community Center Commission Minutes
Tuesday January 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
	Lenny Thiner -Absent
	Virgil Meier-Absent
Commission Liaisons:	James Nelson
	Lisa Farag- Absent
City Administrator:	Steve Nasby-Absent
Public:	

3. Approval of Minutes:

Minutes from November were reviewed and approved. Motion was made by Al and seconded by Linda.

4. Additions to the agenda:
Bride in October 2022 moved her date to 2023. This left room for the Gun and Knife show. Winzenried reached out to Kyle and asked if he would like the date. He said he would and now the date is filled with the Gun and Knife show! 10/1/22

5. President's Report:
None

6. Director's Report:
a. Table Clothes: Will now be ran out of the BARC.
b. Commission dates for 2023: Dates were set for the 2nd Monday of each month.
c. Job Opening: The Administrative position was open. We interviewed Jill on Friday, January 7th. Offer was extended and accepted. She will start (pending Council approval) on Wednesday, January 12th.
d. Ed Berger promotion: Commission discussed the issues with maintaining staff. The Commission discussed other roads to deter the quicker turnover. The Commission recommended promoting Ed to the Community Center Worker II position. They felt step 4 of that scale would be an adequate starting point. Pay for that step is $16.95. Winzenried said his next step would be to approach the City Administrator with the recommendation.

7. Resource Management:
a. Schedule: Is full and looking better all the time.

b. Income and expenses: The most money ever generated happened last year. With nearly $160,000 in revenue, we brought in nearly twice as many people. Commission congratulated and cited the excellent work and outreach conducted by Community Center Director Winzenried. Between the increase in revenue and the event schedule, it added a variety to 2021 at the Center.

8. Miscellaneous:

9. Open Forum:

10. Next Meeting:

Monday, February 14, 2022 @ 5:30 pm

Adjourn:

Motion by Al Baloun, seconded by Linda Stockenbroker, to adjourn the meeting at 6:06 pm. Motion carried 3-0.

____
Mitch Voehl, WCC President

____
Linda Stuckenbroker, WCC Secretary

Attest: ________________________________
Spencer Winzenried, WCC Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
JANUARY 10, 2022

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

2. Roll Call & Guest Introductions:

   EDA Commissioners: Ryan McNamara, Nancy Wepplo, Marv Grunig, and James Nelson. (Note: There is one vacancy on the Commission.)

   Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby; Cottonwood County Liaison Kevin Stevens; and Rahn Larson (Citizen). Also Present (electronically) for their agenda items: David Harchanko of Apollo Development and Bob McManus (Lakeside Apartment Group).

3. Approval of Minutes: December 13, 2021:

   Motion by Commissioner Wepplo, seconded by Commissioner Nelson, to approve the Minutes of the EDA Meeting held on December 13, 2021. Motion carried 4-0.

4. Cemstone Property – South Cottonwood Lake
   A. Apartment Developer Updates: Director Hage advised that both developers will have an opportunity to provide a summary of their proposed project. The proposed timeline for selecting a developer for the market-rate apartment building project is the February 14th EDA Board Meeting.

   (1) Apollo Development: David Harchanko of Apollo Development ("Apollo"), stated that Apollo has been involved in the development of hotel properties. However, that business had dropped off because of the pandemic and Apollo moved into development of market-rate apartment buildings. Their development group has been involved in some 100+-unit buildings in the metro and some 30-40 unit buildings in other areas. He likes the Cemstone site and feels there is a strong market here. Apollo worked with Viewpoint Consulting on other projects and contacted Viewpoint concerning the Windom housing study, etc. He stated that they need to watch density in this area (because of shoreland regulations) and are working on the design options and cost estimates for a project with 35 to 38 market-rate units and underground enclosed parking. Apollo's architecture for the projects can be done in-house which allows them to move faster on that portion of the project.

   (2) Lakeside Apartment Group: Bob McManus of Lakeside Apartment Group said that in looking at the property, it appears the best layout would be an L-shaped building with approximately 35 units. These units would be mainly 2-bedroom units with 1 or 2 bathrooms per unit and some 1-bedroom units. He advised that they sent out the template for Lakeside to contractors requesting bids to determine current construction costs. They are planning on 3 floors with a patio or deck for each unit. He said there would be some attached and some detached parking and also a parking lot and a workout room and small party room. Each unit will have a utility room and its own washer and dryer. They are continuing to review estimated costs and financing options. Mr. McManus feels that this is a beautiful location for an apartment building and their target markets for the units would be 55+, professionals, and workers in Windom. The Lakeside Apartments are full. The Lakeside Group is still working on potential rent calculations and putting together a project.

Director Hage advised that he is scheduled to meet with the Subdivision Developer this week and will provide more information to the Apartment Developers concerning anticipated costs for sewer installation, etc. He said that the EDA is proposing completion of the infrastructure for the West Phase first which would include 7 lake lots, 4 back lots, the area south of the well for the apartment building, and the area north of the well for single-family patio homes or duplexes.

Director Hage said that the plan is for each Developer to provide more information concerning proposed design, site plan, and TIF request at the EDA's February 14th Meeting.

B. Closed Session – Land Negotiations
   (1) Parcels: 25-556-0060 & 25-556-0130
   (2) Parcels: 25-025-0200 & 25-025-0201

No closed session was held.

5. North Windom Industrial Park & Cemstone Property – South Cottonwood Lake
A. Purchase Agreement: The Purchase Agreement is in draft format. Last week, the City Attorney, EDA Staff, Cemstone's Staff, and Cemstone's attorneys held a virtual meeting to discuss the Purchase Agreement. The parties are working on final details of the Purchase Agreement. Cemstone would like to retain Lots 15 and 16 for construction of concrete spec houses after infrastructure to the lots has been installed. Cemstone's attorneys have also requested drainage easements over Outlot "A". EDA Staff is hopeful that the Purchase Agreement can be presented to the EDA Board at the February 14th Meeting. At that time, the Board would also consider the TIF spending plan.

6. EDA Spec Building – HyLife Apartment Project
A. Minnesota Housing Workforce Housing Development Program: Director Hage reported that the Minnesota Housing Workforce Development Program Application is due by 12:00 p.m. CT on Tuesday, January 11, 2022. He provided a brief update concerning the application.

7. Facade Improvement Program Forgivable Loan
A. Hammers Furniture and Flooring: Director Hage recapped that the purpose of the Windom Small Business Façade Improvement Program is to provide incentives to improve and revitalize small businesses by improving the appearance of building facades and at the same time, stimulate private investment. He advised that Vanessa Tjentland has submitted an application for a new sign for Hammers Furniture and Flooring. The Board reviewed a copy of the Application. Director Hage stated that there are funds available in the program and this application meets the criteria of the program.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to approve the forgivable loan from the Façade Improvement Program to William A. Tjentland and Vanessa A. Tjentland in the amount of $3,000 for the Hammers Furniture & Flooring property. Motion carried 4-0.

8. New Business: Director Hage updated the Board concerning conversations between representatives of the Convention & Visitors Bureau (CVB) and the Cottonwood County Commissioners concerning placement of a 3-sided information kiosk in the Southeast corner of Courthouse Square. One side would be used by the Chamber and CVB, one side for Cottonwood County's use, and one side for the EDA's use. There would be a locked aluminum and glass enclosed cabinet with corkboard backing for placement of announcements. Director Hage displayed sketches of the proposed design of the kiosk which would also include information holders at the bottom of the kiosk. The height is a little over 8½ feet. The High School's Career Tech Class will be working on this project and Fast Ag Solutions would likely complete the powder coating of the panels. The cost for each side of the kiosk is approximately $1,300 and the EDA will use marketing dollars for its expense. Originally, there was some discussion about placing another kiosk in the northwest corner of the Square. Kevin Stevens advised that the Commissioners felt that there may not be enough space because of picnic tables used in

that area for events, etc. He also said that there may be some discussion concerning the color of the kiosk as some Commissioners would like to match the color of the Courthouse on the County's panel. Director Hage said ideas for the County's panel might include information about the Talcot Lake area, other cities' festivals, etc.

9. Unfinished Business: In response to a question, Director Hage indicated that hopefully there will be a closing on the Shopko property soon. There has been some discussion concerning other potential projects in that area because of the size of the property and the EDA's adjoining property. There are utilities already serving that area.

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

11. Adjourn: On consensus, Vice President McNamara adjourned the meeting at 12:42 p.m.

Attest: ______________________________ ______________________________
Drew Hage, EDA Executive Director Nancy Wepplo, EDA Secretary

CITY OF WINDOM
PLANNING COMMISSION
MINUTES
JANUARY 11, 2022

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

2. Roll Call & Guest Introductions:

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

   Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; and Drew Hage, EDA Development Director.

3. Election of Officers
   A. Chairperson:

   Motion by Commissioner Hartman, seconded by Commissioner Baloun, nominating Brett Mattson as Chairman for 2022 and until his successor is duly elected and qualified; follow-up motion by Commissioner Hartman, seconded by Commissioner Cole, that all nominations cease and a unanimous ballot be cast for Brett Mattson for Chairman. Motion carried 6-1-0. (Commissioner Mattson voted nay.)

   B. Vice Chairperson:

   Motion by Commissioner Hartman, seconded by Commissioner Byam, nominating Jared Baloun as Vice Chairman for 2022 and until his successor is duly elected and qualified; follow-up motion by Commissioner Hartman, seconded by Commissioner Cole, that all nominations cease and a unanimous ballot be cast for Jared Baloun as Vice Chairman. Motion carried 6-0-1. (Commissioner Baloun abstained.)

4. Approval of Minutes: December 14, 2021

   Motion by Commissioner Baloun, seconded by Commissioner Hartman, to approve the Planning Commission Minutes for the Meeting held on December 14, 2021, as presented. Motion carried 7-0.

5. Zoning Application – Minor Subdivision – 1945 Fourth Avenue (Wayne & Deborah Mau): Zoning Admin. Spielman advised that this is an application for another minor subdivision. The lot currently exists and the owners are requesting approval to split the property to create a new lot on the northern portion of the property. This is a single-family lot in an R-2 Zoning District. The existing lot is bordered by Fourth Avenue on the south and Norway Avenue on the east. Initially the property owners discussed the possibility of dividing the lot to create two additional lots. However, the costs to extend the street, modify and finish paving the cul-de-sac, and extend the sewer to accommodate the northern-most lot would be substantial. For that reason, the property owners decided to divide the lot and create only one new lot. The new lot will be approximately 250 feet north and south by 132 feet east and west and will access Norway Avenue. There are water and gas services to the property via Norway Avenue. The electrical and telecom services will be accessed from Fourth Avenue and will require an easement along the west property line of the existing lot. There is a 20-foot easement area along the north side of the lot.

   Maus are currently constructing a house on the southern portion of the lot. The new house sits at an angle on the lot which parallels Fourth Avenue. At the closest point, the back of the new house will be 27 feet from the new lot. Maus' house meets both front and rear setbacks. If the lot is split, both the Maus' lot and the new lot will conform to the requirements for lots in the R-2 Zoning District.

   Additional information provided in response to questions: Ken Derickson bought the last 2½ lots on the east side of Norway Avenue. There are no current plans to finish paving the cul-de-sac. The Electrical and Telecom Departments have indicated that a 5-foot easement running the entire length of the west side of the existing lot would be sufficient width. A garden shed could not be placed on the easement. No fence can be constructed on a utility easement without a conditional use permit. If Norway Avenue is ever redone, the City might finish the cul-de-sac at that time and assess a share to the properties adjoining Norway Avenue. The existing paving of Norway Avenue and water and sewer services run north far enough to access the new lot.

Motion by Commissioner Byam, seconded by Commissioner Cole, to recommend City Council approval of the application for a minor subdivision (lot split) submitted by Wayne Mau and Deborah Mau on the condition that a 5-foot utility easement along the entire west property line of the existing parcel be granted to the City of Windom. The property is currently addressed as 1945 Fourth Avenue, Windom, Minnesota, and is briefly described as the North 250 feet of the East 132.8 feet of Lot 1 of Billings Subdivision. Motion carried 7-0. (Property is legally described on the survey dated December 28, 2021, and currently identified as Parcel No. 25-132-0010.)

6. Land Use Code Review

A. Wind Energy Conversion Systems (WECS): Zoning Admin. Spielman reported that the land use consultants from Bolton & Menk had provided a redlined version of proposed revisions to date and are continuing to work on the subdivision chapter, etc. The Planning Commission was provided with copies of the sections covering the Wind Energy Conversion Systems (WECS), small wireless facility, fencing, off-street parking and loading for review of the proposed revisions. Zoning Admin. Spielman reviewed the proposed revisions in the WECS with the Planning Commission. The Commissioners discussed appropriate zoning districts for these systems, any recourse for the City regarding road damage sustained during construction of a wind tower (which could be included as a condition because these systems require conditional use permits), etc.

After further discussion the Planning Commission approved, by consensus, the following language proposed by the Consultants for the first sentence in Section 152.385:

"Wind Energy Conversion Systems (WECS) are allowed as a conditional use in the A-O Agricultural-Open Space, B-2 Highway Business, I-1 Light Industrial, and I-2 Heavy Industrial Zoning Districts of the City, subject to City Council approval through the conditional use permit process."

The Planning Commission approved, by consensus, the following revised language for Subsection 152.385(J):

"Design, construction and installation of a WECS shall comply with all local, State, and National Electrical Codes; State Building Code, local Zoning Code, and PUC and FAA requirements in effect at the time of installation."

By consensus, the Planning Commission approved the remaining proposed revisions of the WECS Sections as presented.

B. Small Wireless Facility: Zoning Admin. Spielman explained what small wireless facilities include and recapped a brief history of the City's requirements regarding these facilities. In April 2019, the Planning Commission reviewed and recommended approval of a policy regarding small wireless facilities which had been jointly prepared by the Telecom Manager, Electrical Superintendent, and Zoning Administrator. On April 16, 2019, the Windom City Council adopted the "Small Wireless Facility Aesthetic Requirements and Construction Criteria". The Code Consultants are recommending that this policy be included in the City Code as Sections 152.410 through 152.415. Zoning Admin. Spielman advised that these sections are basically verbatim from the City's adopted policy and he has requested that the Telecom Manager and Electrical Superintendent also review these proposed new code sections. He will review a phrase questioned by one Commissioner.

The Planning Commission approved, by consensus, the proposed new Code Sections 152.410 through 152.415 for "Small Wireless Facility".

C. Fencing: There was discussion concerning a new proposed "vision clearance triangle" and the need for clarification of that language (and possible inclusion of a graphic). There were also questions concerning the "traffic visibility" subsection. The Planning Commission discussed front yard fences. Under the current Code, fences in the front yard are not allowed. The consensus was that B&Z Staff should obtain more information on this topic from other cities and also from the Code Consultants.

D. Off-Street Parking and Loading: The Planning Commission briefly began its review of the "Off-Street Parking and Loading Regulations". A question was asked whether the size of striped parking spaces can be regulated because vehicles are so much larger now.

7. Review of Zoning Application Attachment: Zoning Admin. Spielman advised that there are criteria that the Planning Commission must consider concerning applications for variances and conditional use permits. He observed a form included by another city with its zoning application which asks the Applicant to answer these questions. A similar form has been prepared for Windom based on the criteria set forth in the City Code. After review, it was the consensus of the Planning Commission that Applicants should be asked to complete and submit this form with their Zoning Application.

8. Unfinished Business: Zoning Admin. Spielman will be out of town for a seminar on February 8th and the February Meeting needs to be rescheduled. After discussion, it was the consensus of the Planning Commission that the Planning Commission's Meeting for next month should be rescheduled to Thursday, February 3rd, at 7:00 p.m.

9. New Business: Zoning Admin. Spielman announced that the League of Minnesota Cities is offering a free webinar, entitled "Land Use Regulations for Local Officials", scheduled for February 1st from 11:00 a.m. to 12:00 noon. He has signed up for the webinar. He invited any of the Commissioners who wished to attend to contact him and he would set up the viewing in the Council Chambers. A Commissioner asked for a reminder e-mail to the Commissioners closer to that date. Also, at that time, we may have information as to whether the webinar will be recorded and available for subsequent viewing.

10. Planning Commission Comments, Concerns, Suggestions: None.

11. Adjourn: The meeting was adjourned by unanimous consent at 8:54 p.m.

Attest: ______________________________ ______________________________

Andy Spielman, Zoning Administrator Brett Mattson, Chairman

Windom Library Board Meeting

City of Windom Council Chamber

January 11, 2022

5:05p.m.

1. Call to order: The meeting was called to order by Dawn Aamot.

2. Roll Call: Members Present: Anita Winkel, Susan Ebeling, John Duscher, Kari Scheitel, Steve Fresk, and Kathy Hiley

   Members Absent: John Duscher and Wade Pfeiffer

   Library Staff Present: Dawn Aamot

   City Council Member Present: Jaysun Sherman

3. Election of Officers:

Steve Fresk moved, and Anita Winkel seconded that last year's officers be re-elected for 2022. Motion passed. Officers for 2022 are as follows: Chair – John Duscher, Vice-chair- Steve Fresk, and recording secretary – Kathy Hiley.

4. Agenda and Minutes:

Steve Fresk took over the meeting after the election of officers. Motion by Sue Ebeling and seconded by Kari Scheitel to approve the agenda and the minutes.

5. Financial Report:

The city did not provide a financial report.

6. Librarian's Report:

Dawn reported the following:

The adult winter reading program began on January 3. So far 60 patrons have signed up. Twelve books are to be read and logged by the end of March to receive a prize.

December was busy except for extremely cold days. Many people came into the library during the Downtown by Candlelight promotion. Many had not been in the library since various remodeling projects and enjoyed touring and seeing the changes. The photo wall and games were well received. The Friends of the Windom Library handed out about 85 Snowman Soup packets.

Dawn is preparing the library's end of the year report that will go to the City Council.

Plans for February include "Mystery Date with a Book" and a Valentine Box decorating contest. "Love your Library" events are being planned for the kids.

This year is the 100th anniversary of the Newbery Books awards. A promotion celebrating this anniversary is being planned that will also help educate what the Newbery Book awards are.

Dawn will be asking the Friends of the Windom Library to help finance prizes for the winter and summer reading programs.

Librarian's Report was approved on a motion by Kathy Hiley and seconded by Sue Ebeling

7. Old Business:

See Librarian's Report.

8. New Business:

None

9. Book Suggestions:

10. Adjourn:

Meeting adjourned at 5:24 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

Expense Approval Report
By Fund

CITY OF WINDOM

Windom, MN

Payment Dates 1/1/2022 - 1/14/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-36200	-386.19
					-386.19
Activity: 41110 - Mayor & Council					
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-41110-308	16.02
			Activity 41110 - Mayor & Council Total:		**16.02**
Activity: 41310 - Administration					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	100-41310-133	64.00
INDOFF, INC	3527855	12/20/2021	CITY HALL/SUPPLIES	100-41310-200	9.84
INDOFF, INC	3534017	01/11/2022	OFFICE SUPPLIES	100-41310-200	75.18
INDOFF, INC	3534028	01/11/2022	OFFICE SUPPLIES	100-41310-200	47.14
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	100-41310-200	17.20
STOREY KENWORTHY	PINV960057	12/31/2021	SUPPLIES	100-41310-200	231.28
AMAZON CAPITAL SERVICES, I	1QFH-463W-QNTC	12/28/2021	OPERATING SUPPLIES	100-41310-217	68.97
AMAZON CAPITAL SERVICES, I	1QFH-463W-QNTC	12/28/2021	OPERATING SUPPLIES	100-41310-217	28.88
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	100-41310-217	105.85
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	CITY HALL/POSTAGE	100-41310-322	244.20
			Activity 41310 - Administration Total:		**892.54**
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	100-41910-133	24.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-41910-308	405.00
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	100-41910-321	41.49
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	P& Z/POSTAGE	100-41910-322	10.02
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	100-41910-405	53.53
SW MN CHAPTER OF I.C.C.	433-1-1-2022	01/04/2022	DUES- INSPECTOR LICENSED	100-41910-433	75.00
COTTONWOOD CO RECORDE	P29359	12/31/2021	MINOR SUB. DIV. KENT KELLY	100-41910-480	46.00
			Activity 41910 - Building & Zoning Total:		**655.04**
Activity: 41940 - City Hall					
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-41940-211	15.38
WINDOM FIRE & SAFETY, LLC	0007775	12/30/2021	MAINTENANCE - GROUNDS	100-41940-406	65.95
SANDRA HERDER	12-1-2021-12-30-2021	12/31/2021	MAINTENANCE - GROUNDS	100-41940-406	379.50
MELISSA PENAS	12-1-2021-12-30-2021	12/31/2021	MAINTENANCE - GROUNDS	100-41940-406	287.50
			Activity 41940 - City Hall Total:		**748.33**
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	100-42120-133	160.00
INDOFF, INC	3531426	12/31/2021	POLICE/SUPPLIES	100-42120-200	66.68
INDOFF, INC	3532298	12/31/2021	POLICE/SUPPLIES	100-42120-200	41.99
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-42120-212	1,934.01
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-42120-212	-45.93
COTTONWOOD CO AUD/TREA	1-1-2022	01/04/2022	LEGAL FEES AND RENT	100-42120-304	3,957.50
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-42120-308	75.00
AT & T MOBILITY	287293102788X01032022	12/31/2021	POLICE THRU 12-21/TELEPHO	100-42120-321	694.10
ALPHA WIRELESS - MANKATO	14257	12/31/2021	RADIO UNITS	100-42120-323	4,455.28
MIKE'S LLC	649	12/31/2021	RADIO UNITS	100-42120-323	126.00
WINDOM FIRE & SAFETY, LLC	0007784	12/31/2021	MAINTENANCE - OFFICE	100-42120-404	113.90
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-42120-404	99.18
E & C GRAPHICS INC	22772	12/31/2021	POLICE/MAINTENANCE - VEHI	100-42120-405	375.00
MARTHALER MOTORS OF WO	96563	01/11/2022	MAINTENANCE - VEHICLE	100-42120-405	62.50
COTTONWOOD CO AUD/TREA	1-1-2022	01/04/2022	LEGAL FEES AND RENT	100-42120-412	1,950.00
FORD MOTOR CREDIT CO LLC	1768954	01/04/2022	VEHICLE LEASE-INTERCEPTOR	100-42120-419	663.95
ENTERPRISE FM TRUST	2690	01/11/2022	VEHICLE LEASE	100-42120-419	274.09
SCB PUBLIC FINANCE	40049-01/5-60-1-4-2022	01/04/2022	VEHICLE LEASE-2019 FORD F1	100-42120-419	1,054.07

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN CHIEF OF POLICE ASSN	12634	01/04/2022	DUES- MEMBERSHIP POLICE	100-42120-433	320.00
				Activity 42120 - Crime Control Total:	**16,377.32**
Activity: 42220 - Fire Fighting					
INDOFF, INC	353362	01/11/2022	OFFICE SUPPLIES	100-42220-200	108.00
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-42220-212	189.76
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	100-42220-215	119.06
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-42220-215	12.18
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	100-42220-217	61.75
GALLS, LLC	020066204	12/31/2021	FIRE/UNIFORMS	100-42220-218	90.86
WINDOM AREA HEALTH	313287381	12/31/2021	FIRE/LAB TESTING	100-42220-310	201.00
WINDOM FIRE & SAFETY, LLC	0007772	12/07/2021	FIRE/MAINTENANCE - OFFICE	100-42220-404	158.90
HANSON PLUMBING	8577	01/11/2022	MAINTENANCE - OFFICE	100-42220-404	414.38
MUNICIPAL EMERGENCY SER	IN1661038	12/31/2021	FIRE/MAINTENANCE - OFFICE	100-42220-404	1,022.50
MUNICIPAL EMERGENCY SER	IN1661044	12/31/2021	FIRE/MAINTENANCE - OFFICE	100-42220-404	2,625.25
MN DEPT OF PUBLIC SAFETY	405-1-1-2022	01/04/2022	MAINTENACE-VEHICLE- ACT. 0	100-42220-405	23.25
				Activity 42220 - Fire Fighting Total:	**5,026.89**
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	328 12-30-21	12/31/2021	VET SERVICES	100-42700-300	207.70
				Activity 42700 - Animal Control Total:	**207.70**
Activity: 43100 - Streets					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	100-43100-133	48.00
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-43100-211	5.49
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-43100-212	-68.07
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-43100-212	2,636.27
DANIEL MARAS	0039334	01/04/2022	SAFTEY BOOTS	100-43100-217	113.10
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	100-43100-217	61.75
NEWMAN SIGNS, INC	TRFORD036458	12/31/2021	OPERATING SUPPLIES	100-43100-217	54.57
NEWMAN SIGNS, INC	TRFRET0001041-1	12/31/2021	OPERATING SUPPLIES	100-43100-217	-46.64
BRIAN JOHNSON	218-01-08-2022	01/08/2022	UNIFORMS-WORK BOOTS	100-43100-218	150.00
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-43100-241	817.33
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	100-43100-321	42.37
COTTONWOOD CO SOLID WA	2141747	12/31/2021	REFUSE DISPOSAL	100-43100-384	23.04
GMS INDUSTRIAL SUPPLIES, I	07699A	01/10/2022	MAINTENANCE - OFFICE	100-43100-404	8.19
JOHNSON HARDWARE	12999	12/31/2021	MAINTENANCE - OFFICE	100-43100-404	3.50
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	100-43100-404	19.99
MILLER SELLNER EQUIP	43225B	12/28/2021	MAINTENACE-OFFICE	100-43100-404	65.12
WINDOM FIRE & SAFETY, LLC	0007774	12/07/2021	STREET/MAINTENANCE - VEHI	100-43100-405	209.00
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	100-43100-405	199.37
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-43100-405	2.49
				Activity 43100 - Streets Total:	**4,344.87**
Activity: 45120 - Recreation					
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	100-45120-217	13.23
				Activity 45120 - Recreation Total:	**13.23**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	100-45202-133	16.00
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	100-45202-212	202.48
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	100-45202-404	111.66
COUNTRY PRIDE SERVICE	1561-1	12/31/2021	MOTOR FUEL	100-45202-406	96.00
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	100-45202-439	217.84
				Activity 45202 - Park Areas Total:	**643.98**
				Fund 100 - GENERAL Total:	**28,539.73**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	211-45501-133	16.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-200	27.49
WINDOM FIRE & SAFETY, LLC	0007769	12/08/2021	LIBRARY/OPERATING SUPPLIE	211-45501-217	37.00
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	211-45501-217	61.75
SANDRA HERDER	12-1-2021-12-30-2021	12/31/2021	MAINTENANCE - GROUNDS	211-45501-402	356.50

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MELISSA PENAS	12-1-2021-12-30-2021	12/31/2021	MAINTENANCE - GROUNDS	211-45501-402	276.00
CITY LAUNDERING CO.	1716200	12/31/2021	MAINTENANCE - STRUCTURE	211-45501-402	34.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	229.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	24.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	20.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	16.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	14.97
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	29.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	30.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-433	30.00
INGRAM INDUSTRIES	2004243	12/31/2021	BOOKS/PAMPHLETS	211-45501-435	1,043.61
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	211-45501-435	74.79
				Activity 45501 - Library Total:	**2,320.11**
				Fund 211 - LIBRARY Total:	**2,320.11**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	106026 12/2021 USAGE	12/31/2021	METER FEE	225-45127-200	2.00
RED ROCK RURAL WATER	106026 12/2021 USAGE	12/31/2021	H20 TEST	225-45127-200	9.72
RED ROCK RURAL WATER	106026 12/2021 USAGE	12/31/2021	AIRPORT SUPPLIES	225-45127-200	30.50
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	AIRPORT/POSTAGE	225-45127-217	1.07
WINDOM FIRE & SAFETY, LLC	0007768	12/07/2021	AIRPORT/MAINTENANCE - GR	225-45127-406	59.95
WEX BANK	77302054	12/31/2021	MOTOR FUELS MOWER FUEL	225-45127-406	27.77
				Activity 45127 - Airport Total:	**131.01**
				Fund 225 - AIRPORT Total:	**131.01**
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	230-45124-217	13.23
				Activity 45124 - Pool Total:	**13.23**
				Fund 230 - POOL Total:	**13.23**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	235-42153-200	17.20
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	235-42153-212	2,435.53
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	235-42153-212	-57.84
BRITTANY ESPENSON - RIVERS	1334	12/31/2021	AMBULANCE/OPERATING SUP	235-42153-217	240.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	235-42153-217	56.48
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	235-42153-217	362.31
WINDOM AREA HEALTH	734-0024-12-28-2022	12/31/2021	OPERATING SUPPLIES	235-42153-217	143.75
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	235-42153-217	61.75
JENNA VACHUSKA	12-29-21 LICENSE FEE	12/31/2021	AMB/TRAINING & REGISTRATI	235-42153-308	20.00
MN AMBULANCE ASSOC	308-1-1-2022	01/04/2022	TRAINING & REGISTRATION- 2	235-42153-308	1,169.00
KRISTEN PORATH	334-1-10-2022	12/31/2021	TRAINING	235-42153-308	20.00
CYNDI HANSEN	334-1-10-2022	12/31/2021	TRAINING-RENEWAL FEE	235-42153-308	20.00
WINDOM AREA HEALTH	734-0024-12-2021-0024	12/31/2021	DECEMBER NURSING CHARGE	235-42153-312	2,612.77
AT & T MOBILITY	287304392280X01032022	12/31/2021	TELEPHONE	235-42153-321	310.03
ROB VISKER	334-01-06-2022	12/31/2021	EXPENSE-MEALS	235-42153-334	96.15
DONNA MARCY	334-1-10-2022	12/31/2021	MEALS-EXPENSE	235-42153-334	12.83
KIM POWERS	334-1-10-2022	01/10/2022	MEALS/EXPENSE	235-42153-334	162.37
DAN MESNER	334-1-10-2022	01/10/2022	EXPENSE-MEALS	235-42153-334	18.86
KRISTEN PORATH	334-1-10-2022	12/31/2021	EXPENSE & TRAINING	235-42153-334	17.32
ROB VISKER	334-1-10-2022-1	01/10/2022	MEALS-EXPENSE	235-42153-334	31.56
WINDOM FIRE & SAFETY, LLC	0007771	12/07/2021	AMBULANCE/MAINTENANCE	235-42153-404	46.00
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	235-42153-404	51.96
WINDOM FARM SERVICE	185877	12/31/2021	AMBULANCE/MAINTENANCE	235-42153-405	30.40
ARROW MANUFACTURING IN	6875	12/30/2021	MAINTENANCE - VEHICLE	235-42153-405	4,638.00
MN REVENUE	8026129/0-440-199-840	12/31/2021	MN CARE TAX 4TH Q 2021	235-42153-460	1,800.00
				Activity 42153 - Ambulance Total:	**14,316.43**
				Fund 235 - AMBULANCE Total:	**14,316.43**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	250-46520-133	24.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	250-46520-200	16.02
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	250-46520-200	17.20
SCHRAMEL LAW OFFICE	01-04-22	12/31/2021	EDA-LEGAL FEES	250-46520-304	495.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	250-46520-308	315.00
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	250-46520-321	29.12
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	EDA/POSTAGE	250-46520-322	7.36
FEDERATED RURAL ELECTRIC	112954-2-31-2021	12/31/2021	ELECTRIC UTILITY	250-46520-381	23.00
MN ENERGY RESOURCES	22016237	12/31/2021	GAS UTILITY	250-46520-383	1.88
VOSS PLUMBING & HEATING	369202-12-31-2021	12/31/2021	CEMSTONE DEMO. MN DEED	250-46520-439	15,817.50
COTTONWOOD CO RECORDE	P293252	12/31/2021	HERITAGE COURT- MCMEREDI	250-46520-480	46.00
				Activity 46520 - EDA Total:	**16,792.08**
				Fund 250 - EDA GENERAL Total:	**16,792.08**
Fund: 255 - EDA GENERAL RLF					
HOUSING & REDEVELOPMEN	12-30-2022	12/31/2021	LOAN REPAYABLES- LOTS 1&7	255-12900	4,888.88
					4,888.88
				Fund 255 - EDA GENERAL RLF Total:	**4,888.88**
Fund: 601 - WATER					
Activity: 49400 - Water					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	601-49400-133	48.00
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	601-49400-200	17.20
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	601-49400-212	262.83
HAWKINS, INC	6094118	12/31/2021	WATER/CHEMICALS	601-49400-216	3,250.90
RED ROCK RURAL WATER	104328 12/2021 USAGE	12/31/2021	JOHNSON AUTO/OPERATING	601-49400-217	43.72
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	601-49400-217	61.75
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	601-49400-241	1,963.14
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	601-49400-241	743.28
SCHRAMEL LAW OFFICE	01-04-22 WATER/EL	12/31/2021	WATER/LEGAL FEES	601-49400-304	750.00
GOPHER STATE ONE CALL	1120838	12/31/2021	WATER/LOCATES/TELEPHONE	601-49400-321	2.36
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	601-49400-321	99.68
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	WATER/POSTAGE	601-49400-322	173.60
STANTEC CONSULTING SERVIC	1870662	12/31/2021	WATER/LANDFILL	601-49400-386	2,960.00
LAMPERTS YARDS, INC.	1147523	01/10/2022	MAINTENANCE - STRUCTURE	601-49400-402	57.85
WINDOM FIRE & SAFETY, LLC	0007777	12/31/2021	WA/MAINTENANCE - OFFICE	601-49400-404	147.95
SVOBODA EXCAVATING, INC	00009698	12/31/2021	WATER/MAINTENANCE - DIST	601-49400-408	1,952.50
MN DEPT OF HEALTH	601-1-6-2022	12/31/2021	WATER SURCHARGE Q3	601-49400-443	5,091.00
				Activity 49400 - Water Total:	**17,625.76**
				Fund 601 - WATER Total:	**17,625.76**
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	602-49450-133	32.00
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	602-49450-200	17.20
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	602-49450-212	260.54
EOSI - Environmental Operati	41266	12/31/2021	CHEMICALS	602-49450-216	15,315.48
BRANNON PAPLOW	217-1-3-2022	01/05/2022	CLOTHING EXPENSE-WASTEW	602-49450-217	102.00
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	602-49450-217	61.75
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	602-49450-227	427.19
MN VALLEY TESTING	1121244	12/10/2021	WATER/LAB TESTING	602-49450-310	148.40
MN VALLEY TESTING	1121470	12/17/2021	WATER/LAB TESTING	602-49450-310	14.40
MN VALLEY TESTING	1121985	12/21/2021	WATER/LAB TESTING	602-49450-310	134.40
MN VALLEY TESTING	1122011	12/21/2021	WATER/LAB TESTING	602-49450-310	88.40
MN VALLEY TESTING	1122154	12/21/2021	WATER/LAB TESTING	602-49450-310	126.20
MN VALLEY TESTING	1122405	12/21/2021	WATER/LAB TESTING	602-49450-310	123.80
MN VALLEY TESTING	1122442	12/21/2021	WATER/LAB TESTING	602-49450-310	148.40
MN VALLEY TESTING	1123010	12/28/2021	LAB TESTING	602-49450-310	239.60
GOPHER STATE ONE CALL	1120838	12/31/2021	SEWER/LOCATESTELEPHONE	602-49450-321	2.36

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	602-49450-321	121.51
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	SEWER/POSTAGE	602-49450-322	173.60
WINDOM FIRE & SAFETY, LLC	0007777	12/31/2021	SEWER/MAINTENANCE - OFFI	602-49450-404	147.95
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	602-49450-404	312.56
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	602-49450-404	180.95
				Activity 49450 - Sewer Total:	**18,178.69**
				Fund 602 - SEWER Total:	**18,178.69**
Fund: 604 - ELECTRIC					
SCHRAMEL LAW OFFICE	01-04-22 WATER/EL	12/31/2021	EL TRANSMISSION/LEGAL FEE	604-16300	255.00
					255.00
Activity: 49550 - Electric					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	604-49550-133	96.00
AMAZON CAPITAL SERVICES, I	1XFP-DM6H-RLMN	12/28/2021	SUPPLIES	604-49550-200	49.99
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	604-49550-200	17.20
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	604-49550-212	519.61
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	604-49550-217	61.75
STAR ENERGY SERVICES LLC	18997	12/31/2021	ENG/SURVEYING FEES	604-49550-303	187.00
SKARSHAUG TESTING LAB	256755	12/31/2021	LAB TESTING	604-49550-310	331.33
GOPHER STATE ONE CALL	1120838	12/31/2021	EL/LOCATES/TELEPHONE	604-49550-321	2.37
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	604-49550-321	80.02
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	EL/POSTAGE	604-49550-322	36.54
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	EL/POSTAGE	604-49550-322	173.60
GOLDEN WEST TECH & INT SO	211210279	12/31/2021	DISPATCHING	604-49550-325	29.26
STEVE NASBY	01-05-2022	01/07/2022	TRAVEL EXPENSE	604-49550-331	150.93
WINDOM FIRE & SAFETY, LLC	0007785	12/31/2021	MAINTENANCE - STRUCTURE	604-49550-402	231.90
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	604-49550-402	3,000.62
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	604-49550-402	9.98
GDF ENTERPRISES, INC	A21267	01/10/2022	MAINTENANCE - OFFICE	604-49550-404	214.27
RDO EQUIPMENT CO	P8422470	01/10/2022	MAINTENANCE - OFFICE	604-49550-404	490.15
CARQUEST - SMITH AUTO SUP	50561	12/31/2021	EL/MAINTENANCE - VEHICLE	604-49550-405	29.09
GDF ENTERPRISES, INC	A21246	12/31/2021	MAINTENANCE - DISTRIBUTIO	604-49550-408	30.00
WAYNE JEFFERY	450-12-30-2021	12/30/2021	CONSERVATION - ENERGY REB	604-49550-450	350.00
WAYNE JEFFERY	450-12-30-2021-2	12/30/2021	CONSERVATION - ENERGY REB	604-49550-450	150.00
WINDOM AREA DEVELOPME	604-1-1-2022-1-30-2022	01/05/2022	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	**7,441.61**
				Fund 604 - ELECTRIC Total:	**7,696.61**
Fund: 609 - LIQUOR STORE					
Activity: 49751 - Liquor Store					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	609-49751-133	32.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	609-49751-200	-26.04
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	609-49751-200	17.20
CITY LAUNDERING CO.	1716201	12/31/2021	CLEANING/SUPPLIES	609-49751-211	44.89
CITY LAUNDERING CO.	1719120	12/31/2021	CLEANING/SUPPLIES	609-49751-211	44.89
CITY LAUNDERING CO.	1724332	12/31/2021	CLEANING/SUPPLIES	609-49751-211	44.89
CITY LAUNDERING CO.	C1716201	12/31/2021	CLEANING/SUPPLIES	609-49751-211	-6.69
AH HERMEL COMPANY	907554/907554	12/21/2021	STREET/OPERATING SUPPLIES	609-49751-217	191.66
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	609-49751-217	88.21
BELLBOY CORP	0092766400	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-251	2,577.70
VINOCOPIA, INC	0294122-IN	12/28/2021	MATERIALS	609-49751-251	398.90
JOHNSON BROS.	1962973	12/31/2021	LIQUOR	609-49751-251	2,170.62
JOHNSON BROS.	1967914	01/11/2022	LIQUOR	609-49751-251	6,786.04
SOUTHERN GLAZER'S OF MN	2157980	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-251	5,141.09
BREAKTHRU BEVERAGE MN	342399654	12/31/2021	LIQUOR	609-49751-251	1,639.67
BREAKTHRU BEVERAGE MN	342498577	01/11/2022	LIQUOR, BEER, WINE	609-49751-251	2,976.80
PHILLIPS WINE & SPIRITS	6323625	12/28/2021	LIQUOR	609-49751-251	1,282.80
PHILLIPS WINE & SPIRITS	6327214	12/30/2021	LIQUOR	609-49751-251	774.55
DOLL DISTRIBUTING, LLC	673270	12/28/2021	LIQUOR	609-49751-251	18.33
DOLL DISTRIBUTING, LLC	673271	12/28/2021	LIQUOR	609-49751-251	175.50
SOUTHERN GLAZER'S OF MN	9305433	12/31/2021	LIQUOR	609-49751-251	-9.72

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	9326416	12/31/2021	LIQUOR	609-49751-251	-18.66
LOCHER BROS., INC.	1205961	12/31/2021	BEER	609-49751-252	1,678.05
BEVERAGE WHOLESALERS	198212	12/28/2021	BEER	609-49751-252	8,763.45
BEVERAGE WHOLESALERS	199188	12/28/2021	BEER	609-49751-252	192.00
BEVERAGE WHOLESALERS	199189	12/28/2021	BEER	609-49751-252	6,110.25
BEVERAGE WHOLESALERS	200021	12/31/2021	BEER	609-49751-252	5,864.15
BEVERAGE WHOLESALERS	200583	12/31/2021	BEER	609-49751-252	550.00
ARTISAN BEER COMPANY	3511805	12/20/2021	LIQUOR S./BEER	609-49751-252	184.50
ARTISAN BEER COMPANY	3513021	12/28/2021	BEER	609-49751-252	264.40
ARTISAN BEER COMPANY	3513920	12/30/2021	BEER	609-49751-252	30.40
DOLL DISTRIBUTING, LLC	672374	12/31/2021	BEER	609-49751-252	32.50
DOLL DISTRIBUTING, LLC	673271	12/28/2021	LIQUOR	609-49751-252	11,923.25
DOLL DISTRIBUTING, LLC	677175	12/31/2021	BEER	609-49751-252	5,823.45
DOLL DISTRIBUTING, LLC	677176	12/31/2021	BEER	609-49751-252	63.60
DOLL DISTRIBUTING, LLC	677208	12/31/2021	BEER	609-49751-252	443.90
DOLL DISTRIBUTING, LLC	679022	12/31/2021	BEER	609-49751-252	104.80
DOLL DISTRIBUTING, LLC	682892	01/11/2022	BEER	609-49751-252	-443.90
DOLL DISTRIBUTING, LLC	682912	01/11/2022	BEER	609-49751-252	-476.15
BELLBOY CORP	0092766400	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-253	168.00
BELLBOY CORP	0092821200	12/20/2021	LIQUOR S./WINE	609-49751-253	104.00
VINOCOPIA, INC	0294122-IN	12/28/2021	MATERIALS	609-49751-253	245.33
VINOCOPIA, INC	0294688-IN	12/28/2021	WINE	609-49751-253	36.00
PAUSTIS WINE COMPANY	151128	12/31/2021	WINE	609-49751-253	1,654.00
PAUSTIS WINE COMPANY	151193	12/31/2021	WINE	609-49751-253	144.00
JOHNSON BROS.	1962974	12/31/2021	WINE	609-49751-253	2,168.31
JOHNSON BROS.	1967915	01/11/2022	WINE	609-49751-253	1,719.39
SOUTHERN GLAZER'S OF MN	2157981	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-253	326.00
ROUND LAKE VINEYARDS & W	3189	12/28/2021	WINE	609-49751-253	171.00
BREAKTHRU BEVERAGE MN	342498577	01/11/2022	LIQUOR, BEER, WINE	609-49751-253	672.00
MORGAN CREEK VINEYARDS	6314	12/28/2021	WINE	609-49751-253	213.00
PHILLIPS WINE & SPIRITS	6323626	12/28/2021	WINE	609-49751-253	190.00
PHILLIPS WINE & SPIRITS	6327215	12/30/2021	WINE	609-49751-253	880.56
WINE MERCHANTS	7361590	12/28/2021	WINE	609-49751-253	120.00
SOUTHERN GLAZER'S OF MN	9305594	12/31/2021	WINE	609-49751-253	-53.31
SOUTHERN GLAZER'S OF MN	9305595	12/31/2021	WINE	609-49751-253	-36.00
SOUTHERN GLAZER'S OF MN	9330989	12/31/2021	WINE	609-49751-253	-72.00
VINOCOPIA, INC	0294122-IN	12/28/2021	MATERIALS	609-49751-254	120.00
JOHNSON BROS.	1967915	01/11/2022	WINE	609-49751-254	37.00
ATLANTIC COCA-COLA	3079557	12/20/2021	LIQUOR S./SOFT DRINKS & MI	609-49751-254	176.14
ATLANTIC COCA-COLA	3119872	12/31/2021	SOFT DRINKS & MIXES	609-49751-254	177.27
BREAKTHRU BEVERAGE MN	342399654	12/31/2021	LIQUOR	609-49751-254	172.62
BREAKTHRU BEVERAGE MN	342498577	01/11/2022	LIQUOR, BEER, WINE	609-49751-254	56.20
RED BULL DISTRIBUTION CO, I	5000795007	12/28/2021	SOFT DRINK & MIXES	609-49751-254	140.50
PHILLIPS WINE & SPIRITS	6323626	12/28/2021	WINE	609-49751-254	48.30
PHILLIPS WINE & SPIRITS	6327215	12/30/2021	WINE	609-49751-254	23.00
DOLL DISTRIBUTING, LLC	673271	12/28/2021	LIQUOR	609-49751-254	14.00
AH HERMEL COMPANY	907551/907551	12/21/2021	LIQUOR/TOBACCO/FREIGHT/S	609-49751-254	135.66
AH HERMEL COMPANY	907551/907551	12/21/2021	LIQUOR/TOBACCO/FREIGHT/S	609-49751-256	192.02
ARCTIC GLACIER U.S.A. INC	3462136206	12/31/2021	ICE	609-49751-257	78.40
AH HERMEL COMPANY	907551/907551	12/21/2021	LIQUOR/TOBACCO/FREIGHT/S	609-49751-261	106.54
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	LIQUOR/POSTAGE	609-49751-322	4.27
BELLBOY CORP	0092766400	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-333	30.34
VINOCOPIA, INC	0294122-IN	12/28/2021	MATERIALS	609-49751-333	15.00
PAUSTIS WINE COMPANY	151128	12/31/2021	WINE	609-49751-333	21.25
PAUSTIS WINE COMPANY	151193	12/31/2021	WINE	609-49751-333	5.00
JOHNSON BROS.	1962973	12/31/2021	LIQUOR	609-49751-333	27.98
JOHNSON BROS.	1962974	12/31/2021	WINE	609-49751-333	61.60
JOHNSON BROS.	1967914	01/11/2022	LIQUOR	609-49751-333	72.96
JOHNSON BROS.	1967915	01/11/2022	WINE	609-49751-333	66.09
SOUTHERN GLAZER'S OF MN	2157980	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-333	65.94

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	2157981	12/20/2021	LIQUOR S./MERCHANDISE	609-49751-333	10.25
BREAKTHRU BEVERAGE MN	342399654	12/31/2021	LIQUOR	609-49751-333	29.60
BREAKTHRU BEVERAGE MN	342498577	01/11/2022	LIQUOR, BEER, WINE	609-49751-333	67.37
ARCTIC GLACIER U.S.A. INC	3462136206	12/31/2021	ICE	609-49751-333	7.50
PHILLIPS WINE & SPIRITS	6323625	12/28/2021	LIQUOR	609-49751-333	15.64
PHILLIPS WINE & SPIRITS	6323626	12/28/2021	WINE	609-49751-333	8.69
PHILLIPS WINE & SPIRITS	6327214	12/30/2021	LIQUOR	609-49751-333	8.53
PHILLIPS WINE & SPIRITS	6327215	12/30/2021	WINE	609-49751-333	20.48
DOLL DISTRIBUTING, LLC	677175	12/31/2021	BEER	609-49751-333	14.00
WINE MERCHANTS	7361590	12/28/2021	WINE	609-49751-333	3.48
AH HERMEL COMPANY	907551/907551	12/21/2021	LIQUOR/TOBACCO/FREIGHT/S	609-49751-333	7.95
SOUTHERN GLAZER'S OF MN	9305879	12/31/2021	FREIGHT	609-49751-333	-0.21
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	609-49751-340	38.21
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	609-49751-402	22.65
WINDOM FIRE & SAFETY, LLC	0007770	12/14/2021	LIQUOR S./MAINTENANCE - O	609-49751-404	21.00
				Activity 49751 - Liquor Store Total:	**76,226.78**
				Fund 609 - LIQUOR STORE Total:	**76,226.78**
Fund: 614 - TELECOM					
UNITED TEL SUPPLY, INC	23334	12/31/2021	EQUIPTMENT	614-16400	3,791.24
INTERNAL REVENUE SERVICE	270241074323064	12/31/2021	EXCISE TAX POSTING-DEC. 202	614-20201	339.23
INTERNAL REVENUE SERVICE	Q1/2022	01/10/2022	EXCISE TAX POSTING - Q1	614-20201	500.00
MN 9-1-1 PROGRAM	20206/1-1-2022	12/31/2021	911 SERVICE	614-20206	1,011.03
					5,641.50
Activity: 49870 - Telecom					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	614-49870-133	80.00
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	614-49870-200	17.20
CITY LAUNDERING CO.	1717323	12/31/2021	CLEANING/SUPPLIES- WINDO	614-49870-211	21.38
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	614-49870-212	72.38
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	614-49870-217	105.85
POWER & TEL	12-29-21 739000-00	12/31/2021	TELECOM/UTILITY SYSTEM	614-49870-227	143.24
AMAZON CAPITAL SERVICES, I	1PTD-V4QK-4XXQ	12/28/2021	UTILITY SYSTEMS	614-49870-227	332.00
AMAZON CAPITAL SERVICES, I	1Q1H-3CHL-JDG9	12/28/2021	UTILITY SYSTEMS	614-49870-227	174.01
AMAZON CAPITAL SERVICES, I	1QFH-463W-QNTC	12/28/2021	OPERATING SUPPLIES	614-49870-227	31.38
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	614-49870-227	500.84
POWER & TEL	7346313-00	12/28/2021	UTILITY SYSTEM	614-49870-227	1,719.73
AMAZON CAPITAL SERVICES, I	1PTD-V4QK-4XXQ	12/28/2021	UTILITY SYSTEMS	614-49870-241	13.99
AMAZON CAPITAL SERVICES, I	1PTD-V4QK-4XXQ	12/28/2021	UTILITY SYSTEMS	614-49870-241	88.11
OLSEN THIELEN & CO.,LTD	65657	12/31/2021	LEGAL FEES	614-49870-304	578.00
GOPHER STATE ONE CALL	1120838	12/31/2021	TELECOM/LOCATES/TELEPHO	614-49870-321	2.36
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	614-49870-321	274.69
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	TELECOM/POSTAGE	614-49870-322	173.60
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	TELECOM/POSTAGE	614-49870-322	1.07
AMAZON CAPITAL SERVICES, I	1DPQ-XYH7-NNXQ	12/28/2021	TRAVEL EXPENSES	614-49870-331	24.98
AMAZON CAPITAL SERVICES, I	1DPQ-XYH7-NNXQ	12/28/2021	TRAVEL EXPENSES	614-49870-331	20.48
AMAZON CAPITAL SERVICES, I	1DPQ-XYH7-NNXQ	12/28/2021	TRAVEL EXPENSES	614-49870-331	17.59
WINDOM FIRE & SAFETY, LLC	0007773	12/07/2021	TELECOM/MAINTENANCE - O	614-49870-404	49.00
AMAZON CAPITAL SERVICES, I	1DPQ-XYH7-NNXQ	12/28/2021	TRAVEL EXPENSES	614-49870-404	14.99
AMAZON CAPITAL SERVICES, I	1DPQ-XYH7-NNXQ	12/28/2021	TRAVEL EXPENSES	614-49870-404	14.99
AMAZON CAPITAL SERVICES, I	1VM4-GCYF-JYT4	12/28/2021	MAINTENANCE- OFFICE	614-49870-404	458.73
OVERHEAD DOOR COMPANY	61983	12/31/2021	MAINTENANCE - OFFICE	614-49870-404	186.00
WINDOM AUTO VALU	3400540-12-31-2021	12/31/2021	MAINTENANCE - VEHICLE	614-49870-405	58.47
ADVANTAGE COLLECTION PR	8173043	12/31/2021	UNCOLLECTABLE	614-49870-432	27.57
CENTURY LINK	511569	12/21/2021	DIRECTLY LISTINGS	614-49870-441	276.48
CENTURY LINK	7242105D-D-21351	12/28/2021	TRANSMISSION FEES	614-49870-441	51.17
NATIONAL CABLE TV COOP	21120587##	12/31/2021	TELECOM/SUBSCRIBER FEES	614-49870-442	45,120.10
DISPLAY SYSTEMS INTERNATI	23871	01/05/2022	SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	322710	12/31/2021	SUBSCRIBER FEES	614-49870-442	374.75
E-911 - INDEPENDENT EMERG	100-0141/0010143	01/01/2022	SWITCH FEES	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10189063	01/05/2022	SWITCH FEES	614-49870-445	205.10

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
IP NETWORKS INC	20217400	01/05/2022	INTERNET EXPENSE	614-49870-447	4,585.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	614-49870-447	139.00
HURRICANE ELECTRIC LLC	98403951-IN	01/05/2022	INTERNET EXPENSE	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	211210220	01/05/2022	ON CALL SUPPORT	614-49870-448	76.79
JEFFREY DAHNA	448-1-11-2022	12/31/2021	ON CALL SUPPORT	614-49870-448	90.00
				Activity 49870 - Telecom Total:	**60,459.46**
				Fund 614 - TELECOM Total:	**66,100.96**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	615-49850-133	32.00
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	615-49850-200	17.20
JCL SOLUTIONS - JANITORS CL	1273269	12/28/2021	ARENA/CLEANING/SUPPLIES	615-49850-211	860.64
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	615-49850-211	57.66
WEX BANK	77302054	12/31/2021	MOTOR FUELS- DEC 2021	615-49850-212	48.49
COUNTRY PRIDE SERVICE	9002968	12/31/2021	MOTOR FUEL	615-49850-212	48.00
COUNTRY PRIDE SERVICE	9004426	01/05/2022	MOTOR FUELS	615-49850-212	96.00
LAMPERTS YARDS, INC.	1131272	12/31/2021	ARENA/OPERATING SUPPLIES	615-49850-217	19.06
CITY OF NEW ULM PARK & RE	217-12-15-2021	12/30/2021	OPERATING SUPPLIES	615-49850-217	592.00
O'REILLY AUTOMOTIVE, INC	4425-329464	01/11/2022	OPERATING SUPPLIES	615-49850-217	19.98
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	615-49850-217	18.95
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	615-49850-217	61.75
RUNNINGS SUPPLY, INC	DEC. 2021	12/31/2021	MAINTENANCE	615-49850-241	209.99
SCHRAMEL LAW OFFICE	01-04-22 ARENA	12/31/2021	ARENA/LEGAL FEES	615-49850-304	225.00
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	615-49850-321	60.09
ELITE MECHANICAL SYSTEMS,	9835	12/31/2021	ARENA/MAINTENANCE - STR	615-49850-402	2,602.31
				Activity 49850 - Arena Total:	**4,969.12**
				Fund 615 - ARENA Total:	**4,969.12**
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	617-49860-133	32.00
MANTRONICS MAILING SYSTE	48173	12/30/2021	SUPPLIES	617-49860-200	17.20
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-217	678.03
A & B BUSINESS	IN906352	01/04/2022	OPERATING SUPPLIES	617-49860-217	61.75
RIVER BEND LIQUOR	12-1-2021-12-31-2021	12/31/2021	MERCHANDISE FOR RESALE	617-49860-251	750.92
RIVER BEND LIQUOR	12-1-2021-12-31-2021	12/31/2021	MERCHANDISE FOR RESALE	617-49860-252	758.61
RIVER BEND LIQUOR	12-1-2021-12-31-2021	12/31/2021	MERCHANDISE FOR RESALE	617-49860-253	60.25
RIVER BEND LIQUOR	12-1-2021-12-31-2021	12/31/2021	MERCHANDISE FOR RESALE	617-49860-254	75.00
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	55.47
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	49.54
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	35.20
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	40.86
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	4.25
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	4.45
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-254	9.46
MN RECREATION & PARK ASS	308-1-1-2022	01/04/2022	DUES-COMM.CENTER. SPENC	617-49860-308	300.00
VERIZON WIRELESS	9895807226	12/31/2021	TELEPHONE	617-49860-321	41.49
CMRS - TMS #256704	POSTAGE - 12-31-21	12/31/2021	WCC/POSTAGE	617-49860-322	1.07
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-340	163.52
US BANK	4246044555766710-12-31-20	12/31/2021	CORPORATE/MANAGING ACC	617-49860-406	105.00
				Activity 49860 - M/P Center Total:	**3,244.07**
				Fund 617 - M/P CENTER Total:	**3,244.07**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002052	01/14/2022	Federal Tax Withholding	700-21701	9,787.06
MN Department of Revenue -	INV0002053	01/14/2022	State Withholding	700-21702	4,885.00
Internal Revenue Service-Payr	INV0002052	01/14/2022	Social Security	700-21703	12,130.46
MN Pera	INV0002049	01/14/2022	PERA	700-21704	13,568.24
MN Pera	INV0002049	01/14/2022	PERA	700-21704	8,541.25
MN Pera	INV0002049	01/14/2022	PERA	700-21704	893.42

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN State Deferred	INV0002050	01/14/2022	Deferred Roth	700-21705	2,862.00
MN State Deferred	INV0002050	01/14/2022	Deferred Compensation	700-21705	5,854.91
Internal Revenue Service-Payr	INV0002052	01/14/2022	Medicare Withholding	700-21711	3,648.02
FURTHER (Select Account)	40074254	01/04/2022	FLEX SPENDING	700-21712	75.00
FURTHER (Select Account)	40080213	01/11/2022	FLEX SPENDING	700-21712	5,201.97
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	700-21718	16.00
NCPERS MINNESOTA	844600012022	01/04/2022	GROUP LIFE INSURANCE	700-21718	16.00
FURTHER (Select Account)	INV0002048	01/14/2022	HSA Employee Contribution	700-21723	528.92
					68,008.25
				Fund 700 - PAYROLL Total:	**68,008.25**
				Grand Total:	**329,051.71**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	28,539.73
211 - LIBRARY	2,320.11
225 - AIRPORT	131.01
230 - POOL	13.23
235 - AMBULANCE	14,316.43
250 - EDA GENERAL	16,792.08
255 - EDA GENERAL RLF	4,888.88
601 - WATER	17,625.76
602 - SEWER	18,178.69
604 - ELECTRIC	7,696.61
609 - LIQUOR STORE	76,226.78
614 - TELECOM	66,100.96
615 - ARENA	4,969.12
617 - M/P CENTER	3,244.07
700 - PAYROLL	68,008.25
Grand Total:	**329,051.71**

Account Summary

Account Number	Account Name	Payment Amount
100-36200	Other Income	-386.19
100-41110-308	Training & Registrations	16.02
100-41310-133	Employer Paid Insurance	64.00
100-41310-200	Office Supplies	380.64
100-41310-217	Other Operating Supplie	203.70
100-41310-322	Postage	244.20
100-41910-133	Employer Paid Insurance	24.00
100-41910-308	Training & Registrations	405.00
100-41910-321	Telephone	41.49
100-41910-322	Postage	10.02
100-41910-405	Repairs & Maint - Vehicl	53.53
100-41910-433	Dues & Subscriptions	75.00
100-41910-480	Other Miscellaneous	46.00
100-41940-211	Cleaning Supplies	15.38
100-41940-406	Repairs & Maint - Groun	732.95
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	108.67
100-42120-212	Motor Fuels	1,888.08
100-42120-304	Legal Fees	3,957.50
100-42120-308	Training & Registrations	75.00
100-42120-321	Telephone	694.10
100-42120-323	Radio Units	4,581.28
100-42120-404	Repairs & Maint - M&E	213.08
100-42120-405	Repairs & Maint - Vehicl	437.50
100-42120-412	Rentals - Building	1,950.00
100-42120-419	Vehicle Lease	1,992.11
100-42120-433	Dues & Subscriptions	320.00
100-42220-200	Office Supplies	108.00
100-42220-212	Motor Fuels	189.76
100-42220-215	Materials & Equipment	131.24
100-42220-217	Other Operating Supplie	61.75
100-42220-218	Uniforms	90.86
100-42220-310	Lab Testing	201.00
100-42220-404	Repairs & Maint - M&E	4,221.03
100-42220-405	Repairs & Maint - Vehicl	23.25
100-42700-300	Charges for Services	207.70
100-43100-133	Employer Paid Insurance	48.00
100-43100-211	Cleaning Supplies	5.49

Account Summary

Account Number	Account Name	Payment Amount
100-43100-212	Motor Fuels	2,568.20
100-43100-217	Other Operating Supplie	182.78
100-43100-218	Uniforms	150.00
100-43100-241	Small Tools	817.33
100-43100-321	Telephone	42.37
100-43100-384	Refuse Disposal	23.04
100-43100-404	Repairs & Maint - M&E	96.80
100-43100-405	Repairs & Maint - Vehicl	410.86
100-45120-217	Other Operating Supplie	13.23
100-45202-133	Employer Paid Insurance	16.00
100-45202-212	Motor Fuels	202.48
100-45202-404	Repairs & Maint - M&E	111.66
100-45202-406	Repairs & Maint - Groun	96.00
100-45202-439	Special Projects	217.84
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	27.49
211-45501-217	Other Operating Supplie	98.75
211-45501-402	Repairs & Maint - Struct	666.50
211-45501-433	Dues & Subscriptions	392.97
211-45501-435	Books and Pamphlets	1,118.40
225-45127-200	Office Supplies	42.22
225-45127-217	Other Operating Supplie	1.07
225-45127-406	Repairs & Maint - Groun	87.72
230-45124-217	Other Operating Supplie	13.23
235-42153-200	Office Supplies	17.20
235-42153-212	Motor Fuels	2,377.69
235-42153-217	Other Operating Supplie	864.29
235-42153-308	Training & Registrations	1,229.00
235-42153-312	Nursing	2,612.77
235-42153-321	Telephone	310.03
235-42153-334	Meals/Lodging	339.09
235-42153-404	Repairs & Maint - M&E	97.96
235-42153-405	Repairs & Maint - Vehicl	4,668.40
235-42153-460	Miscellaneous Taxes	1,800.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	33.22
250-46520-304	Legal Fees	495.00
250-46520-308	Training & Registrations	315.00
250-46520-321	Telephone	29.12
250-46520-322	Postage	7.36
250-46520-381	Electric Utility	23.00
250-46520-383	Gas Utility	1.88
250-46520-439	Special Projects	15,817.50
250-46520-480	Other Miscellaneous	46.00
255-12900	Loans Receivable	4,888.88
601-49400-133	Employer Paid Insurance	48.00
601-49400-200	Office Supplies	17.20
601-49400-212	Motor Fuels	262.83
601-49400-216	Chemicals and Chemical	3,250.90
601-49400-217	Other Operating Supplie	105.47
601-49400-241	Small Tools	2,706.42
601-49400-304	Legal Fees	750.00
601-49400-321	Telephone	102.04
601-49400-322	Postage	173.60
601-49400-386	Landfill	2,960.00
601-49400-402	Repairs & Maint - Struct	57.85
601-49400-404	Repairs & Maint - M&E	147.95
601-49400-408	Repairs & Maint - Distrib	1,952.50

Account Summary

Account Number	Account Name	Payment Amount
601-49400-443	Intergovernmental Fees	5,091.00
602-49450-133	Employer Paid Insurance	32.00
602-49450-200	Office Supplies	17.20
602-49450-212	Motor Fuels	260.54
602-49450-216	Chemicals and Chemical	15,315.48
602-49450-217	Other Operating Supplie	163.75
602-49450-227	Utility System Maint Sup	427.19
602-49450-310	Lab Testing	1,023.60
602-49450-321	Telephone	123.87
602-49450-322	Postage	173.60
602-49450-404	Repairs & Maint - M&E	641.46
604-16300	Improvements Other Th	255.00
604-49550-133	Employer Paid Insurance	96.00
604-49550-200	Office Supplies	67.19
604-49550-212	Motor Fuels	519.61
604-49550-217	Other Operating Supplie	61.75
604-49550-303	Engineering and Surveyi	187.00
604-49550-310	Lab Testing	331.33
604-49550-321	Telephone	82.39
604-49550-322	Postage	210.14
604-49550-325	Dispatching	29.26
604-49550-331	Travel Expense	150.93
604-49550-402	Repairs & Maint - Struct	3,242.50
604-49550-404	Repairs & Maint - M&E	704.42
604-49550-405	Repairs & Maint - Vehicl	29.09
604-49550-408	Repairs & Maint - Distrib	30.00
604-49550-450	Conservation	500.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-200	Office Supplies	-8.84
609-49751-211	Cleaning Supplies	127.98
609-49751-217	Other Operating Supplie	279.87
609-49751-251	Liquor	23,913.62
609-49751-252	Beer	41,108.65
609-49751-253	Wine	8,650.28
609-49751-254	Soft Drinks & Mix	1,100.69
609-49751-256	Tobacco Products	192.02
609-49751-257	Ice	78.40
609-49751-261	Other Merchandise	106.54
609-49751-322	Postage	4.27
609-49751-333	Freight and Express	559.44
609-49751-340	Advertising & Promotion	38.21
609-49751-402	Repairs & Maint - Struct	22.65
609-49751-404	Repairs & Maint - M&E	21.00
614-16400	Machinery & Equipment	3,791.24
614-20201	Excise Tax Payable	839.23
614-20206	911 TAP & TACIP Fees Cl	1,011.03
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	17.20
614-49870-211	Cleaning Supplies	21.38
614-49870-212	Motor Fuels	72.38
614-49870-217	Other Operating Supplie	105.85
614-49870-227	Utility System Maint Sup	2,901.20
614-49870-241	Small Tools	102.10
614-49870-304	Legal Fees	578.00
614-49870-321	Telephone	277.05
614-49870-322	Postage	174.67
614-49870-331	Travel Expense	63.05

Account Summary

Account Number	Account Name	Payment Amount
614-49870-404	Repairs & Maint - M&E	723.71
614-49870-405	Repairs & Maint - Vehicl	58.47
614-49870-432	Uncollectible	27.57
614-49870-441	Transmission Fees	327.65
614-49870-442	Subscriber Fees	45,693.29
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	8,824.00
614-49870-448	On-Call Support	166.79
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	17.20
615-49850-211	Cleaning Supplies	918.30
615-49850-212	Motor Fuels	192.49
615-49850-217	Other Operating Supplie	711.74
615-49850-241	Small Tools	209.99
615-49850-304	Legal Fees	225.00
615-49850-321	Telephone	60.09
615-49850-402	Repairs & Maint - Struct	2,602.31
617-49860-133	Employer Paid Insurance	32.00
617-49860-200	Office Supplies	17.20
617-49860-217	Other Operating Supplie	739.78
617-49860-251	Liquor	750.92
617-49860-252	Beer	758.61
617-49860-253	Wine	60.25
617-49860-254	Soft Drinks & Mix	274.23
617-49860-308	Training & Registrations	300.00
617-49860-321	Telephone	41.49
617-49860-322	Postage	1.07
617-49860-340	Advertising & Promotion	163.52
617-49860-406	Repairs & Maint - Groun	105.00
700-21701	Federal Withholding	9,787.06
700-21702	State Withholding	4,885.00
700-21703	FICA Tax Withholding	12,130.46
700-21704	PERA Contributions	23,002.91
700-21705	Retirement	8,716.91
700-21711	Medicare Tax Withholdi	3,648.02
700-21712	Flex Account	5,276.97
700-21718	Individual Insurance-NC	32.00
700-21723	HSA Employee Contribu	528.92
	Grand Total:	**329,051.71**

Project Account Summary

Project Account Key		Payment Amount
None		329,051.71
	Grand Total:	**329,051.71**

CJM 1/13/2022

RESOLUTION #2022-

Introduced:
Seconded:
Voted: **Aye:**
Nay:
Absent:

RESOLUTION REESTABLISHING UNCHANGED PRECINCTS FOR WARD I & WARD II AND DESIGNATION OF POLLING PLACE

WHEREAS, for election purposes, the territory which comprises the City of Windom was divided into two wards and four precincts; and

WHEREAS, following state legislative redistricting, the boundaries of these wards and precincts remain unchanged; and

WHEREAS, the Windom Community Center has been designated the polling place for all City of Windom precincts.

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

In accordance with Minnesota Statutes 204B.14, Subdivision 3(e), and 204B.16, the Windom City Council hereby reestablishes the following:

1. **The existing boundaries of Ward I, Precincts I & II, and Ward II, Precincts I & II, remain unchanged.**

2. **The Windom Community Center remains the designated polling place for all City of Windom precincts.**

Adopted this 18th day of January, 2022.

____
Dominic Jones, Mayor

Attest:______________________________
Steven Nasby, City Administrator

ACTION ITEM

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

TO: City Council
FROM: Building & Zoning Office
DATE: January 18, 2022 (City Council Meeting Date)
RE: Planning Commission Recommendation – Approve Minor Subdivision – Mau Property
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Review and approve the proposed minor subdivision of Parcel No. 25-132-0010 to allow the creation of a new residential lot.

Issue Summary/Background

Wayne Mau and Deborah Mau, husband and wife, are the owners of the property located at 1945 Fourth Avenue. This is a large lot and they are constructing a new home on the southern portion of the lot. However, there is sufficient land to split the property and create a new residential lot to the north of their new home. Maus have submitted an Application requesting approval of this minor subdivision. Attached is an aerial showing the location of the parcel. Also attached is a survey prepared by Zieske Land Surveying outlining the area for the new lot and providing the new legal description.

Pursuant to City Code, this would be considered a minor subdivision (lot split). The property is situated in the R-2 "Urban 1 & 2 Family" District. Both parcels resulting from the lot split would comply with the requirements of that zoning district.

Norway Avenue extends far enough north to access the proposed new lot. There are currently sewer and water mains running in the street right-of-way for Norway Avenue which can serve the new lot. The proposal was reviewed by the City Department Heads. Jeff Dahna, Telecom Manager, and Jason Sykora, Electrical Superintendent, have requested that a new 5-foot utility easement be granted along the west property line of the existing parcel.

On January 11, 2022, the Planning Commission reviewed the Application and the survey. The Commission approved a motion recommending City Council approval of this minor subdivision on the condition that a 5-foot utility easement along the entire west property line of the existing parcel be granted to the City of Windom. (*See PC Minutes*.)

I plan to be present at the January 18th City Council Meeting to answer any questions the Council may have concerning this application.

Fiscal Impact

There should be no fiscal impact for the City if the City Council approves the proposed minor subdivision of this property.

Attachments

1. Zoning Application,
2. Aerial of the property,
3. Survey of proposed new lot,
4. City Code Section 151.09.

CITY OF WINDOM, MINNESOTA
444 9th Street
Windom, MN 56101
507-831-6125

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Wayne and Deborah Mau

Address 1945 4th Avenue

City Windom State Minnesota Zip 56101 (Phone: 507-822-8955)

Owner(s): (If other than Applicant)

Name(s)

Address

City State Zip (Phone:)

Property Address: 1945 4th Avenue Windom, MN 56101

Legal Description of Property: Lot(s) (1) Block(s) Addition Billing's Subdivsion #1

Parcel No. 25-132-0010

(If metes and bounds, attach description.)

Existing Use of Property: Single Family Building Lot Present Zoning: R2

Action Requested: Conditional Use Permit Variance

Subdivision (Sketch Plat) X 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)

Minor Subdivision of Lot 1. Survey & Legal description attached.

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 Wayne L Mau   x Deborah Mau

[SIGNATURES OF APPLICANT(S)]

Date: 1/4/2022

Fee: ~~$150.00~~ 50.00 Paid: Ck. 4253 Date: 1-6-22 (mh)

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 6 day of January, 2022.

WINDOM BUILDING & ZONING OFFICIAL: Andrew [signature]

Beacon™ Cottonwood County, MN

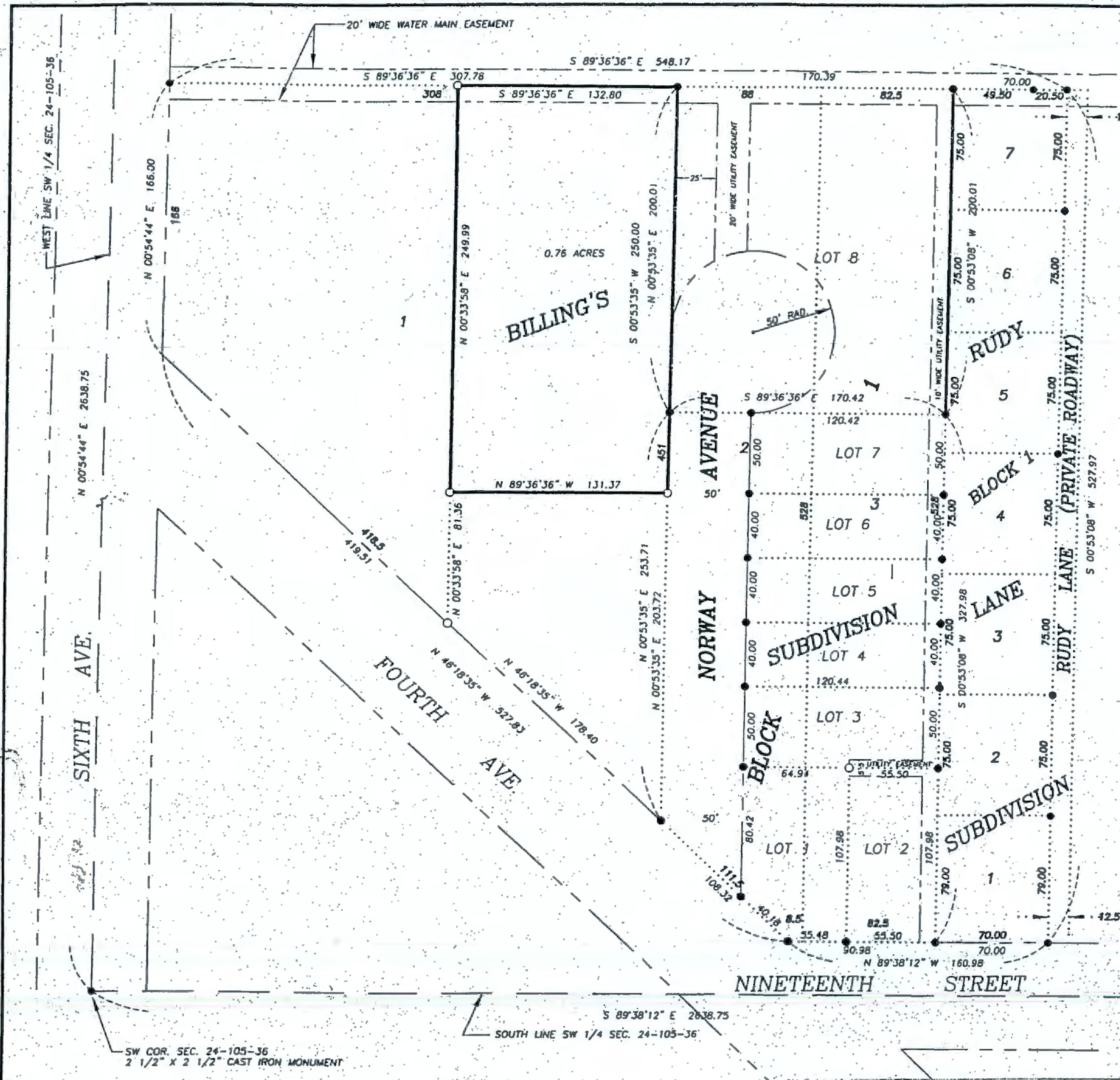
Parcel ID 251320010
Sec/Twp/Rng 0-0-0
Property Address 1945 4TH AVE
56101
District n/a
Brief Tax Description EAST 132.8'
(Note: Not to be used on legal documents)

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

Owner Address MAU/WAYNE L & DEBORAH S
401 19TH STREET
WINDOM MN 56101

Date created: 1/14/2022
Last Data Uploaded: 1/13/2022 8:09:25 PM

Developed by Schneider GEOSPATIAL



DESCRIPTION

PART OFTHE NORTH 250.00 FEET OF LOT 1 OF BILLINGS SUBOMSION IN THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

BEGINNING AT AN EXISTING IRON MONUMENT AT THE NORTHEAST CORNER OF SAID LOT 1; THENCE SOUTH 00 DEGREES 53 MINUTES 35 SECONDS WEST, BEARING BASED ON COTTONWOOD COUNTY COORDINATE SYSTEM, ALONG THE EAST LINE OF SAID LOT 1, A OISTANCE OF 250.00 FEET; THENCE NORTH 89 DEGREES 36 MINUTES 36 SECONOS WEST, PARALLEL WITH THE NORTH LINE OF SAIO LOT 1, A DISTANCE OF 131.37 FEET; THENCE NORTH 00 DEGREES 33 MINUTES 58 SECONOS EAST A DISTANCE OF 249.99 FEET, TO THE NORTH LINE OF SAID LOT 1; THENCE SOUTH 89 OEGREES 36 MINUTES 36 SECONDS EAST, ALONG SAID NORTH LINE, A DISTANCE OF 132.80 FEET, TO THE POINT OF BEGINNING.

THE TRACT CONTAINS 0.76 ACRES AND IS SUBJECT TO EXISTING EASEMENTS O F RECORD, IF ANY.

N

50 25 0 50

SCALE 1" = 50'

● = MONUMENTS FOUND
O = MONUMENTS SET
5/8" IRON STAKE W/CAP NO. 43803

DENNIS RAY ESPLAN LICENSED 43803 LAND SURVEYOR STATE OF MINNESOTA

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 1-3-2022 Certificate # 43803

225 Ninth Street, Box 94
Windom, MN 56101
Phone: (507) 831-0100

SURVEY FOR: Wayne Mau
PROJECT NUMBER: C 2147 S
DATE: December 28, 2021

§ 151.09 MINOR SUBDIVISIONS.

(A) (1) In the case of a subdivision resulting in three parcels or less situated in a locality where conditions are well defined, the Council may exempt the subdivider from complying with some of the requirements of these regulations.

(2) In the case of a request to subdivide a lot which is a part of the recorded lot, or where the subdivision is to permit the adding of a parcel of land to an abutting lot or to create not more than three new lots, and the newly created property lines will not cause any resulting lot to be in violation of these regulations or the zoning chapter, the division may be approved by the Council, after submission of a survey by a registered land surveyor showing the original lot and the proposed subdivision.

(B) In the case of a request to divide a lot which is a part of a recorded plat where the division is to permit the adding of a parcel of land to an abutting lot or to create two lots and the newly created property line will not cause the other remaining portion of the lot to be in violation with these regulations or the zoning chapter, the division may be approved by the Council, after submission of a survey by a registered land surveyor showing the original lot and the proposed subdivision.
(Ord. 126, 2nd Series, passed 8-16-2005)

ORDINANCE NO. 192, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 93 "ANIMALS".

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:
TO REVISE CHAPTER 93: "ANIMALS" BY REPLACING THE EXISTING SUBSECTION (D) OF SECTION 93.035 "UNLAWFUL ACTS RELATING TO ANIMALS" WITH THE FOLLOWING:

§ 93.035 UNLAWFUL ACTS RELATING TO ANIMALS.

(D) It is unlawful for any person to keep mammals, such as cattle, buffalo, elk, pigs, pot-bellied pigs, sheep, goats, llama, alpaca, etc. in any part of the city not zoned for agricultural purposes; and in the A-O Zoning District, only in limited numbers and not as a commercial calving or farrowing, feeding or finishing operation.

Upon approval of the City Council, goats or sheep may be temporarily allowed in municipal parks for the purpose of removing unwanted vegetation.

ALL OTHER PROVISIONS OF CHAPTER 93: "ANIMALS" SHALL REMAIN IN FULL FORCE AND EFFECT.

EFFECTIVE DATE OF ORDINANCE. This ordinance becomes effective from and after its passage and publication.

Adopted by the City Council of the City of Windom, Minnesota, this 18th day of January, 2022.

____
Dominic Jones, Mayor

Attest:____________________________
Steve Nasby, City Administrator

1st Reading:	January 4, 2022
2nd Reading:	January 18, 2022
Adoption:	January 18, 2022
Published:	January 26, 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: Spencer Winzenried, Community Center Director
DATE: 1/11/22
RE: Community Center Administrative Assistant
DEPT: Community Center
CONTACT: Spencer Winzenried Spencer.Winzenried@windommn.com

Recommendations/Options/Action Requested

The Community Center Director recommends the hiring of Jill Wolff for the Community Center Administrative Assistant position. The pay for this position will start at step 3 $16.34.

Issue Summary/Background

There has been 3 full-time positions here at the Community Center. This hire will get us back up to filling that 3rd position.

Fiscal Impact

This position is budgeted for. There would be no extra cost to the city.

Attachments

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: Spencer Winzenried, Community Center Director
DATE: 1/11/22
RE: Community Center On-Call position
DEPT: Community Center
CONTACT: Spencer Winzenried Spencer.Winzenried@windommn.com

Recommendations/Options/Action Requested

The Community Center Director recommends the hiring of Lindsey Power for the Community Center On-Call position. The pay for this position starts at $12.50.

Issue Summary/Background

This position will help fill in parts of the schedule. While we have managed to cover all shifts, it would be great to get more help.

Fiscal Impact

This position is budgeted for. There would be no extra cost to the city.

Attachments

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: Personnel Committee
DATE: January 10, 2022
RE: Ambulance Director – Full-time Position
DEPT: Administration and Ambulance
CONTACT: Steve Nasby: Steve.Nasby@windommn.com or Tim Hacker: Tim@windomfarmservice.com

Recommendations/Options/Action Requested

The Personnel Committee recommends that the City Council take the following action:

1. Approve a job description for the Ambulance Director.
2. Advertise for a full-time Ambulance Director

Issue Summary/Background

Since its inception the Windom Ambulance Service has operated with paid, on-call EMTs and stipends for various positions (Director, rig checkers, run & time sheet data processing). Throughout the years the Service has seen the number of runs escalate and requirements for training, regulation and documentation become more complex and demanding. Mr. Hacker's and the EMT duties include call-outs, transfers and administrative work encompassing days, nights, weekends and holidays.

Area ambulance services struggle to find EMTs and it is getting more difficult for Windom as well. To help lessen the stress and on-call time for EMTs some departments have gone to non-City operated services (Worthington and Springfield) or hired full-time staff (Jackson). Tim Hacker, Ambulance Director, has served in his role for 12 years and dedicates many hours performing Ambulance duties but he is looking toward the future of the Windom Ambulance Service and his tenure.

Mr. Hacker and the City Administrator met with the Personnel Committee to review the Ambulance Director's duties and discuss the future of the service. The Personnel Committee's recommendation is to approve a job description for the Ambulance Director and advertise for a full-time position. This position would assume the administrative duties and also be the first person on-call. Mr. Hacker has stated he would stay on to transition to the new Ambulance Director over the next few months.

Fiscal Impact

Estimated increase in wages within the Department would be $30,000 to $40,000 depending on final duties to be assigned and compensation. The Ambulance Service does have the ability to absorb this cost into their budget, but a review of rates would also be needed for 2023 and beyond to insure sustainability of the service.

Attachments

1. Draft job description for Ambulance Director.
2. 2021 Run Statistics for Windom Ambulance

City of Windom – Position Description
January 10, 2022

Job Title: Ambulance Director

Department: Emergency Management

Supervisor: City Council, City Administrator and\or Assistant City Administrator

Hours Worked: 40 Hrs. (Additional hours and varied schedule will be necessary)

Grade & Status: Supervisory Pay Grade & Exempt

DESCRIPTION OF WORK:

General Purpose of Duties:

Responsible for the day to day operations and administration of the Windom Ambulance Service. Plans, organizes, coordinates and evaluates the functioning of ambulance services. Conducts training and supervision of staff to ensure delivery of consistent high quality patient care. Work with the Windom Ambulance Service Medical Director on maintaining or developing written patient care protocols. Maintain and develop policies and procedures; organizes, coordinates, and evaluates all functions of the ambulance service; and manages the budget; prepares and presents regular reports to the Windom City Council; overall responsible for staffing, program and meeting planning, maintenance of vehicles, equipment and ambulance facility. The Windom Ambulance Director is also a working member of the staff and is responsible for daily coverage, emergency responses and call coverage; scheduled or unscheduled. Windom Ambulance Director is under the supervision of the City of Windom Administrator and the City Council.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Coordinate and supervise the activities of the Street and Park Departments, including the overall responsibility of organizing, coordinating and directing various programs in the Street and Park Departments.

Direct supervision of all full-time, part-time and temporary personnel in the Streets and Parks Departments and the city mechanic. Schedule and evaluate the activities of the department personnel to ensure efficient use of personnel and equipment.

KNOWLEDGE, SKILL AND ABILITIES:

1. **Administrative**
   Oversees, directs and maintains the overall operations of the Windom Ambulance Service Works with the City Administrator, City Financial Controller and other City staff persons to accomplish the goals and objectives set by the City Council.

Communicates timely, accurate information to the City Council, City Staff and Windom Ambulance Service members.

Develops and administers the annual Ambulance budget in cooperation with the City.

Monitors expenditures and receipts of the Windom Ambulance Service.

Financially plans for future equipment needs. Purchases equipment, materials and supplies in accordance with the budget and cost effectiveness; determines long range capital and equipment needs; prepares bid specifications; reviews bids with the City Administrator and purchases equipment.

Review and approves staff run and call time cards and submits to City Hall for processing. Review and enter all EPCRs in to Image Trend Elite EMSRB data base for medical records and third party billing in a strict timely fashion.

Prepares monthly squad meetings and attends needed City Council, Hospital, County Dispatch and SWEMS manager's meetings.

2. **Operations**
Works closely with the Windom Fire Department, Windom Police Department, Cottonwood County Sheriff's Office, Windom Area Health and the Medical Director for the Service.

Develops and oversees the formation of the Windom Ambulance Service's policies, goals and objectives. Ensures safety and efficiency in the workplace, submits policies to the City and EMSRB for approval.

Establishes policies and procedures with approval of the Medical Director to ensure the highest level of care is being rendered. Monitor crew functions during emergency calls when appropriate.

Ensures emergency vehicles are maintained, serviced on schedule, repaired in a timely fashion and clean both interior and exterior. Does rig maintenance checks, cot maintenance, medication and supply checks for expiration dates and sufficient on board stock. Orders supplies and maintains a sufficient amount in supply stock. Maintain records for maintenance, medication and supplies.

Cleans and maintains ambulance portion of the Emergency Services Facility when appropriate.

Maintain Windom Ambulance Service Image Trend Elite EPCR program through the EMSRB.

Ensures needed staff requirements for calls. Substitutes for other staff during temporary absences or multiple call occasions. May be called on to work during days, nights, weekends and holidays other than those for which are scheduled to fulfill staffing requirements set forth by the EMSRB.

Must be available for all phone or two-way radio calls whenever needed from squad members, hospital staff and law enforcement pertaining to ambulance operations.

3. **EMTs/Squad Members**

Encourages input from all crew members. Works with EMTs providing leadership, support and assistance with any concerns regarding members or Service. Address personnel issues in a timely and professional manner. Windom Ambulance Service follows the City of Windom's personnel policy.

Ensure new member hire paperwork is completed and filed.

Recruit new members for maintaining sufficient staffing. Coordinates training for new and existing EMTs; conducts or assists with necessary training.

Coordinates with and assists training officer to ensure all necessary training is completed. Ensures all training paperwork is completed and submitted in a timely manner to the State and NREMT for proper accreditation.

Communicates effective performance measurements for each crew member.

Prepares and posts staff schedule. Prepares meeting agenda and conducts monthly squad meetings. Extra meetings/trainings may be done in conjunction with the Windom Fire Department's schedule as needed.

4. **Accounts Payable/City Office Duties**

Ensure invoices are expensed to proper account. Is available to the community and billing company for billing questions and complaints.

Ensure Ambulance Service mail/email correspondence and requests are handled appropriately and in a timely fashion.

5. **Compliance**

Submits longevity paperwork, license paperwork and Medical Director paperwork to the State. Submits any other required paperwork to the State.

Submits Medicare/Medicaid as required.

Keeps crew member files up to date. Ensures Windom Ambulance Service is compliant with State inspections.

6. **Required Knowledge/Skills/abilities**

Serves as an EMT and responds to emergency calls during scheduled works hours and ensures that all call time is covered.

Thorough working knowledge of an ambulance service and State regulations.

Ability to take initiative, develop ideas and problem solve. Plan and analyze department operations, develop alternatives and determine costs.

Positive leader and ability to maintain effective working relationships with a wide variety of persons.

Ability to prepare and administer an annual budget and supervise staff and ensure safety in the workplace.

Work and communicate effectively with City staff and officials, other City department staff, State and County officials, Hospital staff and officials, our Medical Director, patients and the general public. Prompt handling of consumer complaints and concerns.

7. **Required Qualifications**
   Current MN EMT-B license or higher with NREMT certification and valid MN Class D driver's license.

   Four or more years of active experience working as an EMT-B or higher. NIMS 100, 200, 700 and 800 or ability to attain.

8. **Preferred Qualifications**
   Two to four years supervisor/management experience in EMS including experience with employee relations, conflict resolution and critical thinking. Prior experience with rural ambulance service operations.

   DOT BLS Instructor, AHA CPR Instructor

   High School degree or equivalent / Bachelors, Business Administration preferred.

9. **Physical Demands**
   Work is performed while intermittently sitting, standing, walking, bending, crouching, kneeling, climbing and descending stairs, balancing, stooping and reaching. The work is often performed while carrying special equipment and a high degree of dexterity is necessary. Special vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Ability to lift greater than 50 lbs.

   Call response time of 5-7 minutes or less.

The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: ______________________________ Approval: ________________________

Mayor City Administrator

2021 WINDOM AMBULANCE SERVICE --- RUN DATA

UNIT 27 MILEAGE = 46,453

UNIT 28 MILEAGE = 42,063

UNIT 29 MILEAGE = 10,668

UNIT 30 MILEAGE =   2335

TOTAL MILEAGE   = 101,519 (previous record 92,971 in 2019)

TOTAL GALLONS OF FUEL USED = 12,360   FUEL COST = $38,240.45

CALLS: 3.12 CALLS/DAY

483 TRANSFERS: (259 ALS), (181 BLS), (2 ALS/BEHAVIORAL), (41 BEHAVIORAL)

18 CANCELLED CALLS (CANCELLED ENROUTE – NO PATIENT CONTACT)

32 NO TRANSPORT (REFUSED CARE, LIFT ASSIST, DOA, ETC.)

29 STANDBYS (FIRE ASSIST, LE ASSIST, EMS ASSIST)

11 COMMUNITY EVENTS (HAIRBALL, FOOTBALL, RIVERFEST, NITE TO UNITE, FAIR, ETC)

565 LOCAL PATIENT TRANSPORTS

1138 TOTAL RUN LOGS FILLED OUT (PREVIOUS RECORD 1034 IN 2019)

TRANSFERS TO:

SIOUX FALLS, SD – 373   MANKATO – 26   ROCHESTER – 26   WORTHINGTON – 22

MARSHALL – 9   TWIN CITIES AREA – 8   NEW ULM – 3   HUTCHINSON – 3

FARGO, ND – 3   THIEF RIVER FALLS – 2   ST. PETER – 2   WOODSTOCK – 2

ALBERT LEA – 2   AUSTIN – 1   SPIRIT LAKE, IA – 1

WE ALSO PROVIDE EMT COVERAGE FOR ALL HIGH SCHOOL BOYS & GIRLS HOME HOCKEY GAMES AND SOME LARGE WRESTLING TOURNEYS.

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 appointments.

Issue Summary/Background

Airport Commission	**Term Expires**
Jason Kruger	At the Pleasure of Mayor & Council
Planning Commission	**Term Expires**
Brett Mattson	12/31/2025

Fiscal Impact

None.

Attachments

None.

Memo

To: City Council

From: Denise Nichols, Finance Assistant

Date: 1/14/2022

Re: Pay Equity Compliance Report

Every three years the City of Windom is required to submit a Pay Equity report to the State of Minnesota. This report must show wage data in place as of December 31, 2021. The report must also include wage data from Windom Area Health.

The preliminary review of the City's Pay Equity Implementation Report has been completed and is attached. The State of Minnesota Management and Budget Department's web-based reporting program was utilized to analyze the City's 2021 wage information. There are four tests for compliance with the State of Minnesota Local Government Pay Equity Act.

The tests results are as follows:

1. Completeness and Accuracy Test: The City will pass this test if the report is submitted by January 31, 2022.

2. Statistical Analysis Test: To pass this test the City must have at least 6 or more male classes and at least one class with an established salary range and an underpayment ratio of 80 or more. The City's underpayment ratio is 207.2727 which is well above the established standard. Therefore the City would be found in compliance with this test.

3. Salary Range Test: For organizations with established salary ranges for positions, this measures whether male classes are reaching the top of their salary range faster than female classes. This result must either be 0 or above 80 to be found in compliance. The result of the salary range test for the City is 81.78 which indicates that the City would pass this test.

4. Exceptional Service Pay Test: This test analyzes whether there is a larger percentage of male classes receiving longevity or performance pay than female classes. For this test the result must either be 0 if less than 25% of male classes receive exceptional service pay or be above 80. As only 6.06% of the City's male positons receive exceptional service pay, the result is 0 and indicates that the City would pass this test.

Requested action – Please review and approve the attached report.

MANAGEMENT AND BUDGET

Compliance Report

Jurisdiction: Windom
P.O. Box 38

444 - 9th Street
Windom, MN 56101

Report Year: 2022
Case: 1 - 2021 DATA (Shared (Jur and MMB))

Contact: Steve Nasby Phone: (507) 831-6129 E-Mail: steve.nasby@windommn.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	33	76	2	111
# Employees	50	142	11	203
Avg. Max Monthly Pay per employee	7005.75	7252.73		7280.61

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 207.2727 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	15	56
b. # Below Predicted Pay	18	20
c. TOTAL	33	76
d. % Below Predicted Pay (b divided by c = d)	54.55	26.32

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 190 Value of T = -4.462

a. Avg. diff. in pay from predicted pay for male jobs = 14

b. Avg. diff. in pay from predicted pay for female jobs = 1025

III. SALARY RANGE TEST = 81.78 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 12.52

B. Avg. # of years to max salary for female jobs = 15.30

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 6.06 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

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: January 6, 2022
RE: City Council Meetings – Dates & Times
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Confirm the continuance of City Council meetings on the first (1^{st}) and third (3^{rd}) Tuesdays of each month at 6:30 pm.

2. Set meeting time for February 1, 2022 meeting as State Statute prohibits City Council meetings during party caucuses.

Issue Summary/Background

City Code 31.02 states that the City Council shall set annually the meeting dates and times in January of each year.

State Statute 202A.19 prohibits City Councils and other government entities from meeting after 6:00 pm on the day of major party caucuses.

Fiscal Impact

None.

Attachments

1. Windom City Code Section 31.02
2. Minnesota Statute 202A.19
3. City Council Meeting Calendar

§ 31.02 COUNCIL MEETINGS; TIME AND PLACE.

Regular meetings of the Council shall be held in the Council Chambers on the first and third Tuesdays of each month. The time of the meeting shall be set annually by the Council in January of each year, except for 2019 when the meeting time will be set in March of 2019. Special and adjourned meetings shall also be held in the Council Chambers. In the event that any regular meeting falls on a holiday, then the meeting shall be held on the next day at the same time.
(Prior Code, § 2.02) (Ord. 175, 2nd Series, passed 2-19-2019)

§ 31.03 SPECIAL MEETINGS.

Special meetings, except an emergency meeting or a special meeting for which a notice requirement is otherwise expressly established by statute, may be called by the Mayor or by any two members of the Council by a writing filed with the City Administrator. Notice of a special meeting shall be given by the City Administrator to each member of the Council by mailing a copy of the filing to all members and also to each person who has filed a written request with the Council for notice of special meetings. The mailed notice shall be mailed or delivered by personal service at least three days prior to the time stated therein for the special meeting. Written request to the Council for notice of special meetings shall expire on June 30 of each calendar year. At least 60 days prior to the termination date, the City Administrator shall send written notice to each person appearing on the expiring list notifying him or her of the time and method for submitting renewal requests for notice of special meetings. As an alternative to mailing or personal service of notice of special meetings on all persons who have filed a written request for notice of the meetings, the city may publish the notice once, at least three days before the meeting in the official newspaper. This provision will not waive the obligation of the city to give written notice of special meetings to all journalists, radio stations and television stations who have filed a written request for notice with the Council. Special meetings may be held without prior written notice when all Council members are present at the meeting or consent thereto in writing. The consent shall be filed with the City Administrator prior to the beginning of the meeting. Any special meeting attended by all Council members shall be a valid meeting for the transaction of any business that may come before the meeting. Meetings of the Council which are adjourned from time to time shall not be subject to the foregoing notice requirements; nor shall special meetings which, in the judgment of the Council, require immediate consideration to meet an emergency, require the notice, but may be called by telephone communication or other expeditious means.
(Prior Code, § 2.03) (Ord. 6, 2nd Series, eff. 4-27-1995)

SPECIAL ELECTIONS

§ 31.10 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

202A.19 CAUCUS, SCHOOL SCHEDULE PREEMPTION, EXCUSAL FROM EMPLOYMENT TO ATTEND.

Subdivision 1. **Limits on local government meetings.** No special taxing district governing body, school board, county board of commissioners, township board, or city council may conduct a meeting after 6:00 p.m. on the day of a major political party precinct caucus. As used in this subdivision, "special taxing district" has the meaning given in section 275.066.

Subd. 2. **Absence from work.** Every employee who is entitled to attend a major political party precinct caucus is entitled, after giving the employer at least ten days' written notice, to be absent from work for the purpose of attending the caucus during the time for which the caucus is scheduled without penalty or deduction from salary or wages on account of the absence other than a deduction in salary for the time of absence from employment.

Subd. 3. **Limits on college or university meetings.** The University of Minnesota may not schedule an event which will take place after 6:00 p.m. on the day of a major political party precinct caucus unless permission to do so has been received from the Board of Regents. No Minnesota state college or university may schedule an event which will take place after 6:00 p.m. on the day of a major political party precinct caucus unless permission to do so has been received from the Board of Trustees of the Minnesota State Colleges and Universities.

Subd. 4. **Use of public school buildings.** No school official may deny the use of a public school building for the holding of a major political party precinct caucus if the school office has received a written request for the use of the school building 30 days or more prior to the date of the caucus.

Subd. 5. **Limits on public school events.** No public elementary or secondary school may hold a school sponsored event after 6:00 p.m. on the day of a major political party precinct caucus.

Subd. 6. **Limits on state public meetings.** No state agency, board, commission, department, or committee shall conduct a public meeting after 6:00 p.m. on the day of a major political party precinct caucus.

History: *1973 c 349 s 2; 1975 c 5 s 10; 1975 c 321 s 1; 1981 c 29 art 7 s 38; 1983 c 168 s 2; 1986 c 444; 1996 c 395 s 9; 1Sp2001 c 10 art 18 s 9*

2022 City Council Meeting Schedule

Meetings held at City Hall, Council Chamber
444 9th Street
Windom, MN
January 7, 2022

6:30 pm	January 4, 2022
6:30 pm	January 18, 2022
4:30 pm	February 1, 2022
6:30 pm	February 15, 2022
6:30 pm	March 1, 2022
6:30 pm	March 15, 2022
6:30 pm	April 5, 2022
6:30 pm	April 19, 2022
6:30 pm	May 3, 2022
4:30 pm	*May 9, 2022 (Board of Review Meeting - TBD)*
6:30 pm	May 17, 2022
6:30 pm	June 7, 2022
6:30 pm	June 21, 2022
6:30 pm	July 5, 2022
6:30 pm	July 19, 2022
6:30 pm	August 2, 2022
6:30 pm	August 16, 2022
6:30 pm	September 6, 2022
6:30 pm	September 20, 2022
6:30 pm	October 4, 2022
6:30 pm	October 18, 2022
6:30 pm	November 1, 2022
6:30 pm	November 15, 2022
6:30 pm	December 6, 2022
6:30 pm	December 20, 2022

City Council packets are available on-line at https://www.windom-mn.com/city-government/mayor-and-council-members/council-packets/

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: Denise Nichols
DATE: January 13, 2022
RE: **Citywide Cleanup Event**
DEPT: Administration
CONTACT: Denise.Nichols@windommn.com 832-8652

Recommendations/Options/Action Requested

We are requesting that the Council discuss selecting a date for the Citywide Cleanup Event.

Issue Summary/Background

The City Council approved a three-year contract (2020-2022) with Hometown Sanitation for the annual Citywide Cleanup Event. Hometown Sanitation will conduct the cleanup event for the entire city on one Saturday. The County Landfill is requiring that the cleanup is done on the 1st or 3rd Saturday of the month. Due to previous commitments, Hometown cannot conduct the event on the first Saturday in May. **Available spring dates include April 16th, May 21st and June 18th. Additional dates would be available if the Council considers holding the event in the Fall.**

Once a date is selected, L & S Recycling will be contacted to see if they are also available to conduct curbside recycling of appliances, electronics and TVs.

The County will charge a fee of $13/per mattress or box spring that is recycled. The County will provide curbside mattress and box spring pickup for an additional $2/per piece for a total cost of $15.00 per mattress or box spring. If a mattress or box spring is not recycled and is picked up by Hometown, there will be a charge of $25 per piece. Hometown will be instructed not to pick up any mattresses or box springs.

Fiscal Impact

The City collects a monthly fee of $1.00 per household for the cleanup event and recycling tag fees cover costs for recycling unless the Council offers reduced recycling rates/subsidies.

Attachments

None