

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



Call to Order
Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – July 5, 2022
 - EDA – July 11, 2022
 - Community Center Commission – July 11, 2022
 - Library Board – July 12, 2022
 - Planning Commission – July 12, 2022
 - Licenses
 - Amplification Permit – Night to Unite – August 2, 2022
 - Exempt Gambling Permit – American Legion Auxiliary
 - Tobacco License – Nash Nash Tobacco
 - Regular Bills
2. Public Hearing – Vacation of Utility Easement
3. Fire Department
 - Letter of Commendation – Jay Grandprey
 - Request to Add New Firefighters
4. Department Heads
5. Planning Commission Recommendation – CUP Fence Easement – 355 1st Street
6. Night to Unite
 - Proclamation
 - Street Closure Request
7. Tax-Forfeited Property – 2022 Resolution
8. Resolution Appointing Additional Election Judges
9. Personnel Recommendation – Telecom Installer
10. New Business
 - THC Products – Possible Regulation Discussion
11. Old Business
12. Council Comments
13. Adjourn



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

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones

2. Roll Call:

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

Council Absent: Jayesun Sherman

City Staff Present: Steve Nasby, City Administrator; Cory Hillesheim, Assistant Police Chief; John Nelson, Liquor Store Manager; Tim Snyder, Community Center Director and Jim Hartshorn, Interim Development Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – June 21, 2022 and June 29, 2022
 - Parks & Recreation Commission – March 9, 2022 and June 15, 2022
 - Telecom Commission – June 27, 2022
 - Utility Commission – June 29, 2022
- Regular Bills

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

5. Department Heads:

6. Public Hearing – Land Swap Tegels Park:

Nasby said that the main objective to this proposed property swap is to get the south access road to Tegel's Park on City property as it was on the former Cemstone property. Both the Parks & Recreation Commission and Economic Development Authority Board have reviewed and recommended the land swap. The approximate area the City is giving up is 4,215 square feet and the Park is gaining 13,294 square feet including the access road. A survey completed by DGR Engineering is in the packet showing the properties. As the proposed land swap contains 66 feet of lakeshore the MN DNR was notified as per statute.

Jones opened the public hearing at 6:34 pm and asked if there were any comments from the public. No comments were given.

Jones asked if there were any written comments. Nasby replied there is a letter from the MN DNR stating they have no objection as there is lake access within the Park. Jones asked if any other comments were received, Nasby said none other than that he is aware of. Jones asked that the DNR letter be added to the official record.

Jones asked again if anyone from the public wished to comment. Seeing none, Jones closed the public hearing at 6:45 pm.

Council Member Grunig introduced the Resolution No. 2022-40, entitled “RESOLUTION APPROVING LAND SWAP FOR PROPERTY LOCATED IN TEGELS PARK (4/5 vote required)” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Grunig, Farag and Quade. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

7. Agenda Request – Off Sale Liquor License – Mark Hall\Sonya Sargent:

Mark Hall appeared to discuss his application to Jackson County for an off-sale liquor license. Hall stated that Jackson County had approved an off-sale license, but after getting a letter from the City that license was withdrawn. He asked why the letter was sent and questioned the timing.

Nasby responded that the City was notified by a member of the public that Jackson County had approved a liquor license so the City researched the matter. State Statute 340A.405 subd. 2 (e) prohibits Counties from issuing off-sale liquor licenses within one mile, or up to three miles, from a City boundary that has a municipal liquor store established prior to August 1991. As such, Jackson County should not have issued a license. Nasby read the Statute.

Hall said he has been intending on opening an establishment for several years and had Jackson County approval previously. He feels competition is good and the City liquor business would not be hurt by his operation. If the City is planning on building a new store his can take pressure off the City's store. He thought the City should put the building of a new store to the voters.

Jones replied that the City has done a feasibility study and no decisions have been made as to a new store. As the elected representatives of the City the Council can have discussions on the needs of the community.

Hall asked if the City would state whether one mile is adequate or three miles. He wanted to know how far his site is from the City and he has consulted attorneys that have different views. Hall asked what was the City population in the 2020 census.

Jones said he is not qualified to answer the distances identified in the statute. Nasby added that distance matter would be up to the State to determine as the issue hinges on if it is a new license or not. He said the City's 2020 census population is 4,798.

Hall said he made improvements based on off-sale and is not pleased with the situation.

8. Electronic Funds Transfer Policy:

Nasby said that during the audit presentation that Ryan Schmidt, Schlenner Wenner & Company noted a finding for the lack of an Electronic Funds Transfer (ETF) Policy. He said that staff obtained a model EFT policy from the League of Minnesota Cities and a policy from another community. These samples were reviewed and the City's proposed policy was drafted. The new policy will require annual City Council action to designate the City Administrator and Finance Director responsibility and ability to do EFTs. The City's auditors have reviewed the proposed policy and approved its content.

Motion by Quade second by Nelson to approve the EFT Policy as presented. Motion carried 4 – 0.

9. Call for Public Hearing – Vacation of a Utility Easement:

Nasby said this is the first step in the process to possibly vacate a utility easement. This parcel is located between the former Shopko and the Guardian Inn where the new Family Dollar store is to be built. There is an existing utility easement that is currently unused. The property owners have requested this easement be vacated. The Windom utilities are requesting relocation of the easement along the east property line, which is acceptable to the property owners.

Council Member Quade introduced the Resolution No. 2022-41, entitled “RESOLUTION CALLING FOR A PUBLIC HEARING ON A PROPOSED VACATION OF A UTILITY EASEMENT” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Farag, Nelson, Quade and Grunig. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

10. MNDOT – Limited Use Permit on State Highway Right of Way – Welcome Signs:

Nasby said that the MN DOT permits for these welcome signs are good for 10 years and need to be renewed. The paperwork and map of the approximate locations are in the packet. ITC, which is an electric transmission company, also has an easement for this area. ITC has no objections to the current sign but do not want it expanded or altered without notification. Also, ITC will be rebuilding some lines in the area along east Highway 60 near the sign.

Council Member Grunig introduced the Resolution No. 2022-42, entitled “RESOLUTION APPROVING MINNESOTA DEPARTMENT OF TRANSPORTATION LIMITED USE PERMIT FOR CITY SIGNS” and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Nelson, Quade, Farag and Grunig. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

11. Resolutions Approving Election Judges:

Jones said these are for the upcoming primary and general elections coming up.

Council Member Farag introduced the Resolution No. 2022-43, entitled “RESOLUTION APPOINTING ELECTION JUDGES FOR THE FORTHCOMING PRIMARY AND GENERAL ELECTION IN 2022” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Grunig, Farag, Quade and Nelson. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

12. Personnel:

Quade said that the Community Center Director interview team is recommending the hiring of Tim Snyder as the Community Center Director. She said that he was well prepared for the interview and had four pages of ideas and events to discuss with the Board. He is enthusiastic and that was evident in the interview. Terms of employment are included in the packet.

Motion by Quade second by Nelson to hire Tim Snyder according to the terms outlined in the employment offer. Motion carried 4 – 0.

Tim Snyder, Community Center Director, thanked the City Council for their support and stated that he is anxious to get to work and is looking forward to making the Community Center a facility for all the residents.

Jones noted the Pool seasonal hiring recommendation from Tim Hogan, Recreation Director.

Motion by Quade second by Farag to approve hiring Rachel Wright as a seasonal employee at the Pool. Motion carried 4 – 0.

13. Mayor Appointment:

Jones said a citizen had contacted the Planning office with some questions and expressed an interest to serve on the Planning Commission. He knows the individual and is recommending that Dustin Harrold be appointed to the unexpired term ending December 31, 2025.

Motion by Quade second by Grunig to approve the appointment of Dustin Harrold to the Planning Commission. Motion carried 4 – 0.

14. New Business:

None.

15. Old Business:

Nasby said that the Community Center amended their request for the use of reserved funds to complete the purchase of the oven, which was approved at the June 21st Council meeting.

Jones and Nelson felt this was a lot of funds for the purchase and asked if the oven is really used that often to justify the purchase. Nasby said he could not comment on the use, but the Community Center Commission had recommended the purchase and trusts their discussion.

Motion by Grunig second by Farag to approve the Community Center to use up to \$9,500 in reserve funds to purchase the oven as proposed. Motion carried 4 – 0.

Quade said that last meeting she raised the issue of possibly changing the August 2nd City Council meeting time to accommodate the National Night to Unite event. The Windom event had previously been held on Monday, but the nationally recognized night is Tuesday so the organizers wanted to change the event to that night. The event is 5 – 7 pm and involves many City personnel and Council members attend. As such, she would like to move the August 2nd City Council meeting time to 7:30 pm.

Motion by Nelson second by Quade to move the start time of the August 2, 2022 City Council meeting to 7:30 pm. Motion carried 4 – 0.

16. Council Comments:

Nelson welcomed Tim Snyder to the Community Center.

Quade welcomed Snyder and noted the City has several job openings still available.

Jones welcomed Snyder and thanked Hartshorn for continuing with the interim work.

17. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:18 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
JULY 11, 2022

1. Call to Order: The meeting was called to order by President McNamara at 12:04 p.m.

2. Roll Call & Guest Introductions:

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

Also Present: EDA Staff –Interim EDA Director Jim Hartshorn and Admin. Asst. Mary Hensen; City Administrator Steve Nasby; Kevin Stevens, Cottonwood County Liaison; and Rahn Larson (Citizen).

3. Approval of Minutes: June 13, 2022 & June 21, 2022:

Motion by Commissioner Wepplo, seconded by Commissioner Seigfreid, to approve the Minutes of the EDA Meeting held on June 13, 2022, and the EDA Special Meeting held on June 21, 2022. Motion carried 3-0.

4. Public Hearing

A. Public Hearing on Proposed Sale – 1405 Cottonwood Lake Drive: Interim EDA Director Hartshorn recapped that the Deed from Cemstone Concrete Materials, LLC (“Cemstone”) to the EDA was recorded on June 24, 2022, by the title company from Minneapolis. In the Deed, Cemstone retained two lots shown in the preliminary layout for the new subdivision. He also advised that DVK has purchased the Bosshart-Rode property.

On June 29, 2022, the EDA published a Public Hearing Notice (for the meeting scheduled for July 11th) concerning the EDA’s proposed sale of the former Cemstone property to DVK Diversified, LLC (“DVK”).

The terms of the proposed sale were included in the Contract for Private Redevelopment and specifically in the Attachment to Contract for Private Redevelopment between the City, the EDA, and DVK. These documents were approved by the EDA Board on March 14, 2022, and by the Windom City Council on March 15, 2022. The terms for the sale of the property to DVK include a purchase price of \$238,000. Interim EDA Director Hartshorn reviewed terms of the proposed sale.

The Attachment to the Contract provides that after the closing on the sale of the property, DVK is to obtain a preliminary plat for the new residential subdivision. The preliminary plat will be reviewed by City Staff, City Department Heads, the City Engineer, and Utility Commission. The preliminary plat will then come before the Windom Planning Commission for review and the required public hearing, and then be presented to the City Council for review.

President McNamara opened the public hearing at 12:08 p.m. There were no comments on the proposed sale from anyone present. EDA Staff had also received no comments from anyone concerning the proposed sale. President McNamara closed the public hearing at 12:09 p.m.

B. Resolution: After a brief discussion, the following action was taken.

Resolution introduced and motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, to adopt EDA Resolution No. 2022-05, entitled “Resolution Approving Sale of Property Described as Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, excepting therefrom a tract containing 3.50 acres, more or less, and a tract containing 1.07 acres, more or less”.

Upon roll call vote being taken, the following voted in favor thereof: Commissioners Seigfreid, McNamara, and Wepplo; the following voted against the same: None; and the following were absent: Commissioners Grunig and Nelson. (The Resolution was adopted.)

5. Land Swap – Tegels Park – City & EDA – Update: Interim EDA Director Hartshorn reviewed the history of this land swap. The EDA Board adopted a Resolution on June 13th approving the proposed land swap. On July 5th, the City Council held the public hearing and adopted a Resolution approving this land swap. City Administrator Nasby advised that the City Council Resolution will be recorded. Then the City Attorney will prepare the appropriate warranty deeds for the City to transfer the tract in the Southeast corner of Tegels Park to the EDA and for the EDA to transfer the tract in the Southwest corner of Tegels Park (which contains the South entrance to the park and a portion of the park road) to the City.

6. EDA Spec Building Property

A. Update on Sale: Interim EDA Director Hartshorn recapped that on June 13th, the EDA Board held a public hearing on the sale of the Spec Building Property to Windom Apartments LLC and adopted a Resolution approving that sale.

In addition to the Warranty Deed, the City Attorney prepared two easements. One was an “Ingress and Egress Easement” between Windom Apartments LLC, as Grantor, and Global Investment Properties, LLC (“Global”) and the EDA, as Grantees. This easement provides for ingress and egress to Lot 5 for Global to its property and for the EDA to its detention pond located on Lot 5.

The second easement was for ingress and egress for the City (and its invitees) to the compost site which has been relocated to the Southwest corner of the property. Street Department Staff have already moved the compost site to its new location on Lot 6.

The sale on the property closed on July 7th and the documents were e-filed with the Cottonwood County Recorder’s Office on July 8th.

Building & Zoning Official Andy Spielman has reviewed the plans and will be issuing the building permit for the site work and utility installation for the 6-building site and also the construction of Building A. On Monday, July 11th, a representative from Headwaters Development will be in Windom to pick up the permit and start coordinating the project.

In response to a question, Tom Seigfreid advised that HyLife’s lease in Mankato ends mid-February 2023. However, they have obtained a month-to-month extension on the lease for up to six months.

B. Update on Development Agreement: Interim EDA Director Hartshorn recapped that the EDA Board approved the proposed Contract for Private Redevelopment (“Development Agreement”) between the City and Windom Apartments LLC on June 21st and on the evening of June 21st, the City Council reviewed and approved this Development Agreement. A Memorandum of this Development Agreement was also recorded with the County Recorder on July 8th.

7. EDA Property – 2055 First Avenue

A. Update on Vacation of Easement: Interim EDA Director Hartshorn recapped that CBC DT LLC is purchasing a tract from the EDA and a tract from TJB Properties LLC (“TJB”) (the owners of the former Shopko property) and these two tracts will be combined into a new parcel. The minor subdivision has already been approved by the Planning Commission and the City Council.

He advised that there is a 20-foot wide utility easement that passes along the northern boundary of the tract that the EDA is selling. CBC has moved the proposed building location on the new parcel

which will place the building over the platted easement. City Administrator Nasby said that this is an unused easement originally established for an overhead electric line. There are no utilities currently in this easement area. CBC has agreed to execute an easement to the City for a utility easement on the tract they are purchasing from TJB. City Administrator Nasby explained where the new utility easement will be located. The City Council received the Petition for Vacation of Existing Utility Easement on July 5th and scheduled the public hearing for July 19th. Interim EDA Director Hartshorn advised that because the EDA is still the owner of this tract, EDA President Ryan McNamara joined in on the signatures on this Petition.

Motion by Commissioner Wepplo, seconded by Commissioner Seigfreid, ratifying the EDA's participation in the Petition for Vacation of Existing Utility Easement located on a tract in the EDA's property in Lot 2, Block 1 of Pamida Subdivision, and also ratifying the EDA President's signature on this Petition. Motion carried 3-0.

B. Update on Proposed Sale: Interim EDA Director Hartshorn reported that EDA Staff and the City Attorney have been working with CBC Representatives and title company staff in preparation for an anticipated closing on this sale this week.

8. **Unfinished Business:** A. Interim EDA Director Hartshorn provided an overview of some of his recent activities and contacts that he has received and made including attending County Commissioners' Meetings concerning numerous residential property tax abatement applications, Rebuilding Together Meetings, Chamber Meetings, and calls regarding the EDA's façade and commercial rehab programs. There is an upcoming Cultural Integration Meeting. He advised that there is a Community Venture Network Meeting scheduled for August. He has also been communicating with the Southwest Minnesota Housing Partnership regarding potential housing sites. Reps. from the Partnership toured BARC and other potential lots in Windom.
- B. In response to a question, Admin. Asst. Hensen advised that the EDA hired the Street Department to clean up and restore the bare lot in Riverbluff Estates Subdivision so that it can be mowed. Interim EDA Director Hartshorn advised that the City Attorney is in the process of the title work required for the EDA to regain clear title to the lot.
- C. There was a brief discussion on the status of the search for a second grocery store.
- D. In response to a question, City Admin. Nasby briefly updated the Board on the search for a new EDA Director.

9. Miscellaneous Information

A. **River Bluff Townhomes – Monthly Financial Report:** The Board received copies of the May 2022 financial reports submitted by Van Binsbergen & Associates. In response to a question concerning an expense item, Admin. Asst. Hensen replied that the cluster mailbox onsite had been damaged and needed to be replaced.

10. **Adjourn:** On consensus, President McNamara adjourned the meeting at 12:28 p.m.

Attest: _____
James Hartshorn, Interim EDA Director

Tom Seigfreid, EDA Secretary

Community Center Commission Minutes

Monday July 11, 2022

1. Call to Order: The meeting was called to order by Vice President Lenny Thiner at 5:51 p.m.
2. Roll Call:

President:	Linda Stuckenbroker - Absent
Vice President:	Lenny Thiner
CC Director:	Tim Snyder
Commission Members:	Mitch Voehl
	Rhonda Crowell
	Al Baloun - via phone
Commission Liaisons:	James Nelson - Absent
	Lisa Farag
City Administrator:	Steve Nasby - Absent
Community Center Staff:	Jill Wolff
Public:	Randy Ebbenga
3. Approval of Minutes:
Minutes from June were reviewed and approved. Motion was made by Rhonda and seconded by Al.
4. Additions to the Agenda:
 - a. Interview process was made up of the following interviewers:

<u>City Council</u> :	Lisa Farag and Jenny Quade
<u>City Administrator</u> :	Steve Nasby
<u>Community Ctr. Board</u> :	Linda Stuckenbroker and Al Baloun
<u>City of Windom</u> :	Tom Riordan
 - b. Tim Snyder was chosen for Community Center Director position.
5. President Report: Linda Stuckenbroker - Absent
6. Director Report:
 - a. 1st Day Acclimation- Tim reviewed facilities, policies, and procedures.
 - b. Cleaning of hood flue in the kitchen of Senior Dining.
 - Must be certified HVAC cleaner.
 - Company located out of Sioux Falls.
 - Mitch to provide contact info
 - c. Outside lights fixed.
 - d. HVAC RTU
 - Call Elite for new proposal.
 - Talk to Steve Nasby regarding Elite's new proposal.
 - e. Capital outlay five year budget reviewed
7. Resource Management
 - a. Review Schedule
 - Good bookings and inquiries until 2023.

- a. Review Financials
 - Good shape

8. Miscellaneous:

City Council approved bid by Town and Country for new range for Senior Dining kitchen. City Council would like to see old oven sold if possible. Director will check with Steve Nasby to proceed with process for selling.

9. Open Forum:

- a. Bartender training being setup with John Nelson in the near future. All bar staff needs to attend formal training.
- b. Director proposed updating security cameras; especially for exterior of building.

10. Next Meeting:

Monday, August 8, 2022 @ 5:30 p.m.

Adjourn:

Motion by Rhonda Crowell 6:26, seconded by Mitch Voehl, to adjourn the meeting at 6:26 p.m. Motion carried 3-0.

Linda Stuckenbroker, WCC President

Mitch Voehl, WCC Secretary

Attest: _____
Tim Snyder, WCC Director

Windom Library Board Meeting
City of Windom Council Chamber

July 12, 2022

5:05p.m.

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

2. Roll Call: Members Present: Anita Winkel, John Duscher, Christine Wolf, and Kathy Hiley

Members Absent: Wade Pfeiffer, Steve Fresk, and Kari Scheitel

Library Staff Present: Kari Hanson

City Council Member Present: Jaysun Sherman

3. Introductions: we welcomed our new director, Kari Hanson! As Kari knew everyone, no introductions were necessary.

4. Agenda and Minutes:

Agenda and minutes were approved on a motion by Chris Wolf and seconded by Kathy Hiley.

5. Financial Report:

The financial report was approved on a motion by Kathy Hiley and seconded by Chris Wolf.

6. Librarian's Report:

Kari reported the following:

Nancy continues to go to Winfair Elementary on Tuesdays for Lunch Bunch. She is also going to Adventure Club @ Highland on Thursdays for Lunch Bunch. This week Nancy had 5 kids and 3 moms attend story time on Tuesday.

The Windom Library Summer Reading and MN Legacy will be hosting Siam Music at the Historical Society on Thursday, July 21 @ 1 p.m.

Librarian's Report was approved on a motion by Anita Winkel and seconded by Kathy Hiley.

7. Old Business:

None.

8. New Business:

None.

8. Book Suggestions:

Kathy suggested that the library purchase books by recently deceased Windom resident, Jerry White. In his retirement from the F.B.I., he co-authored Peter Marker Spy novels.

9. Adjourn:

Meeting adjourned at 5:21 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

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

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

2. Roll Call & Guest Introductions:

Planning Commission: Jared Baloun, Ben Byam, Lorri Cole, Dustin Harrold, Carol Hartman, Jeremy Johnson, and Brandon Pletcher. Absent: Brett Mattson.

Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; Jackie Tull, and Dakota Meacham.

3. Welcome New Commissioner: Dustin Harrold: Vice Chairman Baloun welcomed Dustin Harrold to the Planning Commission. Zoning Admin. Spielman advised that Mayor Jones appointed Dustin to the Planning Commission and the City Council approved the appointment on July 5th. He thanked Dustin for his willingness to serve on the Planning Commission.

4. Oath of Office: Dustin Harrold: Dustin Harrold took the oath of office as a Planning Commissioner.

5. Approval of Minutes: June 2, 2022

Motion by Commissioner Hartman, seconded by Commissioner Pletcher, to approve the Planning Commission Minutes for the Meeting held on June 2, 2022, as sent. Motion carried 6-0. (Commissioner Harrold abstained.)

6. Public Hearing

A. Zoning Application – Conditional Use Permit – Fence on Platted Utility Easement – 355 First Street – Jan-Michael Tull & Jackie E. Tull: Zoning Admin. Spielman reported that Jan-Michael Tull and Jackie Tull have submitted a Zoning Application for a conditional use permit to install a fence on a platted easement in their rear yard. Zoning Admin. Spielman displayed a Beacon aerial of the property showing the location of the lot. He explained that in the plat of the subdivision, there was a 30-foot by 30-foot easement reserved across a portion of the Southwest corner of Tull's rear yard. He advised that the public hearing notice had been published and copies of the notice had been sent to property owners within 350 feet of Tulls' property. He further advised that he talked with the City's Department Heads for electrical, sewer and water and they said there was no conflict with Tulls constructing a fence in their backyard as these utilities run in the front street right-of-way. There is a fiber pedestal near the Southwest corner of Tulls' property. Tulls contacted Gopher State One Call (GSOC) and no gas lines were marked in that area. Zoning Admin. Spielman displayed a City utility map which shows the mapped utility in a portion of Tulls' backyard is for telecom. GSOC marked the main line for the telecom. Tulls are not asking to vacate the easement.

Applicant, Jackie Tull, said that they want to build a fence for the safety of their little girl and their dog and also to add to the property (value).

Vice Chairman Baloun opened the public hearing at 7:08 p.m. and asked for public comments. There were no comments from the public. Zoning Admin. Spielman reported that he did not receive any calls or comments regarding the zoning application. There being no further comments, Vice Chairman Baloun closed the public hearing at 7:09 p.m.

Commissioner Hartman asked if the Applicants would need to leave enough clearance for repairs and maintenance on the telecom equipment in that area. Zoning Admin. Spielman commented that the square shown on the map is a main telecom pedestal and the property owners would need to leave clearance around that pedestal.

Commissioner Byam asked if the pedestal would be outside the fence and if the Tulls should leave a 2-foot area to repair the pedestal. He then asked Mrs. Tull how close the fence would be to the pedestal. She estimated that the fence would probably be approximately 10 feet from the pedestal as they are planning to install the fence from the front corner of the shed (the Northwest corner) and over and up to the corner of their house. Zoning

Admin. Spielman advised that the fence will need to be off the property line and constructed on the Tulls' property. In response to a question, Jackie Tull advised that the fence will be a white vinyl privacy fence six feet in height. The fence will be constructed completely on their property so that they can maintain the fence.

Zoning Admin. Spielman explained that a conditional use is a permitted use with the option of putting conditions on the use. In response to a question, he replied that an example of a condition would be that the property owners work with the Telecom Department to allow Telecom to do service on the pedestal. Jackie Tull advised that they would even take out a portion of the fence, if necessary, to allow the Telecom Department to service the pedestal.

Commissioner Cole reported that she talked with her dad, John Loken, (a former City employee) about the easement. He provided the information he had and also referred her to Buckwheat Johnson. Mr. Johnson indicated that Phil Johnson (the Developer) reserved an easement so that there would not be an alley installed in that area.

Zoning Admin. Spielman reviewed the criteria for the Planning Commission's consideration concerning the findings of fact regarding a conditional use permit application. He advised that the property owners had completed the second page of the Zoning Application which sets forth their responses to the criteria the Planning Commission uses in consideration of zoning applications. He said that the property owners' proposed use of the property is reasonable and their responses meet the standards of the criteria.

Motion by Commissioner Hartman, seconded by Commissioner Byam, to recommend City Council approval of the application, submitted by Jan-Michael Tull and Jackie E. Tull, requesting a conditional use permit to allow the construction of a fence on a platted utility easement with the condition that work to be done on utilities in that area be allowed by the property owners and they cooperate with the utility workers.

The property is located at 355 First Street in Windom and is described as Part of Lot 1 and Part of Lot 5 in Block 1 of South Windom Subdivision to the City of Windom, Cottonwood County, Minnesota. (abbreviated description) (Parcel No. 25-716-0010.)

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

Findings of Fact for Conditional Use Permit:

- (1) As stated in the narrative herein.**
- (2) The proposed use is not in conflict with the City's comprehensive plan.**
- (3) The proposed use is not in conflict with the stated intent of the zoning district (R-2) in which it is to be located.**
- (4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.**
- (5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.**
- (6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.**
- (7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.**

Motion carried 7-0.

Zoning Admin. Spielman advised that this recommendation will go to the City Council next Tuesday for final decision on the conditional use permit application.

7. Other Business/Reports: None.
8. Unfinished Business:
 - A. Zoning Admin. Spielman reported that due to workload in the Building & Zoning Office, the proposed scheduling of Land Use Consultant Rose Schroder's attendance at the July Planning Commission Meeting was postponed until the August Meeting.
 - B. He updated the Commissioners concerning the sale of the EDA's Spec Building property and the relocation of the City's compost site to the Southwest corner of that property.
 - C. He reported on the status of the EDA's property by the Guardian Inn which is proposed for sale to a Developer. The City Council approved the minor subdivision as recommended by the Planning Commission. The proposed location of the new building was shifted on the site and now it is located over a utility easement. There are no utilities in that easement and the EDA and Developer submitted a Petition for the vacation of this easement. After purchase of the property, the Developer will be granting the City a new utility easement. The Developer is hoping to begin construction soon which will include concrete piers (3' in diameter by 40 feet in depth).
 - D. In response to a question concerning whether Kwik Trip will be maintaining both entrances: Zoning Admin. Spielman advised that Kwik Trip redesigned their site and the location of the building because MnDOT indicated that they might have to close the south entrance in the future.
9. New Business:
 - A. August Meeting Date: Zoning Admin. Spielman advised that the August 9th regular meeting date is a Primary Election Day. The meeting time would have to be delayed until after 8:00 p.m. or the meeting date would need to be changed. He said that Rose Schroder had indicated that Tuesdays and Thursdays are the best days for her schedule. He suggested Thursday, August 11th. The consensus of the Planning Commission was to schedule the August Meeting for Thursday, August 11th, at 6:30 p.m.
10. Planning Commission Comments, Concerns, Suggestions: Commissioner Pletcher advised that there will be a ribbon cutting at 10:00 a.m. on Wednesday, July 13th, at the site for the new Lions Club shelter house in Tegels Park. He said that dirt work on the project is scheduled to begin.
11. Adjourn: The meeting was adjourned by unanimous consent at 7:32 p.m.

Attest:

Andy Spielman, Zoning Administrator

Jared Baloun, Vice Chairman

City Council

LG220 Application for Exempt Permit

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

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

If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name Unit 206 Auxiliary Previous gambling permit number X-94853-21-001

Minnesota tax ID number, if any _____ Federal employer ID number (FEIN), if any _____

Type of nonprofit organization. Check one.

☐ Fraternal ☐ Religious ☒ Veterans ☐ Other nonprofit organization

Mailing address 1945 4th Ave City Windom State MN Zip code 56101 County _____

Name of chief executive officer [CEO] _____ Daytime phone number _____ E-mail address _____

NONPROFIT STATUS**Attach a copy of ONE of the following for proof of nonprofit status.**

☒ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**

Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

☐ **IRS income tax exemption [501(c)] letter in your organization's name.**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**

If your organization falls under a parent organization, attach copies of **both** of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.

Cottonwood County Fairgrounds

Address [do not use PO box] 1480 8th Ave City or township Windom Zip code 56101 County Cottonwood

Date[s] of activity. For raffles, indicate the date of the drawing.

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

☒ Bingo* ☐ Raffle ☐ Paddlewheels* ☐ Pull-tabs* ☐ Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

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

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: [Signature] Date: 7-13-20
(Signature must be CEO's signature; designee may not sign)

Print Name: Jean Hoppe

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

Questions?

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

An equal opportunity employer



APPLICATION FOR MUNICIPAL LICENSES
CITY OF WINDOM
WINDOM, MN

STATE OF MINNESOTA
COUNTY OF COTTONWOOD
CITY OF WINDOM

TO: Nash Nash Tobacco
1013 3rd Ave
Windom, MN 56101

This application is appropriate for item or items checked below, for the term of one year from January 1, 2022 to December 31, 2022.

☒ Cigarette License \$20.00

☐ Game of Skill \$50.00 for first game and \$15.00 for each additional game

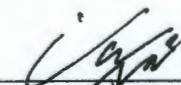
☐ Theatre \$25.00

Required

MN Tax ID # _____

Federal Tax ID # _____

Total \$20.00



Signature of Applicant



License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

FOR MUNICIPAL USE ONLY

Applicant's Minnesota Tax ID Number

The Minnesota Tax ID must be issued in the same legal name of the licensee below.

License Authority

License Number

Period Covered

Date of Issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

☒ Over Counter

☐ Through Vending Machine

☐ Both

Licensee's Legal Name

Federal Employer ID Number (FEIN)

Business Trade Name (doing business as)

Nash Nash Tobacco

Daytime Phone

Complete Address of Business Location (permit location)

1013 3rd Avenue

County

Cottonwood

Other Phone Number

City

Windom

State

MN

ZIP Code

56101

Fax Number

Mailing Address (if different than business address)

1013 3rd Avenue

City

Windom

State

MN

ZIP Code

56101

Email Address

Type of legal organization (check one):

☐ Sole proprietor

☒ Minnesota corporation: Enter date of incorporation **07/11/2022**

☐ Partnership

☐ Out-of-state corporation: State of incorporation

☐ Other (describe) _____

Are you registered to do business in Minnesota?

☐ Yes

☐ No

Corporate officers or partners (attach a list if necessary)

Name

Nashat Ibrahim Yousef Alqadi

Title

owner

Address

1505 Country club drive

City

Okoboji

State

IA

ZIP Code

51355

Name

Title

Address

City

State

ZIP Code

As a licensed tobacco products or cigarette retailer, I understand that:

- I can purchase cigarettes and tobacco from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue. The Cigarette and Tobacco Distributor List is on our website. Go to www.revenue.state.mn.us and type Distributor List in the Search box.
- I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
- I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
- I may not purchase from or exchange cigarettes or tobacco products with another retailer.
- I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
- I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
- I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature



Title

owner

Print Name

Nashat

Date

07/13/22

Daytime Phone

9294767305

Licensing Agent's Signature

Title

Print Name

Date

Daytime Phone

License applicant: Submit this form to the licensing authority along with the license application.

Licensing authority: Mail, email or fax to:

Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us



Windom, MN

Expense Approval Report

By Fund

Payment Dates 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	4246044555766710 063022	07/01/2022	Quarterly Purchasing Rebate	100-36200	-469.21
					-469.21
Activity: 41110 - Mayor & Council					
US BANK	4246044555766710 063022	07/01/2022	Zoom Meeting	100-41110-326	16.02
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Financial report	100-41110-350	1,230.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Did you know utility dept	100-41110-350	234.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Did you know library	100-41110-350	234.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Graduation	100-41110-350	95.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	weed control	100-41110-350	156.00
US BANK	4246044555766710 063022	07/01/2022	Things Remembered - Employ	100-41110-434	358.03
			Activity 41110 - Mayor & Council Total:		2,323.05
Activity: 41310 - Administration					
AMAZON CAPITAL SERVICES, I	1YQ7-39M7-CVGP	06/28/2022	OFFICE/SUPPLIES	100-41310-200	277.00
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	100-41310-217	105.85
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	closed	100-41310-350	124.80
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	office asst	100-41310-350	735.40
INTERNAL REVENUE SERVICE	Q2/2022	07/11/2022	ANNUAL PCROI TAXES - 2022	100-41310-480	279.00
			Activity 41310 - Administration Total:		1,522.05
Activity: 41910 - Building & Zoning					
QUICK PRINT	22165	07/07/2022	SUPPLIES	100-41910-200	137.40
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-41910-212	103.07
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	100-41910-321	41.21
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Cond Use J Tull	100-41910-350	100.00
INTERNATIONAL CODE COUN	3336187	06/21/2022	EDA/DUES	100-41910-433	145.00
			Activity 41910 - Building & Zoning Total:		526.68
Activity: 41940 - City Hall					
COLE PAPERS INC.	#10160983	06/30/2022	CITY HALL - CLEANING/SUPPLI	100-41940-211	298.02
SANDRA HERDER	JUNE 2022	07/01/2022	CLEANING	100-41940-406	448.50
MELISSA PENAS	JUNE 2022	07/01/2022	CLEANING	100-41940-406	448.50
			Activity 41940 - City Hall Total:		1,195.02
Activity: 42120 - Crime Control					
INDOFF, INC	3576740	07/11/2022	POLICE/SUPPLIES	100-42120-200	35.98
INDOFF, INC	3578124	07/11/2022	POLICE/SUPPLIES	100-42120-200	60.90
INDOFF, INC	3578605	07/11/2022	POLICE/SUPPLIES	100-42120-200	47.98
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-42120-212	-36.51
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-42120-212	2,846.55
SCOTT E. PETERSON	21003898	06/28/2022	UNIFORM REIMBURSEMENT	100-42120-218	280.97
AT & T MOBILITY	287293102788X07032022	07/11/2022	TELEPHONE	100-42120-321	691.92
ALPHA WIRELESS - MANKATO	15957	06/28/2022	POLICE/RADIO UNITS	100-42120-323	58.60
MIKE'S LLC	715	06/20/2022	RADIO UNITS	100-42120-323	3,718.76
SHI INTERNATIONAL CORP	B15429082	07/11/2022	DATA PROCESSING	100-42120-326	48.00
DONNA MARCY	6-30-22	07/11/2022	MEALS EXPENSE	100-42120-334	5.34
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	drink & drive	100-42120-340	75.00
QUICK PRINT	214136A	07/11/2022	POLICE/PRINTING	100-42120-350	18.95
AMAZON CAPITAL SERVICES, I	1D19-QT7Q-KVCV	06/23/2022	MAINTENANCE - OFFICE	100-42120-404	39.99
HIGLEY FORD	02317	07/11/2022	MAINTENANCE - VEHICLE	100-42120-405	223.55
DEFRIES COLLISION CENTER	131715	07/11/2022	MAINTENANCE - VEHICLE	100-42120-405	406.00
FORD MOTOR CREDIT CO LLC	1771144	06/28/2022	POLICE/VEHICLE LEASE	100-42120-419	663.95
SCB PUBLIC FINANCE	40049-01/5-60 JUNE 22	07/11/2022	VEHICLE LEASE	100-42120-419	1,054.07
ENTERPRISE FM TRUST	FBN4507767	07/12/2022	POLICE/VEHICLE LEASE	100-42120-419	1,225.33
TRITECH SOFTWARE SYSTEMS	354902	06/01/2022	DUES	100-42120-433	126.00
US BANK	4246044555766710 063022	07/01/2022	National K9	100-42120-433	140.00

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES, I	11P6-LQYV-VQDW	06/30/2022	POLICE/MISC.	100-42120-480	84.95
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Police other maint	100-42120-480	105.92
Activity 42120 - Crime Control Total:					11,922.20
Activity: 42220 - Fire Fighting					
ARAMARK	2560015052	06/16/2022	CLEANING & OPERATING SUP	100-42220-211	47.06
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	100-42220-211	31.98
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-42220-212	752.58
US BANK	4246044555766710 063022	07/01/2022	Positive Promotions	100-42220-217	50.99
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	100-42220-217	120.25
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Fire operating supplies	100-42220-217	66.44
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	100-42220-217	61.75
US BANK	4246044555766710 063022	07/01/2022	MN Fire Svc Cert Board	100-42220-308	35.00
HEIMAN FIRE EQUIP. CO	0910641-IN	07/07/2022	MAINTENANCE - OFFICE	100-42220-404	156.86
US BANK	4246044555766710 063022	07/01/2022	battery junction	100-42220-404	92.64
US BANK	4246044555766710 063022	07/01/2022	Northstar Flag & Flag	100-42220-406	29.95
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Fire maint grounds	100-42220-406	44.99
SOUTHWEST REGIONAL FIRE	2022 ANNUAL DUES	06/28/2022	FIRE/DUES	100-42220-433	60.00
Activity 42220 - Fire Fighting Total:					1,550.49
Activity: 43100 - Streets					
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-43100-212	-36.29
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-43100-212	2,553.94
COUNTRY PRIDE SERVICE	7003613	07/06/2022	CHEMICALS	100-43100-216	307.65
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	100-43100-217	61.75
COUNTRY PRIDE SERVICE	9010283	06/30/2022	STREET MAINTENANCE MATE	100-43100-224	30.00
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	100-43100-321	42.01
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	100-43100-384	97.80
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	100-43100-384	73.20
SMITH AUTOMOTIVE CO	#40641	06/21/2022	BARRICADE TRAILER	100-43100-404	60.39
BAUER BUILT	830137044	06/21/2022	TRAILER BARRICADE	100-43100-404	157.00
WINDOM AUTO VALU	JUNE 2022	07/05/2022	MAINTENANCE 3400540	100-43100-405	14.20
DGR ENGINEERING	00253926	06/20/2022	COMM. PARK CUL-DE-SAC PR	100-43100-439	1,575.00
Activity 43100 - Streets Total:					4,936.65
Activity: 45120 - Recreation					
US BANK	4246044555766710 063022	07/01/2022	Hy-Vee	100-45120-200	6.95
BEACON ATHLETICS	0344575	06/28/2022	RECREATION/MATERIALS	100-45120-215	406.00
WABASSO AREA BASEBALL AS	7-16-22	07/13/2022	MITES BASEBALL TOURNAME	100-45120-217	75.00
WABASSO AREA BASEBALL AS	7-16-22	07/13/2022	MITES BASEBALL TOURNAME	100-45120-217	75.00
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	100-45120-217	13.23
Activity 45120 - Recreation Total:					576.18
Activity: 45202 - Park Areas					
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	park	100-45202-200	23.97
JCL SOLUTIONS - JANITORS CL	1294505	07/12/2022	CLEANING/SUPPLIES	100-45202-211	68.33
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	100-45202-212	275.59
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Park small tools	100-45202-241	50.57
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	1/2 Park & EDA land swap	100-45202-350	150.00
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Park main structure	100-45202-402	461.34
DICKS WELDING INC	72667	07/06/2022	MAINTENANCE - OFFICE	100-45202-404	10.90
BAUER BUILT	830136460	07/06/2022	MAINTENANCE - OFFICE	100-45202-404	224.74
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	100-45202-406	10.00
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	100-45202-406	10.00
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	100-45202-406	10.00
COUNTRY PRIDE SERVICE	7002984	06/10/2022	MAINTENANCE - GROUNDS	100-45202-406	222.15
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	100-45202-406	202.25
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Park maint grounds	100-45202-406	34.46
Activity 45202 - Park Areas Total:					1,754.30
Fund 100 - GENERAL Total:					25,837.41

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
US BANK	4246044555766710 063022	07/01/2022	Amazon - Supplies	211-45501-200	12.49
DEMCO	7136012	07/11/2022	SUPPLIES	211-45501-200	298.46
US BANK	4246044555766710 063022	07/01/2022	Amazon	211-45501-217	41.68
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Library operating supplies	211-45501-217	30.96
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	211-45501-217	61.75
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Director	211-45501-350	230.46
SANDRA HERDER	JUNE 2022	07/01/2022	CLEANING	211-45501-402	460.00
MELISSA PENAS	JUNE 2022	07/01/2022	CLEANING	211-45501-402	460.00
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Library maint utilities	211-45501-409	27.96
US BANK	4246044555766710 063022	07/01/2022	smithsonian	211-45501-433	34.00
US BANK	4246044555766710 063022	07/01/2022	farm collector	211-45501-433	54.95
US BANK	4246044555766710 063022	07/01/2022	birds & bloom	211-45501-433	24.98
US BANK	4246044555766710 063022	07/01/2022	bottom line	211-45501-433	39.00
US BANK	4246044555766710 063022	07/01/2022	forbes	211-45501-433	20.00
US BANK	4246044555766710 063022	07/01/2022	vanity fair	211-45501-433	49.99
INGRAM INDUSTRIES	07-01-2022 2004243	07/06/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	2,302.90
US BANK	4246044555766710 063022	07/01/2022	turning red	211-45501-435	41.94
US BANK	4246044555766710 063022	07/01/2022	caught up in cowboy	211-45501-435	24.70
US BANK	4246044555766710 063022	07/01/2022	amazon	211-45501-435	87.89
US BANK	4246044555766710 063022	07/01/2022	the witches	211-45501-435	11.89
MICROMARKETING, LLC	892869	07/11/2022	BOOKS/PAMPHLETS	211-45501-435	288.99
MN State Deferred	DAWN AAMOT	07/12/2022	HEALTH CARE SAVINGS	211-45501-480	14,897.93
Activity 45501 - Library Total:					19,502.92
Fund 211 - LIBRARY Total:					19,502.92

Fund: 225 - AIRPORT**Activity: 45127 - Airport**

RED ROCK RURAL WATER	106026	07/05/2022	SERVICE -WATER/AIRPORT	225-45127-200	2.00
RED ROCK RURAL WATER	106026	07/05/2022	SERVICE -WATER/AIRPORT	225-45127-200	30.50
ELECTRIC FUND	6-1-22 - 6-30-22	07/11/2022	AIRPORT MOWER	225-45127-212	151.43
SYN-TECH SYSTEMS, INC	251689	07/07/2022	AIRPORT/ MAINTENANCE - OF	225-45127-404	1,575.00
Activity 45127 - Airport Total:					1,758.93
Fund 225 - AIRPORT Total:					1,758.93

Fund: 230 - POOL**Activity: 45124 - Pool**

JCL SOLUTIONS - JANITORS CL	1292403-1	07/12/2022	CLEANING/SUPPLIES	230-45124-211	184.66
US BANK	4246044555766710 063022	07/01/2022	Dollar General	230-45124-217	142.94
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	230-45124-217	916.53
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Pool operating supplies	230-45124-217	84.82
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	230-45124-217	13.23
WINDOM AUTO VALU	JUNE 2022	07/05/2022	MAINTENANCE 3400540	230-45124-217	7.49
US BANK	4246044555766710 063022	07/01/2022	Hy-Vee	230-45124-260	25.74
AH HERMEL COMPANY	932146	06/28/2022	ARENA/CONCESSIONS	230-45124-260	662.25
AH HERMEL COMPANY	932210	06/28/2022	ARENA/CONCESSIONS	230-45124-260	65.57
AH HERMEL COMPANY	932435	06/28/2022	ARENA/CONCESSIONS	230-45124-260	132.81
AH HERMEL COMPANY	932437	06/28/2022	ARENA/CONCESSIONS	230-45124-260	76.45
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Pool maint structure	230-45124-402	372.66
NORBERG PAINTS	S0138559	07/12/2022	MAINTENANCE - STRUCTURE	230-45124-402	5,403.00
NORBERG PAINTS	S0139236	07/12/2022	MAINTENANCE - STRUCURE	230-45124-402	0.14
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	230-45124-404	5.37
HORIZON CHEMICAL CO. INC	INV19187	06/28/2022	MAINTENANCE - OFFICE	230-45124-404	315.77
HORIZON CHEMICAL CO. INC	INV19247	06/28/2022	MAINTENANCE - OFFICE	230-45124-404	1,611.16
Activity 45124 - Pool Total:					10,020.59
Fund 230 - POOL Total:					10,020.59

Fund: 235 - AMBULANCE**Activity: 42153 - Ambulance**

US BANK	4246044555766710 063022	07/01/2022	amazon	235-42153-200	40.32
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Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	235-42153-212	3,927.74
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	235-42153-212	-50.38
BRITTANY ESPENSON - RIVERS	1388	07/05/2022	OPERATING SUPPLIES	235-42153-217	200.00
ARAMARK	2560015052	06/16/2022	CLEANING & OPERATING SUP	235-42153-217	31.37
US BANK	4246044555766710 063022	07/01/2022	hy-vee	235-42153-217	14.97
US BANK	4246044555766710 063022	07/01/2022	Amazon - Supplies	235-42153-217	378.77
BOUND TREE MEDICAL, LLC	84575017	07/01/2022	AMBULANCE/OPERATING SUP	235-42153-217	92.16
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	235-42153-217	61.75
NAM DESIGN	40674	06/30/2022	EMT/UNIFORMS	235-42153-218	490.00
AMBER SVOBODA	5/20/2022	07/08/2022	EMT INITIAL APPLICATION FEE	235-42153-308	98.00
AT & T MOBILITY	287304392280X07032022	07/11/2022	TELEPHONE	235-42153-321	315.55
EXPERT BILLING LLC	10153	06/17/2022	DATA PROCESSING	235-42153-326	2,291.00
CYNDI HANSEN	5-18-22	07/01/2022	TRAVEL REINBURSEMENT	235-42153-331	57.80
JODI JOHNSON	6-28-22	07/11/2022	MEALS EXPENSE	235-42153-334	9.65
CYNDI HANSEN	6-28-22	07/11/2022	MEALS EXPENSE	235-42153-334	45.20
DAN MESNER	6-28-22 - 7-2-22	07/11/2022	MEALS EXPENSE	235-42153-334	76.79
DONNA MARCY	6-30-2022	07/11/2022	MEALS EXPENSE	235-42153-334	14.75
MEGAN BRAMSTEDT	7-5-22 - 7-10-22	07/11/2022	MEAL EXPENSE	235-42153-334	104.60
US BANK	4246044555766710 063022	07/01/2022	allied	235-42153-404	-522.48
MN REVENUE	2ND QTR 2022	07/12/2022	MINNESOTA CARE TAX	235-42153-460	2,100.00
Activity 42153 - Ambulance Total:					9,777.56
Fund 235 - AMBULANCE Total:					9,777.56

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

US BANK	4246044555766710 063022	07/01/2022	Adobe	250-46520-200	16.02
James Hartshorn	JH401	07/05/2022	CONSULTING & AUDITING	250-46520-301	9,300.00
SCHRAMMEL LAW OFFICE	JUNE 2022	07/07/2022	LEGAL FEES/ JUNE EDA	250-46520-304	2,340.00
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	250-46520-321	27.06
US BANK	4246044555766710 063022	07/01/2022	delivery services/ups	250-46520-322	33.25
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Director & City Admin	250-46520-340	922.36
QUICK PRINT	FAIR BOOK AD 22 KK	06/30/2022	ADVERTISING/FAIR BOOK AD 2	250-46520-340	199.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Hearing 925 N Redding	250-46520-350	95.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	1405 Cottonwood Lake Dr	250-46520-350	100.00
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	1/2 park & EDA land swap	250-46520-350	150.00
FEDERATED RURAL ELECTRIC	JUNE 2022	07/11/2022	SERVICE	250-46520-381	24.00
US BANK	4246044555766710 063022	07/01/2022	Runnings - Supplies	250-46520-402	53.43
US BANK	4246044555766710 063022	07/01/2022	runnings	250-46520-402	641.24
BUILDING SPRINKLER INC.	87433	06/28/2022	EDA SPEC. BLDG. REPAIR SPRI	250-46520-402	3,441.50
ELECTRIC FUND	7-6-22 RIVER BLUFF LOT CLEA	07/07/2022	RIVER BLUFF UNDEVELOPED L	250-46520-443	3,390.00
Activity 46520 - EDA Total:					20,732.86
Fund 250 - EDA GENERAL Total:					20,732.86

Fund: 254 - NORTH IND PARK

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2013B INTREST (PROJECT 201	254-49980-611	237.50
Activity 49980 - Debt Service Total:					237.50
Fund 254 - NORTH IND PARK Total:					237.50

Fund: 274 - TIF 1-19 NWIP II

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2018A GENERAL OB BOND (P	274-49980-611	9,150.00
Activity 49980 - Debt Service Total:					9,150.00
Fund 274 - TIF 1-19 NWIP II Total:					9,150.00

Fund: 303 - 2007 STREET IMPROVEMENT

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2012 A INTREST (PROJECT 201	303-49980-611	1,320.00
Activity 49980 - Debt Service Total:					1,320.00
Fund 303 - 2007 STREET IMPROVEMENT Total:					1,320.00

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 305 - 2009 STREET IMPROVEMENT					
Activity: 47000 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017C ADM FEE	305-47000-480	475.00
Activity 47000 - Debt Service Total:					475.00
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017C GENERAL OB BOND (20	305-49980-611	3,700.00
Activity 49980 - Debt Service Total:					3,700.00
Fund 305 - 2009 STREET IMPROVEMENT Total:					4,175.00
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 41000 - General Government					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D ADM FEE	306-41000-480	475.00
Activity 41000 - General Government Total:					475.00
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	306-49980-611	5,700.00
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	306-49980-611	7,785.00
Activity 49980 - Debt Service Total:					13,485.00
Fund 306 - 2013 STREET IMPROVEMENT Total:					13,960.00
Fund: 307 - 2017 STREET PROJECT					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017A GENERAL OB BOND (P	307-49980-611	38,472.50
Activity 49980 - Debt Service Total:					38,472.50
Fund 307 - 2017 STREET PROJECT Total:					38,472.50
Fund: 308 - 2020 STREET PROJECT					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020B	308-49980-611	39,100.00
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020C	308-49980-611	4,387.50
Activity 49980 - Debt Service Total:					43,487.50
Fund 308 - 2020 STREET PROJECT Total:					43,487.50
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
ELITE UNMANNED LLC	1062	07/07/2022	POLICE/DRONE	401-49950-501	6,878.00
BOLTON & MENK, INC.	0291588	07/01/2022	LAND USE CODE REVIEW	401-49950-506	525.00
Activity 49950 - Capital Outlay Total:					7,403.00
Fund 401 - GENERAL CAPITAL PROJECTS Total:					7,403.00
Fund: 402 - CAPITAL PROJECT - ESF					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	402-49980-612	14,020.00
Activity 49980 - Debt Service Total:					14,020.00
Fund 402 - CAPITAL PROJECT - ESF Total:					14,020.00
Fund: 406 - PIR					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2013B INTREST (PROJECT 201	406-49980-611	475.00
Activity 49980 - Debt Service Total:					475.00
Fund 406 - PIR Total:					475.00
Fund: 601 - WATER					
Activity: 49400 - Water					
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	601-49400-212	410.17
RED ROCK RURAL WATER	104328 JUNE 2022	07/05/2022	WATER 104328 JOHNSON AU	601-49400-217	30.50
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	601-49400-217	61.75
US BANK	4246044555766710 063022	07/01/2022	Hach - Chemical	601-49400-310	305.65
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	601-49400-321	91.22
FEDERATED RURAL ELECTRIC	JUNE 2022	07/11/2022	SERVICE	601-49400-381	24.00
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	601-49400-408	83.72
DICKS WELDING INC	72831	06/24/2022	WATER/BOLLARDS FOR WELL	601-49400-408	628.62

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF HEALTH	04-01-2022 - 06-30-2022	07/08/2022	WATER SURCHARGE 2ND QUA	601-49400-443	5,122.00
				Activity 49400 - Water Total:	6,757.63
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	601-49980-611	5,396.25
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017A GENERAL OB BOND (P	601-49980-611	7,280.00
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020B	601-49980-611	7,940.65
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017A GENERAL OB BOND (P	601-49980-611	7,750.00
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	601-49980-611	2,067.00
				Activity 49980 - Debt Service Total:	30,433.90
				Fund 601 - WATER Total:	37,191.53
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	602-49450-212	382.55
MN VALLEY TESTING	1148576	06/21/2022	CHEMICALS	602-49450-216	266.80
MN VALLEY TESTING	1148607	06/21/2022	CHEMICALS	602-49450-216	106.80
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	602-49450-217	61.75
MIDWEST SAFETY COUNSELO	IVC0066470	07/08/2022	SEWER/OPERATING SUPPLIES	602-49450-217	496.66
MN VALLEY TESTING	1149700	06/28/2022	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1149735	06/28/2022	SEWER/LAB TESTING	602-49450-310	106.80
MN VALLEY TESTING	1150093	06/30/2022	LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1150743	07/05/2022	LAB TESTING	602-49450-310	170.80
US BANK	4246044555766710 063022	07/01/2022	Hach - Chemical	602-49450-310	1,244.70
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	602-49450-321	121.23
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	602-49450-404	98.14
GRAYBAR ELECTRIC CO	9327094050	07/12/2022	MAINTENANCE - OFFICE	602-49450-404	157.56
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	602-49450-406	69.99
				Activity 49450 - Sewer Total:	3,721.38
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	602-49980-611	13,833.00
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020D	602-49980-611	4,632.50
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	SERIES 2020B	602-49980-611	5,759.36
				Activity 49980 - Debt Service Total:	24,224.86
				Fund 602 - SEWER Total:	27,946.24
Fund: 604 - ELECTRIC					
WESCO DISTRIBUTION, INC	062819	07/01/2022	ELECTRIC/INVENTORY	604-14200	129,090.00
ELK RIVER WINLECTRIC	355153 01	06/21/2022	INVENTORY	604-14200	3,990.00
ELK RIVER WINLECTRIC	355363 01	06/21/2022	INVENTORY	604-14200	6,726.67
ELK RIVER WINLECTRIC	357807 01	06/21/2022	INVENTORY	604-14200	884.12
BORDER STATES	924361131	06/14/2022	INVENTORY	604-14200	658.22
BORDER STATES	924428566	06/24/2022	EL/INVENTORY	604-14200	87.11
J. H. LARSON	S102745728.001	06/28/2022	ELECTRIC/INVENTORY	604-14200	142.31
ELECTRIC FUND	#612	06/30/2022	CAPITAL EAST HIL	604-16300	2,102.20
DGR ENGINEERING	00254111	06/30/2022	TRANSMISSION PROJECT	604-16300	10,330.00
DGR ENGINEERING	00254112	06/30/2022	GENERATION ADDITION	604-16300	6,513.21
DGR ENGINEERING	00254119	06/21/2022	FUEL TANK PROJECT	604-16300	5,292.00
ELECTRIC FUND	613	07/12/2022	ELECTRIC IMPROVEMENTS	604-16300	25.18
ELECTRIC FUND	614	07/12/2022	ELECTRIC IMPROVEMENTS	604-16300	954.96
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Electric Fixed Asset Infrastruct	604-16300	15.96
AMERICAN ENGINEERING TES	INV-074546	06/30/2022	TRANSMISSION PROJECT	604-16300	29,750.00
					196,561.94
Activity: 49550 - Electric					
ELECTRIC FUND	6-27-22 - 7-10-22 HYLIFE	07/11/2022	EAST HILL 3	604-49550-150	3,609.81
ELECTRIC FUND	6-27-22 - 7-10-22 HYLIFE	07/11/2022	HYLIFE UPGRADE	604-49550-150	8,232.90
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Electric cleaning supplies	604-49550-211	36.98
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	604-49550-212	791.41
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	604-49550-217	61.75
US BANK	4246044555766710 063022	07/01/2022	Amazon	604-49550-241	148.34
MN MUNICIPAL UTILITIES ASS	59555	06/27/2022	TRAINING & REGISTRATION	604-49550-308	616.00

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	604-49550-321	80.02
GOLDEN WEST TECH & INT SO	220600275	07/06/2022	DISPATCHING	604-49550-325	44.20
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	deiesel equip bids	604-49550-340	170.00
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Electric maint structure	604-49550-402	9.77
JORDAN BUSSA	047	07/06/2022	MAINTENANCE - GROUNDS	604-49550-406	184.60
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	604-49550-406	187.28
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Electric maint grounds	604-49550-406	69.99
METERING & TECHNOLOGY S	23245	06/21/2022	MAINTENANCE - DISTRIBUTIO	604-49550-408	6,393.80
ELK RIVER WINLECTRIC	357275 01	06/21/2022	MAINTENANCE - DISTRIBUTIO	604-49550-408	759.76
ELECTRIC FUND	615	07/12/2022	ELECTRIC/MAINTENANCE - DI	604-49550-408	39.53
DICKS WELDING INC	72642	07/06/2022	MAINTENANCE - DISTRIBUTIO	604-49550-408	101.87
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Electric maint distribution	604-49550-408	20.78
RESCO - RURAL ELECTRIC SUP	864481-00	07/12/2022	MAINTENANCE - DISTRIBUTIO	604-49550-408	895.70
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	604-49550-409	85.80
JACOB GROSS	6-29-22	06/30/2022	CONSERVATION - ENERGY REB	604-49550-450	500.00
WINDOM AREA DEVELOPME	JULY 2022	07/06/2022	PAYMENTS TO OTHER ORGANI	604-49550-491	1,200.00
Activity 49550 - Electric Total:					24,240.29
Fund 604 - ELECTRIC Total:					220,802.23

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

US BANK	4246044555766710 063022	07/01/2022	Amazon	609-49751-211	415.69
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	609-49751-217	88.21
DOLL DISTRIBUTING, LLC	1029676	06/24/2022	LIQUOR/BEER	609-49751-251	292.50
JOHNSON BROS.	2079386	06/24/2022	LIQUOR/FREIGHT	609-49751-251	4,304.02
JOHNSON BROS.	2084289	07/01/2022	LIQUOR/FREIGHT	609-49751-251	3,443.13
SOUTHERN GLAZER'S OF MN	2223884	06/17/2022	LIQUOR / FREIGHT	609-49751-251	4,265.23
SOUTHERN GLAZER'S OF MN	2223886	06/17/2022	LIQUOR/WINE/FREIGHT	609-49751-251	89.91
SOUTHERN GLAZER'S OF MN	2226721	06/24/2022	LIQUOR/FREIGHT	609-49751-251	2,600.90
BREAKTHRU BEVERAGE MN	344619833	06/24/2022	1803.91	609-49751-251	1,574.57
PHILLIPS WINE & SPIRITS	6417515	06/24/2022	LIQUOR/FREIGHT	609-49751-251	1,580.65
PHILLIPS WINE & SPIRITS	6421500	07/01/2022	LIQUOR/FREIGHT	609-49751-251	6,468.45
DOLL DISTRIBUTING, LLC	1029676	06/24/2022	LIQUOR/BEER	609-49751-252	7,535.30
DOLL DISTRIBUTING, LLC	1029691	06/24/2022	LIQUOR S./BEER	609-49751-252	522.00
JOHNSON BROS.	2079388	06/24/2022	LIQUOR S./BEER	609-49751-252	240.00
BEVERAGE WHOLESALERS	225573	06/24/2022	LIQUOR S./BEER	609-49751-252	18,394.48
BEVERAGE WHOLESALERS	226702	07/01/2022	BEER	609-49751-252	7,057.56
BEVERAGE WHOLESALERS	226702 CREDIT	07/01/2022	LIQUOR STORE - BEER CREDIT	609-49751-252	-13.65
ARTISAN BEER COMPANY	3543239	06/24/2022	LIQUOR S./BEER	609-49751-252	333.40
ARTISAN BEER COMPANY	3544652	07/01/2022	BEER	609-49751-252	270.75
PAUSTIS WINE COMPANY	169751	07/01/2022	WINE/FREIGHT	609-49751-253	1,040.00
JOHNSON BROS.	2079387	06/24/2022	WINE/FREIGHT	609-49751-253	1,360.30
JOHNSON BROS.	2084290	07/01/2022	WINE/SOFT DRINKS & MIXES/	609-49751-253	997.83
SOUTHERN GLAZER'S OF MN	2223886	06/17/2022	LIQUOR/WINE/FREIGHT	609-49751-253	478.00
SOUTHERN GLAZER'S OF MN	2226723	06/24/2022	WINE/FREIGHT	609-49751-253	295.71
ROUND LAKE VINEYARDS & W	3426	06/17/2022	WINE	609-49751-253	423.00
BREAKTHRU BEVERAGE MN	344619833	06/24/2022	1803.91	609-49751-253	129.00
PHILLIPS WINE & SPIRITS	6417516	06/24/2022	BEER/SOFT DRINKS/FREIGHT	609-49751-253	454.90
PHILLIPS WINE & SPIRITS	6421501	07/01/2022	WINE/FREIGHT	609-49751-253	887.40
JOHNSON BROS.	2084290	07/01/2022	WINE/SOFT DRINKS & MIXES/	609-49751-254	37.00
SOUTHERN GLAZER'S OF MN	2223885	06/17/2022	SOFT DRINKS & MIXES/FREIG	609-49751-254	26.00
BREAKTHRU BEVERAGE MN	344619833	06/24/2022	1803.91	609-49751-254	68.26
PHILLIPS WINE & SPIRITS	6417516	06/24/2022	BEER/SOFT DRINKS/FREIGHT	609-49751-254	42.00
PHILLIPS WINE & SPIRITS	669108	06/24/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-254	-7.50
WATERVILLE FOOD & ICE	02-227401	07/01/2022	ICE/FREIGHT	609-49751-257	264.80
WATERVILLE FOOD & ICE	02-227430	07/08/2022	LIQUOR S./ICE/FREIGHT	609-49751-257	228.80
WATERVILLE FOOD & ICE	02-227446	07/08/2022	LIQUOR S./ICE/FREIGHT	609-49751-257	147.20
AH HERMEL COMPANY	930576/930576	07/08/2022	LIQUOR S./MERCHANDISE	609-49751-261	10.72
WATERVILLE FOOD & ICE	02-227401	07/01/2022	ICE/FREIGHT	609-49751-333	5.25
WATERVILLE FOOD & ICE	02-227430	07/08/2022	LIQUOR S./ICE/FREIGHT	609-49751-333	5.25
WATERVILLE FOOD & ICE	02-227446	07/08/2022	LIQUOR S./ICE/FREIGHT	609-49751-333	5.25

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PAUSTIS WINE COMPANY	169751	07/01/2022	WINE/FREIGHT	609-49751-333	15.00
JOHNSON BROS.	2079386	06/24/2022	LIQUOR/FREIGHT	609-49751-333	84.85
JOHNSON BROS.	2079387	06/24/2022	WINE/FREIGHT	609-49751-333	54.46
JOHNSON BROS.	2084289	07/01/2022	LIQUOR/FREIGHT	609-49751-333	90.57
JOHNSON BROS.	2084290	07/01/2022	WINE/SOFT DRINKS & MIXES/	609-49751-333	25.33
SOUTHERN GLAZER'S OF MN	2223884	06/17/2022	LIQUOR / FREIGHT	609-49751-333	102.06
SOUTHERN GLAZER'S OF MN	2223885	06/17/2022	SOFT DRINKS & MIXES/FREIG	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2223886	06/17/2022	LIQUOR/WINE/FREIGHT	609-49751-333	34.85
SOUTHERN GLAZER'S OF MN	2226721	06/24/2022	LIQUOR/FREIGHT	609-49751-333	54.19
SOUTHERN GLAZER'S OF MN	2226723	06/24/2022	WINE/FREIGHT	609-49751-333	12.30
BREAKTHRU BEVERAGE MN	344619833	06/24/2022	1803.91	609-49751-333	32.08
PHILLIPS WINE & SPIRITS	6417515	06/24/2022	LIQUOR/FREIGHT	609-49751-333	24.40
PHILLIPS WINE & SPIRITS	6417516	06/24/2022	BEER/SOFT DRINKS/FREIGHT	609-49751-333	11.72
PHILLIPS WINE & SPIRITS	6421500	07/01/2022	LIQUOR/FREIGHT	609-49751-333	132.60
PHILLIPS WINE & SPIRITS	6421501	07/01/2022	WINE/FREIGHT	609-49751-333	37.04
US BANK	4246044555766710 063022	07/01/2022	Facebook-Campaigns	609-49751-340	32.49
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	Fathers day, drink & drive	609-49751-340	1,298.04
QUICK PRINT	FAIR BOOK AD 22 WWW	07/01/2022	FAIR BOOK AD 2022	609-49751-340	234.00
QUICK PRINT	22182	07/12/2022	PRINTING	609-49751-350	47.00
US BANK	4246044555766710 063022	07/01/2022	Amazon	609-49751-402	26.71
HEARTLAND SECURITY SERVIC	716583	07/12/2022	MAINTENANCE - UTILITIES	609-49751-409	250.32
Activity 49751 - Liquor Store Total:					68,964.33
Fund 609 - LIQUOR STORE Total:					68,964.33

Fund: 614 - TELECOM

INTERNAL REVENUE SERVICE	7--15-22	07/11/2022	EXCISE TAX POSTING BI-WEEK	614-20201	500.00
INTERNAL REVENUE SERVICE	JUN-22 FINAL	07/11/2022	EXCISE TAX POSTING	614-20201	339.84
MN 9-1-1 PROGRAM	JUNE 2022	07/07/2022	JULY 911 SERVICE	614-20206	987.39
					1,827.23

Activity: 49870 - Telecom

CITY LAUNDERING CO.	1778595	06/24/2022	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	614-49870-212	242.09
AMAZON CAPITAL SERVICES, I	1PT7-MYMV-3MR6	06/20/2022	OPERATING SUPPLIES CREDIT	614-49870-217	-83.70
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	614-49870-217	105.85
INTERSTATE ALL BATTERY CEN	1912903025915	07/08/2022	UTILITY SYSTEM	614-49870-227	435.73
AMAZON CAPITAL SERVICES, I	197R-VDY4-Y7NC	07/12/2022	UTILITY SYSTEM	614-49870-227	734.00
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	614-49870-227	42.90
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Telecom utility system	614-49870-227	24.77
OLSEN THIELEN & CO.,LTD	68900	07/06/2022	TELECOM/CONSULTING & AU	614-49870-301	270.00
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	614-49870-321	635.94
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	shopper & citizen & digital	614-49870-340	901.84
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	614-49870-402	11.99
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Telecom maint structure	614-49870-402	47.97
KULSETH LAWN LANDSCAPE	2837	07/05/2022	MAINTENANCE - GROUNDS	614-49870-406	171.00
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	614-49870-406	74.99
CENTURY LINK	7242105D-D-22168	06/30/2022	CABS	614-49870-441	46.62
NATIONAL CABLE TV COOP	22060503	06/30/2022	SUBSCRIBER FEES	614-49870-442	46,383.28
NATIONAL CABLE TV COOP	22060503-01	07/07/2022	SUBSCRIBER FEES	614-49870-442	125.00
DISPLAY SYSTEMS INTERNATI	24872	07/05/2022	SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	326770	07/05/2022	SUBSCRIBER FEES	614-49870-442	356.00
UNIVERSAL SERVICE ADMIN C	UBDI0001288632	07/12/2022	499A CONTRIBUTION	614-49870-443	1,650.79
US BANK	4246044555766710 063022	07/01/2022	dept. of labor	614-49870-444	128.00
E-911 - INDEPENDENT EMERG	0010143 7-1-2022	07/05/2022	SWITCH FEES	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10206565	07/05/2022	SWITCH FEES	614-49870-445	205.10
US BANK	4246044555766710 063022	07/01/2022	Dream Host Web Hosting	614-49870-447	139.00
HURRICANE ELECTRIC LLC	98424163-IN	07/05/2022	INTERNET EXPENSE	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	220600216	07/05/2022	ON CALL SUPPORT	614-49870-448	259.44
Activity 49870 - Telecom Total:					57,268.42

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2017B INTREST (GO EQUIP CE	614-49980-611	7,500.00
Activity 49980 - Debt Service Total:					7,500.00
Fund 614 - TELECOM Total:					66,595.65
Fund: 615 - ARENA					
Activity: 49850 - Arena					
JCL SOLUTIONS - JANITORS CL	1292403	06/28/2022	ARENA/CLEANING & SUPPLIE	615-49850-211	617.37
JCL SOLUTIONS - JANITORS CL	1292411	06/28/2022	ARENA/CLEANING & SUPPLIE	615-49850-211	172.31
CITY LAUNDERING CO.	1778592	06/28/2022	CLEANING/SUPPLIES	615-49850-211	50.00
WEX BANK	JUNE 2022	07/12/2022	MOTOR FUELS/WEX	615-49850-212	447.06
US BANK	4246044555766710 063022	07/01/2022	Hy-Vee	615-49850-217	23.98
RUNNINGS SUPPLY, INC	71920 06-30-22	07/13/2022	Supplies & Repairs	615-49850-217	23.80
SCHWALBACH HARDWARE	72861 06-30-22	07/13/2022	Arena operating supplies	615-49850-217	82.05
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	615-49850-217	61.75
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	615-49850-321	65.77
COTTONWOOD CO SOLID WA	5/01/22 - 5/31/22	06/15/2022	MAINTENANCE - GROUNDS	615-49850-384	80.00
Activity 49850 - Arena Total:					1,624.09
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	JULY 2022	07/07/2022	2018A GENERAL OB BOND (P	615-49980-611	14,554.38
Activity 49980 - Debt Service Total:					14,554.38
Fund 615 - ARENA Total:					16,178.47
Fund: 617 - M/P CENTER					
SECR REV FUND/CITY OF WD	7-16-22	07/11/2022	CASH FOR COMMUNITY CENE	617-10200	1,500.00
CASSY LOEWEN	6-30-22 DEPOSIT REFUND	06/30/2022	COMM. CENTER/WEDDING D	617-38510	200.00
					1,700.00
Activity: 49860 - M/P Center					
CITY LAUNDERING CO.	1778593	06/30/2022	COMM. CENTER - CLEANING/	617-49860-211	278.15
US BANK	4246044555766710 063022	07/01/2022	freedom	617-49860-212	20.00
US BANK	4246044555766710 063022	07/01/2022	Webstaurant	617-49860-217	336.02
A & B BUSINESS	IN960301	07/05/2022	MAINTENANCE CONTRACT	617-49860-217	61.75
US BANK	4246044555766710 063022	07/01/2022	HyVee	617-49860-254	79.82
US BANK	4246044555766710 063022	07/01/2022	HyVee	617-49860-254	34.63
US BANK	4246044555766710 063022	07/01/2022	HyVee	617-49860-254	9.34
US BANK	4246044555766710 063022	07/01/2022	HyVee	617-49860-254	6.56
US BANK	4246044555766710 063022	07/01/2022	HyVee	617-49860-254	2.79
US BANK	4246044555766710 063022	07/01/2022	Hy-Vee	617-49860-259	8.97
US BANK	4246044555766710 063022	07/01/2022	trio supply comp	617-49860-261	52.25
VERIZON WIRELESS	9909579831	07/05/2022	TELEPHONE	617-49860-321	41.21
US BANK	4246044555766710 063022	07/01/2022	Wix.com	617-49860-340	428.87
CITIZEN PUBLISHING CO	CIYTW 06-30-22	07/07/2022	shopper & citizen & digital	617-49860-340	556.68
QUICK PRINT	FAIR BOOK AD 22 III	06/30/2022	FAIR BOOK AD 2022	617-49860-340	309.00
Activity 49860 - M/P Center Total:					2,226.04
Fund 617 - M/P CENTER Total:					3,926.04
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002135	07/15/2022	Federal Tax Withholding	700-21701	11,111.23
MN Department of Revenue -	INV0002136	07/15/2022	State Withholding	700-21702	5,537.16
Internal Revenue Service-Payr	INV0002135	07/15/2022	Social Security	700-21703	13,611.48
MN Pera	INV0002133	07/15/2022	PERA	700-21704	15.00
MN Pera	INV0002133	07/15/2022	PERA	700-21704	686.98
MN Pera	INV0002133	07/15/2022	PERA	700-21704	12,901.55
MN Pera	INV0002133	07/15/2022	PERA	700-21704	8,703.94
MN State Deferred	INV0002134	07/15/2022	Deferred Roth	700-21705	1,425.00
MN State Deferred	INV0002134	07/15/2022	Deferred Compensation	700-21705	5,576.91
Internal Revenue Service-Payr	INV0002135	07/15/2022	Medicare Withholding	700-21711	4,094.76
FURTHER (Select Account)	40295273	07/12/2022	FLEX SPENDING	700-21712	3,289.67
FURTHER (Select Account)	July 2022	07/14/2022	July 2022 Employer HSA & VE	700-21720	9,166.77
FURTHER (Select Account)	July 2022	07/14/2022	July 2022 Employer HSA & VE	700-21720	520.85
FURTHER (Select Account)	July 2022	07/14/2022	July 2022 Employer HSA & VE	700-21722	3,437.58

Expense Approval Report

Payment Dates: 7/2/2022 - 7/15/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FURTHER (Select Account)	INV0002132	07/15/2022	HSA Employee Contribution	700-21723	509.92
					<u>80,588.80</u>
				Fund 700 - PAYROLL Total:	<u>80,588.80</u>
				Grand Total:	<u>742,524.06</u>

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	25,837.41
211 - LIBRARY	19,502.92
225 - AIRPORT	1,758.93
230 - POOL	10,020.59
235 - AMBULANCE	9,777.56
250 - EDA GENERAL	20,732.86
254 - NORTH IND PARK	237.50
274 - TIF 1-19 NWIP II	9,150.00
303 - 2007 STREET IMPROVEMENT	1,320.00
305 - 2009 STREET IMPROVEMENT	4,175.00
306 - 2013 STREET IMPROVEMENT	13,960.00
307 - 2017 STREET PROJECT	38,472.50
308 - 2020 STREET PROJECT	43,487.50
401 - GENERAL CAPITAL PROJECTS	7,403.00
402 - CAPITAL PROJECT - ESF	14,020.00
406 - PIR	475.00
601 - WATER	37,191.53
602 - SEWER	27,946.24
604 - ELECTRIC	220,802.23
609 - LIQUOR STORE	68,964.33
614 - TELECOM	66,595.65
615 - ARENA	16,178.47
617 - M/P CENTER	3,926.04
700 - PAYROLL	80,588.80
Grand Total:	742,524.06

Account Summary

Account Number	Account Name	Payment Amount
100-36200	Other Income	-469.21
100-41110-326	Data Processing	16.02
100-41110-350	Printing & Design	1,949.00
100-41110-434	Employee Appreciation	358.03
100-41310-200	Office Supplies	277.00
100-41310-217	Other Operating Supplie	105.85
100-41310-350	Printing & Design	860.20
100-41310-480	Other Miscellaneous	279.00
100-41910-200	Office Supplies	137.40
100-41910-212	Motor Fuels	103.07
100-41910-321	Telephone	41.21
100-41910-350	Printing & Design	100.00
100-41910-433	Dues & Subscriptions	145.00
100-41940-211	Cleaning Supplies	298.02
100-41940-406	Repairs & Maint - Groun	897.00
100-42120-200	Office Supplies	144.86
100-42120-212	Motor Fuels	2,810.04
100-42120-218	Uniforms	280.97
100-42120-321	Telephone	691.92
100-42120-323	Radio Units	3,777.36
100-42120-326	Data Processing	48.00
100-42120-334	Meals/Lodging	5.34
100-42120-340	Advertising & Promotion	75.00
100-42120-350	Printing & Design	18.95
100-42120-404	Repairs & Maint - M&E	39.99
100-42120-405	Repairs & Maint - Vehicl	629.55
100-42120-419	Vehicle Lease	2,943.35
100-42120-433	Dues & Subscriptions	266.00
100-42120-480	Other Miscellaneous	190.87

Account Summary

Account Number	Account Name	Payment Amount
100-42220-211	Cleaning Supplies	79.04
100-42220-212	Motor Fuels	752.58
100-42220-217	Other Operating Supplie	299.43
100-42220-308	Training & Registrations	35.00
100-42220-404	Repairs & Maint - M&E	249.50
100-42220-406	Repairs & Maint - Groun	74.94
100-42220-433	Dues & Subscriptions	60.00
100-43100-212	Motor Fuels	2,517.65
100-43100-216	Chemicals and Chemical	307.65
100-43100-217	Other Operating Supplie	61.75
100-43100-224	Street Maint Materials	30.00
100-43100-321	Telephone	42.01
100-43100-384	Refuse Disposal	171.00
100-43100-404	Repairs & Maint - M&E	217.39
100-43100-405	Repairs & Maint - Vehicl	14.20
100-43100-439	Special Projects	1,575.00
100-45120-200	Office Supplies	6.95
100-45120-215	Materials & Equipment	406.00
100-45120-217	Other Operating Supplie	163.23
100-45202-200	Office Supplies	23.97
100-45202-211	Cleaning Supplies	68.33
100-45202-212	Motor Fuels	275.59
100-45202-241	Small Tools	50.57
100-45202-350	Printing & Design	150.00
100-45202-402	Repairs & Maint - Struct	461.34
100-45202-404	Repairs & Maint - M&E	235.64
100-45202-406	Repairs & Maint - Groun	488.86
211-45501-200	Office Supplies	310.95
211-45501-217	Other Operating Supplie	134.39
211-45501-350	Printing & Design	230.46
211-45501-402	Repairs & Maint - Struct	920.00
211-45501-409	Repairs & Maint - Utilitie	27.96
211-45501-433	Dues & Subscriptions	222.92
211-45501-435	Books and Pamphlets	2,758.31
211-45501-480	Other Miscellaneous	14,897.93
225-45127-200	Office Supplies	32.50
225-45127-212	Motor Fuels	151.43
225-45127-404	Repairs & Maint - M&E	1,575.00
230-45124-211	Cleaning Supplies	184.66
230-45124-217	Other Operating Supplie	1,165.01
230-45124-260	Concessions	962.82
230-45124-402	Repairs & Maint - Struct	5,775.80
230-45124-404	Repairs & Maint - M&E	1,932.30
235-42153-200	Office Supplies	40.32
235-42153-212	Motor Fuels	3,877.36
235-42153-217	Other Operating Supplie	779.02
235-42153-218	Uniforms	490.00
235-42153-308	Training & Registrations	98.00
235-42153-321	Telephone	315.55
235-42153-326	Data Processing	2,291.00
235-42153-331	Travel Expense	57.80
235-42153-334	Meals/Lodging	250.99
235-42153-404	Repairs & Maint - M&E	-522.48
235-42153-460	Miscellaneous Taxes	2,100.00
250-46520-200	Office Supplies	16.02
250-46520-301	Auditing & Consulting Se	9,300.00
250-46520-304	Legal Fees	2,340.00
250-46520-321	Telephone	27.06

Account Summary

Account Number	Account Name	Payment Amount
250-46520-322	Postage	33.25
250-46520-340	Advertising & Promotion	1,121.36
250-46520-350	Printing & Design	345.00
250-46520-381	Electric Utility	24.00
250-46520-402	Repairs & Maint - Struct	4,136.17
250-46520-443	Intergovernmental Fees	3,390.00
254-49980-611	Bond Interest	237.50
274-49980-611	Bond Interest	9,150.00
303-49980-611	Bond Interest	1,320.00
305-47000-480	Other Miscellaneous	475.00
305-49980-611	Bond Interest	3,700.00
306-41000-480	Other Miscellaneous	475.00
306-49980-611	Bond Interest	13,485.00
307-49980-611	Bond Interest	38,472.50
308-49980-611	Bond Interest	43,487.50
401-49950-501	Capital Outlay - Police	6,878.00
401-49950-506	Capital Outlay - Building	525.00
402-49980-612	Other Interest	14,020.00
406-49980-611	Bond Interest	475.00
601-49400-212	Motor Fuels	410.17
601-49400-217	Other Operating Supplie	92.25
601-49400-310	Lab Testing	305.65
601-49400-321	Telephone	91.22
601-49400-381	Electric Utility	24.00
601-49400-408	Repairs & Maint - Distrib	712.34
601-49400-443	Intergovernmental Fees	5,122.00
601-49980-611	Bond Interest	30,433.90
602-49450-212	Motor Fuels	382.55
602-49450-216	Chemicals and Chemical	373.60
602-49450-217	Other Operating Supplie	558.41
602-49450-310	Lab Testing	1,959.90
602-49450-321	Telephone	121.23
602-49450-404	Repairs & Maint - M&E	255.70
602-49450-406	Repairs & Maint - Groun	69.99
602-49980-611	Bond Interest	24,224.86
604-14200	Inventory	141,578.43
604-16300	Improvements Other Th	54,983.51
604-49550-150	Capitalized Labor	11,842.71
604-49550-211	Cleaning Supplies	36.98
604-49550-212	Motor Fuels	791.41
604-49550-217	Other Operating Supplie	61.75
604-49550-241	Small Tools	148.34
604-49550-308	Training & Registrations	616.00
604-49550-321	Telephone	80.02
604-49550-325	Dispatching	44.20
604-49550-340	Advertising & Promotion	170.00
604-49550-402	Repairs & Maint - Struct	9.77
604-49550-406	Repairs & Maint - Groun	441.87
604-49550-408	Repairs & Maint - Distrib	8,211.44
604-49550-409	Repairs & Maint - Utilitie	85.80
604-49550-450	Conservation	500.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-211	Cleaning Supplies	415.69
609-49751-217	Other Operating Supplie	88.21
609-49751-251	Liquor	24,619.36
609-49751-252	Beer	34,339.84
609-49751-253	Wine	6,066.14
609-49751-254	Soft Drinks & Mix	165.76

Account Summary

Account Number	Account Name	Payment Amount
609-49751-257	Ice	640.80
609-49751-261	Other Merchandise	10.72
609-49751-333	Freight and Express	729.25
609-49751-340	Advertising & Promotion	1,564.53
609-49751-350	Printing & Design	47.00
609-49751-402	Repairs & Maint - Struct	26.71
609-49751-409	Repairs & Maint - Utilitie	250.32
614-20201	Excise Tax Payable	839.84
614-20206	911 TAP & TACIP Fees Cl	987.39
614-49870-211	Cleaning Supplies	21.38
614-49870-212	Motor Fuels	242.09
614-49870-217	Other Operating Supplie	22.15
614-49870-227	Utility System Maint Sup	1,237.40
614-49870-301	Auditing & Consulting Se	270.00
614-49870-321	Telephone	635.94
614-49870-340	Advertising & Promotion	901.84
614-49870-402	Repairs & Maint - Struct	59.96
614-49870-406	Repairs & Maint - Groun	245.99
614-49870-441	Transmission Fees	46.62
614-49870-442	Subscriber Fees	47,062.72
614-49870-443	Intergovernmental Fees	1,650.79
614-49870-444	License Fees	128.00
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	4,239.00
614-49870-448	On-Call Support	259.44
614-49980-611	Bond Interest	7,500.00
615-49850-211	Cleaning Supplies	839.68
615-49850-212	Motor Fuels	447.06
615-49850-217	Other Operating Supplie	191.58
615-49850-321	Telephone	65.77
615-49850-384	Refuse Disposal	80.00
615-49980-611	Bond Interest	14,554.38
617-10200	Petty Cash	1,500.00
617-38510	M/P Room Rent	200.00
617-49860-211	Cleaning Supplies	278.15
617-49860-212	Motor Fuels	20.00
617-49860-217	Other Operating Supplie	397.77
617-49860-254	Soft Drinks & Mix	133.14
617-49860-259	Non- Alcoholic	8.97
617-49860-261	Other Merchandise	52.25
617-49860-321	Telephone	41.21
617-49860-340	Advertising & Promotion	1,294.55
700-21701	Federal Withholding	11,111.23
700-21702	State Withholding	5,537.16
700-21703	FICA Tax Withholding	13,611.48
700-21704	PERA Contributions	22,307.47
700-21705	Retirement	7,001.91
700-21711	Medicare Tax Withholdi	4,094.76
700-21712	Flex Account	3,289.67
700-21720	VEBA Contributions	9,687.62
700-21722	HSA Contribution	3,437.58
700-21723	HSA Employee Contribu	509.92
Grand Total:		742,524.06

Project Account Summary

Project Account Key	Payment Amount
None	742,524.06

Project Account Summary

Project Account Key

None

Payment Amount

Grand Total:

742,524.06

CDW
7/14/2022

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: **Aye:**

Nay:

Absent:

A RESOLUTION APPROVING THE VACATION OF A PUBLIC UTILITY EASEMENT

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

WHEREAS, the City of Windom has called for the vacation of the following described utility easement:

20' wide utility easement being the northwesterly 154 feet of the existing easement lying and adjacent to the northeasterly line of Tract "A", Lot 2, Block 1, Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota.

WHEREAS, the Council for the City of Windom called for a public hearing on said petition to be held on July 19, 2022 at the meeting that begins at 6:30 p.m., and

WHEREAS, the City Clerk caused said written notice of the hearing to be published and posted at least 2 weeks before said hearing; and

WHEREAS, a public hearing was held on the petition on July 19, 2022, in the Council Chambers in City Hall, Windom, Minnesota; and

WHEREAS, the City Council for the City of Windom believes it to be in the best interest of the City of Windom to vacate the aforementioned easement and add 20' wide utility easements along and adjacent to the southeasterly and northeasterly lines of said Tract "B".

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, HEREBY RESOLVES:

1. That it would be in the best interest of the City of Windom to vacate the public utility easement and therefore the petition to vacate the following described public utility easement is hereby approved.

20' wide utility easement being the northwesterly 154 feet of the existing easement lying and adjacent to the northeasterly line of Tract "A", Lot 2, Block 1, Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota.

2. That the City Clerk for the City of Windom shall prepare a Notice of Completion of the proceedings which shall contain the name of the city, identification of the vacation, a statement of the time of completion thereof and a description of the real estate and lands effected. Further, the City Clerk shall present the same to the Cottonwood County Recorder for the purpose of entering the same into the transfer records for the County of Cottonwood.
3. That the City Clerk shall obtain 20' wide utility easements along and adjacent to the southeasterly and northeasterly lines of said Tract "B" to replace the existing easement.

Adopted this 19th day of July, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

PETITION FOR VACATION OF EXISTING UTILITY EASEMENT

The Economic Development Authority of Windom ("EDA") is the owner of a tract of land (identified as Tract "A") and located in Lot 2, Block 1 of Pamida Subdivision to the City of Windom, Cottonwood County, Minnesota, which is shown and described on the attached Survey.

The "EDA" has entered into a contract for the sale of Tract "A" to CBC DT LLC, a Delaware limited liability company, ("CBC").

CBC has also entered into a contract for the purchase of Tract "B" (which adjoins Tract "A") and is situated in Lot 3, Block 1 of Pamida Subdivision) from TJBm Properties LLC. Tract "B" is also shown and described on the attached Survey.

On May 17, 2022, the Windom City Council approved a minor subdivision for Lots 2 and 3, Block 1 of Pamida Subdivision to allow the combination of Tracts "A" and "B" into one new parcel.

At the time that the final plat of the Pamida Subdivision was approved, a utility easement was reserved along the Northerly 20 feet of Lot 2, Block 1 of Pamida Subdivision. (See excerpt from plat on which the location of easement is highlighted in yellow.)

In the process of examining proposed plans for the construction of a new retail store on Tracts "A" and "B", it was determined that the proposed new building will be placed over the existing utility easement in Lot 2.

After consultation with City Department Heads, it has been verified that there are no existing utilities in this easement.

The EDA, as contract seller of Tract "A", and CBC, as contract purchaser of Tract "A", are requesting that the City of Windom vacate the Northwesterly 154 feet of the 20-foot wide utility easement situated adjacent to the Northeasterly line of Lot 2, Block 1 of Pamida Subdivision, as highlighted in orange on the attached map.

The closings on the sales of Tracts "A" and "B" to CBC are scheduled for mid-July 2022. At the time of closing on Tract "B", CBC agrees to execute a written Utility Easement in favor of the City of Windom granting a 20-foot wide utility easement along the Southeasterly and Northeasterly lines of Tract "B" which it is purchasing from TJBm Properties LLC. (The proposed areas for the new utility easement are highlighted in yellow on the attached map.)

Please consider this petition for vacation of the above-described portion of the utility easement on Tract "A" in Lot 2, Block 1 of Pamida Subdivision.

DATED this 29 day of June, 2022.

CBC DT LLC

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM

By Daniel Carr

Name: Daniel Carr

Title: Manager

By Ryan McNamara

Ryan McNamara, EDA President



NOTICE OF PUBLIC HEARING

Notice is hereby given that on Tuesday, July 19, 2022, at the City Council Meeting that begins at 6:30 p.m. in the Council Chambers at City Hall, 444 9th Street, Windom, Minnesota, the City Council of the City of Windom will conduct a public hearing to consider a petition for the vacation of the following public utility easement:

LEGAL DESCRIPTION OF PORTION OF UTILITY EASEMENT TO BE VACATED

20' wide utility easement being the northwesterly 154 feet of the existing easement lying and adjacent to the northeasterly line of Tract "A" in Lot 2, Block 1, Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota.

By order of the Windom City Council:

Steve Nasby
City Administrator



DENOTES SURVEY MONUMENT FOUND INPLACE
DENOTES BAR SET WITH "BELL L.S. 16093" CAP

Pamida Subdivision

NOTARY

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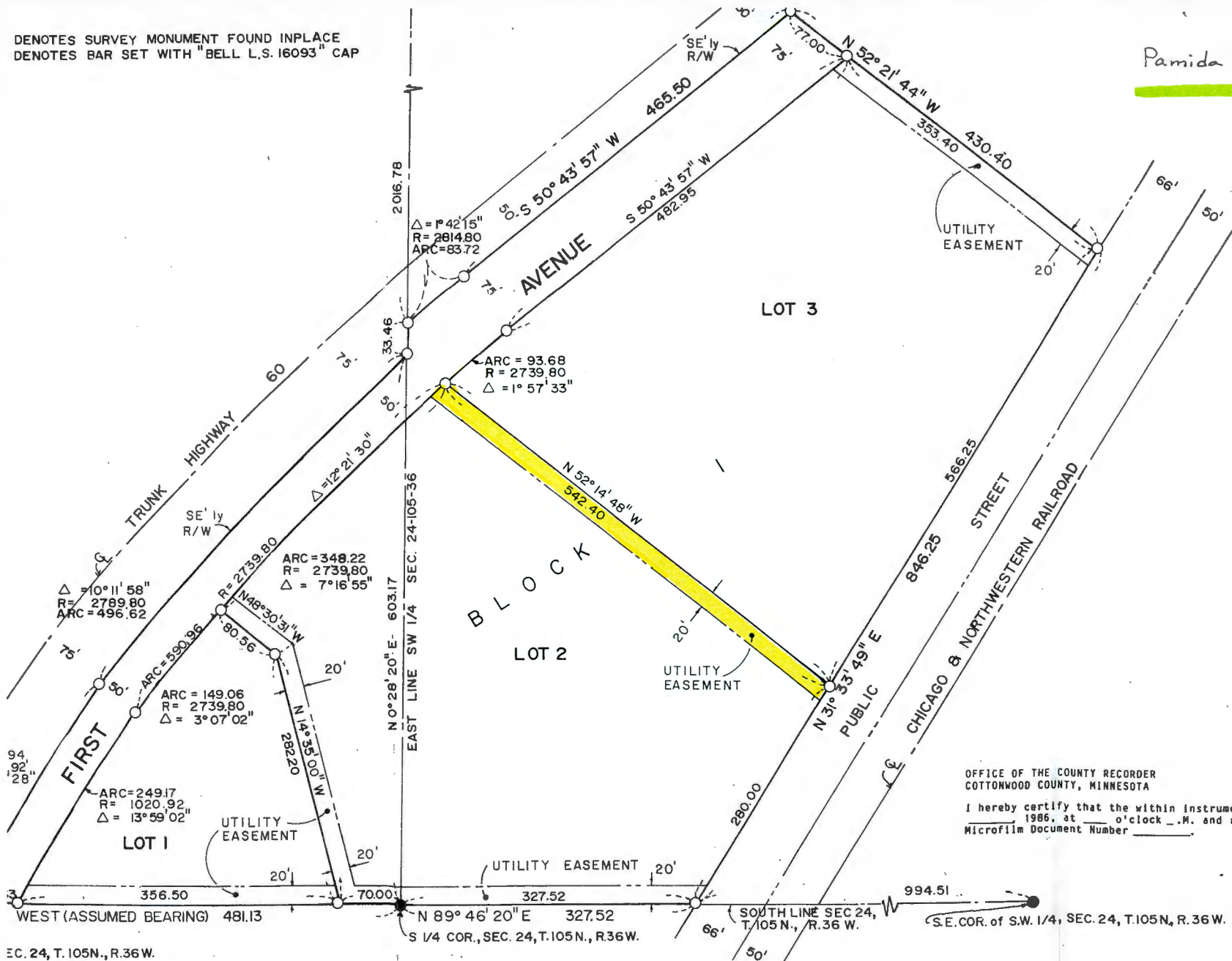
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EC. 24, T. 105N., R.36W.

TRACT "A" DESCRIPTION
PART OF LOT 2, BLOCK 1 OF PAMIDA SUBDIVISION IN THE CITY OF WINDOW, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

COMMENCING AT AN IRON MONUMENT AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 105 NORTH, RANGE 36 WEST IN THE CITY OF WINDOW, GREAT BEND TOWNSHIP, COTTONWOOD COUNTY, MINNESOTA; THENCE NORTH 00 DEGREES 49 MINUTES 31 SECONDS EAST, ALONG THE WEST LINE OF SAID SOUTHEAST QUARTER, A DISTANCE OF 301.21 FEET, TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 00 DEGREES 49 MINUTES 31 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 234.97 FEET, TO THE SOUTHEASTLY RIGHT OF WAY LINE OF FIRST AVENUE AND THE NORTHWESTERLY LINE OF SAID LOT 2, BLOCK 1; THENCE NORTHEASTERLY ALONG SAID RIGHT OF WAY LINE, ALONG SAID NORTHWESTERLY LINE AND ALONG A CURVE, CONCAVE TO THE SOUTHEAST, WITH A RADIUS OF 2739.77 FEET AND AN ARC DISTANCE OF 54.37 FEET, TO THE NORTHERLY CORNER OF SAID LOT 2, BLOCK 1; THENCE SOUTH 51 DEGREES 49 MINUTES 52 SECONDS EAST, ALONG THE NORTHEASTERLY LINE OF SAID LOT 2, BLOCK 1, A DISTANCE OF 177.51 FEET; THENCE SOUTH 48 DEGREES 46 MINUTES 29 SECONDS WEST A DISTANCE OF 244.51 FEET, TO THE POINT OF BEGINNING.

AND ALSO:

TRACT "B" DESCRIPTION
PART OF LOT 3, BLOCK 1 OF PAMIDA SUBDIVISION IN THE CITY OF WINDOW, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

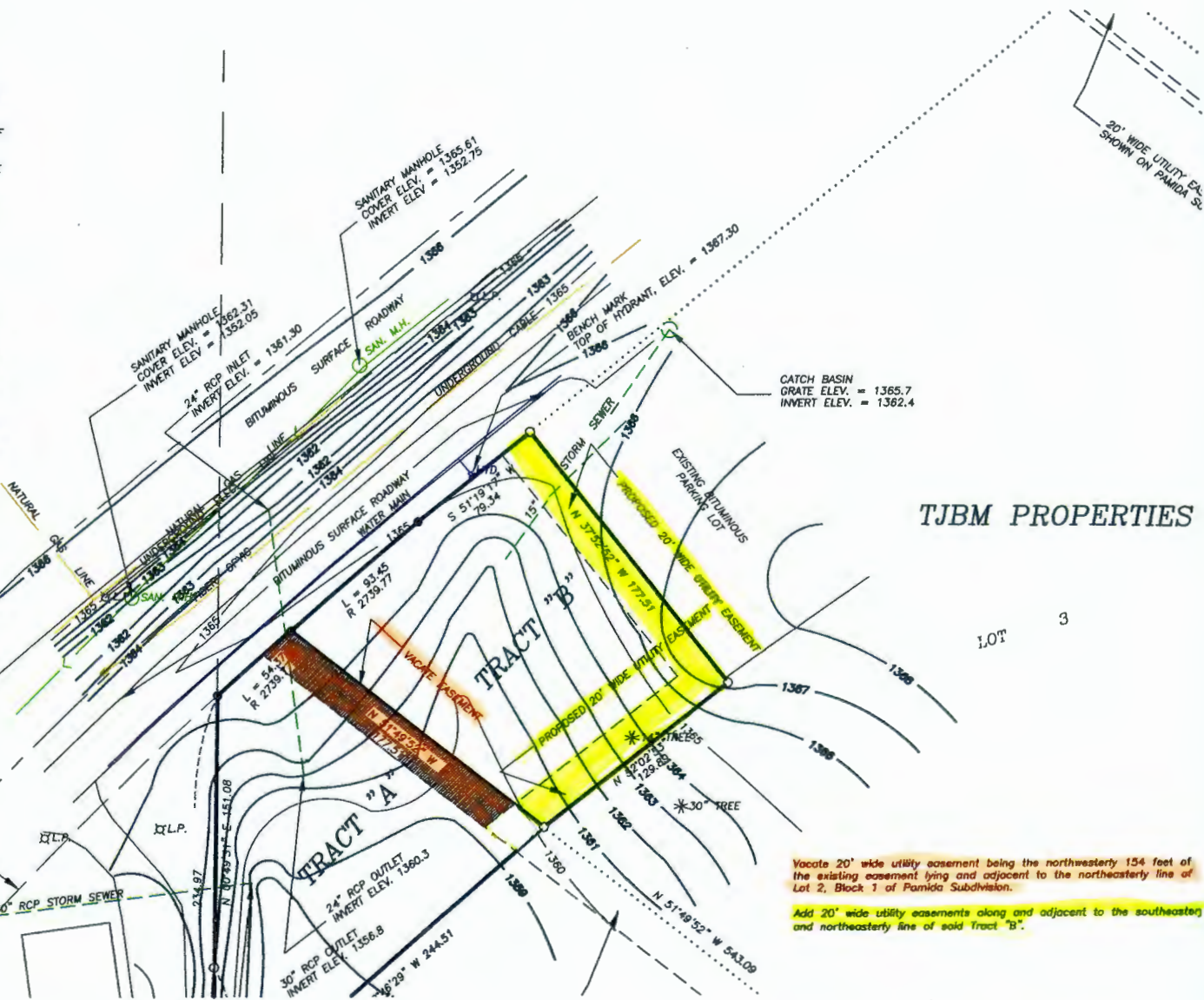
COMMENCING AT AN IRON MONUMENT AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 105 NORTH, RANGE 36 WEST IN THE CITY OF WINDOW, GREAT BEND TOWNSHIP, COTTONWOOD COUNTY, MINNESOTA; THENCE NORTH 00 DEGREES 49 MINUTES 31 SECONDS EAST, ALONG THE WEST LINE OF SAID SOUTHEAST QUARTER, A DISTANCE OF 301.21 FEET; THENCE CONTINUING NORTH 00 DEGREES 49 MINUTES 31 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 234.97 FEET, TO THE SOUTHEASTLY RIGHT OF WAY LINE OF FIRST AVENUE AND THE NORTHWESTERLY LINE OF SAID LOT 2, BLOCK 1; THENCE NORTHEASTERLY ALONG SAID RIGHT OF WAY LINE, ALONG SAID NORTHWESTERLY LINE AND ALONG A CURVE, CONCAVE TO THE SOUTHEAST, WITH A RADIUS OF 2739.77 FEET AND AN ARC DISTANCE OF 54.37 FEET, TO THE NORTHERLY CORNER OF SAID LOT 2, BLOCK 1, THIS BEING THE POINT OF BEGINNING; THENCE SOUTH 51 DEGREES 49 MINUTES 52 SECONDS EAST, ALONG THE SOUTHWESTERLY LINE OF SAID LOT 3, BLOCK 1, A DISTANCE OF 177.51 FEET; THENCE NORTH 52 DEGREES 02 MINUTES 53 SECONDS EAST A DISTANCE OF 129.89 FEET; THENCE NORTH 37 DEGREES 52 MINUTES 52 SECONDS WEST A DISTANCE OF 177.51 FEET, TO THE SOUTHEASTLY RIGHT OF WAY LINE OF FIRST AVENUE AND THE NORTHWESTERLY LINE OF SAID LOT 3, BLOCK 1; THENCE SOUTH 51 DEGREES 19 MINUTES 17 SECONDS WEST, ALONG SAID SOUTHEASTLY RIGHT OF WAY LINE AND ALONG SAID NORTHWESTERLY LINE, A DISTANCE OF 79.34 FEET; THENCE SOUTHWESTERLY ALONG SAID SOUTHEASTLY RIGHT OF WAY LINE, ALONG NORTHWESTERLY LINE AND ALONG A CURVE, CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 2739.77 FEET AND AN ARC DISTANCE OF 93.45 FEET, TO THE POINT OF BEGINNING.

DATE MAP
65.4
2/TYPE 3

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TJBM PROPERTIES

LOT

3

LETTER OF COMMENDATION - LIFE SAVING

AWARDED TO

Jay Grandprey

The City of Windom and Fire Department believe in recognition of their firefighters, their actions and outstanding efforts in service to the community. On July 7, 2022 while off-duty Jay Grandprey, firefighter responded to a citizen in distress and administered the Heimlich procedure to clear the person's airway and restore breathing.

Presented this 19th day of July, 2022

Dominic Jones, Mayor

WINDOM FIRE DEPARTMENT

938 5TH Avenue
WINDOM MN.56101

To the Windom Mayor and City Council Members:

The Windom Fire Department is asking for your approval to advertise for new firefighters to join our department. We are currently at 28 members on the department. We like to stay close to 32 members on the department if at all possible. In the past 6 months we have had 3 retirements and 2 resignations from the department. We would like to get 4-5 new firefighters put on the department early this fall, so we can get them through classes this fall and winter. They would have to go through the try-out and interview process that we have been using for the past several years. We score them and rank them on their performance and abilities and pick the best candidates for the job. With your approval we would start advertising as soon as possible and hold the tryouts sometime in September.

If you have any questions in regards to this feel free to contact me at any time.

**Ben Derickson
Windom Fire Chief
507-832-8688
507-920-9003
WFD55@windommn.com**

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

Recommendations/Options/Action Requested

1. Approve the Application by Jan-Michael Tull and Jackie Tull for a conditional use permit (CUP) to allow installation of a fence on a platted utility easement **with the condition as set forth in the Planning Commission Minutes.**

Issue Summary/Background

CUP Application:

Applicants/Owners: Jan-Michael Tull & Jackie E. Tull

Address of Property: 355 First Street, Windom, MN

Description: Part of Lot 1 and Part of Lot 5 in Block 1 of South Windom Subdivision to the City of Windom, Cottonwood County, Minnesota. (*abbreviated description*)

Parcel ID#: 25-716-0010

The Owners/Applicants are requesting a conditional use permit to allow the installation of a fence on a platted utility easement. (Pursuant to City Code, a conditional use permit is required for the proposed placement of a fence on an easement.) The utility in the easement area is telecom. The Planning Commission held a public hearing on this application on July 12, 2022. No public comments were received. Following the hearing, the Commission vote to recommend approval with the condition that the Property Owners work with the utilities that are present. Details concerning the information presented and the Planning Commission's recommendation are set forth in the Planning Commission Minutes included with the Council Packet.

Fiscal Impact

There is no fiscal impact for the City.

Attachments

1. Zoning Application for a Conditional Use Permit,
2. Planning Commission's Public Hearing Notice,
3. Aerial of the Property,
4. Plat Map with area of easement highlighted.

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Jan-Michael & Jackie Tull
Address 355 1st St.
City Windom State MN Zip 56101 (Phone: 507-220-0415)

Owner(s): (If other than Applicant) - Same
Name(s) Jan-Michael Tull & Jackie E. Tull
Address Same
City _____ State _____ Zip _____ (Phone: _____)

Property Address: 355 First Street, Windom, MN 56101

Part of
Legal Description of Property: Lot(s) 1 + 5 Block(s) 1 Addition South Windom
Subdivision - See attached legal description.

(If metes and bounds, attach description.) **Parcel No.** 25-716-0010

Existing Use of Property: Residential Home Part of Lot 1: R-2
Part of Lot 5: B-2
Present Zoning: _____

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

Description and Reason for Request (Attach Additional Information if necessary and/or required) Construct
a fence on a platted easement.

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 Jackie Tull X Jan-Michael Tull
[SIGNATURES OF APPLICANT(S)]

Date: 6-13-22

Fee: \$150.00

Paid: Ck. X

Date: 6-13-22

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 21st day of June, 2022.

WINDOM BUILDING & ZONING OFFICIAL: Andrew W. S.

Exhibit "A"

Lot 1 in Block 1 of South Windom, an addition to the City of Windom, Cottonwood County Minnesota; and that part of Lot 5 in Block 1 of said South Windom Addition described as follows:

Beginning at the Northeast corner of said Lot 1 and running thence East on the North line of said Lot 5, a distance of 10 feet; thence Southerly parallel with the East line of said Lot 1, a distance of 125 feet; thence Westerly parallel with the North line of said Lot 1, a distance of 10 feet to the Southeast corner of said Lot 1; thence North on and along the East line of said Lot 1 a distance of 125 feet to the point of beginning, EXCEPTING THEREFROM:

That part of Lot 1 in Block 1 of South Windom described as follows:

Beginning at the Northwest corner of said Lot 1; thence Southwesterly along the West line of said Lot 1 to the Southwest corner thereof; thence East along the South line of said Lot 1, a distance of 10 feet; thence Northerly to the Northwest corner of said Lot 1, being the point of beginning.

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

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

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

Explain: We would like the fence for the safety of our dog & child

2) Is your proposed use in conflict with the intent of the zoning district in which it is to be located?

Yes ☐ No ☒

Explain: Not that I am aware

3) Is your proposed use of the property compatible with present uses on the property and on adjoining properties?

Yes ☒ No ☐

Explain: We would like to use our backyard for enjoyment

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

Yes ☐ No ☒

Explain: It should increase the value of the property

5) Can you assure the City that your proposed use of the property will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion to nearby properties?

Yes ☒ No ☐

Explain: It will not cause harm.

6) Can you verify that the proposed use/development will not adversely affect pedestrian and vehicular movement on contiguous and non-contiguous adjacent properties and will not adversely affect the buffering of the service facilities and parking areas.

Yes ☒ No ☐

Explain: It will not adversely affect anything.

7) Can you assure the City that the proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity?

Yes ☒ No ☐

Explain: We will accommodate the existing services.

8) Variance Application Only. The undersigned Landowner (Applicant) has established that there are practical difficulties, unique to this property and not caused by the Landowner, that necessitate the need for a variance.

Yes ☐ No ☐

Explain: _____

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

Completed By: Jackie Tull Date: 7/5/2022

Property Address: 335 1st St. Windom, MN 56101

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

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT
(PROPOSED FENCE ON UTILITY EASEMENT)**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545-152.551, notice is hereby given that the Applicants and Owners, JAN-MICHAEL TULL and JACKIE E. TULL, husband and wife, of 355 First Street, Windom, Minnesota, have submitted a zoning application for a conditional use permit concerning their property. This property is located in an R-2 District. The Applicants request a conditional use permit, pursuant to the requirements of City Code Section 152.424(8), to allow placement of a fence on a utility easement. The existing structures, setbacks, and proposed placement of the fence are shown on the plot plan which is on file with the application and may be reviewed in the Building & Zoning Office at City Hall prior to the Public Hearing.

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

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

Legally described as follows: Part of Lot 1 and Part of Lot 5 in Block 1 of South Windom
Subdivision to the City of Windom, Cottonwood County,
Minnesota. (abbreviated description)

Parcel ID #: 25-716-0010

Address of the Property is: 355 First Street, Windom, MN 56101

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

Published: Cottonwood County Citizen (June 29, 2022)

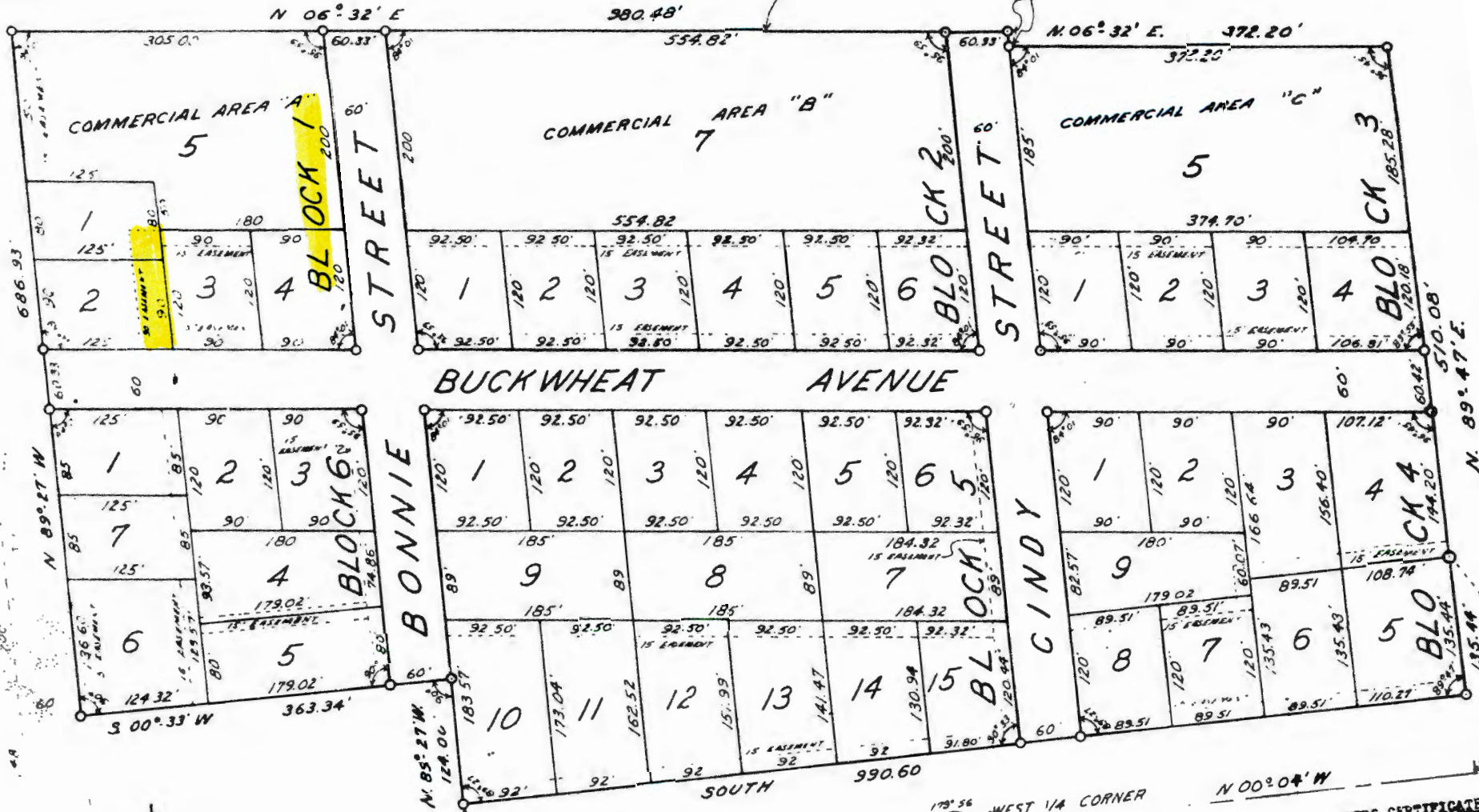


Parcel ID	257160010	Alternate ID	n/a	Owner Address	TULL/JAN-MICHAEL & JACKIE E
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		355 1ST STREET
Property Address	355 1ST ST	Acreage	n/a		WINDOM MN 56101
	56101				
District	n/a				
Brief Tax Description	W10' OF MOST N125' LOT 5; ALL EX TRIA TR W PART LOT 1 BLK 1				
	(Note: Not to be used on legal documents)				

Date created: 7/14/2022
 Last Data Uploaded: 7/13/2022 7:54:43 PM

Developed by  **Schneider**
 GEOSPATIAL

N/W T.H. 60 & 71



WEST LINE SECTION 36-105-36
475.00' NORTH-SOUTH

WEST 1/4 CORNER

N 00° 04' W

OWNERS CERTIFICATE
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South 89°-27' East,
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ated this 1st day of
County Treasurer

ated this 1st day of
County Treasurer

DECLARATION OF RES

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

WINDOM'S "NIGHT TO UNITE" PROCLAMATION

WHEREAS, the Minnesota Crime Prevention Association, AAA and local law enforcement agencies are sponsoring a unique, nationwide crime, drug and violence awareness program entitled "Night to Unite" on August 2, 2022; and

WHEREAS, the "Night to Unite" is designed to "get to know one another" in the City of Windom, build neighborhood involvement by bringing police and communities together; and to bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, the "Night to Unite" provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in Windom by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the Department of Corrections/Cottonwood County Probation and the Southwest Crisis Center play a vital role in assisting the Cottonwood County Sheriff and Windom Police Department through joint crime, drug and violence prevention efforts in Windom and are supporting "Night to Unite 2022" locally; and

WHEREAS, it is essential that all citizens of Windom be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Windom; and

WHEREAS, law enforcement-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "Night to Unite" Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that Tuesday, August 2, 2022, is designated as "**Night to Unite**" in Windom, Minnesota, and citizens of Windom are encouraged to support and participate in Windom's 16th Annual "Night to Unite".

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

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Jon Ketzenberg, Streets and Parks Superintendent
DATE: 7/11/2022
RE: Request for Street Closure Windom Chamber of Commerce
DEPT: Streets
CONTACT: Jon Ketzenberg: Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. The Windom Chamber is requesting closing 4th Avenue from 10th Street to 9th Street on Tuesday August 2nd, 2022 for their annual Night to Unite Event on the downtown square. The time of the street closure would be from 4:45-730 pm.

Issue Summary/Background

Hy-Vee will have Hamburger and Hotdog meals among with an Ice Cream Social. The Street Department will drop off barricades and pick them up. Police Chief Scott Peterson is fine with the request.

Fiscal Impact

None.

Attachments

1. None.

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION APPROVING THE SALE OF TAX-FORFEITED PARCELS AT PUBLIC AUCTION

WHEREAS, the City Council of the City of Windom has received correspondence from the Cottonwood County Auditor/Treasurer listing tax-forfeited parcels; and

WHEREAS, the parcels on the list that are located in the City of Windom are described as follows:

Parcel # 25-352-0450 - 664 Collins - Lot 7/Block 6 Hutton & Collin Subd

Parcel # 25-833-0010 - 14 24th Street - Lot 1 Warren's Subd 2

WHEREAS, the City Council has considered the value of these parcels to the City of Windom in terms of location, size, and desirability; and

WHEREAS, it would be in the best interest of the City that the parcel be sold at a public auction.

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

1. That the tax-forfeited parcels listed above are approved for public auction pursuant to Minnesota Statute §282.01.
2. The City of Windom waives any statutory time requirements contained therein.
3. It is the intention of City of Windom to **reassess all special assessments.**

Adopted this 19th day of July, 2022.

Dominic Jones, Mayor

ATTEST: _____
Steven Nasby, City Administrator

List of Tax-Forfeited Land #23 For Public Sale

CD#	Property Address	PID#	Value	Decision	Assessments Before Forfeiture
4	.91 Acres	07-017-0701	\$100.00	Offer to adjoining landowners	NA
1	3.15 Acres	18-166-0010	\$100.00	Offer to adjoining landowners	NA
1	5.68 Acres	18-166-0050	\$100.00	Offer to adjoining landowners	NA
1	6.00 Acres	18-166-0060	\$100.00	Offer to adjoining landowners	NA
1	2.00 Acres	18-166-0070	\$100.00	Offer to adjoining landowners	NA
1	1.00 Acres	18-166-0110	\$100.00	Offer to adjoining landowners	NA
1	5.46 Acres	18-167-0010	\$100.00	Offer to adjoining landowners	NA
5	519 3rd Avenue Mt Lake	22-413-0393	\$100.00	Clean up/demo property Sell on auction	\$975.00 City Misc
1	531 1st Avenue Westbrook	24-825-0400	\$200.00	Clean up property Sell on auction	NA
3	664 Collins Windom	25-352-0450	\$1,000.00	Clean up property Sell on auction	NA
3	14 24th Street Windom	25.833.0010	\$100.00	Sell on auction	18,178.54 Clean Up

Complete legal descriptions are available at the Cottonwood County Auditor/Treasurer Office located in Cottonwood County Courthouse, 900 - 3rd Ave, Windom, MN. 56101 or call (507) 831- 1905.

Radon Warning Statement

The Minnesota Department of Health strongly recommends that ALL homebuyers have an indoor radon test performed prior to purchase or taking occupancy, and recommends having the radon levels mitigated if elevated radon concentrations are found. Elevated radon concentrations can easily be reduced by a qualified, certified, or licensed, if applicable, radon mitigator. Every buyer of any interest in residential real property is notified that the property may present exposure to dangerous levels of indoor radon gas that may place the occupants at risk of developing radon-induced lung cancer. Radon, a Class A human carcinogen, is the leading cause of lung cancer in nonsmokers and the second leading cause overall. The seller of any interest in residential real property is required to provide the buyer with any information on radon test results of the dwelling.

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE FORTHCOMING PRIMARY AND GENERAL ELECTION IN 2022

WHEREAS, pursuant to Minnesota Statutes, a Primary and a General Election will be held on August 9, 2022, and November 8, 2022, respectively; and

WHEREAS, it is necessary that additional election judges be appointed.

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

1. The following additional election judges are hereby appointed to serve at the above-mentioned election.

Mary Krumwiede	247 9th St., Bingham Lake, MN 56118
Candy Soleta	1940 Great Bend Blvd, Windom, MN 56101
Kathy Hiley	870 18 th St., Windom, MN 56101
Linda Eisenmenger	2285 Willnor Dr., Windom, MN 56101
Lavonne Minion	1685 N Redding Apt 113, Windom, MN 56101
Dona Olsen	901 Des Moines Ave, Windom, MN 56101
Jan Dehmelow	830 5th Ave, Windom, MN 56101

Adopted this 19th day of July, 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: Jeff Dahna, Telecom General Manager
DATE: July 15, 2022
RE: Hiring Telecom Installer/Worker
DEPT: Telecommunications
CONTACT: jeff.dahna@windommn.com

Recommendations/Options/Action Requested

Interview for the Telecom Installer/Worker position were recently conducted by the Telecommunications General Manager. A Candidate was selected, an offer of employment has been made and the candidate accepted.

Telecom General Manager recommends that the City Council take the following action:

Hire Brian Turner as Telecom Installer/Worker 2022 Classification 6 at Step 5 \$20.39 of the IBEW labor contract with Step advancement upon successful completion of the six-month probation period. Anticipated start date on or before August 1st, 2022.

Issue Summary/Background

The position was advertised and applications were received with interview conducted by the Telecom General Manager. This hire will fill the open Telecom Installer/Worker position in the Telecommunications Department.

Fiscal Impact

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

Attachments

1. None

MEMORANDUM



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

TO: City Council
FROM: City Administrator 
DATE: July 15, 2022
RE: Possible THC Regulation

The Minnesota Legislature passed a bill that went into effect to legalize the sale of THC (tetrahydrocannabinols). This legislation was not widely publicized or regulated. Regulatory actions have largely been left to local units of government.

Presently, the League of Minnesota Cities is working with partners such as the Minnesota Police Chief's Association, member cities and others on crafting guidance on THC sales. Thoughts to regulation at this time are to follow similar licensing and permitting as tobacco and/or liquor sales. Since this legislation is so new some cities have enacted a moratorium on sales or are in the process of considering options.

City staff are meeting with the City Attorney and Police Chief to discuss this matter and draft options for the City Council to consider at the August 2, 2022 meeting. Attached are some informational items for your review. If you have questions prior to the August meeting please let me know so we can research and provide information as needed.

Focus on New Laws: Some Edible Cannabinoids Now Legal

July 5, 2022

Cities may want to consider regulating sellers of certain edibles and beverages infused with the cannabis ingredient THC.

It is now legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. Cities may want to update regulations and employee policies as a result of this new law.

The new law was passed by the Legislature as part of [Chapter 98](#). Article 13 makes several changes to [Minnesota Statutes, section 151.72](#) regarding the sale of certain cannabinoid (CBD) products. The changes took effect on July 1.

This new law was a surprise to many stakeholder groups and even to legislators, as many were not aware of the full extent of the language's authorizations. Many lawmakers were hoping to pass a provision to reign in the selling of delta-8, a substance manufactured from hemp-derived cannabidiol that has similar intoxicating effects as the more commonly known cannabinoid delta-9.

Instead, the language authorized certain amounts of both delta-8 and delta-9 in edible CBD products. This legislation was passed in the last days of session without broad discussion, with the provision added into the health and human services policy omnibus bill. It has been a source of frustration for both stakeholders and legislators, as the full impacts of the legislation are realized.

The League is continuing to work with the involved stakeholders to better understand the new law and provide guidance to cities on potential paths forward.

New definitions added

The new law creates several new definitions, including the following:

- Defining "certified hemp" to mean hemp plants that have been tested and found to meet the requirements of Minnesota Statutes, [chapter 18K](#).
- Defining "edible cannabinoid product" to mean any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.
- Defining "nonintoxicating cannabinoid" to mean substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.

Cannabinoids extracted from hemp

The new law amends the scope of sale of any product that contains cannabinoids extracted from hemp and that is an edible cannabinoid product or is intended for human or animal consumption.

Previous law authorized a product containing nonintoxicating cannabinoids to be sold, but the authority to sell edible CBD products was unclear. The new law expands the authority to include nonintoxicating cannabinoids, including edible cannabinoid products, provided they do not contain more than 0.3% of any THC. An edible cannabinoid product also cannot exceed more than five milligrams of any THC in a single serving, or more than a total of 50 milligrams of any THC per package.

Requirements for edible cannabinoid products

Along with testing and labeling requirements, an edible CBD must meet several requirements, including that it:

- Not bear the likeness or contain cartoon-like characteristics.
- Not be modeled after a brand of products primarily consumed or marketed to children.
- Not be made by applying an extracted or concentrated hemp-derived cannabinoid to a commercially available candy or snack food item.
- May not contain an ingredient, other than a hemp-derived cannabinoid, that is not approved by the federal Food and Drug Administration.

- Must not be packaged in a container that could reasonably mislead any person to believe that it contains anything other than an edible cannabinoid product.

An edible CBD product must be prepackaged in a container with certain requirements, including being child-resistant and tamper-evident. Any CBD product intended for more than a single use or containing multiple services must have indicators or separate wrapping for the individual serving sizes.

The new law prohibits the sale of any product containing any CBD or THC extracted or otherwise derived from hemp to be sold to any individual under the age of 21.

Regulation of edible cannabinoids

Regulation of the edible CBD products falls under the state Board of Pharmacy. The board has the authority to issue cease-and-desist orders under Minnesota Statutes, section 151.06; to embargo adulterated and misbranded drugs under Minnesota Statutes, section 151.38; and to seek injunctive relief under Minnesota Statutes, section 214.11.

Guidance from the Board of Pharmacy indicates that retailers selling products that contain cannabinoid to individuals under the age of 21 should be reported to local law enforcement agencies.

Local regulation of edible cannabinoids

The new law does not specifically prohibit cities from regulating the sale of cannabinoid products locally. Cities will need to work with their attorneys to determine what, if any, local regulation would be right for their communities. Local regulations will most likely be through a city's zoning or licensing authority.

Employment impacts of edible cannabinoids

It is important to consider both federal and state laws with respect to employee CBD use and related impacts to the workplace.

Cities often have positions requiring an employee to hold a commercial driver's license (CDL). These positions are regulated by federal law and those regulations are supervised by the Federal Department of Transportation (DOT).

Federal law preempts state law related to CBD use. In fact, in a [December 2012 notice](#), the DOT states it does not authorize the use of Schedule I drugs, including marijuana, for any reason. As a result, cities should continue to follow their current drug testing procedures related to CDL holders and to enforce prohibitions against any use of cannabis for CDL holders, regardless of state law protections.

Additionally, public safety employees who carry a firearm cannot lawfully use cannabis under federal law. Federal law prohibits cities from providing firearms or ammunition to an employee it knows or has reason to know is using cannabis.

For non-sworn police officer positions and non-CDL drivers, the new law provides no allowance for an employee to use, possess, or be impaired by cannabis while on duty. Dealing with impaired behavior on the job site can be challenging, so League staff will continue to research this new law and next steps for this groups of workers.

Law enforcement impacts of edible cannabinoids

The new law and recent rulings by the Board of Pharmacy have changed Minnesota's controlled substances schedules related to certain types of THC products. The League is working with the Minnesota Chiefs of Police Association to explore the public safety implications of the new law.

[Read more news articles](#)

Your LMC Resource

Kyle Hartnett

Asst. Research Manager/Staff Attorney III

(651) 215-4084 or (800) 925-1122

khartnett@lmc.org

INDEPENDENT

Marshall Council passes moratorium on THC edibles

MARSHALL — On July 1, edibles containing THC derived from hemp became legal in Minnesota. However, Marshall City Council members say they want to put the brakes on local sales of THC edibles, at least until the city could establish licensing and other rules.

On Tuesday night, council members voted unanimously to pass an emergency ordinance stopping the sale of hemp-derived THC food and beverages in Marshall. The ordinance will go into effect this evening, said Marshall city attorney Dennis Simpson.

Marshall Mayor Bob Byrnes and city staff said the move would allow the city to decide how best to regulate the sale of THC edibles.

"I think the ordinance the mayor proposed really just buys us time," said Marshall City Administrator Sharon Hanson.

"Ultimately, I think this will be clarified by the state Legislature. But they won't be in session until January," Byrnes said.

Byrnes brought the moratorium proposal forward as an addition to the city council agenda on Tuesday.

The Marshall city charter allows for emergency ordinances to be passed *"for the immediate preservation of the public peace, health, morals, safety or welfare."* The charter requires that an emergency ordinance be passed by a vote of at least five council members.

The emergency ordinance Byrnes brought forward puts a moratorium on the sale of hemp-derived THC foods and beverages.

According to the ordinance, this would *"allow the city time to study the issue and consider licensing and rules, and sales management controls"* for THC edibles.

The ordinance language said the licensing and other rules the city would consider would be similar to controls on the sale of tobacco products. Examples listed included keeping the products behind the sales counter, checking identification before selling the products, and collecting license fees from businesses selling the products.

The law making edible cannabinoid products legal in Minnesota did not prohibit cities from regulating their sale, according to the League of Minnesota Cities. In a July 5 news release, the League encouraged cities to work with their attorneys to decide what, if any, local regulation on THC edibles would be right for their communities.

Other city council members also voiced support for the moratorium.

"Speaking as a physician, I think this is a good idea," said council member Steven Meister.

Compared to cannabidiol (CBD), THC is a more psychoactive drug, Meister said. He said the sale of THC edibles could have safety risks for children and other vulnerable groups.

All five council members present at Tuesday's meeting voted in favor of the THC moratorium, which met the charter's criteria to pass an emergency ordinance.

Simpson said it would take 24 hours from the city council meeting for the emergency ordinance to go into effect.

That meant the moratorium would take effect Wednesday evening.

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St. Cloud Working on Ordinance to Regulate THC Edibles

Jake Judd

(KNSI) – St. Cloud is drafting an ordinance to govern the sale of THC edibles.

St. Cloud Councilman Mike Conway says he's been getting questions from residents on where edibles will be sold.

"Unfortunately, when the state allowed this, they did not provide a lot of guidance as to whom, how many, or how much. The concentration of the packaging itself has been defined but, as far as who can sell it, that's not been defined."

The Minnesota Legislature passed the law earlier this year, and it went into effect on July 1st. The law allows the sale of up to 50 milligrams of THC derived from hemp to be infused into packages of candies, gummies, baked goods and drinks.

St. Cloud City Administrator Matt Staehling says the issue surprised many cities.

"We're aware of the issue. We're working on a policy response. We have not drafted an ordinance yet but, what we are doing is we're consulting with the League of Minnesota cities and with our colleagues around the state."

He said city attorney Renee Courtney talked with other city attorneys last week to get the process going.

"Mrs. Courtney had a phone conference with city attorneys from various parts of the state where they are beginning to discuss the legal ramifications and potential regulatory frameworks. And so, it is a work in progress."

Councilman Conway asked city staff to bring them something to look at in August.

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