

**Council Meeting
Tuesday, March 1, 2022
City Council Chamber
6:30 p.m.
AGENDA**



Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – February 15, 2022
 - Park & Recreation Commission – February 9, 2022
 - EDA – February 14, 2022
 - Utility Commission – February 23, 2022
 - Regular Bills
2. Department Heads
3. Public Hearing – Abatement Extension – 1955 First Avenue
4. Call for Public Hearings
 - TIF Spending Plan
 - Residential Tax Abatement – 1965 Norway Avenue
5. City Code Section Review
6. 2022 Mayor Appointments & Reappointments
 - Boards & Commissions
7. New Business
8. Old Business
 - Ad Hoc Committee – Scope of Work
9. 2022 Board of Equalization Meeting Scheduled For May 9, 2022
10. Council Comments
11. Adjourn



**Regular Council Meeting
City Hall, Council Chamber
February 15, 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, Jayesun Sherman, Marv Grunig, James Nelson and Lisa Farag

Council Absent: Jenny Quade

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, Development Director; Spencer Winzenried, Community Center Director; Jon Ketzenberg, Streets & Parks Superintendent and Ben Derickson, Fire Chief

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – February 1, 2022
 - HRA – November & December 2021
 - Joint Government Meeting – January 31, 2022
 - Telecom Commission – February 2, 2022
- Regular Bills

Motion by Sherman second by Nelson approving the Consent Agenda. Motion carried 4-0

5. Department Heads:

None.

6. Proclamations Years of Service – Fire Department:

Jones read the three proclamations for Corey Maricle, Eric Ward and Kevin Gotto. He thanked them for their years of service to the Windom Fire Department and to the citizens.

Council Member Sherman introduced the Resolution No. 2022-04, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO COREY MARICLE FOR HONORABLE AND DEVOTED PUBLIC SERVICE AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Grunig, Sherman, Farag and Nelson. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

Council Member Grunig introduced the Resolution No. 2022-05, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO ERIC WARD FOR HONORABLE AND DEVOTED PUBLIC SERVICE AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Sherman and on roll

call vote: Aye: Sherman, Nelson, Farag and Grunig. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

Council Member Nelson introduced the Resolution No. 2022-06, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO KEVIN GOTTO FOR HONORABLE AND DEVOTED PUBLIC SERVICE AS A FIREMAN FOR THE CITY OF WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Nelson, Grunig, Sherman and Farag. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

Ward and Maricle thanked their wives for supporting them, the Fire Chiefs and fellow firefighters for leadership and fellowship.

7. Ratification of Fire Department Elections:

Ben Derickson, Fire Chief, said that the Department held their elections and there were no contests for any of the positions, which tells him the leadership has the support of the group. The one change from last year is that Jordan Bussa is 1st Assistant Chief replacing Lonny Vollan who passed away. The officers are Ben Derickson, Fire Chief; Jordan Bussa, 1st Assistant Chief; Justin Harrington, 2nd Assistant Chief and Kristen Porath, 3rd Assistant Chief.

Motion by Sherman second by Farag to ratify the 2022 Windom Fire Department elections as presented. Motion carried 4 – 0.

8. MN DOT Presentation – Highway 60/71 Corridor Study:

Rhonda Allis, MN DOT and John Crawford, KLJ Engineering, introduced themselves. Allis noted that the study was a partnership between MN DOT, City of Windom and Cottonwood County. The Technical Advisory Committee (TAC) has met many times to review data, discuss options and finally arrive at recommendations. She said that numerous public input sessions were also held to solicit the thoughts and preferences from businesses and area residents. The study started in 2019 and was delayed due to COVID, but everyone agreed that delaying the project to get in additional public review and comment was valuable.

Crawford said that he would review the different segments of the corridor and the recommendations and will answer questions as they come up. The preferred options were reviewed with the County Board this morning as well. The goal is to have a resolution of support from the governing bodies as to the future implementation. He noted that revisions and changes would likely occur before the scheduled construction in 2031 as development patterns could change, traffic volumes fluctuate, property ownership changes, etc.

Crawford reviewed each of the segments with the Council and answered questions as they arose. Overall the plan calls for roundabouts at the Highway 60 intersections with Highway 71 at both the north and south points. From the Des Moines River Bridge to 16th Street there would be two through lanes for traffic with a continuous left turn lane in the middle. Where possible there would also be right turn lanes. The traffic signals at Highway 62 and 10th Street will stay and very likely a new signal at 16th Street warranted by traffic volume and pedestrian safety. From the north Highway 71 intersection out past Hylife Foods the main focus is on finding ways to limit direct access to Highway 60. This includes an extension of the frontage road by the former Shopko building, the new cul-de-sac by the car wash, a proposed cul-de-sac by Runnings and the re-alignment of 24th Street to match up directly across from the new cul-de-sac by the car wash.

On Highway 62 a proposed improvement would be to install permeant bump outs and a flashing warning light at the intersection of 4th Avenue and Island Park for pedestrian safety.

Allis and Crawford thanked the TAC for the time spent on the project, the citizens for providing input on the proposals and to the City Council and County Board for the opportunity to present the information and further the goals of improving the corridor. She noted the City's financial participation in the study helped get this process started.

Jones thanked MN DOT and Crawford for the work.

9. Resolution Accepting Donation – Dorothy Van Norman - Library:

Jones thanked Dorothy Van Norman for the \$600 donation to the Children's Library.

Council Member Sherman introduced the Resolution No. 2022-07, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM DOROTHY VAN NORMAN TO THE WINDOM LIBRARY FOR THE CHILDREN'S LIBRARY" and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Nelson, Grunig, Sherman and Farag. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

10. Resolution Calling for a Public Hearing – Tax Abatement Extension – 1955 1st Avenue:

Drew Hage, Development Director, said that the Council had previously discussed this request for an extension of the tax abatement and voted to approve a one-year extension. Hage said a public hearing is needed as part of the process. This resolution calls for a hearing on March 1st. He said the Cottonwood County Board discussed this item today and decided not to grant any additional tax abatement.

Council Member Grunig introduced the Resolution No. 2022-08, entitled "RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED EXTENSION OF TAX ABATEMENT FOR REMODELLING PROJECT (NEW HOUSING UNITS)" and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Farag, Nelson, Grunig and Sherman. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

11. 2022 Federal Airport Projects – Engineering Agreements:

Nasby said that the two engineering agreements cover the upcoming Beacon replacement project and additional crack-filling. These projects are federally funded and the City needs to approve the engineering agreements for planning, specifications and project oversight.

Motion by Nelson second by Sherman to approve both airport engineering agreements with SEH Engineering as presented for the Beacon Project and Crack-filling Project. Motion carried 4 – 0.

12. Resolution Relating to Reimbursement Bond:

Nasby said that the Council has approved the purchase of a fire truck, snow plows and a new street (cul-de-sac by the new car wash). These projects will have expenses at various times and the Council's intent was to bond for some or all of the expenses. Due to the timing of these items it is likely the City will pay for one or more with reserve funds, but to reimburse the expenditure out of future bond funds this resolution is needed. By aggerating the expenditures into one bond in the future will reduce issuance costs. This resolution contemplates up to \$900,000 of borrowing.

Council Member Sherman introduced the Resolution No. 2022-09, entitled "RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Nelson, Grunig, Farag and Sherman. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

13. 2021 Annual Report:

Jones noted the Annual Report and the wealth of information on City activities. He thanked staff for preparing the report.

Grunig said he appreciated the narratives which provide a good view of activities. He recognized the Police report as their numbers show a lot going on in the Department.

Motion by Nelson second by Sherman to accept the 2021 Annual Report. Motion carried 4 – 0.

14. Resolution Approving Amendments to the Fees and Charges Schedule:

Nasby said the changes were highlighted. The Council previously discussed a fee for expedited permits and licenses. He said the recommendation is to double the underlying fee for anything turned in after 12:00 noon on the day the Council packets are distributed. Other changes were related to utility rate changes approved by the Utility Commission.

Jones asked if the Council had any questions or comments, especially as to the expedited permit or license rate proposed. No questions or comments.

Council Member Grunig introduced the Resolution No. 2022-10, entitled "RESOLUTION APPROVING AMENDMENTS TO THE FEES AND CHARGES SCHEDULE" and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Grunig, Sherman, Nelson and Farag. Nay: None. Absent: Quade. Abstain: None. Resolution passed 4 – 0.

15. Personnel:

Jones said the action item is for the hiring of a Street Foreman.

Sherman said that the Street Committee and Streets & Parks Superintendent had reviewed three applications and interviewed two candidates. Their recommendation is to promote James Smedsrud to the position starting at Step 7 and moving to Step 8 upon successful completion of the probationary period. If this is approved it will create an opening for a maintenance worker in the Department.

Motion by Nelson second by Grunig to hire James Smedsrud to the Street Department Foreman position at Step 7 with advancement to Step 8 upon successful completion of the probationary period. Motion carried 4 – 0.

Motion by Grunig second by Nelson to advertise for a Streets\Parks maintenance worker. Motion carried 4 – 0.

16. 2022 Mayor Appointments & Reappointments:

Motion by Farag second by Grunig to approve the reappointments of Linda Jaakola to the Housing & Redevelopment Authority; Kari Scheitel and Susan Ebeling to the Library

Linda Stuckenbrocker to the Community Center Commission and Deb Polzin and Joanne Kaiser to the Tree Committee. Motion carried 4 – 0.

Jones said there are spots to fill on Telecom and Community Center Commission. He thanked Virgil Meyer for serving on the Community Center Commission and asked that if members of the public are interested in serving they please contact the City office or himself.

Jones said that at the last meeting there was discussion about appointing an Ad Hoc committee to review Library and Community Center operations, facilities and possible synergies of working together. The scope of this Ad Hoc group would be narrowly defined as to these two Departments and staff would be drafting that scope of work. The plan is to appoint two from the Library Board, two from Community Center Commission and two from the City Council along with the two applicable Department Heads to this Ad Hoc committee. Jones is appointing Sherman and Quade from the City Council and the Library Board and Community Center Commission can appoint their two members as they see fit.

Motion by Nelson second by Farag to approve the Ad Hoc Committee and the two City Council member appointments. Motion carried 4 – 0.

17. New Business:

Jones said he will be out of town on March 1st so Sherman will be Mayor Pro Tem.

18. Old Business:

None.

19. Council Comments:

Grunig thanked the Department Heads for the annual report and narratives.

Sherman said it is nice to see community participation in events.

Jones thanked the Fire Department, EMTs and other volunteers for service to the community.

20. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:43 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Park & Recreation Commission

Minutes for Wednesday, February 9th, 2022

City Hall Council Chambers

Roll Call:

Present: Paul Johnson, Jess Smith, Jackie Jurgens, Bryan Joyce, Jill Knapp, Ron Kuecker, Jenny Quade, Lisa Farag

Absent:

City Staff: Tim Hogan, Arena/Recreation Director, Jon Ketzenberg, Street & Parks Superintendent

Public Present:

Call the Meeting to Order at 5:30 p.m. Meeting was called to order by Jess Smith at 5:30pm

1. **Motion to Approve or amend agenda.** Kuecker said he has an item for open mike and John wanted to add the Tegels Park shelter to old business. Motion to approve the amended agenda was made by Jess Smith and second by Jackie Jurgens. Motion carried.
2. **Approve Minutes from the December 8th meeting:** Jurgens asked about a question in the December minutes about the gate at Mayflower Park and thought that she did not think she had asked a question about the gate at Mayflower Park. Tim said that he had the previous meeting recorded and would double check that information and update it if a correction was needed. Motion by Smith pending the amended information on the December minutes and it was seconded by Jurgens. Motion carries.
3. **Commission appointments/terms:** Discussion among the commission for nominations for chair. Ron Kuecker nominated Jackie Jurgens for Chair and Jackie respectfully declined. Jess Smith nominated Paul Johnson to be the new chair. Paul Johnson accepted and Ron Kuecker seconded that motion. Motion carried. Jess Smith continued to stay in the Vice Chair. Tim provided a handout showing previous terms and appointments and said he would update everything for the next meeting. Joyce proposed that he would finish out Josh Schunk remaining one-year term and have the Mayor appoint a new member for a three year term.
4. **Windom Chamber/CVB Update**
 - a) **Holiday lights in Island Park:** Tim said the Chamber and CVB would like to fund Christmas Lights down in Island Park. They would like to transition the Christmas light contest to Island Park for any business that would like to have a light display. In addition to having local businesses put up lights in Island Park the Chamber and CVB would also buy additional lights to be displayed in the park. They feel it would get great exposure along the highway and encourage people to drive through the park to look at the light display. Ron asked if that would require any additional snow removal in island park for vehicles that would be driving through to look at the lights. Jon Ketzenberg said they only do minimal snow removal for light traffic in island park for people to eat lunch because if they clear out larger areas of the park they have vehicles down there tearing around and use the plowed snow to keep vehicles out. Jon asked if they would be building anything down there or have inflatable displays or if it would just be lighting. Tim did mention that the vision would be just lighting trees. Tim also said that they would work with the electric department on the electric needs. Discussion was held about having a turn around in the softball parking lot for cars to be able

to turn around and exit the park. Jackie mentioned she was down there and tried to put up lights and checked with the city about the electricity and discovered that the power had been turned off. Ron Kuecker said based on what he is hearing that it would be too early for the commission to make a decision without additional information on the project. Joyce mentioned that cottonwood lake may be a better location based on the drive through Tegels park is already plowed and has parking which would not lead to additional snow removal from the street department and there are many trees in Tegels Park that would be a good option. Additional questions were discussed about providing power. Tim said that the electric department would look at placing a timer that would turn the lights on at a certain time and then would also shut off at a designated time for the lights. Joyce said he is in favor of the idea but also agrees that they need additional information and a plan before they move forward. This will be tabled for a later meeting.

5. Recreation Director report:

- a) **Pool Manager:** Tim stated that he is in the process of hiring a new pool manager since the previous manager has relocated and no longer lives in the area. Tim did say that he has been in contact with a couple of people interested in the position and would like to know if the commission would like to be involved with the hiring of the position or if they felt Tim could hire for the position. Ron Kuecker asked if Tim would feel comfortable taking on the responsibility and consequences with hiring for that position himself. Tim said that he does feel confident in being able to hire the best candidate for the position. Joyce advised that he would be ok with Tim making the hire as long as interviews are conducted and the best candidate is selected. Tim said he will start interviewing potential candidates and bring back a recommendation for the next meeting.
- b) Tim did update the commission on the progress for the new registration and scheduling software that is scheduled to launch March 21st. Tim also said that he is working on booking horse shows and other events at the Arena. Tim currently has 3 horse shows and a wild horse and burro sale booked as well as some 4H activities.

6. Park Superintendent Report:

- a) **Parks Update.** Jon Ketzenberg talked about the Chamber is looking at moving the Riverfest fireworks bin to a new location. More information will be coming with a proposed bin and location at a future meeting.
- b) There was a brief update on the goat project but nothing has been finalized on the project and more information will be upcoming.

- 7. Old Business:** Paul John said that the American Lutheran Church would like to continue their worship at the lake events through the summer of 2022 and wanted to know where the design and construction time line was for the new shelter that the Lions Club is looking to build. Johnson said if they are planning on building this summer that it could potentially impact events and activities in the park. Johnson was wondering if the commission was ok with potential construction between Memorial Day and Labor Day in the park. The commission stated that they have only been shown a rough design of the plans and that nothing has been officially brought to them with completed plans on design and start dates. Kuecker said that he would be willing to sacrifice some events at the park to get a new shelter built. Jenny Quade said she would reach out to the Lions Club to invite them to the next meeting in March with more details.

8. New Business: NONE

- 9. Open Mike:** Ron would like to know how much money is budgeted for the Island Park shelter. Kuecker said in the 2021 budget there was \$142,500 set aside for that shelter. Kuecker said in the 2022 budget there is only \$112,500 set aside for that shelter. Kuecker wanted to know why \$30,000 was taken out of that budget.

Kuecker said that he would like to chair a committee to research Kastle Kingdom and what needs to be done to repair or replace that park. Ron would like to include two board members, the county attorney and a local builder as well as the original builder of the project. Kuecker would like all individuals to go there and inspect the park to find out if it can be repaired and how much that would take or if it needs to be replaced how much that would take so we know what needs to be budgeted for that park.

- 10. Adjourn meeting.** Meeting was adjourned at 6:32pm by unanimous consent.

- 11. Next Meeting March 9th @ 5:30 in the City Council Chambers**

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
FEBRUARY 14, 2022

1. Call to Order: The meeting was called to order by Vice President McNamara at 12:00 p.m.
2. Roll Call & Guest Introductions:
EDA Commissioners: Ryan McNamara, Nancy Wepplo, Marv Grunig, James Nelson, and Tom Seigfreid.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; Mayor Dominic Jones; City Administrator Steve Nasby; and Rahn Larson (Citizen). Also Present (electronically) for his agenda item: David Harchanko of Apollo Development.
3. Welcome New Commissioner – Tom Seigfreid: Vice President McNamara welcomed Tom Seigfreid as the new EDA Commissioner.
4. Oath of Office By New Commissioner – Tom Seigfreid: Tom Seigfreid took the Oath of Office.
5. Election of Officers
 - A. President – 1-Year Term: Vice President McNamara called for nominations for the office of EDA President.

Motion by Commissioner Grunig, seconded by Commissioner Nelson, nominating Ryan McNamara for EDA President. Following two more calls for nominations from the floor, a voice vote was taken. **Motion carried 4-0.** (Commissioner McNamara abstained.)
 - B. Vice President – 1-Year Term: President McNamara called for nominations for the office of EDA Vice President.

Motion by Commissioner Grunig, seconded by Commissioner Nelson, nominating Nancy Wepplo for EDA Vice President. Following two more calls for nominations from the floor, a voice vote was taken. **Motion carried 4-0.** (Commissioner Wepplo abstained.)
 - C. Secretary-Treasurer – 1-Year Term: President McNamara called for nominations for the office of EDA Secretary-Treasurer.

Motion by Commissioner Grunig, seconded by Commissioner Nelson, nominating Tom Seigfreid for EDA Secretary-Treasurer. Following two more calls for nominations from the floor, a voice vote was taken. **Motion carried 4-0.** (Commissioner Seigfreid abstained.)
6. Approval of Minutes: January 10, 2022:

Motion by Commissioner Wepplo, seconded by Commissioner Grunig, to approve the Minutes of the EDA Meeting held on January 10, 2022. **Motion carried 4-0.** (Commissioner Seigfreid abstained.)
7. North Windom Industrial Park & Cemstone Property – South Cottonwood Lake
 - A. Purchase Agreement: Director Hage reviewed proposed funding for the purchase and provided an overview of the proposed Purchase Agreement between the EDA and Cemstone. Commissioner Grunig expressed that he felt that the proposed transaction will help with the housing shortage in Windom and still maintain a local presence by Cemstone. After further discussion and review of the proposed Resolution, the following action was taken.

Resolution introduced and motion by Commissioner Grunig, seconded by Commissioner Seigfreid, to adopt EDA Resolution No. 2022-01, entitled “Resolution Approving Sale of Property Described as Lot 1, Block 2 of North Windom Industrial Park Subdivision in the City of Windom, Cottonwood County, Minnesota”.

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

8. Cemstone Property – South Cottonwood Lake

A. Apartment Developer Updates

(1) Apollo Development: Director Hage advised that David Harchanko will be presenting on behalf of Apollo Development. Mr. Harchanko worked on the AmericInn Hotel Project in Windom. Director Hage displayed Apollo’s proposed site plan. Mr. Harchanko presented a brief overview of Apollo’s plans for the site which include an upscale 3-story apartment building with approximately 44 units and an underground parking garage containing 40 parking stalls. He indicated that there would be a mix of studio, one-bedroom, and two-bedroom apartments. Mr. Harchanko answered questions concerning the proposed project. Apollo is in the process of obtaining updated market data to refine the project. Director Hage outlined the proposed purchase price for the property and the estimated TIF request which will be considered in more detail by the EDA Board at a future meeting. There was a brief discussion concerning potential timeline which is also dependent on the market study, permitting processes, timing of site work, and any supply chain issues. It was the consensus of the EDA Board to approve Apollo Development as the apartment developer. The Development Agreement will be presented to the EDA Board for review at the March 14th EDA Board Meeting.

(2) Lakeside Apartment Group: Director Hage advised that Lakeside Apartment Group has chosen not to submit additional information.

B. Subdivision Developer Update

(1) Voss Plumbing and Heating of Paynesville

(2) TIF Request

Director Hage advised that Voss Plumbing and Heating of Paynesville was selected as the Developer for the subdivision. He provided a brief background of the project. After the EDA purchases the property from Cemstone, the plan is for Voss Plumbing and Heating to purchase the property from the EDA. Voss will be installing the infrastructure for the new subdivision (“South Cottonwood Lake Subdivision”).

C. Closed Session – Land Negotiations

(1) Parcels: 25-025-0200 & 25-025-0201

(2) Parcels: 25-556-0060 & 25-556-0130

Director Hage stated that the purpose of the closed session is to discuss land negotiations with Voss Plumbing and Heating of Paynesville for the purchase of the Cemstone Property from the EDA and infrastructure costs.

Motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, to go into Closed Session. Motion carried 5-0.

President McNamara closed the meeting to the public at 1:05 p.m. Present for the closed session were Commissioners Nelson, Grunig, Seigfreid, McNamara, and Wepplo; Director Hage, Mayor Jones, City Admin. Nasby, and Admin. Asst. Hensen.

Motion by Commissioner Nelson, seconded by Commissioner Grunig, to come out of closed session and authorize the EDA President to reopen the meeting to the public. Motion carried 5-0.

President McNamara reopened the meeting to the public at 1:17 p.m.

Director Hage recapped that the EDA Board went into closed session to discuss the price that the subdivision developer will be paying for the Cemstone Property. The proposed price is \$238,000. The developer has also indicated that the quarry property and portions of other lots located south of the proposed road, and lots adjacent to 490th Avenue would be donated back to the EDA. The developer is proposing to develop the West Phase. The EDA Board also discussed the TIF request of \$150,000 for the lift station and backup generator. Director Hage said that the consensus from the EDA Board was to prepare draft development agreements with the subdivision developer and the apartment developer to be discussed at the March 14th EDA Board Meeting. The apartment developer has requested TIF in the amount of \$13,500/unit. However, the amount will be refined after the market study prior to completion of the development agreement.

9. Public Hearing

A. Closed Session – Land Negotiations – Tract in Parcel No. 25-622-0021: Director Hage advised that these negotiations cover a portion of the EDA's property located northeast of the Guardian Inn property. The EDA has received a Real Estate Contract from the prospective buyer concerning this property. Director Hage displayed a copy of a survey outlining Tracts "A", "B", and "C". The Board did not go into closed session.

B. Proposed Real Estate Contract – Review: Director Hage provided the EDA Board with an overview of the proposed Real Estate Contract for the sale of Tract "C" which is approximately .22 acres. The proposed Buyer is CBC DT LLC, a Delaware limited liability company, and the proposed purchase price is \$10,000. The Buyer plans to construct a new 10,000 square foot retail store in that location contingent on the Buyer's ability to purchase an adjacent tract in the former Shopko property which is now owned by TJB Properties LLC. Commissioner Grunig asked if there were contingencies regarding the wetland. Director Hage advised that this property is considered to be "manipulated wetland" and not natural wetland. Pursuant to the Soil & Water Conservation Office, the Buyer can buy out some wetland credit for the property. The reverter provisions in the contract and the details concerning the due diligence period were also reviewed.

C. Public Hearing on Proposed Sale: President McNamara opened the public hearing at 1:32 p.m. No one from the public was present to comment on the proposed sale. President McNamara closed the public hearing at 1:33 p.m. In response to a question, Director Hage reported that he had not received any comments concerning the proposed sale except at the time when the property was initially surveyed. The question was whether anything could be done in that area. Director Hage advised that because the property is considered to be a manipulated wetland, the Buyer can buy out wetland credits equivalent to the acres for the commercial development.

D. Resolution Approving Sale: After further discussion and review of the proposed Resolution, the following action was taken.

Resolution introduced and motion by Commissioner Grunig, seconded by Commissioner Wepplo, to adopt EDA Resolution No. 2022-02, entitled “Resolution Approving Sale of Property Described as Tract “C” in Lot 2, Block 1 of Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota”.

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

10. EDA Spec Building – HyLife Apartment Project

A. Minnesota Housing Workforce Housing Development Program: Director Hage reported that the Minnesota Housing Workforce Development Program Application was submitted. Staff with HyLife Foods did work closely with EDA Staff to complete the Application. Minnesota Housing Staff has followed up regarding the application. Available funding for the program is \$4 million. Minnesota Housing received 23 applications requesting \$18.9 million. Director Hage advised that this project should score very well.

B. Option Agreement Extension: Commissioner Seigfreid indicated that he is employed by HyLife and to avoid a conflict of interest, he would not participate in the discussion and would abstain from voting on any action by the EDA Board on this matter.

Director Hage recapped that an Option Agreement with HyLife Foods Windom, LLC. was approved by the EDA Board on December 13, 2021. HyLife Foods Windom is working with Headwaters Development on the market rate apartment project. They are working towards a construction start date of Spring 2022.

HyLife Foods Windom is requesting an extension to end of the Option Term from March 1, 2022, to April 1, 2022. The extension request indicated that the additional time is needed for development of the market rate apartment project with Headwaters Development. Director Hage provided a brief overview of Headwaters Development.

HyLife is currently renting the EDA’s Spec Building on the property for storage. Pursuant to the Option Agreement, if HyLife exercises its option and the purchase of the real estate proceeds to closing, the rent paid by HyLife for the lease of the Spec Building, commencing with the rent paid for December 2021, shall be credited towards the purchase price.

In response to questions raised in the discussion, President McNamara recognized Tom Seigfreid (with HyLife) who advised that HyLife is not intending to reduce the purchase price but just needs more time to exercise the option.

After further discussion, the following action was taken.

Motion by Commissioner Wepplo, seconded by Commissioner Nelson, to extend the date for HyLife Foods Windom to exercise its option to purchase property in Lot 6 in Block 2 of Windom Industrial Park Subdivision until midnight on April 1, 2022, and modifying other terms in the Option Agreement between the EDA and HyLife to be consistent with this extension. Motion carried 4-0. (Commissioner Seigfreid abstained.)

11. River Bend Phase II: Director Hage recapped that an Option Agreement with MillerBros Properties, LLC was approved by the EDA Board on December 13, 2021. Soil samples have been completed and the Developer is working with Tri-State General Contracting on the building design and estimates.

They are waiting on bids for the project. MillerBros has requested an extension of the end of the Option Term from February 28, 2022, until March 31, 2022.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to extend the date for MillerBros Properties, LLC to exercise its option to purchase property in Parcel No. 25-710-0062 until midnight on March 31, 2022, and modifying other terms in the Option Agreement between the EDA and MillerBros to be consistent with this extension. Motion carried 5-0.

12. EDA Annual Report: Director Hage advised that pursuant to state statutes, each year the EDA is required to submit an annual report of its activities for the preceding year. The Board received a copy of the proposed 2021 Annual Report in the packet. Director Hage also provided an overview of the annual report.

Motion by Commissioner Seigfreid, seconded by Commissioner Nelson, approving the EDA Annual Report and authorizing the EDA Development Director to present the EDA Annual Report to the City Council. Motion carried 5-0.

13. New Business: None.

14. Unfinished Business: None.

15. Miscellaneous Information.

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the December 2021 financial reports submitted by Van Binsbergen & Associates. Commissioner Grunig commented that the reports look good. EDA Staff commented that Van Binsbergen & Associates have been good managers of the townhomes.

16. Adjourn: On consensus, President McNamara adjourned the meeting at 1:53 p.m.

Attest: _____
Drew Hage, EDA Development Director

Tom Seigfreid, EDA Secretary

UTILITY COMMISSION MINUTES

Council Chambers

February 23, 2022

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis and Tom Riordan
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present: Jason Sykora, Electric Superintendent; Steve Nasby, City Administrator; Leesa Arndt, Utility Billing/Analyst; Eric Ward, Water Foreman; Drew Hage, Development Director

Others Present: Tyann Marcy, Windom Chamber Director/Convention & Visitors Bureau

APPROVE MINUTES

Motion by Francis second by Riordan to approve the January 26, 2022 Minutes. Motion carried 3 – 0.

ELECTRIC ITEMS

Chamber Christmas Lights at Island Park

Tyann Marcy, Windom Chamber Director/Convention & Visitors Bureau, explained to the Commission that the Windom Chamber/Convention & Visitors Bureau intends on placing holiday lighting throughout Island Park. Marcy asked the Commission to provide free electricity to power the LED lights. Sykora estimated the cost would be approximately \$52.00 for the season (Thanksgiving through Christmas) based upon the number of lights purchased. Infrastructure is already present in the park.

Motion by Francis second by Riordan to approve up to \$100 in electric service for seasonal holiday lighting in Island Park. Motion carried 3 – 0.

Turbine Replacement Project Schedule & Estimate

Sykora reviewed the timeline and project estimate costs for the turbine replacement. He stated the replacement engine has a one-year lead time. The Commission discussed the location of the new engine and recommended DGR explore additional design/placement options at the Power House.

Sykora recommends updating the MPCA Emissions permit class to D, to encompass all the emissions from city generation sources.

Fuel Tank Change Order Requests

Sykora said a project alternate was rejected due to a local vendor agreeing to take the unused fuel. The vendor has reconsidered the offer and is no longer interested in the fuel. Sykora has sought out options for the 16,000 gallons that is currently in the tank. The project contractor is willing to take the fuel at no cost. An additional option is to sell fuel to a nearby CMPAS member, along with filling other city generator tanks.

Sykora stated the fuel filtering system has a longer lead-time than planned, but should arrive by May. The vendor can bypass this set-up and once received, remove the bypass. The change request is to allow time for the fuel filtering system to arrive, no additional costs will be incurred.

Sykora explained the second request is to extend the line for the fuel monitoring system an additional 60 feet to the control room. This allows temperature control for the monitoring system. The line extension will not incur any expense.

Other Electric Items

Sykora stated that the contractor is on-site to complete the black start testing. Load will be gradually removed from the indoor gear to facilitate the testing.

Sykora will be working CMPAS to evaluate the power purchase contract for WAPA. WAPA provides 40-60% of the City's power supply. Initial thoughts are that costs could go up \$6.00 per MWH. The current contract will expire at the end of the calendar year.

Sykora said that 1955 1st Ave has been reverted back to Industrial service. The developer will have cost savings due to the energy efficient air systems in place during the summer months.

Staff has completed the office remodel. When weather allows, overhead lines will be removed in the East Hill area.

WATER/WASTEWATER ITEMS

DNR – Windom Water Supply Plan

Ward explained the DNR letter in the packet. He said there is a good working relationship and amendments to the 2017 Water Supply Plan will be evaluated. Staff will review their billing and usage numbers to better assess the unaccounted-for water usage. Commission asked if the unaccounted water is due to maintenance (hydrant flushing, back washing, etc.) or where the DNR has allocated these gallons. Staff will address the DNR with these questions and further review their statistics. Item was tabled.

First Avenue – Kwik Trip Sewer

Staff reviewed placement of the sewer lines on the recent plans for Kwik Trip. Hydrant and manhole placement was discussed. Commission tabled the item to further research easements and building placement for maintenance access on city services.

Bulk Water Filling Station

Ward said that there has been requests for a public owned water fill station. Bulk water fill would accommodate agricultural and commercial customers. Commission discussed potential locations noting that a large area may be needed for customer's equipment. Consensus was to direct customers to the fill station in Bingham Lake until further costs/locations can be assessed.

Fourth Street Water/Sewer Discussion

Hage asked the Commission about a parcel that may be subdivided in Fourth Street area. The potential buyer is interested in adding water and sewer services. Commission discussed that the new lines would be private as they would not service additional customers. The cost would be up to the buyer/seller to discuss. Each parcel wanting access has to have separate water/sewer service lines and cannot be tied to another service.

South Cottonwood Lake Subdivision Update

Hage noted that EDA approved the purchase agreement for the Cemstone property. The developer for the subdivision will be requesting TIF funding for the required lift station. DGR will oversee the lift station build to ensure it meets city specifications. Timelines are being finalized, but work is anticipated this spring.

Other Water/Wastewater Items

Ward said the Vold Lift Station transducer is working, but the line has frozen up. Staff believes it is a conduit issue and is working to resolve the problem.

REGULAR BILLS

Additional bills were passed out:

DGR	\$452.00
DGR	\$5703.83

Motion by Riordan second by Francis to approve the Regular Bills and the additional DGR bills. Motion carried 3 – 0.

OLD BUSINESS

None.

NEW BUSINESS

Hage announced that he has taken another position and is leaving the City of Windom. Commission members thanked him for his work.

The next meeting was set for March 23 at 10:00 in the City Council Chambers.

ADJOURN

Schwalbach adjourned the meeting at 12:08 pm

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator



Windom, MN

Expense Approval Report

By Fund

Payment Dates 2/12/2022 - 2/25/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MBS - MULTI-BANK SECURITIE	131419	02/10/2022	INVESTMENTS	100-10400	249,000.00
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	100-20202	20,111.00
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	100-20202	6,613.00
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	100-20202	52.00
ACTIVE NETWORK, LLC	4100172091	02/22/2022	MAXGALAXY-ACCRUED EXPEN	100-20210	1,546.66
ACTIVE NETWORK, LLC	4100173135	02/22/2022	MAXGALAXY-ACCRUED EXPEN	100-20210	630.00
					277,952.66

Activity: 41110 - Mayor & Council

ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41110-326	24.02
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-41110-350	104.00
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-41110-350	93.60
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-41110-350	514.75
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-41110-350	234.00
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-41110-350	75.00
CONVENT. & VISITOR BUREAU	JAN 2022	02/22/2022	LODGING TAX- RED CARPET IN	100-41110-491	477.46
CONVENT. & VISITOR BUREAU	JAN 2022	02/22/2022	LODGING TAX- AMERICINN	100-41110-491	2,514.50
					Activity 41110 - Mayor & Council Total: 4,037.33

Activity: 41310 - Administration

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	100-41310-133	64.00
INDOFF, INC	3534038	01/18/2022	SUPPLIES	100-41310-200	40.49
INDOFF, INC	3535136	01/18/2022	SUPPLIES	100-41310-200	110.84
INDOFF, INC	3536383	01/24/2022	CITY OFFICE/SUPPLIES	100-41310-200	12.15
INDOFF, INC	3540001	02/04/2022	SUPPLIES	100-41310-200	23.77
INDOFF, INC	3541751	02/11/2022	CITY HALL/SUPPLIES	100-41310-200	16.99
INDOFF, INC	692017	12/31/2021	SUPPLIES	100-41310-200	-276.85
FURTHER (Select Account)	15982930	02/10/2022	PARTICIPANT FEE	100-41310-217	146.25
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41310-321	73.49
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	100-41310-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41310-326	281.59
RYAN WEIGEL	2-14-22 5419-5	02/15/2022	CREDIT REFUND	100-41310-480	104.00
MARDI L ROBBEN	32298-5	02/15/2022	CREDIT REFUND	100-41310-480	31.43
LOIS GRAF	51244-1	02/15/2022	CREDIT REFUND	100-41310-480	10.56
GENE ENGLER	5897-3	02/15/2022	CREDIT REFUND	100-41310-480	5.29
					Activity 41310 - Administration Total: 658.00

Activity: 41910 - Building & Zoning

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	100-41910-133	24.00
INDOFF, INC	3534039	01/18/2022	SUPPLIES	100-41910-200	4.68
INDOFF, INC	3541753	02/15/2022	OFFICE SUPPLIES	100-41910-200	3.98
CENTURY BUSINESS PRODUCT	606100	02/10/2022	SUPPLIES	100-41910-200	33.57
SCHRAHEL LAW OFFICE	JAN. 2022	02/10/2022	B&Z/LEGAL FEES	100-41910-304	135.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41910-321	58.65
					Activity 41910 - Building & Zoning Total: 255.28

Activity: 41940 - City Hall

ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41940-381	509.10
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41940-382	74.73
HOMETOWN SANITATION SER	000449717	02/01/2022	CITY HALL/REFUSE DISPOSAL	100-41940-384	102.98
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-41940-385	155.42
AMAZON CAPITAL SERVICES, I	1RQW-T6PW-NKY7	01/27/2022	MAINTENANCE - GROUNDS	100-41940-406	21.38
					Activity 41940 - City Hall Total: 863.61

Activity: 42120 - Crime Control

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	100-42120-133	160.00
INDOFF, INC	3540698	02/08/2022	SUPPLIES	100-42120-200	55.90

Expense Approval Report

Payment Dates: 2/12/2022 - 2/25/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	3542317	02/15/2022	SUPPLIES	100-42120-200	79.77
INDOFF, INC	692017	12/31/2021	SUPPLIES	100-42120-200	-49.50
SHI INTERNATIONAL CORP	814774255	02/18/2022	POLICE/SUPPLIES	100-42120-200	162.00
COTTONWOOD CO AUD/TREA	MARCH 2022	02/15/2022	RENT AND DEPUTY ATTORNEY	100-42120-304	3,957.50
WINDOM AREA HEALTH	313575606	02/14/2022	POLICE/MEDICAL FEES	100-42120-305	40.00
HITS TRAINING & CONSULTIN	15635 02-16-2022	02/18/2022	POLICE/LOUIS NORELL K-9/TR	100-42120-308	419.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42120-321	29.95
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	100-42120-322	14.00
ALPHA WIRELESS - MANKATO	14857	02/17/2022	POLICE/RADIO UNITS	100-42120-323	108.00
GRAFIX SHOPPE	143198	02/15/2022	PRINTING AND DESIGN	100-42120-350	614.98
NORTHERN SAFETY TECHNOL	53483	02/02/2022	MAINTENANCE - OFFICE	100-42120-404	73.00
AXON ENTERPRISE, INC	INUS053102	02/14/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	100.46
AXON ENTERPRISE, INC	INUS053103	02/14/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	90.56
P.M. REPAIR & DETAILING	23586	02/17/2022	POLICE/MAINTENANCE - VEHI	100-42120-405	81.12
COTTONWOOD CO AUD/TREA	MARCH 2022	02/15/2022	RENT AND DEPUTY ATTORNEY	100-42120-412	1,950.00
FLEET SERVICES DIVISION	2022070001	02/18/2022	POLICE/VEHICLE LEASE	100-42120-419	1,740.97
Activity 42120 - Crime Control Total:					9,627.71
Activity: 42220 - Fire Fighting					
INDOFF, INC	3542275	02/17/2022	FIRE/SUPPLIES	100-42220-200	67.08
GALLS, LLC	020256496	02/14/2022	FIRE/UNIFORMS	100-42220-218	15.70
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42220-321	42.19
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	100-42220-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42220-381	311.76
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42220-382	91.77
HOMETOWN SANITATION SER	0000449760	02/02/2022	REFUSE DISPOSAL	100-42220-384	48.59
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42220-385	121.58
O'REILLY AUTOMOTIVE, INC	4425-332035	02/10/2022	MAINTENANCE - VEHICLE	100-42220-405	19.09
O'REILLY AUTOMOTIVE, INC	4425-332038	02/10/2022	MAINTENANCE - VEHICLE	100-42220-405	-7.70
Activity 42220 - Fire Fighting Total:					724.06
Activity: 42500 - Civil Defense					
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-42500-381	31.28
Activity 42500 - Civil Defense Total:					31.28
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	1-30-22	02/03/2022	SERVICES	100-42700-300	191.80
Activity 42700 - Animal Control Total:					191.80
Activity: 43100 - Streets					
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	100-43100-133	64.00
MID-AMERICAN RESEARCH C	0748559-IN	02/14/2022	MATERIALS	100-43100-215	2,088.46
MICHAEL TODD & COMPANY I	204402	02/10/2022	OPERATING SUPPLIES	100-43100-217	92.11
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-217	70.00
SCOTT VEENKER	28445	02/10/2022	STREET MAINTENANCE MATE	100-43100-224	2,750.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-321	45.69
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	100-43100-322	14.00
BRIAN JOHNSON	02-16-22	02/18/2022	STREET/MEALS	100-43100-334	11.02
DANIEL MARAS	2-16-22	02/18/2022	STREET/MEALS	100-43100-334	12.10
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	100-43100-350	501.96
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-381	2,051.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-381	275.74
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-382	19.13
HOMETOWN SANITATION SER	0000449718	02/02/2022	REFUSE DISPOSAL	100-43100-384	102.98
HOMETOWN SANITATION SER	0000449719	02/02/2022	REFUSE DISPOSAL	100-43100-384	58.98
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-43100-385	40.52
GMS INDUSTRIAL SUPPLIES, I	080323	02/18/2022	STREET/MAINTENANCE - OFFI	100-43100-404	158.17
H & L MESABI COMPANY	09623	02/10/2022	STREET/MAINTENANCE - OFFI	100-43100-404	915.00
KRIS ENGINEERING, INC	36094	02/04/2022	MAINTENANCE - OFFICE	100-43100-404	1,481.77
CARQUEST - SMITH AUTO SUP	JAN. 2022	02/04/2022	PETTY CASH FOR COMM. CEN	100-43100-404	24.10
CARQUEST - SMITH AUTO SUP	JAN. 2022	02/04/2022	MAINTENANCE	100-43100-405	143.19
LOHRENZ EXCAVATING, INC.	7947	02/10/2022	MAINTENANCE - GROUNDS	100-43100-406	1,316.25
DGR ENGINEERING	00251706	02/15/2022	COMM. PARK CUL-DE-SAC/SP	100-43100-439	2,450.00

Expense Approval Report

Payment Dates: 2/12/2022 - 2/25/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SANFORD HEALTH OCCUPATIO	642218	02/09/2022	DANIEL MARAS/MISC	100-43100-480	30.00
				Activity 43100 - Streets Total:	14,716.17
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	100-45202-133	16.00
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	100-45202-200	14.00
GRAINGER, INC	9200703370	02/10/2022	SMALL TOOLS	100-45202-241	88.70
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-45202-326	466.67
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	100-45202-381	410.54
HOMETOWN SANITATION SER	0000449766	02/02/2022	REFUSE DISPOSAL	100-45202-384	21.98
SMITH AUTOMOTIVE CO	02-06-22	02/11/2022	STREET/TIRE REPAIR/MAINT	100-45202-405	56.58
				Activity 45202 - Park Areas Total:	1,074.47
				Fund 100 - GENERAL Total:	310,136.97
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	211-45501-133	16.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	211-45501-321	161.69
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	211-45501-326	70.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	211-45501-381	242.33
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	211-45501-382	19.91
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	211-45501-385	43.03
MICROMARKETING, LLC	877580	02/15/2022	BOOKS AND PAMPHLETS	211-45501-435	426.60
MICROMARKETING, LLC	878505	02/22/2022	BOOKS AND PAMPHLETS	211-45501-435	84.97
				Activity 45501 - Library Total:	1,064.53
				Fund 211 - LIBRARY Total:	1,064.53
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
ELECTRIC FUND	559	02/10/2022	OPERATING SUPPLIES	225-45127-217	9.52
SOUTHWEST MN BROADBAN	02-15 - 03-14	02/18/2022	2022 AIRPORT/TELEPHONE	225-45127-321	26.93
WESTMOR FLUID SOLUTIONS,	1794273 RI	02/07/2022	MAINTENANCE - OFFICE	225-45127-404	1,115.00
ELITE MECHANICAL SYSTEMS,	10103	02/22/2022	MAINTENANCE - UTILITIES	225-45127-409	90.00
				Activity 45127 - Airport Total:	1,241.45
				Fund 225 - AIRPORT Total:	1,241.45
Fund: 230 - POOL					
ACTIVE NETWORK, LLC	4100172091	02/22/2022	MAXGALAXY-ACCRUED EXPEN	230-20210	1,546.67
ACTIVE NETWORK, LLC	4100173135	02/22/2022	MAXGALAXY	230-20210	630.00
					2,176.67
Activity: 45124 - Pool					
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	230-45124-217	133.33
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	230-45124-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	230-45124-381	33.74
				Activity 45124 - Pool Total:	181.07
				Fund 230 - POOL Total:	2,357.74
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
INDOFF, INC	3542275	02/17/2022	AMB/SUPPLIES	235-42153-200	44.72
LINDE GAS & EQUIPMENT INC	68696097	02/07/2022	OPERATING SUPPLIES	235-42153-217	593.31
BOUND TREE MEDICAL, LLC	84388556	02/14/2022	AMB/OPERATING SUPPLIES	235-42153-217	479.25
BOUND TREE MEDICAL, LLC	84395850	02/14/2022	AMB/OPERATING SUPPLIES	235-42153-217	62.99
AT & T MOBILITY	287304392280X02032022	02/10/2022	AMBULANCE/TELEPHONE	235-42153-321	327.28
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	235-42153-321	28.13
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	235-42153-322	14.00
TIM HACKER	02-07-22	02/08/2022	AMB/MEALS	235-42153-334	79.19
JODI JOHNSON	2-22-2022	02/22/2022	MEALS	235-42153-334	37.44
MEGAN BRAMSTEDT	2-22-2022	02/22/2022	MEALS	235-42153-334	128.77
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	235-42153-381	207.84
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	235-42153-382	61.18
HOMETOWN SANITATION SER	0000449760	02/02/2022	REFUSE DISPOSAL	235-42153-384	32.40

Expense Approval Report

Payment Dates: 2/12/2022 - 2/25/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	235-42153-385	81.05
ARROW MANUFACTURING IN	6959	02/17/2022	AMB/STRYKER SMRT COT BAT	235-42153-404	485.00
ZOLL MEDICAL CORPORATION	90060344	02/07/2022	MAINTENANCE - OFFICE	235-42153-404	1,020.00
P.M. REPAIR & DETAILING	23720	02/17/2022	AMB/UNIT,28/MAINTENANCE	235-42153-405	54.50
PARAMEDICS LODGISTICS SO	RO-1506	02/14/2022	MAINTENANCE - VEHICLE	235-42153-405	3,561.59
PARAMEDICS LODGISTICS SO	RO-1509	02/14/2022	MAINTENANCE - VEHICLE	235-42153-405	3,867.21
SIRIUS XM RADIO INC	X7-1183927680	02/22/2022	MAINTENANCE - VEHICLE	235-42153-405	16.85

Activity 42153 - Ambulance Total: 11,182.70

Fund 235 - AMBULANCE Total: 11,182.70

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	250-46520-133	24.00
INDOFF, INC	3534039	01/18/2022	SUPPLIES	250-46520-200	4.67
INDOFF, INC	3541753	02/15/2022	OFFICE SUPPLIES	250-46520-200	3.97
CENTURY BUSINESS PRODUCT	606100	02/10/2022	SUPPLIES	250-46520-200	67.13
ZIESKE LAND SURVEYING	C 2131 SA	02/15/2022	EDA/ENG/SURVEYING FEES	250-46520-303	726.00
SCHRAMEL LAW OFFICE	JAN. 2022	02/10/2022	EDA/LEGAL FEES	250-46520-304	1,530.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	250-46520-321	58.65
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	250-46520-321	256.30
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	250-46520-322	14.00
LOOP NET	115570046-1	02/15/2022	EDA/ADVERTISING	250-46520-340	69.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	250-46520-381	53.44
WW COMMUNICATIONS AND	5993	02/18/2022	EDA/SPEC BLDG/2-1-22 - 1-31	250-46520-402	300.00
CITY OF WINDOM	ZONING APPL.	02/17/2022	EDA/APPL. TO REZONE/LOT 6,	250-46520-443	150.00

Activity 46520 - EDA Total: 3,257.16

Fund 250 - EDA GENERAL Total: 3,257.16

Fund: 252 - EDA SCDP

Activity: 46520 - EDA

SW MN HOUSING PARTNERSH	CDAP-17-0039 2-15-22	02/15/2022	PAYMENTS TO OTHER ORGANI	252-46520-491	1,638.75
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Activity 46520 - EDA Total: 1,638.75

Fund 252 - EDA SCDP Total: 1,638.75

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

SHI INTERNATIONAL CORP	814718634	02/10/2022	CAPITAL OUTLAY	401-49950-500	800.00
MOTOROLA SOLUTIONS, INC.	8281313928	02/18/2022	POLICE/HAND HELD RADIOS	401-49950-501	20,805.15
SCHRAMEL LAW OFFICE	JAN. 2022	02/10/2022	B&Z/BOGLE/LEGAL FEES	401-49950-506	910.00

Activity 49950 - Capital Outlay Total: 22,515.15

Fund 401 - GENERAL CAPITAL PROJECTS Total: 22,515.15

Fund: 601 - WATER

MBS - MULTI-BANK SECURITIE	131418	02/11/2022	INVESTMENTS	601-10400	249,000.00
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249,000.00

Activity: 49400 - Water

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	601-49400-133	48.00
SCHRAMEL LAW OFFICE	JAN. 2022	02/10/2022	WATER/LEGAL FEES	601-49400-304	165.00
MN VALLEY TESTING	1128791	02/08/2022	WATER/LAB TESTING	601-49400-310	83.65
GOPHER STATE ONE CALL	2010839	02/03/2022	LOCATES	601-49400-321	2.36
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-321	50.28
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	601-49400-322	14.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	POSTAGE	601-49400-322	223.61
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	601-49400-326	813.74
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INVOICE PROCESSING	601-49400-326	166.24
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-326	70.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INSERTS	601-49400-350	1.50
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-381	4,858.22
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-382	18.13
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-385	37.33

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
STANTEC CONSULTING SERVIC	1882430	02/08/2022	WATER/LANDFILL	601-49400-386	1,764.25
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	601-49400-386	30.00
ELECTRIC FUND	558	02/14/2022	MAINTENANCE - OFFICE	601-49400-404	31.48
CORE & MAIN LP	0311052	02/14/2022	MAINTENANCE - DISTRIBUTIO	601-49400-408	239.07
Activity 49400 - Water Total:					9,134.36
Fund 601 - WATER Total:					258,134.36

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	602-49450-133	32.00
HAWKINS, INC	6112388	02/01/2022	SEWER/CHEMICALS	602-49450-216	5,061.32
MN VALLEY TESTING	1126878	01/28/2022	SEWER/LAB TESTING	602-49450-310	103.60
MN VALLEY TESTING	1126880	01/28/2022	SEWER/LAB TESTING	602-49450-310	130.00
MN VALLEY TESTING	1127023	01/28/2022	SEWER/LAB TESTING	602-49450-310	221.20
MN VALLEY TESTING	1127892	02/04/2022	LAB TESTING	602-49450-310	106.80
MN VALLEY TESTING	1128361	02/07/2022	LAB TESTING	602-49450-310	148.40
MN VALLEY TESTING	1128509	02/08/2022	SEWER/LAB TESTING	602-49450-310	217.60
GOPHER STATE ONE CALL	2010839	02/03/2022	LOCATES	602-49450-321	2.37
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	602-49450-321	173.36
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	602-49450-322	14.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	POSTAGE	602-49450-322	223.60
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	602-49450-326	813.73
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INVOICE PROCESSING	602-49450-326	166.24
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	602-49450-326	70.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INSERTS	602-49450-350	1.50
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	602-49450-381	10,260.89
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	602-49450-382	184.15
HOMETOWN SANITATION SER	0000449721	02/04/2022	REFUSE DISPOSAL	602-49450-384	104.98
RON'S ELECTRIC INC	146335	02/10/2022	MAINTENANCE - OFFICE	602-49450-404	84.10
AUTOMATIC SYSTEMS CO	36543 S	01/28/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	256.80
GREAT NORTHERN ENVIRON	3996	02/11/2022	REPAIRS AND MAINTENICE	602-49450-404	735.65
Activity 49450 - Sewer Total:					19,629.79

Activity: 49980 - Debt Service

MN PUBLIC FACILITIES AUTHO	104790829261-022022	01/31/2022	BOND PAYMENT-CLEAR WATE	602-49980-611	35,109.55
Activity 49980 - Debt Service Total:					35,109.55
Fund 602 - SEWER Total:					54,739.34

Fund: 604 - ELECTRIC

MBS - MULTI-BANK SECURITIE	02-10-2022	02/10/2022	WIRE FUNDS	604-10400	249,000.00
FULDA CREDIT UNION	2-15-2022	02/15/2022	INVESTMENT ACCOUNT	604-10400	500,000.00
ELECTRIC FUND	#266 RETURN	02/11/2022	ELECTRIC/INVENTORY	604-14200	0.23
RESCO - RURAL ELECTRIC SUP	850056-00	02/02/2022	INVENTORY	604-14200	457.56
BORDER STATES	923672541	02/22/2022	INVENTORY	604-14200	7,392.24
JORDAN A NEWTON	20201118-RE-ISSUE	02/10/2022	UTILITY PRE-PAYMENT REFUN	604-22000	215.34
PAIGE RIIHL	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	300.00
LUIS A LULE GONZALEZ	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	300.00
MARDI L ROBBEN	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	300.00
LINDA KIEPER	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	187.66
SHAUNA C GOODMAN	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	300.00
JAMES T PORTER	DEPOSIT 2-14-22	02/15/2022	ELECTRIC DEPOSIT REFUND	604-22000	300.00
					758,753.03

Activity: 49550 - Electric

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	604-49550-133	96.00
AMAZON CAPITAL SERVICES, I	11QH-KHG6-1QMW	01/24/2022	EL/SUPPLIES	604-49550-200	264.59
AMAZON CAPITAL SERVICES, I	11QH-KHG6-1QMW	01/24/2022	EL/SUPPLIES	604-49550-200	439.99
AMAZON CAPITAL SERVICES, I	1CXK-6TGP-6Y1Q	02/02/2022	SUPPLIES	604-49550-200	95.98
CARQUEST - SMITH AUTO SUP	JAN. 2022	02/04/2022	MAINTENANCE	604-49550-200	99.08
JOANNE NELSON	5696-31	02/18/2022	ELECTRIC/UNIFORMS	604-49550-218	15.00
CMP - CENTRAL MUNICIPAL P	1-31-2022	02/10/2022	ENERGY	604-49550-263	107,264.01

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CMP - CENTRAL MUNICIPAL P	1-31-2022	02/10/2022	TRANSMISSION	604-49550-263	177,023.42
DEPARTMENT OF ENERGY	JAN 2022	02/17/2022	ELECTRIC/MERCHANDISE FOR	604-49550-263	70,215.17
GOPHER STATE ONE CALL	2010839	02/03/2022	LOCATES	604-49550-321	2.36
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	604-49550-321	77.68
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	604-49550-322	14.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	POSTAGE	604-49550-322	223.61
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	604-49550-326	1,627.47
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INVOICE PROCESSING	604-49550-326	166.24
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	604-49550-326	191.37
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INSERTS	604-49550-350	1.50
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	604-49550-381	207.31
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	604-49550-382	22.46
HOMETOWN SANITATION SER	0000449722	02/02/2022	REFUSE DISPOSAL	604-49550-384	104.98
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	604-49550-385	46.73
LAMPERTS YARDS, INC.	1165500	02/11/2022	MAINTENANCE - STRUCTURE	604-49550-402	29.95
KNIGGE KUSTOM PAINTING	395105	02/07/2022	MAINTENANCE - STRUCTURE	604-49550-402	550.00
ELECTRIC FUND	557	02/10/2022	MAINTENANCE - STRUCTURE	604-49550-402	23.25
CARQUEST - SMITH AUTO SUP	JAN. 2022	02/04/2022	MAINTENANCE	604-49550-404	155.22
ELECTRIC FUND	556	02/10/2022	INVENTORY	604-49550-408	389.31
WDR - DEPUTY REGISTRAR #5	FEBRUARY 2022	02/17/2022	ELECTRIC/2019 VACT TRLR/LI	604-49550-444	41.25
CMP - CENTRAL MUNICIPAL P	1-31-2022	02/10/2022	CONSERV - ENERGY REBATES	604-49550-450	2,757.67
SARA DEAVILA	2-9-2022	02/10/2022	ENERGY REBATE	604-49550-450	350.00
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	604-49550-460	290.00
Activity 49550 - Electric Total:					363,820.60
Fund 604 - ELECTRIC Total:					1,122,573.63

Fund: 609 - LIQUOR STORE

MN REVENUE	JAN 2022	02/17/2022	SALES TAX	609-20202	14,180.00
					14,180.00

Activity: 49751 - Liquor Store

NCBERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	609-49751-133	32.00
INDOFF, INC	3540697	02/22/2022	OPERATING SUPPLIES	609-49751-200	5.80
CITY LAUNDERING CO.	1737575	02/22/2022	CLEANING- LIQUOR STORE	609-49751-211	44.89
INDOFF, INC	3540697	02/22/2022	OPERATING SUPPLIES	609-49751-217	120.54
AH HERMEL COMPANY	911826	01/27/2022	OPERATING SUPPLIES	609-49751-217	196.15
SOUTHERN GLAZER'S OF MN	2172593	02/01/2022	LIQUOR	609-49751-251	6,327.81
SOUTHERN GLAZER'S OF MN	2175180	02/04/2022	LIQUOR	609-49751-251	360.00
BREAKTHRU BEVERAGE MN	342815594	02/04/2022	MERCHANDISE FOR RESALE	609-49751-251	1,988.59
SOUTHERN GLAZER'S OF MN	5080959	02/04/2022	LIQUOR	609-49751-251	994.28
DOLL DISTRIBUTING, LLC	693813	01/27/2022	LIQUOR	609-49751-251	114.00
DOLL DISTRIBUTING, LLC	693814	01/27/2022	LIQUOR AND BEER	609-49751-251	405.00
DOLL DISTRIBUTING, LLC	698094	02/02/2022	BEER	609-49751-251	58.50
ARTISAN BEER COMPANY	3517859	02/01/2022	BEER	609-49751-252	147.60
ARTISAN BEER COMPANY	3518928	02/04/2022	BEER	609-49751-252	73.80
DOLL DISTRIBUTING, LLC	693814	01/27/2022	LIQUOR AND BEER	609-49751-252	2,793.55
DOLL DISTRIBUTING, LLC	693842	01/27/2022	BEER	609-49751-252	407.20
DOLL DISTRIBUTING, LLC	698094	02/02/2022	BEER	609-49751-252	2,983.35
SOUTHERN GLAZER'S OF MN	2172595	02/01/2022	SOFT DRINKS & MIXES	609-49751-253	374.00
ROUND LAKE VINEYARDS & W	3234	01/27/2022	WINE	609-49751-253	342.00
BREAKTHRU BEVERAGE MN	342815594	02/04/2022	MERCHANDISE FOR RESALE	609-49751-253	168.00
SOUTHERN GLAZER'S OF MN	2172594	02/01/2022	WINE	609-49751-254	26.00
BREAKTHRU BEVERAGE MN	342815594	02/04/2022	MERCHANDISE FOR RESALE	609-49751-254	60.22
RED BULL DISTRIBUTION CO, I	5000904150	02/22/2022	LIQUOR S./SOFT DRINKS	609-49751-254	72.00
AH HERMEL COMPANY	911828	01/27/2022	MERCHANDISE FOR RESALE	609-49751-254	208.43
AH HERMEL COMPANY	911828	01/27/2022	MERCHANDISE FOR RESALE	609-49751-256	291.96
ARCTIC GLACIER U.S.A. INC	3462204010	02/22/2022	LIQUOR S./MERCHANDISE	609-49751-257	133.77
ARCTIC GLACIER U.S.A. INC	M275186083	02/22/2022	ICE	609-49751-257	-10.92
INDOFF, INC	3540648	02/22/2022	CAN COOLERS- RIVER BEND	609-49751-261	402.00
AH HERMEL COMPANY	911828	01/27/2022	MERCHANDISE FOR RESALE	609-49751-261	3.61

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	609-49751-321	130.54
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	609-49751-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	609-49751-326	711.02
SOUTHERN GLAZER'S OF MN	2172592	02/01/2022	FREIGHT	609-49751-333	9.73
SOUTHERN GLAZER'S OF MN	2172593	02/01/2022	LIQUOR	609-49751-333	128.64
SOUTHERN GLAZER'S OF MN	2172594	02/01/2022	WINE	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2172595	02/01/2022	SOFT DRINKS & MIXES	609-49751-333	14.35
SOUTHERN GLAZER'S OF MN	2175180	02/04/2022	LIQUOR	609-49751-333	4.10
BREAKTHRU BEVERAGE MN	342815594	02/04/2022	MERCHANDISE FOR RESALE	609-49751-333	30.37
ARCTIC GLACIER U.S.A. INC	3462204010	02/22/2022	LIQUOR S./MERCHANDISE	609-49751-333	15.00
INDOFF, INC	3540648	02/22/2022	CAN COOLERS- RIVER BEND	609-49751-333	46.96
SOUTHERN GLAZER'S OF MN	5080959	02/04/2022	LIQUOR	609-49751-333	34.85
AH HERMEL COMPANY	911828	01/27/2022	MERCHANDISE FOR RESALE	609-49751-333	7.95
ARCTIC GLACIER U.S.A. INC	M275186083	02/22/2022	ICE	609-49751-333	-7.50
KDOM RADIO	1/1/2022-1/31/2022	02/01/2022	ADVERTISING	609-49751-340	762.76
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	609-49751-340	1,919.75
INDOFF, INC	3540648	02/22/2022	CAN COOLERS- RIVER BEND	609-49751-350	55.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	609-49751-381	773.85
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	609-49751-382	20.12
HOMETOWN SANITATION SER	0000449720	02/01/2022	REFUSE DISPOSAL	609-49751-384	177.99
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	609-49751-385	39.72
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	609-49751-460	11.00

Activity 49751 - Liquor Store Total: 24,026.38

Fund 609 - LIQUOR STORE Total: 38,206.38

Fund: 614 - TELECOM

Activity: 49870 - Telecom

NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	614-49870-133	80.00
CITY LAUNDERING CO.	1735368	02/07/2022	CLEANING	614-49870-211	21.38
CITY LAUNDERING CO.	1739750	02/22/2022	CLEANING - WINDOM NET	614-49870-211	21.38
INTERSTATE TRS FUND	82580760050-0222	02/18/2022	514b INTERSTATE/INTERNATI	614-49870-304	119.01
INTERSTATE TRS FUND	82580760050-0222	02/18/2022	514a TOTAL 499 REVENUES	614-49870-304	333.06
NECA	NECA111546	02/22/2022	LEGAL FEES	614-49870-304	165.00
GOPHER STATE ONE CALL	2010839	02/03/2022	LOCATES	614-49870-321	2.36
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	614-49870-321	273.22
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	614-49870-322	14.00
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	POSTAGE	614-49870-322	223.61
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	STAKING AND MAPPING	614-49870-326	936.25
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-01070	02/02/2022	BILLING SOFTWARE SERVICE P	614-49870-326	1,627.47
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INVOICE PROCESSING	614-49870-326	166.24
NEUSTAR, INC.	L-0000038358	02/10/2022	DATA PROCESSING	614-49870-326	5.50
KDOM RADIO	0073	02/07/2022	ADVERTISING	614-49870-340	100.98
INNOVATIVE SYSTEMS LLC	INV-01233	12/31/2021	INSERTS	614-49870-350	1.50
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	614-49870-381	2,509.28
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	614-49870-382	19.85
HOMETOWN SANITATION SER	0000449723	02/01/2022	REFUSE DISPOSAL	614-49870-384	92.98
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	614-49870-385	38.92
AMAZON CAPITAL SERVICES, I	1JTH-4YJK-7XKP	02/10/2022	MAINTENANCE - OFFICE	614-49870-404	60.08
AMAZON CAPITAL SERVICES, I	1K6G-QD46-VLFX	02/01/2022	TELECOM/MAINTENANCE - O	614-49870-404	39.58
BTN - BIG TEN NETWORK	118850	02/11/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	1,474.30
FOX TELEVISION STATIONS, LL	118851	02/11/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	241.89
FOX TELEVISION STATIONS, LL	118852	02/11/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	2,638.80
NEXSTAR BROADCASTING GR	430667	02/11/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	233.97
CONSOLIDATED COMMUNICA	507-151-0204/0-1	02/22/2022	SUBSCRIBER FEES- FEB 2022	614-49870-442	1,443.00
REGISTER OF COPYRIGHTS	76203003807	02/18/2022	ROYALTY PAYMENT	614-49870-442	805.32
METASWITCH NETWORKS LTD	INMNL0030973	02/01/2022	LICENSE FEES	614-49870-444	20,461.00
CONSOLIDATED CALL CENTER	20452	02/01/2022	SWITCH FEES	614-49870-445	109.65
ONVOY, LLC dba INTELIGENT	212014	02/07/2022	SWITCH FEES	614-49870-445	3,826.05
ONVOY, LLC dba INTELIGENT	212083	02/07/2022	SWITCH FEES	614-49870-445	125.15
1623 FARNAM LLC	005859	02/07/2022	INTERNET EXPENSE	614-49870-447	200.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ZAYO GROUP, LLC	2022020027696	02/07/2022	INTERNET EXPENSE	614-49870-447	1,950.00
ZAYO GROUP, LLC	2022020002376	02/07/2022	CALL COMPLETION	614-49870-451	1,228.89
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	614-49870-460	261.00
Activity 49870 - Telecom Total:					42,885.67
Fund 614 - TELECOM Total:					42,885.67
Fund: 615 - ARENA					
ACTIVE NETWORK, LLC	4100172091	02/22/2022	MAXGALAXY-ACCRUED EXPEN	615-20210	1,546.67
ACTIVE NETWORK, LLC	4100173135	02/22/2022	MAXGALAXY	615-20210	630.00
					2,176.67
Activity: 49850 - Arena					
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	615-49850-133	32.00
JCL SOLUTIONS - JANITORS CL	1277516	02/08/2022	CLEANING AND SUPPLIES	615-49850-211	305.24
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	615-49850-321	124.96
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	615-49850-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	615-49850-326	433.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	615-49850-381	5,072.13
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	615-49850-382	272.23
HOMETOWN SANITATION SER	000449724	02/01/2022	ARENA/REFUSE DISPOSAL	615-49850-384	158.98
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	615-49850-385	106.42
ELITE MECHANICAL SYSTEMS,	9987	02/22/2022	MAINTENANCE - STRUCTURE	615-49850-402	247.50
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	615-49850-460	43.00
Activity 49850 - Arena Total:					6,809.46
Fund 615 - ARENA Total:					8,986.13
Fund: 617 - M/P CENTER					
SECR REV FUND/CITY OF WD	2/26/2022	02/22/2022	PETTY CASH	617-10200	1,500.00
SECR REV FUND/CITY OF WD	2-16-22 EVENT	02/16/2022	PETTY CASH	617-10200	1,500.00
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	617-20202	56.00
					3,056.00
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	617-49860-133	48.00
CITY LAUNDERING CO.	1735367	02/04/2022	CLEANING COMM CENTER	617-49860-211	99.50
LUCAN COMMUNITY TV INC	1219	02/04/2022	OPPERATING SUPPLIES	617-49860-217	80.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	617-49860-321	61.79
U S POSTAL SERVICE	FEB-2022	02/02/2022	POST OFFICE BOX- 12 MONTH	617-49860-322	14.00
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	617-49860-326	473.33
QUICK PRINT	22039	02/22/2022	ADVERTISING	617-49860-340	181.95
CITIZEN PUBLISHING CO	JAN-2022	02/07/2022	ADVERTISING	617-49860-340	339.90
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	617-49860-381	951.51
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	617-49860-382	64.26
HOMETOWN SANITATION SER	0000449725	02/04/2022	REFUSE DISPOSAL	617-49860-384	78.99
ELECTRIC FUND	JAN 2022	02/08/2022	UTILITIES	617-49860-385	141.34
RON'S ELECTRIC INC	146353	02/10/2022	MAINTENANCE - STRUCTURE	617-49860-402	87.34
DOUG'S LAWN & LANDSCAP	2-4-2022	02/07/2022	MAINTENANCE - GROUNDS	617-49860-406	462.84
H & H CONSOLIDATION, LLC	3228	02/15/2022	REPAIRS AND MAINT. - UTILIT	617-49860-409	89.95
H & H CONSOLIDATION, LLC	3250	02/15/2022	MAINTIENCE AND REPAIRS	617-49860-409	1,762.35
H & H CONSOLIDATION, LLC	3265	02/15/2022	MAINT. AND REPAIRS - UTILIT	617-49860-409	89.95
MN REVENUE	JAN 2022	02/17/2022	SALES TAX	617-49860-460	590.00
Activity 49860 - M/P Center Total:					5,617.00
Fund 617 - M/P CENTER Total:					8,673.00
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002070	02/25/2022	Federal Tax Withholding	700-21701	9,994.54
MN Department of Revenue -	INV0002071	02/25/2022	State Withholding	700-21702	4,807.03
Internal Revenue Service-Payr	INV0002070	02/25/2022	Social Security	700-21703	12,285.62
MN Pera	INV0002067	02/25/2022	PERA	700-21704	13,854.16
MN Pera	INV0002067	02/25/2022	PERA	700-21704	7,916.44
MN Pera	INV0002067	02/25/2022	PERA	700-21704	758.52
MN State Deferred	INV0002068	02/25/2022	Deferred Roth	700-21705	2,862.00
MN State Deferred	INV0002068	02/25/2022	Deferred Compensation	700-21705	6,064.91

Expense Approval Report

Payment Dates: 2/12/2022 - 2/25/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LOCAL UNION #949	FEB 2022	02/22/2022	UNION DUES FEB 2022	700-21707	1,599.18
LAW ENFORCEMENT LABOR S	FEB 2022	02/22/2022	POLICE UNION DUES	700-21708	520.00
MN CHILD SUPPORT PAYMEN	INV0002063	02/11/2022	Child Support Payment	700-21709	97.83
Internal Revenue Service-Payr	INV0002070	02/25/2022	Medicare Withholding	700-21711	3,611.76
FURTHER (Select Account)	40124040	02/15/2022	FLEX SPENDING	700-21712	641.30
AFLAC	257291	02/22/2022	INSURANCE FEB 2022	700-21715	189.18
AFLAC	257291	02/22/2022	INSURANCE FEB 2022	700-21716	576.12
MN BENEFIT ASSOCIATION	2022-0154562	02/17/2022	FEB-22	700-21717	4.84
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	700-21718	16.00
NCPERS MINNESOTA	844600022022	02/22/2022	GROUP LIFE INSURANCE- FEB	700-21718	16.00
MN BENEFIT ASSOCIATION	2022-0154562	02/17/2022	FEB-22	700-21719	316.49
MII LIFE	2022 FEBRUARY	02/24/2022	VEBA/HSA/SPLIT	700-21720	312.51
MII LIFE	2022 FEBRUARY	02/24/2022	VEBA	700-21720	8,958.46
MII LIFE	2022 FEBRUARY	02/24/2022	HSA	700-21722	3,645.91
FURTHER (Select Account)	INV0002066	02/25/2022	HSA Employee Contribution	700-21723	578.92
					79,627.72
Fund 700 - PAYROLL Total:					79,627.72
Grand Total:					1,967,220.68

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	310,136.97
211 - LIBRARY	1,064.53
225 - AIRPORT	1,241.45
230 - POOL	2,357.74
235 - AMBULANCE	11,182.70
250 - EDA GENERAL	3,257.16
252 - EDA SCDP	1,638.75
401 - GENERAL CAPITAL PROJECTS	22,515.15
601 - WATER	258,134.36
602 - SEWER	54,739.34
604 - ELECTRIC	1,122,573.63
609 - LIQUOR STORE	38,206.38
614 - TELECOM	42,885.67
615 - ARENA	8,986.13
617 - M/P CENTER	8,673.00
700 - PAYROLL	79,627.72
Grand Total:	1,967,220.68

Account Summary

Account Number	Account Name	Payment Amount
100-10400	Investments - Current	249,000.00
100-20202	Sales Tax Payable	26,776.00
100-20210	Accrued Expense	2,176.66
100-41110-326	Data Processing	24.02
100-41110-350	Printing & Design	1,021.35
100-41110-491	Payments to Other Orga	2,991.96
100-41310-133	Employer Paid Insurance	64.00
100-41310-200	Office Supplies	-72.61
100-41310-217	Other Operating Supplie	146.25
100-41310-321	Telephone	73.49
100-41310-322	Postage	14.00
100-41310-326	Data Processing	281.59
100-41310-480	Other Miscellaneous	151.28
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	42.23
100-41910-304	Legal Fees	135.00
100-41910-321	Telephone	58.65
100-41940-381	Electric Utility	509.10
100-41940-382	Water Utility	74.73
100-41940-384	Refuse Disposal	102.98
100-41940-385	Sewer Utility	155.42
100-41940-406	Repairs & Maint - Groun	21.38
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	248.17
100-42120-304	Legal Fees	3,957.50
100-42120-305	Medical & Dental Fees	40.00
100-42120-308	Training & Registrations	419.00
100-42120-321	Telephone	29.95
100-42120-322	Postage	14.00
100-42120-323	Radio Units	108.00
100-42120-350	Printing & Design	614.98
100-42120-404	Repairs & Maint - M&E	264.02
100-42120-405	Repairs & Maint - Vehicl	81.12
100-42120-412	Rentals - Building	1,950.00
100-42120-419	Vehicle Lease	1,740.97
100-42220-200	Office Supplies	67.08
100-42220-218	Uniforms	15.70

Account Summary

Account Number	Account Name	Payment Amount
100-42220-321	Telephone	42.19
100-42220-322	Postage	14.00
100-42220-381	Electric Utility	311.76
100-42220-382	Water Utility	91.77
100-42220-384	Refuse Disposal	48.59
100-42220-385	Sewer Utility	121.58
100-42220-405	Repairs & Maint - Vehicl	11.39
100-42500-381	Electric Utility	31.28
100-42700-300	Charges for Services	191.80
100-43100-133	Employer Paid Insurance	64.00
100-43100-215	Materials & Equipment	2,088.46
100-43100-217	Other Operating Supplie	162.11
100-43100-224	Street Maint Materials	2,750.00
100-43100-321	Telephone	45.69
100-43100-322	Postage	14.00
100-43100-334	Meals/Lodging	23.12
100-43100-350	Printing & Design	501.96
100-43100-381	Electric Utility	2,326.74
100-43100-382	Water Utility	19.13
100-43100-384	Refuse Disposal	161.96
100-43100-385	Sewer Utility	40.52
100-43100-404	Repairs & Maint - M&E	2,579.04
100-43100-405	Repairs & Maint - Vehicl	143.19
100-43100-406	Repairs & Maint - Groun	1,316.25
100-43100-439	Special Projects	2,450.00
100-43100-480	Other Miscellaneous	30.00
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	14.00
100-45202-241	Small Tools	88.70
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	410.54
100-45202-384	Refuse Disposal	21.98
100-45202-405	Repairs & Maint - Vehicl	56.58
211-45501-133	Employer Paid Insurance	16.00
211-45501-321	Telephone	161.69
211-45501-326	Data Processing	70.00
211-45501-381	Electric Utility	242.33
211-45501-382	Water Utility	19.91
211-45501-385	Sewer Utility	43.03
211-45501-435	Books and Pamphlets	511.57
225-45127-217	Other Operating Supplie	9.52
225-45127-321	Telephone	26.93
225-45127-404	Repairs & Maint - M&E	1,115.00
225-45127-409	Repairs & Maint - Utilitie	90.00
230-20210	Accrued Expense	2,175.67
230-45124-217	Other Operating Supplie	123.33
230-45124-322	Postage	14.00
230-45124-381	Electric Utility	33.74
235-42153-200	Office Supplies	44.72
235-42153-217	Other Operating Supplie	1,135.55
235-42153-321	Telephone	355.41
235-42153-322	Postage	14.00
235-42153-334	Meals/Lodging	245.40
235-42153-381	Electric Utility	207.84
235-42153-382	Water Utility	61.18
235-42153-384	Refuse Disposal	32.40
235-42153-385	Sewer Utility	81.05
235-42153-404	Repairs & Maint - M&E	1,505.00

Account Summary

Account Number	Account Name	Payment Amount
235-42153-405	Repairs & Maint - Vehicl	7,500.15
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	75.77
250-46520-303	Engineering and Surveyi	726.00
250-46520-304	Legal Fees	1,530.00
250-46520-321	Telephone	314.95
250-46520-322	Postage	14.00
250-46520-340	Advertising & Promotion	69.00
250-46520-381	Electric Utility	53.44
250-46520-402	Repairs & Maint - Struct	300.00
250-46520-443	Intergovernmental Fees	150.00
252-46520-491	Payments to Other Orga	1,638.75
401-49950-500	Capital Outlay - Office	800.00
401-49950-501	Capital Outlay - Police	20,805.15
401-49950-506	Capital Outlay - Building	910.00
601-10400	Investments - Current	249,000.00
601-49400-133	Employer Paid Insurance	48.00
601-49400-304	Legal Fees	165.00
601-49400-310	Lab Testing	83.65
601-49400-321	Telephone	52.64
601-49400-322	Postage	237.61
601-49400-326	Data Processing	1,567.48
601-49400-350	Printing & Design	1.50
601-49400-381	Electric Utility	4,858.22
601-49400-382	Water Utility	18.13
601-49400-385	Sewer Utility	37.33
601-49400-386	Landfill	1,794.25
601-49400-404	Repairs & Maint - M&E	31.48
601-49400-408	Repairs & Maint - Distrib	239.07
602-49450-133	Employer Paid Insurance	32.00
602-49450-216	Chemicals and Chemical	5,061.32
602-49450-310	Lab Testing	927.60
602-49450-321	Telephone	175.73
602-49450-322	Postage	237.60
602-49450-326	Data Processing	1,567.47
602-49450-350	Printing & Design	1.50
602-49450-381	Electric Utility	10,260.89
602-49450-382	Water Utility	184.15
602-49450-384	Refuse Disposal	104.98
602-49450-404	Repairs & Maint - M&E	1,076.55
602-49980-611	Bond Interest	35,109.55
604-10400	Investments - Current	749,000.00
604-14200	Inventory	7,850.03
604-22000	Prepayments	1,903.00
604-49550-133	Employer Paid Insurance	96.00
604-49550-200	Office Supplies	899.64
604-49550-218	Uniforms	15.00
604-49550-263	Merchandise for Resale -	354,502.60
604-49550-321	Telephone	80.04
604-49550-322	Postage	237.61
604-49550-326	Data Processing	3,020.08
604-49550-350	Printing & Design	1.50
604-49550-381	Electric Utility	207.31
604-49550-382	Water Utility	22.46
604-49550-384	Refuse Disposal	104.98
604-49550-385	Sewer Utility	46.73
604-49550-402	Repairs & Maint - Struct	603.20
604-49550-404	Repairs & Maint - M&E	155.22

Account Summary

Account Number	Account Name	Payment Amount
604-49550-408	Repairs & Maint - Distrib	389.31
604-49550-444	License Fees	41.25
604-49550-450	Conservation	3,107.67
604-49550-460	Miscellaneous Taxes	290.00
609-20202	Sales Tax Payable	14,180.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-200	Office Supplies	5.80
609-49751-211	Cleaning Supplies	44.89
609-49751-217	Other Operating Supplie	316.69
609-49751-251	Liquor	10,248.18
609-49751-252	Beer	6,405.50
609-49751-253	Wine	884.00
609-49751-254	Soft Drinks & Mix	366.65
609-49751-256	Tobacco Products	291.96
609-49751-257	Ice	122.85
609-49751-261	Other Merchandise	405.61
609-49751-321	Telephone	130.54
609-49751-322	Postage	14.00
609-49751-326	Data Processing	711.02
609-49751-333	Freight and Express	286.50
609-49751-340	Advertising & Promotion	2,682.51
609-49751-350	Printing & Design	55.00
609-49751-381	Electric Utility	773.85
609-49751-382	Water Utility	20.12
609-49751-384	Refuse Disposal	177.99
609-49751-385	Sewer Utility	39.72
609-49751-460	Miscellaneous Taxes	11.00
614-49870-133	Employer Paid Insurance	80.00
614-49870-211	Cleaning Supplies	42.76
614-49870-304	Legal Fees	617.07
614-49870-321	Telephone	275.58
614-49870-322	Postage	237.61
614-49870-326	Data Processing	3,770.46
614-49870-340	Advertising & Promotion	100.98
614-49870-350	Printing & Design	1.50
614-49870-381	Electric Utility	2,509.28
614-49870-382	Water Utility	19.85
614-49870-384	Refuse Disposal	92.98
614-49870-385	Sewer Utility	38.92
614-49870-404	Repairs & Maint - M&E	99.66
614-49870-442	Subscriber Fees	6,837.28
614-49870-444	License Fees	20,461.00
614-49870-445	Switch Fees	4,060.85
614-49870-447	Internet Expense	2,150.00
614-49870-451	Call Completion	1,228.89
614-49870-460	Miscellaneous Taxes	261.00
615-20210	Accrued Expense	2,176.67
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	305.24
615-49850-321	Telephone	124.96
615-49850-322	Postage	14.00
615-49850-326	Data Processing	433.00
615-49850-381	Electric Utility	5,072.13
615-49850-382	Water Utility	272.23
615-49850-384	Refuse Disposal	158.98
615-49850-385	Sewer Utility	106.42
615-49850-402	Repairs & Maint - Struct	247.50
615-49850-460	Miscellaneous Taxes	43.00

Account Summary

Account Number	Account Name	Payment Amount
617-10200	Petty Cash	3,000.00
617-20202	Sales Tax Payable	56.00
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	99.50
617-49860-217	Other Operating Supplie	80.00
617-49860-321	Telephone	61.79
617-49860-322	Postage	14.00
617-49860-326	Data Processing	473.33
617-49860-340	Advertising & Promotion	521.85
617-49860-381	Electric Utility	951.51
617-49860-382	Water Utility	64.26
617-49860-384	Refuse Disposal	78.99
617-49860-385	Sewer Utility	141.34
617-49860-402	Repairs & Maint - Struct	87.34
617-49860-406	Repairs & Maint - Groun	462.84
617-49860-409	Repairs & Maint - Utilitie	1,942.25
617-49860-460	Miscellaneous Taxes	590.00
700-21701	Federal Withholding	9,994.54
700-21702	State Withholding	4,807.03
700-21703	FICA Tax Withholding	12,285.62
700-21704	PERA Contributions	22,529.12
700-21705	Retirement	8,926.91
700-21707	Union Dues	1,599.18
700-21708	PD Union Dues	520.00
700-21709	Wage Levy	97.83
700-21711	Medicare Tax Withholdi	3,611.76
700-21712	Flex Account	641.30
700-21715	Individual Insurance-Afla	189.18
700-21716	Individual Insurance-Afla	576.12
700-21717	Individual Insurance-MB	4.84
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	316.49
700-21720	VEBA Contributions	9,270.97
700-21722	HSA Contribution	3,645.91
700-21723	HSA Employee Contribu	573.92
Grand Total:		1,967,220.68

Project Account Summary

Project Account Key	Payment Amount
None	1,967,220.68
Grand Total:	1,967,220.68

CAW
2/24/2022

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: CITY COUNCIL
FROM: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: MARCH 1, 2022
RE: PUBLIC HEARING - TAX ABATEMENT EXTENSION – 1955 First Ave.
DEPT: Development Department
CONTACT: Drew Hage, Development Director, at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

1. Hold Public Hearing on the proposed one-year extension of the tax abatement period.
 2. Adopt attached RESOLUTION approving a one-year extension of the tax abatement for the new housing units created by remodeling of existing hotel/motel rooms on property at **1955 First Avenue**, Windom, Minnesota.
-

Issue Summary/Background

The owners of the Guardian Inn Apartment Project (T&M Development LLC) requested that the City Council consider an extension of the approved 5-year tax abatement period originally granted on March 16, 2021, in City Council Resolution #2021-24.

The City Council discussed this request at two prior meetings. On February 1, 2022, the City Council approved a proposed one-year extension of the abatement period.

On February 15, 2022, the City Council called for a public hearing to be held on this requested one-year extension of the tax abatement period.

Attached, for the Council's review, is a proposed Resolution approving a one-year extension of the tax abatement period for T&M Development LLC's property located at 1955 First Avenue.

Fiscal Impact

The estimated annual tax abatement for the City is approximately \$6,058. Based on this estimate, the total estimated tax abatement by the City for the six-year period is approximately \$36,348. (The actual amount of tax abatement will change each year as valuations and tax rates change.)

Attachments

1. Public Hearing Notice.
2. Resolution Approving Extension of Tax Abatement Period for Certain Property Pursuant to Minn. Stat. §469.1813.

PUBLIC HEARING NOTICE

CITY OF WINDOM, MINNESOTA

**PROPERTY TAX ABATEMENT EXTENSION – REMODELING PROJECT -
NEW HOUSING UNITS**

A Public Hearing will be held by the Windom City Council on Tuesday, March 1, 2022, at the City Council Meeting which begins at 6:30 P.M. in the City Council Chambers at the City Hall, 444 Ninth Street, Windom, Minnesota, to consider granting a one-year extension of the property tax abatement granted for new housing units pursuant to Minnesota Statutes §469.1813.

Request submitted by T&M Development, LLC. Extension of Abatement Period an additional year commencing on first year of taxes payable for full assessed value related to new housing units. Based on 2021 TNT rates, **estimated** total abatement for 6-year period could be approximately \$36,348.

Property Address: 1955 First Avenue, Windom, MN 56101

Legal Description of Property: Lot 1 and all that part of Lot 2 in Block 1 of Pamida Subdivision which lies West of the East line of the Southwest Quarter (SW $\frac{1}{4}$) of Section 24, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota.

Parcel No.: 25-622-0010

All parties interested in commenting on this proposed abatement may attend the public hearing or submit written comments to the address below prior to the hearing.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator
444 Ninth Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: February 16, 2022
(COTTONWOOD COUNTY CITIZEN)

RESOLUTION #2022-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

RESOLUTION APPROVING EXTENSION OF TAX ABATEMENT PERIOD FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. §469.1813

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

WHEREAS, in addition to the statutory requirements, on March 2, 2021, the City Council of the City of Windom approved revised Guidelines for the Cottonwood County Housing Initiative Remodeling Program and also approved the City’s participation in this Program; and

WHEREAS, on March 16, 2021, the City Council adopted Resolution #2021-24 granting an abatement to T&M DEVELOPMENT LLC (“T&M”) of the City’s share of property taxes upon the following described parcel based on the proposed remodeling of existing hotel/motel rooms on said parcel into new housing units (apartments):

Parcel #: 25-622-0010

Address of Property: 1955 First Avenue, Windom, MN 56101

Legal Description of Property: Lot 1 and all that part of Lot 2 in Block 1 of Pamida Subdivision which lies West of the East line of the Southwest Quarter (SW¼) of Section 24, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, the tax abatement was granted for no more than five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvements (new housing units) outlined above and as outlined in the Cottonwood County Housing Initiative Remodeling Program Guidelines; and

WHEREAS, T&M has remodeled 32 units in the two single-story buildings into apartments and is in the process of completing the remodeling of the units in the main two-story building into apartments; and

WHEREAS, the Cottonwood County Housing Initiative Remodeling Program Guidelines allow multi-family projects of a minimum of 4 rental units to seek approval for a longer tax abatement period not exceeding the maximum defined by State Statute; and

WHEREAS, T&M has requested an additional two years of tax abatement on the property. T&M is making the request due to timing of the tax assessment of the property and change of use; and

WHEREAS, on February 1, 2022, the City Council approved a one-year extension of the City's tax abatement for T&M without any contingencies on what action the County or School may take on this request; and

WHEREAS, a public hearing on the request for an extension of the tax abatement period for an one additional year was held on March 1, 2022; and

WHEREAS, T&M has met the statutory requirements outlined under Minnesota Statutes §469.1813 Subdivision 1(1) and Subdivision 1(2)(i) as well as the County's Housing Initiative Remodeling Program Guidelines for tax abatement; and

WHEREAS, the City expects the benefits to the City of the proposed one-year extension of the abatement period to at least equal the costs to the City of the proposed extension and finds that the proposed one-year extension of the abatement period is in the public interest because it will increase or preserve the tax base.

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

1. The City of Windom does hereby grant an extension to T&M DEVELOPMENT, LLC of one year on the abatement period of the City's share of property taxes upon the above-described parcel based on the remodeling of existing hotel/motel rooms on said parcel into new housing units (apartments).
2. The tax abatement will be for no more than six (6) years commencing on the first year of taxes payable for the full assessed value related to the capital improvements (new housing units) outlined above and as outlined in the Cottonwood County Housing Initiative Remodeling Program Guidelines.
3. All other provisions of Resolution #2021-24 remain in effect.

Adopted by the City Council this 1st day of March, 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: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: MARCH 1, 2022
RE: CALL FOR PUBLIC HEARING – TIF SPENDING PLAN – CEMSTONE REDEVELOPMENT PROJECT
DEPT: Development Department
CONTACT: Drew Hage, Development Director, at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

By Resolution, call for a public hearing to be held on Tuesday, March 15, 2022, on the proposed TIF Spending Plan for the Cemstone Redevelopment Project (South Cottonwood Lake Subdivision).

Issue Summary/Background

On May 18, 2021, the City Council adopted a Resolution accepting a DEED Redevelopment Grant to assist with redevelopment of the Cemstone Property on the south side of Cottonwood Lake. The grant is in the amount of \$424,905. The City also received \$20,000 from the Minnesota Department of Health and \$35,385 from the Minnesota Department of Natural Resources for the wellhead protection and the prairie project in the former quarry. These grants will fund the demolition of the existing Cemstone concrete plant site and reclamation of the quarry.

Tax increment from the North Windom Industrial Park (NWIP) and EDA Land Sale Revenue from the NWIP are able to finance the land purchase by the EDA of approximately 34 acres of property on the south side of Cottonwood Lake from Cemstone. The purchase price for the 34-acre property is \$1,150,000. The payment sources for the EDA's purchase of the Cemstone property are listed in the Powerpoint presentation.

Cemstone will be purchasing land in NWIP from the EDA as the site for its new concrete facility. The purchase price for the EDA property in the NWIP is \$102,060.

The EDA Board approved a Purchase Agreement with Cemstone on February 14, 2022. Part of the EDA's financing package for this project is the proposed TIF Spending Plan. This plan does not use any General Fund monies.

Redevelopment activities are an eligible use of existing tax increment from TIF District 1-19. Approval of a TIF Spending Plan is required to allocate funds from TIF District 1-19 for use in TIF District 1-22 (Cemstone Redevelopment TIF District). New tax increment generated within TIF District 1-22 can be used to reimburse the EDA and thereby allow these funds to be revolved.

A conservative estimate for new tax increment to be generated in TIF District 1-22 over a twenty-year period is \$2,402,473. This tax increment would be generated after the TIF has been paid out to the Subdivision Developer and the Apartment Developer. This positive cash flow is possible because of the multi-family housing and the high-valued lake lots.

Housing has been an overarching goal for all City Departments since 2016. The Mayor and City Council members reaffirmed this housing goal in 2019. The housing goal is supported by a Comprehensive Housing Study and three rental vacancy rate updates which provide information regarding occupancy rates. These studies, along with hiring information and direct feedback from businesses, provide substantial support for the need for additional rental housing units and single-family lots.

The proposed South Cottonwood Lake Subdivision Project will be able to cash flow. Redevelopment of the current Cemstone property supports wellhead protection, lake protection, and pedestrian safety. The project also helps to retain a Cemstone facility in Windom by facilitating a new build in the NWIP.

Fiscal Impact

In Pay 2021, the net property taxes for Parcel 250250200 (34-acre Cemstone property) were \$4,942. After the West Phase of the South Cottonwood Lake Subdivision is built out, the estimated annual tax revenue is \$196,746. (This is a conservative estimate.)

This new tax increment can be refunded to the taxing jurisdictions or be used to support other TIF-eligible improvements within TIF District 1-22 which include paving the Community Center Parking Lot, paving Cottonwood Lake Drive, etc.

Attachments

1. Proposed South Cottonwood Lake Subdivision renderings and information.
2. Resolution Calling for Public Hearing on Proposed TIF Spending Plan.
3. TIF Spending Plan.

An aerial rendering of a community development project. The image shows a large, dark green lake at the top. Below the lake is a residential area with various houses and trees. To the left of the residential area is a sandy area with a circular feature. To the right of the residential area is a large, open field with a winding path. A road runs along the bottom right of the image. The labels are in blue text with a white outline.

Cottonwood Lake

Tegels Park

Cemstone Redevelopment Area

Windom Rec Area

Proposed South Cottonwood Lake Subdivision

Lake Lots

- South and Southeast side of the lake
- Sizes range from .35 acres to .87 acres
- 7 Lake Lots in West Phase
- 11 Lake Lots total
- Gentle walkable grade across lake lots
- Walkout basement potential



Prairie Lots

- Backyard view - 10 acre prairie
- Walking trail around the perimeter the prairie (3/4 of a mile trail)
- Walkout basement potential
- Sizes range from .39 acres to .63 acres
- 4 Prairie Lots in West Phase
- 4 Prairie Lots total

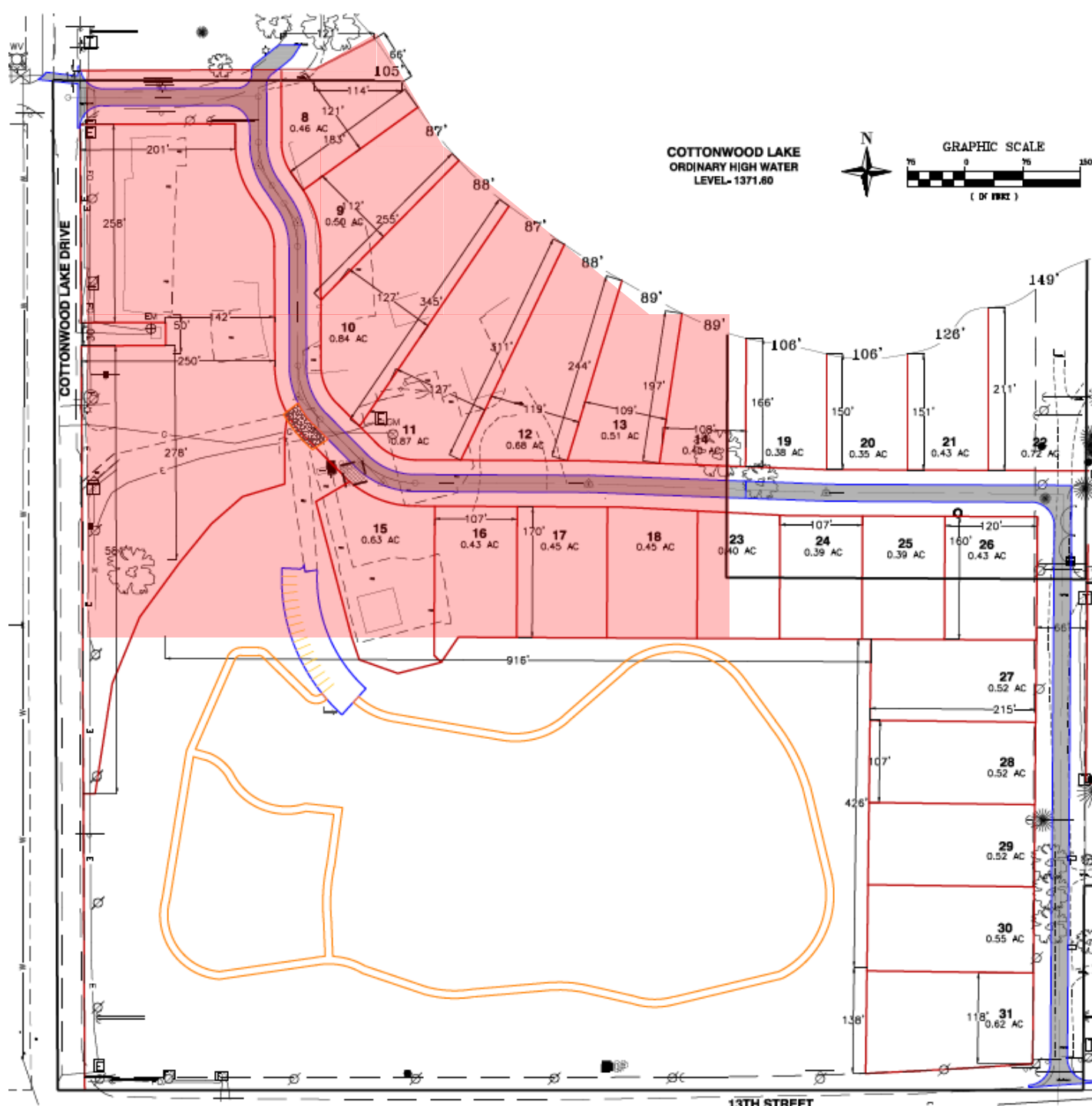
Cemstone Property – Purchase Agreement

	Amount	Notes	Source		
EDA to Cemstone	\$1,150,000				
EDA to Cemstone	\$50,000	Down payment	TIF 1-17		Remaining Balance
EDA to Cemstone	\$550,000	Payment #1	North Windom Industrial Park Land Sale (\$102,060) & TIF 1-19 (\$500,000)	\$602,060	\$52,060
EDA to Cemstone	\$550,000	Payment #2	North Windom Industrial Park Land Sale (316,665), TIF 1-17 (\$46,741), Spec Building (\$250,000) & remaining from payment #1 (\$52,060)	\$665,457	\$115,457

Existing TIF increment from the North Windom Industrial Park (NWIP) and land sale revenue from the NWIP can be used to finance the land purchase of approximately 34 acres of property on the south side of Cottonwood Lake from Cemstone.

A conservative estimate for new tax increment generated in TIF District 1-22 over a twenty-year period is \$2,402,473. This is after the TIF has been paid out to the Subdivision Developer and the Apartment Developer. This positive cash flow is possible because of the multi-family housing and the high valued lake lots.

West Phase



RESOLUTION # 2022-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

CITY OF WINDOM STATE OF MINNESOTA

RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY OF WINDOM ON THE PROPOSED TIF SPENDING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-19 ("NWIP-2")

WHEREAS, the City of Windom has received a request from the Economic Development Authority of Windom to consider the approval of a TIF Spending Plan for use of excess tax increment from TIF District 1-19 ("NWIP-2") for TIF-eligible activities in TIF District 1-22 ("Cemstone District") and to call for a public hearing on said proposed TIF Spending Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL (the "Council")
FOR THE CITY OF WINDOM, MINNESOTA (the "CITY"), AS FOLLOWS:**

1. Public Hearing. This Council shall meet on **Tuesday, March 15, 2022, at the meeting which begins at 6:30 p.m.**, to hold a public hearing on the proposed TIF Spending Plan for TIF District 1-19, pursuant to and in accordance with Minnesota Statutes, Section 469.176 Subd. 4n, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing, as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to March 15, 2022, and to place a copy of the TIF Spending Plan on file in the Economic Development Authority's Office at City Hall and to make such copy available for inspection by the public.

ADOPTED this 1st day of March, 2022.

Dominic Jones, Mayor

ATTEST: _____
Steven Nasby, City Administrator

EDA Adoption Date: _____, 2022
CITY Adoption Date: _____, 2022



Windom Economic Development Authority

City of Windom,
Cottonwood County, Minnesota

SPENDING PLAN TIF District 1-19 (NWIP-2)



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, Minnesota 55113

BUILDING COMMUNITIES. IT'S WHAT WE DO.

SPENDING PLAN
FOR TIF DISTRICT 1-19 (NWIP-2)

I. PURPOSE

The Windom Economic Development Authority (the "Authority") administers the Tax Increment Financing District listed above (the "TIF District") in the City of Windom, Minnesota (the "City"), and proposes to adopt a Spending Plan for the TIF District in accordance with Minnesota Statutes, Section 469.176 Subd. 4n (the "Act").

The purpose of the Spending Plan is to develop or redevelop sites, lands or areas within the City in conformity with the City's Comprehensive Plan or other City plans or objectives by using available tax increments from the TIF District to provide improvements, loans, interest rate subsidies, or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, which will create or retain jobs in this state, including construction jobs.

II. PLAN

The Authority is authorized as follows:

(a) To use available tax increments from the TIF District to provide improvements, loans, interest rate subsidies, or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities (the "Projects") in financing assistance to further the goals in the City's Comprehensive Plan or other City plans or objectives, if doing so will create or retain jobs in the state, including construction jobs. Preference for financing assistance will be to purchase approximately 34 acres of land in the Cemstone Redevelopment Project area for private developers to build market rate housing and apartment units. The Projects shall commence before December 31, 2025 (unless a later commencement date is authorized by law) and shall constitute a Project that would not commence by such date without the assistance provided pursuant to this Spending Plan.

(b) To amend the budget set forth in the Tax Increment Financing Plans for the TIF District as necessary to provide for the assistance authorized by this Spending Plan.

(c) To take any other action necessary and authorized under the Act in connection with the construction or substantial rehabilitation of facilities of the type described in clause (a) above.

The assistance provided pursuant to this Plan shall be subject to Minnesota Statutes, Sections 116J.993 to 116J.995 (the "Business Subsidy Law"), if applicable, and shall be subject to the City's Business Subsidy Policy.

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: DREW HAGE, DEVELOPMENT DIRECTOR
CC MEETING DATE: MARCH 1, 2022
RE: CALL FOR PUBLIC HEARING – RESIDENTIAL TAX ABATEMENT
DEPT: Development Department
CONTACT: Drew Hage, Development Director, at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

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

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

Issue Summary/Background

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

Current Application: The EDA received a request for abatement of the City's real estate taxes on a proposed new home to be constructed on property at **1965 Norway Avenue**.

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

Fiscal Impact

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

Based on an estimated value of \$156,137 and the 2022 tax rates, the estimated tax abatement for the City would be approximately \$1,122 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$5,610. (The market value for the project is only an estimate, since the new home has not yet been constructed. The tax rates will also change each year.)

Attachments

1. Resolution Calling for Public Hearing on Proposed Tax Abatement for New Residential Project.
2. Application Letter, 1 attachment, and Plat Map. (*Full Application will be provided in packet for 3-15-22 Meeting.*)

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM

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

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

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

WHEREAS, Kenneth J. Derickson ("Derickson") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #s: 25-819-0050

Address of Property: 1965 Norway Avenue, Windom, MN 56101

Legal Description of Property: North Half of Lot 5 and all of Lots 6 and 7 in Block 1 of Wojahn Subdivision in the City of Windom, Cottonwood County, Minnesota; and

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

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

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

WHEREAS, the estimated market value of the new home, submitted by the Applicant, is \$156,137; and

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

approximately \$1,122 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$5,610. (These figures were calculated using rates for taxes payable in 2022. The market value for the project is only an estimate, since the building has not yet been constructed. The tax rates will also change each year.)

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

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

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, March 15, 2022, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 6:30 p.m.

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

Adopted by the City Council this 1st day of March, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

February 23, 2022

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

Re: Request for Residential Tax Abatement

Dear Drew:

I plan to construct a new single-family home on property at 1965 Norway Avenue in Windom.

I am requesting residential tax abatement for the new home pursuant to the Cottonwood County Home Initiative. My plans are to begin construction of the new home this year.

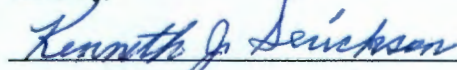
My application includes:

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

Following approval of this application, a copy of the building permit issued for the new home will be provided to the County Assessor's Office by the Windom Building & Zoning Office when available.

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

Sincerely,



Kenneth J. Derickson

Applicant: Kenneth J. Derickson
Current Address: 650 Winnie Avenue, Windom, MN 56101
Contact Phone Nos.: Cell - 507-822-8195; Home - 507-831-1163

ATTACHMENT
to
COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

Applicant: Kenneth J. Derickson

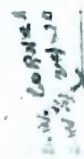
Parcel ID No.: 25-819-0050

Address of the Property: 1965 Norway Avenue, Windom, Minnesota 56101

Legal Description of the Property: North Half of Lot 5 and all of Lots 6 and 7 in Block 1 of Wojahn Subdivision in the City of Windom, Cottonwood County, Minnesota.

Utilities: Electricity, sewer, and water are provided to the property by the City of Windom. Natural gas is provided by Minnesota Energy Resources.

Estimated Value of the New Home: \$156,137



MEMORANDUM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: MAYOR & CITY COUNCIL
FROM: ANDY SPIELMAN, BUILDING & ZONING OFFICIAL
CC MEETING DATE: MARCH 1, 2022
RE: ZONING CODE – UPDATE ON CODE REVIEW
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

This agenda item is for informational purposes. No action is requested by the City Council at this time.

Issue Summary/Background

Staff and Planning Commission identified a need to do an in-depth review of Chapters 151 and 152 of City Code. In 2020 and 2021, the Council budgeted funds to hire a consultant for this review. The City received seven responses to our Request for Proposal for Land Use and Subdivision Code updates; and on April 13, 2021, the Planning Commission recommended that the City hire Bolton & Menk as its consultant for this review.

Since that time the Planning Commission has worked with the consultant to review several sections of our code. Attached are some initial sections that were reviewed. The attachment shows the original code language, proposed changes, and comments from the consultant. These changes have not been adopted and more work will be done before a final draft is ready for review.

I will be at the City Council Meeting to present this information and update the Council on the process and current status of our review. I will also discuss future presentations and tentative timeline for completion.

Fiscal Impact

None.

Attachments

1. City Code Sections 152.003 thru 152.175
(Attachment is separate from City Council packet.)

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: February 24, 2022
RE: Community Center/Library Ad Hoc Committee – Scope of Work

At the February 1, 2022 City Council meeting there was discussion about following up on an idea from the budget workshops regarding programming and synergies between the Community Center and Library. The plan was to form an Ad Hoc Committee to discuss ideas and opportunities. The City Council also asked staff to form a scope of work to guide this Ad Hoc Committee's discussion.

The City Council subsequently appointed Council members Sherman and Quade to be the City Council's representatives on the Ad Hoc Committee along with two members from each the Community Center Commission and Library Board. Members from these two groups are yet to be appointed.

The Library Director, Community Center Director and myself met to draft a proposed scope of work as directed by the City Council. Attached is the proposed scope of work.

CC\Library Ad Hoc Committee
Scope of Work

- Why? and Purpose of the Committee
- Determine Schedule - meeting dates\times
- Tour of Community Center and Library spaces
- Overview of activities, users and services from both facilities
- Budget for each Department and Personnel on staff
- Commonalities and opportunities for shared or leveraged programs\services to users
- What does the future look like for Library Services (more on-line offerings, e-books, computer accesses, etc.)
- Complimentary activities for Community Center
- Ideas for new or expanded services and programming
- Building(s)
 - Status Quo for Library and Community Center
 - Shared Space (Library and Community Center)
 - Pros\cons of options
- Not to get into other City Department operations, programming or buildings

ASSESSMENT NOTICE

NOTICE IS HEREBY GIVEN, THAT THE BOARD OF REVIEW OF THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA, WILL MEET AT THE WINDOM CITY HALL IN SAID TOWNSHIP OR CITY, AT 4:30 TO 5:00 O'CLOCK PM ON MONDAY THE 9TH DAY OF MAY, 2022, FOR THE PURPOSE OF REVIEWING AND CORRECTING THE ASSESSMENT OF SAID TOWNSHIP OR CITY FOR THE YEAR 2022.

NO COMPLAINT THAT ANOTHER PERSON IS ASSESSED TOO LOW WILL BE ACTED UPON UNTIL THE PERSON SO ASSESSED, OR HIS AGENT, HAS BEEN NOTIFIED OF SUCH COMPLAINT.

GIVEN UNDER MY HAND THIS _____ 15TH _____ DAY OF _____ FEBRUARY _____, 2022



COTTONWOOD COUNTY ASSESSOR

February 15, 2022

TO: Township Boards, City Councils, and Local Assessors
SUBJECT: 2022 Local Boards of Appeal and Equalization

Below is the schedule of the dates and times for the 2022 Local Boards of Appeal and Equalization Meetings. If the date assigned to your board of equalization will not work for your district, please let me know by February 25, 2022, to reschedule it. Please make sure your board members are aware of the district's meeting date and are able to attend.

We will be finally meeting in person this year, please check the location on the list below.

You will need to post three (3) notices of the meeting in three conspicuous locations at least ten (10) days prior to the scheduled meeting date (enclosed). Each notice should contain the meeting date, time and location. Please make note of the date that you post these notices for the Board of Equalization record.

As in the past, my office will be taking care of the newspaper advertising for all of the districts. If you have any questions, please contact my office.

Gale Bondhus
Cottonwood County Assessor

Cottonwood County 2022 Local Boards of Appeal and Equalization				
Day	Date	Township/City	Time	Location
Thursday	April 21, 2022	Amboy Township	2:00-2:30 p.m.	Amboy Town Hall
Friday	April 22, 2022	Amo Township	2:00-2:30 p.m.	Storden Community Center
Friday	April 22, 2022	Ann Township	11:00-11:30 a.m.	Storden Community Center
Tuesday	April 19, 2022	Carson Township	3:30-4:00 p.m.	Laurie Bartsch Home
Thursday	April 21, 2022	Dale Township	6:30-7:00 p.m.	Chuck DeWanz Home
Thursday	April 21, 2022	Delton Township	5:00-5:30 p.m.	Delton Town Hall
Thursday	April 21, 2022	Germantown Township	1:00-1:30 p.m.	Sanborn ADM Meeting room
Monday	April 18, 2022	Great Bend Township	11:00-11:30 a.m.	Cottonwood County LEC
Friday	April 22, 2022	Highwater Township	1:00-1:30 p.m.	Storden Community Center
Tuesday	April 19, 2022	Lakeside Township	1:00-1:30 p.m.	Lakeside Town Hall
Tuesday	April 19, 2022	Midway Township	11:00-11:30 a.m.	Open Book - Conference call
Tuesday	April 19, 2022	Mountain Lake Township	2:00-2:30 p.m.	Mountain Lake Town Hall
Friday	April 22, 2022	Rosehill Township	4:00-4:30 p.m.	Storden Community Center
Thursday	April 21, 2022	Selma Township	11:00-11:30 a.m.	Selma Town Hall
Monday	April 18, 2022	Southbrook Township	2:00-2:30 p.m.	Monica Kirchner Home
Monday	April 18, 2022	Springfield Township	1:00-1:30 p.m.	Springfield Town Hall
Friday	April 22, 2022	Storden Township	3:00-3:30 p.m.	Storden Community Center
Friday	April 22, 2022	Westbrook Township	5:00-5:30 p.m.	Westbrook Town Hall
Monday	April 11, 2022	Bingham Lake (City)	6:00-6:30 p.m.	Bingham Lake City Hall
Monday	April 25, 2022	Comfrey (City)	7:00-7:30 p.m.	Comfrey City Hall
Wednesday	May 4, 2022	Jeffers (City)	5:00-5:30 p.m.	Jeffers City Hall
Thursday	April 28, 2022	Mountain Lake (City)	5:30-6:00 p.m.	Mountain Lake City Hall
Tuesday	May 3, 2022	Storden (City)	5:00-5:30 p.m.	Storden Community Center
Monday	May 2, 2022	Westbrook (City)	5:30-6:00 p.m.	Westbrook City Hall
Monday	May 9, 2022	Windom (City)	4:30-5:00 p.m.	Windom City Hall
Tuesday	June 21, 2022	County Equalization	6:00 p.m.	Cottonwood County Courthouse