

Council Meeting
Tuesday, May 17, 2022
City Council Chamber
6:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – May 3 & May 9, 2022
 - EDA Commission – May 9, 2022
 - Planning Commission – May 10, 2022
 - Library Board – May 10, 2022
 - Park & Rec Commission – April 13, 2022
 - Licenses – Amplification Permit – Phat Pheasant – May 20, 2022
 - Regular Bills
2. Department Heads
3. Street Closure Requests
 - Bike Rodeo – May 19, 2022 and Chamber 3rd Thursday – May 19, June 16, July 21, August 18 and September 15, 2022
 - Riverfest Parade Route and Events – June 11 & 12, 2022 – 3rd & 4th Ave & 9th Street
4. City of Bingham Lake Water Purchase Agreement
5. Planning Commission Recommendations
 - Minor Subdivision – 2055 1st Avenue
 - Variance Number of Parking Spaces – 2055 1st Avenue
6. Police Department Equipment Request
7. Electric Department – Fuel Tank Change Order #1
8. Personnel Recommendations
 - P/T Office Assistant
 - Summer Interns
 - Park & Recreation Seasonal Hiring – Pool & Recreation
9. 2022 Mayor Appointments
 - Hospital Board
10. New Business
11. Old Business
12. Council Comments



Adjourn

**Regular Council Meeting
City Hall, Council Chamber
May 3, 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, Jenny Quade and Lisa Farag

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Dawn Aamot, Library Director; Scott Peterson, Police Chief; Spencer Winzenried, Community Center Director; Tim Hogan, Recreation Director, Ben Derickson, Fire Chief and Jim Hartshorn, Interim Development Director

3. Pledge of Allegiance

4. Amend Agenda:

Jones said that staff informed him a temporary liquor permit and amplification permit were requested prior to the Council packet going out, but staff missed getting it included.

Motion by Quade second by Sherman to amend the agenda to include a temporary liquor permit and amplification permit from the Windom Lions Club.

5. Consent Agenda:

- Minutes
 - Council Minutes – April 19, 2022
 - Telecom Commission – April 18, 2022
 - Planning Commission – April 26, 2022
 - Utility Commission – April 27, 2022
- Authorization to Dispense Liquor – Windom Lions Club - June 11 & 12
- Amplification Permits – Windom Lions Club – June 11 & 12, 2022
- Regular Bills

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

Motion by Quade second by Farag to approve the Temporary Liquor Permit for the Windom Lions Club. Motion carried 5 – 0.

Motion by Quade second by Sherman to approve the Amplification Permit for the Windom Lions Club. Motion carried 5 – 0.

6. Department Heads:

Spencer Winzenried, Community Center Director, said that one of the Community Center's functions is to operate as an emergency response facility. This would include a relocation site for

the school district, as with the recent bomb threat, being a vaccination site for a pandemic, Red Cross and Hospital use. These emergency uses take priority over their non-emergency uses. To formalize these priorities the Community Center Commission adopted a formal policy noting Emergency Uses and the responsibilities of non-emergency user groups.

Farag said the key piece to the policy is that if the Center is engaged in an emergency use then all non-emergency activities will cease for whatever duration is needed.

7. Public Hearings:

Jim Hartshorn, Interim EDA Director, said the next two public hearings are for tax abatements on two, single-family homes as part of the Cottonwood County Housing Initiative. The addresses are 1901 and 1903 Bud Road. The five-year tax abatement is estimated to be \$7,536.85 for each property.

Jones opened the public hearing for 1901 Bud Road at 6:41 pm. No comments were given and no written comments submitted. Jones closed the public hearing at 6:42 pm.

Council Member Grunig introduced the Resolution No. 2022-34, entitled “RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINNESOTA STATUTE 469.1813” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Quade, Farag and Grunig. Nay: None. Absent: None. Abstain: Sherman. Resolution passed 4 – 0.

Jones opened the public hearing for 1903 Bud Road at 6:43 pm. No comments were given and no written comments submitted. Jones closed the public hearing at 6:44 pm.

Council Member Grunig introduced the Resolution No. 2022-35, entitled “RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINNESOTA STATUTE 469.1813” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Grunig, Farag and Quade. Nay: None. Absent: None. Abstain: Sherman. Resolution passed 4 – 0.

Jones said the third public hearing is related to a USDA grant the City is doing for Fire Department turn-out gear. There are also several documents the City needs to approve and execute. He introduced Edward Gilmore, USDA Representative.

Jones opened the public hearing for the USDA grant application for Fire Department turn-out gear at 6:45 pm. No verbal or written comments were received. Jones closed the public hearing at 6:46 pm.

Gilmore explained that the City had submitted three pre-applications for public safety equipment and at this time the USDA had funding for one project, which is the turn-out gear and protective equipment, as prioritized by the City. He thanked the City staff for getting all the paperwork completed and returned in a timely fashion. The City qualifies for a 50% grant due to the median income, when new Census data is released and incorporated the City may only qualify for a 35% grant in the future. He said USDA Community Facilities program can fund many types of projects and is predominately a loan program. They currently have a small amount of funds to do small grants. A total of \$55,000 in grant is being awarded to the City and they must match it one to one. The City will need to document the purchase and keep an inventory of the equipment for reporting. As this is federal money many strings and requirements come along with the funds.

Motion by Quade second by Farag to approve the Letter of Conditions and Intent along with the proposes Operational budget and Obligation of Funds. Motion carried 5 – 0.

Gilmore noted the City's other two pre-applications are still in process and may or may not be funded with current year funds or next year appropriations.

Grunig asked if the City gets this grant is it sent to the back of the line for new grants. Gilmore said they process them as they are received but USDA does want to spread the money around the State.

The Mayor and Council thanked USDA and Mr. Gilmore for the assistance.

8. Personnel:

Grunig said Dawn Aamot, Library Director, had turned in her retirement letter and discussed the future of the Library with the Personnel Committee. The Personnel Committee is recommending to accept the resignation with regret and re-advertise for the Library Director position.

Motion by Grunig second by Farag to accept Dawn Aamot's retirement letter effective June 25, 2022. Motion carried 5 – 0.

The Mayor and City Council thanked Aamot for all her years of service and dedication.

Motion by Grunig second by Quade to advertise for a full-time Library Director with the job description as presented. Motion carried 5 – 0.

Grunig said the Personnel Committee is also recommending the extension of the EDA Services Agreement until May 30, 2022 as the advertisement for the vacant position has ben extended to May 9, 2022.

Motion by Sherman second by Quade to approve an extension to the EDA Services Agreement until May 30, 2022. Motion carried 5 – 0.

Jones said the Community Center Director is recommending hiring Casey Harrington for on-call help at the Community Center at \$12.50/hour.

Motion by Farag second by Sherman to hire Casey Harrington for on-call help at the Community Center at \$12.50/hour. Motion carried 5 – 0.

Jones noted a memorandum in the packet from Tim Hogan, Recreation Director, outlining a list of seasonal hires for the Pool and Summer Recreation Program.

Motion by Farag second by Sherman to approve the list of seasonal hires for the Pool and Summer Recreation Program as presented. Motion carried 5 – 0.

9. Mayor Appointments:

Jones said he is recommending Terri Tegels to be re-appointed to the Hospital Board and Christina Wolfe be appointed to the Library Board for the unexpired term of Susan Ebling.

Motion by Quade second by Farag to appoint Christina Wolfe to the Library Board for the unexpired term of Susan Ebling. Motion carried 5 – 0.

Motion by Grunig second by Quade to approve Terri Tegels for the Hospital Board. Motion carried 5 – 0.

Preliminary

10. New Business:

None.

11. Old Business:

Nasby said the Council tour of City facilities of half the list will be May 18, 2022 starting at 5 pm. A date for the second half will be sought in the near future. Consensus of the Council to schedule a bus for transportation.

Motion by Quade second by Farag to set a Special Meeting for May 18, 2022 starting at 5:00 pm for the City Council Tour. Motion carried 5 – 0.

Jones asked that the media be invited.

12. Council Comments:

Sherman encouraged people to attend the Firefighter's Concert on May 7th and noted the raffle.

Grunig thanked Dawn Aamot for her work. He thanked USDA for the grant opportunity and wished mother's a Happy Mother's Day.

Farag wished mother's a Happy Mother's Day.

Quade noted Administration Professional's Day and thanked City staff for their work. She noted Cinco De Mayo and wished mother's a Happy Mother's Day.

Jones wished mother's a Happy Mother's Day and thanked City staff for their work on behalf of the City. He thanked USDA for coming to the meeting and Dawn Aamot for her service.

13. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:26 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special Council Meeting
Board of Review
City Hall, Council Chambers
May 9, 2022
4:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones at 4:30 p.m.

2. Roll Call:

Council Present: Mayor Dominic Jones, Marv Grunig, Jenny Quade,
Jim Nelson, Jayesun Sherman and Lisa Farag

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator

3. Pledge of Allegiance

4. Board of Review:

Jones said that the County Assessor and her staff were present via phone to discuss tax valuations and City Council would hear from property owners. He noted that property owners are required to be on record to preserve their rights to appeal valuations.

Gale Bondus, County Assessor, discussed the valuations are based on sales from October 1, 2020 through September 30, 2021. Bondus indicated sales data from open market transactions is used to set values for assessments. There were 84 residential sales during this time frame and the median sales ratio was 79.97% of assessed market value price. So, an overall adjustment was needed that is 25%. The commercial valuation ratio was 83% and has been proposed to be adjusted to 90%. The State also looks at market trends and placed a 14% increase on Cottonwood County. Her office does inspections of properties on a five-year rotating basis. Only arm's length transactions count for the market sales values.

Bondhus said the 2022 valuation was \$3380,149,800. New house and garage construction were \$4,386,600 and all other new construction was about \$2,930,000.

Bondhus said she had Sarah Lanier and David Grev from her office in attendance to help answer questions.

Jones opened the public comment portion of the meeting and asked each speaker to give their name, address and parcel number for the record. Five minutes per address is requested.

John Holt – BARC Rep. – 1012 5th Avenue – Parcel #25-823-1900

Holt said that BARC is a non-profit and any increases in costs such as taxes is difficult for them. Their heating bill was up from \$13,000 to \$32,000 last year.

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Bondhus said that the building has been divided up into sections to help detail the values and the whole building has been massively depreciated already. The building and land are separate with the building value only \$114,900.

Craig Zimmerman – 849 13th Street – Parcel #25-521-0130

Zimmerman said that he is questioning the valuation as similar properties have sold for less than his valuation, which is now \$73,900 versus last year of \$60,300. He shared his comparables and noted the neighborhood has several homes that need repair or should be removed so how can the value on his property be so high. He stated that his property needs new windows and has a bad floor that may be a mold issue.

Bondus replied that the last inspection was 2017 and scheduled for re-inspection in 2022. Their office does look at neighborhood values and the sales data show prices up. They offered to re-inspect 849 13th Street prior to the County Board meeting and if there is a reason to lower the value it can be done at that time. Zimmerman concurred.

Kjell Turner – 516 11th Street – Parcel #25-820-1920

Turner said that his estimated market value is up 57% and it was inspected in 2022. Why the sharp increase in value when no improvements were made since last year. The estimated value is now \$143,200 versus \$90,100.

Lanier said she did the inspection and there was a minor mistake that was corrected in the inspection, but that did not change value much. Her effective age estimate on the home is 1972 due to upkeep and maintenance so that holds value.

Leland Erickson – 758 Des Moines Drive – Parcel #25-675-0110

Erickson said his property value went up from \$109,100 to \$147,200 and understands hearing about the sales data so he really does not have any questions.

Bondhus said the inspection showed a remodeling that had previously been missed so there was some value added for that in addition to the general market value increase.

Aaron Klassen – 37395 US Highway 71 – Parcel #25-521-0040

Klassen noted this is a rental property and asked if those were valued higher than residential homes. His value went up from \$180,800 to \$235,600 and does not think he could sell the property for that much. He does not feel that rental property experienced the same amount of inflation as residential homes.

Bondhus said rental units were the same as homes because there are not enough apartment sales to get data.

Grev noted that new windows and breaker box had the effective age at 1985 vs 1981 previously but that had a minimal impact on value.

Tony and Terri Scott – 1208 6th Avenue – Parcel #25-160-0200

Tony Scott said the estimated market value went up from \$297,800 to \$368,400 which is very high considering the neighborhood and he asked if value per square foot is the basis for

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valuation. Terri Scott said they had been told their home is more comparable to those by the golf course and River Road so did that impact value.

Bondhus said the value per square foot for their home is \$178/square foot and the garage is \$21.60. They have 1716 square feet, garage and storage above the home. She said they do look at neighborhood values and the value per square foot varies for size of house and age. Their house was built in 2016 and fully on the tax roll in 2017.

Tony Scott said they do not have storage in an attic or above the first floor. Bondhus said that would lower the value. The parties agreed that a re-inspection be done and if there is a value change it can come to the County Board in June.

Buckwheat Johnson – 134 8th Street & 170 6th Street – Parcel #25-821-0830 & 25-821-0560
Johnson said that both properties went up 18% and wondered if there is a difference as one is a rental.

Bondhus said they are treated the same. Johnson said that answers his question.

Sherman asked if there is a separate historical designation for homes. Bondhus said no.

5. Council Action on Properties Presented for Consideration:

Motion by Grunig second by Sherman for no changes to the estimated market value for BARC, 1012 5th Avenue – Parcel #25-823-1900. Motion carried 5 – 0.

Bondhus noted the BARC building value is only at \$2.98/square foot which is very low and did not see how the valuation could be lower.

Jones asked if BARC does insulation to lower their heating costs will that add taxable value. Bondhus said it would not be an improvement that raises value.

Motion by Quade second by Nelson for no changes to the estimated market value for 849 13th Street – Parcel #25-521-0130 and to recommend re-inspection so changes could be made at the County Board if needed. Motion carried 5 – 0.

Motion by Farag second by Grunig for no changes to the estimated market value for 516 11th Street – Parcel #25-820-1920. Motion carried 5 – 0.

Motion by Sherman second by Quade for no changes to the estimated market value for 758 Des Moines Drive – Parcel #25-675-0110. Motion carried 5 – 0.

Motion by Farag second by Grunig for no changes to the estimated market value for 37395 US Hwy 71 – Parcel #25-521-0040. Motion carried 5 – 0.

Motion by Sherman second by Farag for no changes to the estimated market value for 1208 6th Street – Parcel #25-160-0200 and to recommend re-inspection so changes could be made at the County Board if needed. Motion carried 5 – 0.

Grunig noted that the City wants to see in-fill development like the Scott's home. Nasby said the tax abatement program helps with that, but Scott's built just prior to that program becoming available.

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6. Council Action – All Remaining Parcels:

Motion by Sherman second by Farag accept all other tax valuations as set by the County Assessor. Motion carried 5 - 0.

Bondhus noted that Councilmember Grunig was training certified and this expires in 2024. She strongly encouraged other Council members to do the on-line training and she would share that information when the trainings were available from the State.

7. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 5:56 p.m.

Dominic Jones, Mayor

Attest: _____

Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
MAY 9, 2022

1. Call to Order: The meeting was called to order by President McNamara at 12:01 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Ryan McNamara, Nancy Wepplo, and Marv Grunig; Tom Seigfreid (by phone due to potential COVID exposure, but not voting).
Absent: James Nelson.

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

3. Approval of Minutes: April 11, 2022:

Motion by Commissioner Wepplo, seconded by Commissioner Grunig, to approve the Minutes of the EDA Meeting held on April 11, 2022. Motion carried 3-0.

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

A. Update: Interim Director Hartshorn reported that the Purchase Agreement provides that the closing on this transaction will be held within 14 calendar days after title objections have been corrected, on or before Friday, May 13, 2022, whichever is later.

On Friday, May 6, the EDA received the final signature required for the Modification of the NWIP Restrictive Covenants to remove the 40-foot height restriction for structures in NWIP. This document can now be recorded. Cemstone's attorneys have now sent their objections to the title commitments provided by the title insurance company. Many of these objections can be resolved by the title insurance company and the EDA Staff and City Attorney are working on the other items. City Admin. Nasby advised that after meeting with representatives of Voss and DVK, it's our understanding that they have entered into an agreement with Brian Bosshart and Dennis Rode to purchase those additional adjoining lots. This purchase would resolve one of the title issues concerning an outstanding private easement. It is anticipated that closing will be scheduled as soon as these title issues are resolved.

5. Cemstone Property – South Cottonwood Lake

A. Development Agreement – DVK Diversified, LLC – Update: City Staff met with representatives of DVK Diversified LLC on Monday, May 2nd. DVK requested modifications of the completion dates for certain elements of the development process.

Pursuant to the Purchase Agreement, Cemstone retains a post-closing possessory period until May 13, 2023, to operate their existing plant and remain on the Cottonwood Lake property. Because there is some uncertainty as to whether Cemstone will occupy the existing plant site until May 13, 2023, DVK has requested extensions of some of the dates set forth in the Development Agreement, such as an extension of 90 days after Cemstone's possessory period ends in which to install sewer and an access road for the apartment project. Interim Director Hartshorn provided a brief overview of the proposed modifications to the Development Agreement. This information was provided as an update concerning the status of the project. EDA Staff contacted TIF Attorney Chris Virta to verify whether these proposed changes would require approval by the EDA Board and City Council. It is his opinion that these changes were not material changes to the Development Agreement and did not require formal approval by the EDA Board or City Council. The EDA has contacted Apollo Development (the apartment developer) to verify that these extensions are satisfactory for Apollo's timetable. City Admin. Nasby advised that Voss will be doing some of the dirt work for Cemstone on their new plant site in the North Windom Industrial Park.

6. EDA Spec Building – HyLife Apartment Project

A. Update: On January 11, 2022, the EDA submitted a Workforce Housing Development Program Grant Application to Minnesota Housing Finance Agency (“Minnesota Housing”) for a project including 48 proposed market-rate apartments. HyLife was the original Developer of the apartment project.

Since that time, the project has changed and HyLife is working with Headwaters Development (“Headwaters”) as the proposed Developer. The number of units has increased to 60 units [6 buildings each containing 10 (4-bedroom) apartments] and HyLife has requested a master lease for all of the units. Pursuant to the grant program requirements, the 48 proposed market-rate apartments outlined in the grant application need to be open to the general public. Because of these changes in the proposed project, HyLife and Headwaters requested that the EDA/City withdraw the application. The EDA Board and City Council approved withdrawal of the application and confirmed that withdrawal in writing to Minnesota Housing.

On March 14th, the EDA Board approved an extension of the deadline for exercise of HyLife’s Option Agreement to purchase the Spec Building Property until midnight on May 16, 2022. Pursuant to the Option Agreement, any assignment of HyLife’s interest in the Option Agreement would require the prior written consent of the EDA. There was a brief discussion. In response to a question by Commissioner Grunig concerning his recommendation, Interim Director Hartshorn advised that it would be his recommendation for the EDA Board to approve an assignment of HyLife’s interest in the Option Agreement to Headwaters Development.

Tom Seigfreid commented, on behalf of HyLife, that he has circulated a proposed Assignment to Headwaters Development and HyLife’s legal counsel for review. There may be a few small changes.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, authorizing the EDA to approve an assignment of HyLife’s interest in the Option Agreement, concerning purchase of the EDA’s Spec Building Property, to Headwaters Development provided Headwaters Development accepts the terms of the Option Agreement; and further authorizing the EDA President and Vice President to sign the written approval of this assignment. Motion carried 3-0. (Commissioner Seigfreid abstained.)

B. Closed Session – Land Negotiations: Interim Director Hartshorn has been in discussions with Ehlers (TIF consultants) and Headwaters concerning Headwaters’ proposed TIF request and the length of the term for the TIF payments. He advised that the EDA needs to go into closed session to discuss terms of the sale to Headwaters.

Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to go into Closed Session. Motion carried 3-0. (Commissioner Seigfreid abstained.)

President McNamara closed the meeting to the public at 12:16 p.m. Present for the closed session were Commissioners Grunig, McNamara, and Wepplo; Interim Director Hartshorn, City Admin. Nasby, Admin. Asst. Hensen, and County Liaison Stevens. (Commissioner Seigfreid had ended his phone contact.)

Motion by Commissioner Wepplo, seconded by Commissioner Grunig, to come out of closed session and authorize the EDA President to reopen the meeting to the public. Motion carried 3-0.

President McNamara reopened the meeting to the public at 12:26 p.m. (Commissioner Seigfreid’s phone connection was re-established.)

President McNamara recapped that the EDA Board went into closed session to discuss land negotiations concerning the EDA’s Spec Building property. The sales price remains at \$250,000 and

the final development agreement between the City and Developer will come before the EDA Board and City Council for review.

7. Land Sale - Update

A. Tract by Guardian Inn: On February 14, 2022, the EDA approved the sale of a tract of land owned by the EDA, situated between the Guardian Inn and the former Shopko property, to CBC DT LLC ("CBC"). The sale was conditioned upon CBC's ability to acquire an adjacent tract adjoining the former Shopko parking lot from the property's new owner, TJBM Properties LLC ("TJBM"). In the contract, CBC reserved a due diligence period of 120 days (after CBC's receipt of the title commitment) prior to closing on the sale.

Interim Director Hartshorn reported that since execution of the Contract, CBC and TJBM have entered into an agreement for CBC to purchase the adjoining tract. Title work is in process. Two zoning applications have been filed by CBC, as Applicant, and the EDA and TJBM, as Property Owners. One application is a request for a minor subdivision to split these two tracts from the main parcels and create one new parcel. The other zoning application is a request for a variance to reduce the number of required parking spaces. These two applications will come before the Planning Commission on May 10th. It is estimated that the due diligence period will expire in early to mid-July.

8. Assistance Options - Discussion

A. Potential New Retail Project: Interim Director Hartshorn advised that he has been contacted by a prospect regarding the possibility of gap financing options for the remodel of a portion of a building for a new retail business. He said that the proposal is in the preliminary stage and he is researching options including contacting the TIF consultant concerning any tax abatement option. City Admin. Nasby confirmed that in the past, the City approved tax abatement for Global Investment Properties for remodeling of the Lewis Drug building and for New Vision regarding a demolition of some grain bins and construction of a new bin and grain dryer.

9. New Business: None.

10. Unfinished Business: Interim Director Hartshorn reported that he followed up with Jesse Schott and Chad Evers of the Southwest Minnesota Housing Partnership ("Partnership") concerning dates to meet to look at potential sites in Windom for development of new affordable housing projects. The Partnership also wants to talk with HyLife and other employers in town. Interim Director Hartshorn is also following up with contacts from the CVN Meeting in the Cities and another local retailer who is looking for a different site. City Admin. Nasby announced that the owners of the local Culligan operations had closed on the purchase of the former Holt Cleaning building along Highway 60. The new owners may be submitting applications for a commercial rehab and/or façade improvement loans.

In response to a question from a Commissioner concerning the status of the search for a new EDA Director, City Admin. Nasby advised that the application deadline closes on May 9th at 5:00 p.m. and that he had made some contacts.

11. Miscellaneous Information

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

B. Article – HyVee – Minnesota Metro Stores: City Admin. Nasby had asked that this article be included in the packet for information. The article details that HyVee is not expanding in the metro areas due to some changes in people's buying habits, such as online shopping and pickup, etc. The EDA is still working on obtaining more grocery store contacts.

12. Adjourn: On consensus, President McNamara adjourned the meeting at 12:39 p.m.

Attest:

James Hartshorn, Interim EDA Director

Tom Seigfreid, EDA Secretary

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
MAY 10, 2022**

1. Appointment of Chairperson Pro Tem: Zoning Admin. Spielman reported that both the Chairman and Vice Chairman for the Planning Commission were absent and that a Commissioner needed to be appointed to serve as Chairperson Pro Tem for the meeting.

Motion by Commissioner Byam, seconded By Commissioner Pletcher, to appoint Carol Hartman as Chairperson Pro Tem to preside over tonight's Planning Commission Meeting. Motion carried 4-0. (Commissioner Hartman abstained.)

2. Call to Order: The meeting was called to order by Chairperson Pro Tem Hartman at 7:03 p.m.
3. Roll Call & Guest Introductions:

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

Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; Mayor Dominic Jones; and Andy Gabbert, Civil Engineer for CBC DT LLC, (by Zoom).

4. Approval of Minutes: April 12, 2022 & April 26, 2022 (Special Meeting)

Motion by Commissioner Pletcher, seconded by Commissioner Byam, to approve the Planning Commission Minutes for the Meeting held on April 12, 2022, and the Special Meeting held on April 26, 2022, as written. Motion carried 5-0.

5. Zoning Application – Minor Subdivision – 2055 First Avenue (CBC DT LLC/EDA/TJBM Properties LLC): Zoning Admin. Spielman advised that a Zoning Application for a minor subdivision was submitted by CBC DT LLC, as Applicant, and the EDA and TJBM Properties LLC ("TJBM") (owner of former Shopko property) as Property Owners. CBC will be purchasing a tract from the EDA and an adjoining tract from TJBM. Zoning Admin. Spielman displayed an aerial and a survey of the property which were included in the packet. The property is located between the Guardian Inn and the southerly edge of the parking lot on TJBM's property. Tract A is owned by the EDA and Tract B is owned by TJBM. The two tracts will be combined into a new parcel. The property is in the B-2 Zoning District and the proposed new parcel meets the lot width, size and setback requirements for the B-2 District. The proposed new parcel does not involve installation of a new street or extension of municipal utilities.

City Code provides that a "minor subdivision" is defined as "a subdivision of a parcel or parcels of property in which no more than one additional parcel or lot is created in unplatted lands, or no more than two additional parcels or lots are created in platted lands". No public hearing is required for a minor subdivision. City Code further provides that if the newly-created property lines will not cause any resulting lot to be in violation of the subdivision regulations or zoning chapter, the City Council may approve the proposed minor subdivision after submittal of an application and a survey by a registered land surveyor showing the original lot and the proposed subdivision.

Andy Gabbert, a civil engineer with Renaissance Infrastructure Consulting who is representing CBC, advised that the northeasterly property line of the proposed new parcel is the end of the existing parking lot of the former Shopko property.

Zoning Admin. Spielman advised that Tract A is owned by the EDA and is located in an area that is classified as a wetland. The former EDA Director worked with the Board of Water and Soil Resources concerning CBC's buyout of some wetland credits in another area. This buyout allows Tract A to be filled in for development. Mr. Gabbert advised that CBC is in the process of purchasing wetland credits to offset the property that they will be purchasing from the EDA. Zoning Admin. Spielman displayed an aerial which shows the EDA's property. The property to be purchased by CBC is adjacent to First Avenue. He pointed out the darker brown area, located closer to the middle of the EDA's property, where the deeper marshland is located. Zoning Admin. Spielman

also pointed out the location of the culvert by First Avenue that will be extended to the retained wetland area. He pointed out the dashed line on the site plan where the wetland is located. The project site will only be affecting a small area of the total wetland owned by the EDA. In response to a question by a Commissioner as to whether the remaining wetland area will need to be changed or dug out and made deeper, Zoning Admin. Spielman's answer was no. He explained that question had been discussed and the opinion is that they will not need to do anything further in the remaining wetland. He said that the impact of the proposed project on that area is minimal.

Responses to additional questions: The minor subdivision did not require approval by the DNR. Zoning Admin. Spielman has talked with the other Department Heads and they confirmed that City utilities are in place for the site. There is only one proposed access to the site from First Avenue shown on the plans. Zoning Admin. reviewed the site plan showing the entrance, parking areas, building footprint, etc.

Mr. Gabbert indicated that they are currently working with TJBm to use part of Shopko's former parking lot to also access the CBC property. There will be no curb and gutter between CBC's property and TJBm's property. CBC will be handling TJBm's stormwater in that area also.

Motion by Commissioner Johnson, seconded by Commissioner Byam, to recommend City Council approval of the application for a minor subdivision of a tract in property owned by the EDA and a tract in property owned by TJBm Properties LLC to create a new parcel to be purchased by CBC DT LLC. The property is located at 2055 First Avenue, Windom, Minnesota, and is briefly described as: A tract of land in Lot 2 and a tract of land in Lot 3, Block 1, of Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota. (abbreviated description) (Tracts in Parcel Nos. 25-622-0021 & 25-622-0030. New Parcel No. will be assigned after minor subdivision of the parcels.) Motion carried 5-0.

6. Public Hearing

A. Zoning Application – Variance – Off-Street Parking

Applicants/Owners: CBC DT LLC/EDA/TJBm Properties LLC – 2055 First Avenue: Zoning Admin. Spielman advised that this is an application that pertains to the same property, same legal descriptions, and the same Applicant and Owners as the minor subdivision application. The Applicants are requesting a variance to reduce the number of required off-street parking spaces. CBC provided the second page attachment responding to questions concerning the variance request. Zoning Admin. Spielman briefly reviewed the Applicant's responses to the criteria which the Planning Commission reviews for zoning applications. The Applicant has stated that the practical difficulties on which the variance application is based are: An existing drainageway and wetland area which restrict the total developable area. Zoning Admin Spielman displayed the most recent site plan. The Applicant is proposing to construct a 10,500 square foot building on the site. The new site plan shows that there will be 9,000 square feet of sales floor area which would require 60 parking spaces pursuant to City Code. CBC is requesting 45 spaces which includes 2 ADA parking spaces. The site plan also indicates that the national parking space requirements for this retail store are 40 to 45 spaces.

Zoning Admin. Spielman reported that notice of the public hearing was sent to property owners within 350 feet of the site. He only received comments from one person. This individual's main concern was removing some property from the wetland and how that would affect the water storage area in the wetland. He did not comment on the parking space requirements.

Chairperson Pro Tem Hartman opened the public hearing at 7:24 p.m. and asked for comments from the public. No one from the public was present to comment. Zoning Admin. Spielman asked if anyone was on Zoom or on the phone who wished to comment. No comments were received. He indicated that the public hearing notice that was published did not include information as to how to attend the meeting by phone or Zoom. However, that information was provided on the Meeting Agenda that was posted and provided to the media.

There being no comments from the public, Chairperson Pro Tem Hartman closed the public hearing at 7:25 p.m. and asked for any comments or questions from the Planning Commission.

Motion by Commissioner Johnson, seconded by Commissioner Pletcher, to recommend City Council approval of the variance application as presented, which was submitted by CBC DT LLC, the EDA, and TJBm Properties LLC, requesting a reduction in required parking spaces from 60 to 45. The motion is

based on the practical difficulties and unique circumstances caused by an existing drainageway and wetland area which restrict the total developable area. The property is located at 2055 First Avenue, Windom, Minnesota, and is briefly described as: A tract of land in Lot 2 and a tract of land in Lot 3, Block 1, of Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota. (*abbreviated description*) (Tracts in Parcel Nos. 25-622-0021 & 25-622-0030. New Parcel No. will be assigned after minor subdivision of the parcels.)

Findings of Fact for Variance:

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

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record. Motion carried 5-0.

Zoning Admin. Spielman advised that this recommendation will now come before the City Council at its next meeting on Tuesday, May 17th. Andy Gabbert expressed his appreciation for the Planning Commission's time.

7. Other Business/Reports: Zoning Admin. Spielman recapped subsequent action by the City Council concerning the Planning Commission's recommendations regarding approval of the conditional use permit and variance application for the County's new highway shop. He reported that the annexation of the land for the new facility and the adjoining small tract of land was approved by the City Council and has also been approved by the State.
8. Unfinished Business:
 - A. Land Use Code Review – Discussion: Zoning Admin. Spielman recapped that at the Special Meeting on April 26th, the Planning Commissioners discussed residential fences, parking on residential lots, and small lots. He advised that at this time he does not have any new language from the consultant for the Commissioners to review. The consultant had said that many communities do not use a minimum percentage requirement for building on a small lot, but instead use setbacks and lot coverage, etc. to regulate construction on those lots. The requirements regarding parking on residential lots are varied among cities. The consultant is drafting language concerning these topics for review by the Planning Commission.

In response to a question concerning the upcoming schedule for the code review, Zoning Admin. Spielman advised that initially there was a plan to ask the consultant to participate in the June Planning Commission Meeting by Zoom. However, it appears now that July may be more likely. Tentatively he is planning to hold a joint City Council – Planning Commission Meeting in August with the consultants present in person. The hope is to wrap up the code review process in September or October.

9. New Business
 - A. June Meeting: Zoning Admin. Spielman requested that the Commissioners consider changing the date for the June Meeting as he will be on vacation during the week of June 13th through the 17th. There was a discussion as to available dates.

Motion by Commissioner Byam, seconded by Commissioner Cole, to reschedule the June Planning Commission Meeting to Thursday, June 2nd, at 7:00 p.m. Motion carried 5-0.

10. Planning Commission Comments, Concerns, Suggestions: Mayor Jones said there were comments at the previous City Council Meeting in appreciation for all the work that the Planning Commission has done. He wanted the Commissioners to know that they were recognized at the meeting. The Commission has reviewed many zoning applications and also code review items this year.
11. Adjourn: The meeting was adjourned by unanimous consent at 7:39 p.m.

Attest:

Andy Spielman, Zoning Administrator

Carol Hartman, Chairperson Pro Tem

Windom Library Board Meeting
City of Windom Council Chamber
May 10, 2022
5:05p.m.

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

2. Roll Call: Members Present: Anita Winkel, John Duscher, Steve Fresk, Wade Pfeiffer and new member Christine Wolf

Members Absent: Kari Scheitel, Kathy Hiley (Susan Ebeling has moved from the community)

Library Staff Present: Dawn Aamot

City Council Member Present: Jaysun Sherman

3. Agenda and Minutes:

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

4. Financial Report:

Dawn reviewed the Financial Report with some explanation for the benefit of our new member. The financial report was approved on a motion by Wade Pfeiffer and seconded by Anita Winkel.

5. Librarian's Report:

Dawn reported the following:

Ron Torkelson is having a bench custom built in memory of Margaret Torkelson.

The library has launched a "Design a Bookmark" contest. All ages are invited to design a bookmark using the theme, "Read Beyond the Beaten Path". The winner was Adair Klassen. The bookmark will be printed at Quick Print and distributed to library patrons this summer.

The City of Windom personnel committee met with Dawn to create a job description for the Director position. The position will remain full time, and will be publicized shortly with a May 31 close date.

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

Senior Windom student, Caleb Kleven, as part of his Eagle Achievement project conducted a book drive for any type of book in good condition. He was successful in collecting several car trunk loads.

A "take and make" craft project is available in the Kid's library. Jigsaw puzzles have been donated and are available to take home on an honor loan basis,

We agreed to participate in the Chamber of Commerce "Third Thursday" on May 19 to promote the summer reading program.

We have received a State Park gate pass that can be checked out with a library card on a daily basis.

Librarian's Report was approved on a motion by Anita Winkel and seconded by Steve Fresk.

6. Old Business:

The final draft of the library material concern report was approved.

The Internet Policy that was modified from our old version with input from area libraries was approved with the addition of a signature line. The policy will be posted and internet users will need to sign a copy for our records with their initial participation. The policy was put in motion by Steve Fresk and second by Anita Winkel and was approved.

7. New Business:

8. Book Suggestions:

9. Adjourn:

Meeting adjourned at 5:34 p.m.

Respectfully submitted,

Steve Fresk, in the absence of the secretary

Windom Park & Recreation Commission

Minutes for Wednesday, April 13th, 2022
City Hall Council Chambers

Roll Call:

Present: Paul Johnson, Jackie Jurgens, Jill Knapp, Ron Kuecker, Jenny Quade, Lisa Farag

Absent: Jess Smith, Bryan Joyce, Tim Hogan

City Staff: Jon Ketzenberg, Street & Parks Superintendent

Public Present: None

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

1. **Motion to Approve or amend agenda.** Motion to approve the Agenda by Kuecker and second by Jill Knapp. Motion Carries.
2. **Approve Minutes from the March 9th meeting.** No minutes available to approve.
3. **Langley and 4th Ave landscaping project.** Bruce Toninato was present to present a project he would like to pursue on the triangular piece of land by 4th Ave and Langley. Toninato would like to plant trees and build a rocked landscape area in the middle of the grass. Kuecker asked if the design of the landscape project would create any issues with snow drifting in the winter and also if it would cause any visibility for traffic. Bruce and Jon said they do not feel it will create any drifting or visibility issues. Jackie Jurgens asked about the trees blocking views from the surrounding neighbors. Jon said that there would be approximately 5 trees planted and that it would not obstruct any views. Ron added that Windom is so plagued obstructed views that he would hate to create more. The Toninato's will fully fund the project. Motion to approve the plating of 5 trees and a landing improvement project at the intersection of 4th Ave and Langley intersection with no cost to the city was made by Kuecker and seconded by Jill Knapp. Motion carries.
4. **Jenn's park playhouse renovation.** Jon researched and put together pricing for the project to renovate the playhouse. Jon stated that materials would run \$1,152 and labor would cost about \$1,500-\$1,700. Ron said that we do not have a budget for this project and wanted to know if the city has interest in spending that money to repair the playhouse because there are so many other projects that need repair and upkeep. Ron added that if this project takes away from other projects he is reluctant to ask the city to spend \$3,000 on this project. Lisa Farig asked if the family would like it repaired and the Higley's were contacted and would like it repaired. Lisa asked if they would be willing to spend the money to have it repaired. Jenny Quade purposed letting the family know the costs and potentially splitting the cost with them. Discussion was held to let the Higley's know that we do not have enough money budgeted to repair the playhouse this year unless people are willing to help pay to have it repaired. Ron made a motion to approve the Jenn's Park playhouse renovation if and when funds are available. Vote was undetermined and Chairman Johnson asked for a roll call. Further discussion was held and a revote was held. Three in favor and one apposed. Motion carried.
5. **Island Park shelter quotes.** Jon said he is just waiting on quote plumbing and electrical but he does have costs on material. Johnson reviewed bids and Ag Builders had the best price at \$92,670.88 but that does not include the plumbing or electrical. More updates to come with more costs come in.

6. Recreation Director report: Recreation Director was absent so Johnson read through the Recreation Directors report.

- a) Doors and frames are going in at the pool
- b) New pump and motor for main big pool has been ordered
- c) Pool scheduled to open June 10th

7. Park Superintendent Report:

- a) Parks Update. Jon said that they have the ball fields ready and the bathrooms opened up at the rec area. They also cleaned up leaves at the volleyball courts. Jon talked to the DNR about some wash out areas at the lake to get them filled in. Jon said they had to fix a leak down at Island Park by the ball field. Ron Kuecker asked about the Goat grazing at Mayflower and Jon did not have any additional information on that project. Jenny Quade wanted to ensure that the lights at the volleyball courts are set correctly so that the timer shuts off at correct time. Jon also thanked Jill Knapp and the DAC for adopting Schmaltz Park.

8. Old Business: None

9. New Business: None

10. Open Mike: Ron asked to clarify what open mike is intended for and to look into what it is for.

11. Adjourn meeting. Meeting was adjourned at 5:53pm by unanimous consent.

12. Next Meeting May 11th @ 5:30 in the City Council Chambers



Windom, MN

Expense Approval Report

By Fund

Payment Dates 4/30/2022 - 5/13/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
GREAT BEND TOWNSHIP	TAX 2022	05/06/2022	PARCEL #08-022-0100/REIMB.	100-33436	117.28
					117.28
Activity: 41110 - Mayor & Council					
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-41110-326	16.02
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41110-365	1,211.05
MCMA	05-1-22 - 04-30-23	05/04/2022	MEMBERSHIP/REGISTRATION	100-41110-433	150.36
			Activity 41110 - Mayor & Council Total:		1,377.43
Activity: 41310 - Administration					
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-41310-200	21.36
INDOFF, INC	3559790	04/22/2022	CITY OFFICE/SUPPLIES	100-41310-200	25.25
INDOFF, INC	3561159	04/28/2022	CITY/SUPPLIES	100-41310-200	126.25
INDOFF, INC	3562884	05/05/2022	CITY OFFICE/SUPPLIES	100-41310-200	304.95
FURTHER (Select Account)	16082042	05/09/2022	PARTICIPANT FEE	100-41310-217	139.75
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	100-41310-217	105.85
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-41310-308	399.00
STEVE NASBY	MAY 4-6, 2022	05/10/2022	MEALS/LODGING	100-41310-331	267.93
STEVE NASBY	MAY 4-6, 2022	05/10/2022	MEALS/LODGING	100-41310-334	154.80
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41310-361	1,019.03
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41310-365	296.13
			Activity 41310 - Administration Total:		2,860.30
Activity: 41910 - Building & Zoning					
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-41910-308	70.00
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	100-41910-321	41.21
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41910-365	253.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41910-365	296.13
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-41910-443	1,284.34
			Activity 41910 - Building & Zoning Total:		1,944.68
Activity: 41940 - City Hall					
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-41940-362	4,228.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	100-41940-383	872.48
SANDRA HERDER	APRIL 2022	05/03/2022	CLEANING	100-41940-406	414.00
MELISSA PENAS	APRIL 2022	05/03/2022	CLEANING	100-41940-406	414.00
SCHWABACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	100-41940-409	472.79
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	100-41940-460	100.00
			Activity 41940 - City Hall Total:		6,501.27
Activity: 42120 - Crime Control					
INDOFF, INC	3561107	05/05/2022	POLICE/SUPPLIES	100-42120-200	79.98
INDOFF, INC	3561494	05/05/2022	POLICE/SUPPLIES	100-42120-200	23.99
WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-42120-212	2,389.24
WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-42120-212	-27.43
PROFORCE LAW ENFORCEME	478376	05/06/2022	POLICE/UNIFORMS	100-42120-218	1,943.10
STREICHER'S, INC	11563545	04/28/2022	POLICE/UNIFORMS	100-42120-218	73.97
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-42120-308	375.00
AT & T MOBILITY	287293102788X05032022	05/10/2022	POLICE/TELEPHONE	100-42120-321	691.92
ALPHA WIRELESS - MANKATO	706604	04/28/2022	RADIO/RADIO UNITS	100-42120-323	327.90
LEASE FINANCE PARTNERS	3250 04-20-22	04/28/2022	POLICE/DATA PROCESSING	100-42120-326	534.00
LOUIS NORELL	04-25-22 - 04-27-22	05/05/2022	POLICE/MEALS	100-42120-334	34.98
GRAFIX SHOPPE	143496	05/05/2022	POLICE/PRINTING	100-42120-350	25.05
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42120-361	19,346.17
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42120-363	4,626.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42120-363	5,567.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42120-365	296.13

Expense Approval Report

Payment Dates: 4/30/2022 - 5/13/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42120-365	84.00
FORD MOTOR CREDIT CO LLC	1770469	04/28/2022	POLICE/VEHICLE LEASE	100-42120-419	663.95
ENTERPRISE FM TRUST	FBN4464191	05/10/2022	POLICE/VEHICLE LEASE	100-42120-419	649.34
Activity 42120 - Crime Control Total:					37,704.29

Activity: 42220 - Fire Fighting

ARAMARK	256000107091	04/22/2022	FIRE	100-42220-211	47.06
WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-42220-212	791.59
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-42220-215	110.63
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	100-42220-217	61.75
GALLS, LLC	021006406	05/09/2022	FIRE/UNIFORMS	100-42220-218	261.76
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-42220-218	24.35
RITA HACKER -CREATIVE DESI	777	05/03/2022	FIRE/UNIFORMS	100-42220-218	48.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	100-42220-334	212.88
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-361	1,469.42
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-362	3,630.60
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-363	1,180.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-363	368.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-365	976.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-42220-365	296.13
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	100-42220-383	710.62
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/LANDFILL	100-42220-384	87.23
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	100-42220-404	18.99
EMERGENCY APPARATUS MAI	122702	05/04/2022	FIRE/MAINTENANCE - VEHICL	100-42220-405	1,315.14
CRYSTAL WINDSHIELD REPAIR	2975	04/25/2022	FIRE/MAINTENANCE - VEHICL	100-42220-405	130.00
LAMPERTS YARDS, INC.	1256396	05/04/2022	FIRE/MISC	100-42220-480	117.42
Activity 42220 - Fire Fighting Total:					11,857.57

Activity: 43100 - Streets

WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-43100-212	-20.46
WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-43100-212	1,630.72
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	100-43100-217	61.75
COUNTRY PRIDE SERVICE	9007952	05/03/2022	STREET/MAINTENANCE MATE	100-43100-224	72.00
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	100-43100-321	74.05
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-361	1,380.84
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-362	1,842.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-363	1,633.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-363	920.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-365	27.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-43100-365	976.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	100-43100-383	738.31
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	100-43100-460	100.00
Activity 43100 - Streets Total:					9,731.34

Activity: 45120 - Recreation

A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	100-45120-217	13.23
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45120-361	202.00
Activity 45120 - Recreation Total:					215.23

Activity: 45202 - Park Areas

WEX BANK	80623219	05/18/2022	MOTOR FUELS	100-45202-212	151.76
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-361	397.24
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-362	7,334.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-363	246.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-363	124.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	100-45202-365	976.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	100-45202-402	118.14
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/LANDFILL	100-45202-406	10.00
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/LANDFILL	100-45202-406	10.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	100-45202-406	63.56

Expense Approval Report

Payment Dates: 4/30/2022 - 5/13/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	100-45202-460	107.00
				Activity 45202 - Park Areas Total:	9,833.83
				Fund 100 - GENERAL Total:	82,143.22

Fund: 211 - LIBRARY

Activity: 45501 - Library

US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-200	213.90
IREAD	210916	05/03/2022	U8EC112Z/LIBRARY/SUPPLIES	211-45501-200	85.34
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	211-45501-217	61.75
WINDOM AREA SCHOOLS	2573	05/03/2022	LIBRARY/PRINTING	211-45501-350	100.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	211-45501-361	555.97
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	211-45501-362	4,608.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	211-45501-365	296.13
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	211-45501-383	597.46
J & K WINDOWS	4535	04/28/2022	LIBRARY/WINDOW CLEANING	211-45501-402	35.00
J & K WINDOWS	4861	04/28/2022	LIBRARY/WINDOW CLEANING	211-45501-402	35.00
J & K WINDOWS	5004	04/28/2022	LIBRARY/WINDOW CLEANING	211-45501-402	35.00
SANDRA HERDER	APRIL 2022	05/03/2022	CLEANING	211-45501-402	414.00
MELISSA PENAS	APRIL 2022	05/03/2022	CLEANING	211-45501-402	414.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-433	124.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-433	25.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-433	29.95
US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-435	32.92
US BANK	04-20-22	05/05/2022	CREDIT CARD	211-45501-435	281.55
INGRAM INDUSTRIES	2004243 05-01-22	05/10/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	1,667.46
MICROMARKETING, LLC	886186	05/03/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	216.21
MICROMARKETING, LLC	886371	05/03/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	31.44
MICROMARKETING, LLC	887300	05/10/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	59.48
MICROMARKETING, LLC	887514	05/10/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	42.50
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	211-45501-460	100.00
				Activity 45501 - Library Total:	10,062.06
				Fund 211 - LIBRARY Total:	10,062.06

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	4-1-2022 USAGE	05/11/2022	106026/AIRPORT	225-45127-200	30.50
RED ROCK RURAL WATER	4-1-2022 USAGE	05/11/2022	106026/AIRPORT	225-45127-200	2.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	225-45127-361	185.43
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	225-45127-362	8,265.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	225-45127-365	601.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	225-45127-365	514.00
SOUTH CENTRAL ELECTRIC	03-01-22 - 03-31-22	05/04/2022	ELECTRIC UTILITY	225-45127-381	371.77
SOUTH CENTRAL ELECTRIC	03-01-22 - 03-31-22	05/04/2022	ELECTRIC UTILITY	225-45127-381	348.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	225-45127-404	68.68
COOPER CROUSE-HINDS, LLC	946306413	05/03/2022	AIRPORT/MAINTENANCE - GR	225-45127-406	2,647.38
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	225-45127-406	45.98
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	225-45127-460	669.96
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	225-45127-460	112.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	225-45127-462	336.05
				Activity 45127 - Airport Total:	14,197.75
				Fund 225 - AIRPORT Total:	14,197.75

Fund: 230 - POOL

Activity: 45124 - Pool

MN DEPT OF EMPLOY & ECON	12258800	04/20/2022	UNEMPLOYMENT BENEFIT	230-45124-217	279.10
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	230-45124-217	13.23
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	230-45124-361	287.84
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	230-45124-365	3,024.00
LAMPERTS YARDS, INC.	1252752	05/10/2022	ARENA/SERVICES	230-45124-401	89.27

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LUCAN COMMUNITY TV INC	1274	04/27/2022	ARENA/MAINTENANCE - STR	230-45124-402	115.00
				Activity 45124 - Pool Total:	3,808.44
				Fund 230 - POOL Total:	3,808.44

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

SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	235-42153-200	11.96
WEX BANK	80623219	05/18/2022	MOTOR FUELS	235-42153-212	4,312.27
WEX BANK	80623219	05/18/2022	MOTOR FUELS	235-42153-212	-49.50
MN DEPT OF EMPLOY & ECON	12258800	04/20/2022	UNEMPLOYMENT BENEFIT	235-42153-217	134.76
BRITTANY ESPENSON - RIVERS	1372	05/03/2022	AMBULANCE/OPERATING SUP	235-42153-217	250.00
ZOLL MEDICAL CORPORATION	3496429	05/04/2022	AMBULANCE/OPERATING SUP	235-42153-217	522.48
BOUND TREE MEDICAL, LLC	84497407	05/05/2022	AMB/OPERATING SUPPLIES	235-42153-217	364.61
BOUND TREE MEDICAL, LLC	84506594	05/10/2022	AMB/OPERATING SUPPLIES	235-42153-217	190.50
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	235-42153-217	8.99
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	235-42153-217	61.75
US BANK	04-20-22	05/05/2022	CREDIT CARD	235-42153-218	499.09
LEWIS FAMILY DRUG, LLC	105865-3 4-30-22	05/10/2022	AMBULANCE/MERCHANDISE	235-42153-261	884.51
LORI JENSEN	4-13-22	05/03/2022	AMBULANCE/TRAINING & RE	235-42153-308	50.00
LORI JENSEN	4-13-22	05/03/2022	AMBULANCE/TRAINING & RE	235-42153-308	95.00
WINDOM AREA HEALTH	734-0024-04-2022-0024	05/10/2022	AMB/APRIL NURSING HOURS	235-42153-312	4,772.80
EXPERT BILLING LLC	9899	04/22/2022	AMB/DATA PROCESSING	235-42153-326	2,349.00
KRISTEN PORATH	4-18-22	05/04/2022	AMB/TRAVEL EXPENSE	235-42153-331	85.99
DONNA MARCY	04-20-22	05/03/2022	AMBULANCE/MEALS	235-42153-334	23.88
KIM POWERS	04-29-22	05/03/2022	AMBULANCE/MEALS	235-42153-334	266.16
MICHAELA HACKER	05-01-22	05/03/2022	AMBULANCE/MEALS	235-42153-334	25.15
KRISTEN PORATH	05-02-22	05/03/2022	AMBULANCE/MEALS	235-42153-334	21.87
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	235-42153-361	1,589.22
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	235-42153-362	2,420.40
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	235-42153-363	974.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	235-42153-363	536.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	235-42153-365	296.13
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	235-42153-383	473.74
WINDOM FARM SERVICE	186659	05/05/2022	AMB/MAINTENANCE - VEHICL	235-42153-405	39.95
MANKATO FORD, LLC	233867-1120 04-20-22	05/11/2022	AMB. UNIT 28/VEHICLE	235-42153-405	694.63
ARAMARK	256000107091	04/22/2022	AMBULANCE	235-42153-406	31.37
				Activity 42153 - Ambulance Total:	21,936.71
				Fund 235 - AMBULANCE Total:	21,936.71

Fund: 250 - EDA GENERAL**Activity: 46520 - EDA**

US BANK	04-20-22	05/05/2022	CREDIT CARD	250-46520-200	16.02
INDOFF, INC	3561160	04/28/2022	EDA/SUPPLIES	250-46520-200	4.09
James Hartshorn	JH201 APRIL 2022	05/03/2022	EDA/CONSULTING & AUDITIN	250-46520-301	9,300.00
ZIESKE LAND SURVEYING	C 2131 SB	05/11/2022	EDA/ENG/SURVEYING FEES	250-46520-303	1,281.00
SCHRAMMEL LAW OFFICE	APRIL 2022-EDA	05/05/2022	TITLE INSUR./TIF 1-22 JEANNE	250-46520-304	150.00
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	250-46520-321	39.53
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	250-46520-362	3,946.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	250-46520-365	31.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	250-46520-365	538.45
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	250-46520-365	296.13
FEDERATED RURAL ELECTRIC	03-31-22 -04-30-22	05/06/2022	EDA/SERVICES	250-46520-381	23.00
COTTONWOOD CO RECORDER	P29858 - P29897	05/06/2022	SATISFACTION/CEMSTONE/M	250-46520-443	92.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	250-46520-462	46.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	250-46520-462	100.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	250-46520-462	391.94
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	250-46520-462	389.77
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	250-46520-462	487.39
				Activity 46520 - EDA Total:	17,132.32
				Fund 250 - EDA GENERAL Total:	17,132.32

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 252 - EDA SCDP					
Activity: 46520 - EDA					
SW MN HOUSING PARTNERSH	5-11-22	05/11/2022	SMALL CITIES/DEED GRANTS	252-46520-491	21,897.50
Activity 46520 - EDA Total:					21,897.50
Fund 252 - EDA SCDP Total:					21,897.50
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	03-01-22 - 03-31-22	05/04/2022	ELECTRIC UTILITY	254-46520-381	125.60
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	254-46520-462	511.06
Activity 46520 - EDA Total:					636.66
Fund 254 - NORTH IND PARK Total:					636.66
Fund: 274 - TIF 1-19 NWIP II					
Activity: 46530 - TIF Districts					
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	274-46530-462	472.61
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	274-46530-462	1,672.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	274-46530-462	203.23
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	274-46530-462	64.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	274-46530-462	87.00
Activity 46530 - TIF Districts Total:					2,498.84
Fund 274 - TIF 1-19 NWIP II Total:					2,498.84
Fund: 277 - TIF 1-22 CEMSTONE					
Activity: 46530 - TIF Districts					
SCHRADEL LAW OFFICE	APRIL 2022-EDA	05/05/2022	TITLE INSUR./TIF 1-22 JEANNE	277-46530-480	409.75
Activity 46530 - TIF Districts Total:					409.75
Fund 277 - TIF 1-22 CEMSTONE Total:					409.75
Fund: 308 - 2020 STREET PROJECT					
Activity: 41000 - General Government					
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	308-41000-480	118.10
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	308-41000-480	110.05
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	308-41000-480	2,058.09
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	308-41000-480	85.89
Activity 41000 - General Government Total:					2,372.13
Fund 308 - 2020 STREET PROJECT Total:					2,372.13
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
PROFORCE LAW ENFORCEME	478376	05/06/2022	POLICE/UNIFORMS	401-49950-501	528.45
PROFORCE LAW ENFORCEME	478377	05/06/2022	POLICE/TRJ SRO SIGHT ADJ	401-49950-501	2,471.55
DGR ENGINEERING	00252190	05/03/2022	VETERANS MEMORIAL	401-49950-504	282.00
MONUMENTAL SALES INC	5-04-22	05/04/2022	VETERAN'S MEMORIAL	401-49950-504	24,000.00
JACOB KRANZ	5-10-22	05/10/2022	VETERAN'S MEMORIAL PROJE	401-49950-504	4,372.00
BEDFORD TECHNOLOGY LLC	71011	04/26/2022	BENCHES TENNIS COURT/WIN	401-49950-504	1,860.28
SCHRADEL LAW OFFICE	APRIL 2022-P & Z	05/05/2022	BOGLE	401-49950-506	90.00
Activity 49950 - Capital Outlay Total:					33,604.28
Fund 401 - GENERAL CAPITAL PROJECTS Total:					33,604.28
Fund: 601 - WATER					
DAKOTA SUPPLY GROUP	S101790636.001	05/10/2022	WATER/INVENTORY	601-14200	967.14
FEDERATED RURAL ELECTRIC	07-31-21	08/12/2021	WATER OTHER	601-37199	-324.24
					642.90
Activity: 49400 - Water					
US BANK	04-20-22	05/05/2022	CREDIT CARD	601-49400-200	135.00
WEX BANK	80623219	05/18/2022	MOTOR FUELS	601-49400-212	540.75
HAWKINS, INC	6157492	04/08/2022	WATER/CHEMICALS	601-49400-216	5,122.89
MID-AMERICAN RESEARCH C	0760272-IN	05/05/2022	WA/OPERATING SUPPLIES	601-49400-217	487.42
RED ROCK RURAL WATER	APRIL 2022	05/11/2022	WATER 104328 JOHNSON AU	601-49400-217	34.00
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	601-49400-217	61.75
US BANK	04-20-22	05/05/2022	CREDIT CARD	601-49400-310	12.90

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1137608	04/15/2022	WATER/LAB TESTING	601-49400-310	83.65
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	601-49400-321	91.22
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-361	1,771.11
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-362	11,990.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-363	254.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-363	246.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	601-49400-365	976.00
FEDERATED RURAL ELECTRIC	#112843 08-31-21	11/05/2021	WATER-ELECTRIC UTILITY	601-49400-381	-21.00
FEDERATED RURAL ELECTRIC	01-31-22 - 02-28-22	03/10/2022	WATER/ELECTRIC UTILITY	601-49400-381	59.00
FEDERATED RURAL ELECTRIC	03-31-22 -04-30-22	05/06/2022	WATER/SERVICES	601-49400-381	45.00
FEDERATED RURAL ELECTRIC	07-31-21-1	08/12/2021	WATER/ELECTRIC UTILITY	601-49400-381	21.24
FEDERATED RURAL ELECTRIC	112843 09-30-21	10/20/2021	WATER/ELECTRIC UTILITY	601-49400-381	21.00
FEDERATED RURAL ELECTRIC	112843 03-31-22	04/19/2022	WATER/ELECTRIC UTILITY	601-49400-381	40.00
FEDERATED RURAL ELECTRIC	112843 10-31-21	11/09/2021	WATER/ELECTRIC UTILITY	601-49400-381	26.00
FEDERATED RURAL ELECTRIC	112843 11-30-21	12/13/2021	WATER/ELECTRIC UTILITY	601-49400-381	37.00
FEDERATED RURAL ELECTRIC	112843 8-2021	04/19/2022	WATER/ELECTRIC UTILITY	601-49400-381	42.00
FEDERATED RURAL ELECTRIC	112843-12-31-2021	12/31/2021	ELECTRIC UTILITY	601-49400-381	43.00
FEDERATED RURAL ELECTRIC	12-31-21 - 01-31-22	02/09/2022	ELECTRIC UTILITY	601-49400-381	56.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	601-49400-383	880.71
ODDSON UNDERGROUND INC	2022-057	05/10/2022	WATER/NEW VISION	601-49400-408	737.41

Activity 49400 - Water Total: 24,090.18

Fund 601 - WATER Total: 24,733.08

Fund: 602 - SEWER

Activity: 49450 - Sewer

US BANK	04-20-22	05/05/2022	CREDIT CARD	602-49450-200	135.00
WEX BANK	80623219	05/18/2022	MOTOR FUELS	602-49450-212	330.51
EOSI - Environmental Operati	42388	04/22/2022	SEWER/CHEMICALS	602-49450-216	19,439.16
HAWKINS, INC	6157493	04/08/2022	SEWER/CHEMICALS	602-49450-216	1,184.03
HAWKINS, INC	6167151	04/21/2022	SEWER/CHEMICALS	602-49450-216	1,194.03
MID-AMERICAN RESEARCH C	0760272-IN	05/05/2022	SEWER/OPERATING SUPPLIES	602-49450-217	487.42
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	602-49450-217	61.75
US BANK	04-20-22	05/05/2022	CREDIT CARD	602-49450-310	246.71
MN VALLEY TESTING	1138043	04/18/2022	SEWER/LAB TESTING	602-49450-310	311.20
MN VALLEY TESTING	1138138	04/18/2022	SEWER/LAB TESTING	602-49450-310	106.80
MN VALLEY TESTING	1138398	04/22/2022	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1138744	04/22/2022	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1138745	04/22/2022	SEWER/LAB TESTING	602-49450-310	141.60
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	602-49450-321	121.23
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-361	7,300.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-362	16,326.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-363	562.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-363	418.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	602-49450-365	976.00
SOUTH CENTRAL ELECTRIC	03-01-22 - 03-31-22	05/04/2022	ELECTRIC UTILITY	602-49450-381	180.65
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	602-49450-383	20.45
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	602-49450-383	99.17
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	602-49450-383	18.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	602-49450-383	2,621.01
ELECTRIC FUND	# 581	05/10/2022	EL WATER/WW/WATER TOWE	602-49450-402	94.43
US BANK	04-20-22	05/05/2022	CREDIT CARD	602-49450-404	450.75
US BANK	04-20-22	05/05/2022	CREDIT CARD	602-49450-404	16.68

Activity 49450 - Sewer Total: 53,576.31

Fund 602 - SEWER Total: 53,576.31

Fund: 604 - ELECTRIC

DAKOTA SUPPLY GROUP	S101780169.001	05/06/2022	EL/INVENTORY	604-14200	937.93
DAKOTA SUPPLY GROUP	S101787630.001	05/06/2022	EL/INVENTORY	604-14200	2,236.38
ELECTRIC FUND	# 576	05/06/2022	EL/IMPROVEMENTS	604-16300	33,404.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	# 578	05/06/2022	EL/IMPROVEMENTS	604-16300	1,191.39
MN INVEST PROPERTIES LLC	04-28-22	05/03/2022	TRANSMISSION PROJECT/IMP	604-16300	3,000.00
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/FUEL TANK PROJECT	604-16300	10.00
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/FUEL TANK PROJECT	604-16300	10.00
COTTONWOOD CO SOLID WA	4117	05/05/2022	042/FUEL TANK PROJECT	604-16300	10.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-16300	265.14
SCHRAMMEL LAW OFFICE	APRIL 2022-PUC	05/05/2022	TRANSMISSION PROJECT	604-16300	571.00
					41,636.12

Activity: 49550 - Electric

US BANK	04-20-22	05/05/2022	CREDIT CARD	604-49550-200	405.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	604-49550-211	2.13
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-49550-211	13.99
WEX BANK	80623219	05/18/2022	MOTOR FUELS	604-49550-212	1,281.65
COUNTRY PRIDE SERVICE	9007426	04/11/2022	ELECTRIC/MOTOR FUELS	604-49550-212	42.00
US BANK	04-20-22	05/05/2022	CREDIT CARD	604-49550-217	995.41
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	604-49550-217	61.75
RDO EQUIPMENT CO	P0779004	04/28/2022	ELECTRIC/OPERATING SUPPLI	604-49550-217	249.31
ELK RIVER WINLECTRIC	354645 01	05/03/2022	EL/SMALL TOOLS	604-49550-241	1,081.00
ELK RIVER WINLECTRIC	354645 03	05/11/2022	EL/SMALL TOOLS	604-49550-241	188.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-49550-241	31.98
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	604-49550-321	80.02
GOLDEN WEST TECH & INT SO	220400277	05/05/2022	ELECTRIC/DISPATCHING	604-49550-325	28.40
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-361	8,285.24
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-362	32,211.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-363	1,563.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-363	1,259.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	604-49550-365	976.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	604-49550-383	563.81
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-49550-404	17.98
O'REILLY AUTOMOTIVE, INC	4425-338495	05/05/2022	EL/MAINTENANCE - VEHICLE	604-49550-405	29.98
JORDAN BUSSA	045	05/03/2022	EL/MAINTENANCE - GROUND	604-49550-406	184.60
ELECTRIC FUND	# 575	05/06/2022	EL/MAINTENANCE - DISTRIBU	604-49550-408	6.43
ELECTRIC FUND	# 577	05/06/2022	EL/MAINTENANCE - DISTRIBU	604-49550-408	1,965.79
ELECTRIC FUND	# 579	05/06/2022	MAINTENANCE - DISTRIBUTIO	604-49550-408	235.81
ELK RIVER WINLECTRIC	354336 02	05/05/2022	EL/DISTRIBUTION	604-49550-408	855.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-49550-408	67.12
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	604-49550-409	81.03
WINDOM AREA HEALTH	5-4-22	05/06/2022	CONSERVATION - ENERGY REB	604-49550-450	11,175.88
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	604-49550-460	100.00
WINDOM AREA DEVELOPME	MAY 2022	05/03/2022	PAYMENTS TO OTHER ORGANI	604-49550-491	1,200.00

Activity 49550 - Electric Total: 65,534.44

Fund 604 - ELECTRIC Total: 107,170.56

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

INDOFF, INC	3560413	04/27/2022	LIQUOR S./SUPPLIES	609-49751-200	121.99
ARAMARK	256000104588	04/18/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	40.56
ARAMARK	256000109537	05/03/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	40.56
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	609-49751-211	13.99
MN DEPT OF EMPLOY & ECON	12258800	04/20/2022	UNEMPLOYMENT BENEFIT	609-49751-217	403.02
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	609-49751-217	88.21
BELLBOY CORP	0094518300	04/26/2022	LIQUOR S./LIQUOR/FEIGHT	609-49751-251	1,841.23
JOHNSON BROS.	198735	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	-185.21
JOHNSON BROS.	2040696	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	1,495.38
JOHNSON BROS.	2045565	05/09/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	5,940.70
BREAKTHRU BEVERAGE MN	343898680	05/05/2022	LIQUOR S./MERCHANDISE	609-49751-251	1,280.81
PHILLIPS WINE & SPIRITS	6387375	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	3,867.75
PHILLIPS WINE & SPIRITS	6391098	05/09/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	300.00
DOLL DISTRIBUTING, LLC	142427	04/19/2022	LIQUOR S./BEER/SOFT DRINK	609-49751-252	6,620.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	142445	04/19/2022	LIQUOR S./BEER	609-49751-252	169.00
DOLL DISTRIBUTING, LLC	144494	04/19/2022	LIQUOR S./BEER	609-49751-252	215.55
BEVERAGE WHOLESALERS	216729	05/05/2022	LIQUOR S./BEER	609-49751-252	14,074.01
BEVERAGE WHOLESALERS	217787	05/09/2022	LIQUOR S./BEER	609-49751-252	14,811.18
ARTISAN BEER COMPANY	3532710	05/05/2022	LIQUOR S./BEER	609-49751-252	83.20
ARTISAN BEER COMPANY	3533948	05/09/2022	LIQUOR S./BEER	609-49751-252	216.30
JOHNSON BROS.	198734	05/05/2022	LIQUOR S./WINE	609-49751-253	-20.70
JOHNSON BROS.	2040697	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	873.69
JOHNSON BROS.	2045566	05/09/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	1,805.85
ROUND LAKE VINEYARDS & W	3335	04/26/2022	LIQUOR S./WINE	609-49751-253	639.00
BREAKTHRU BEVERAGE MN	343898680	05/05/2022	LIQUOR S./MERCHANDISE	609-49751-253	776.00
PHILLIPS WINE & SPIRITS	6387376	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	649.50
PHILLIPS WINE & SPIRITS	6391099	05/09/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	154.00
MORGAN CREEK VINEYARDS	6428	04/26/2022	LIQUOR S./WINE	609-49751-253	219.00
WINE MERCHANTS	7377528	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	711.05
DOLL DISTRIBUTING, LLC	142427	04/19/2022	LIQUOR S./BEER/SOFT DRINK	609-49751-254	14.00
JOHNSON BROS.	198733	05/05/2022	SOFT DRINKS & MIXES	609-49751-254	-12.00
JOHNSON BROS.	198736	05/05/2022	SOFT DRINKS & MIXES	609-49751-254	-40.00
BEVERAGE WHOLESALERS	217788	05/09/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-254	86.00
BREAKTHRU BEVERAGE MN	343898680	05/05/2022	LIQUOR S./MERCHANDISE	609-49751-254	118.43
US BANK	04-20-22	05/05/2022	CREDIT CARD	609-49751-308	125.00
JOHN C NELSON	4-29-22 - 5-3-22	05/10/2022	TRAVEL EXPENSE	609-49751-331	199.19
BELLBOY CORP	0094518300	04/26/2022	LIQUOR S./LIQUOR/FEIGHT	609-49751-333	38.00
JOHNSON BROS.	198735	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	-1.95
JOHNSON BROS.	2040696	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	26.26
JOHNSON BROS.	2040697	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	35.12
JOHNSON BROS.	2045565	05/09/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	138.11
JOHNSON BROS.	2045566	05/09/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	40.96
BREAKTHRU BEVERAGE MN	343898680	05/05/2022	LIQUOR S./MERCHANDISE	609-49751-333	41.32
PHILLIPS WINE & SPIRITS	6387375	05/05/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	63.36
PHILLIPS WINE & SPIRITS	6387376	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	29.27
PHILLIPS WINE & SPIRITS	6391098	05/09/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	5.85
PHILLIPS WINE & SPIRITS	6391099	05/09/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	3.90
WINE MERCHANTS	7377528	05/05/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	15.60
US BANK	04-20-22	05/05/2022	CREDIT CARD	609-49751-334	769.00
WINDOM AREA HEALTH	062422	05/11/2022	LIQUOR S./ADVERTISING	609-49751-340	100.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	609-49751-361	6,564.23
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	609-49751-361	2,849.85
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	609-49751-362	3,853.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	609-49751-365	296.13
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	609-49751-383	244.13
HULS CONSTRUCTION	04-21-22	05/03/2022	LIQUOR S./OVERHEAD DOOR	609-49751-402	640.00
LAMPERTS YARDS, INC.	124921	05/09/2022	MAINTENANCE - STRUCTURE	609-49751-402	1,285.77
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	609-49751-402	6.59
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	609-49751-460	100.00

Activity 49751 - Liquor Store Total: 74,880.89

Fund 609 - LIQUOR STORE Total: 74,880.89

Fund: 614 - TELECOM

SHI INTERNATIONAL CORP	B15091678	05/03/2022	MACHINERY & EQUIP.	614-16400	19,931.00
INTERNAL REVENUE SERVICE	270253364190344	05/13/2022	EXCISE TAX POSTING	614-20201	500.00
INTERNAL REVENUE SERVICE	APRIL 22 FINAL	05/11/2022	EXCISE TAX POSTING	614-20201	339.88
MN 9-1-1 PROGRAM	APRIL 2022	05/10/2022	APRIL 2022 911 SERVICES	614-20206	995.58
					21,766.46

Activity: 49870 - Telecom

US BANK	04-20-22	05/05/2022	CREDIT CARD	614-49870-200	135.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	614-49870-200	27.97
WEX BANK	80623219	05/18/2022	MOTOR FUELS	614-49870-212	88.76
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	614-49870-217	105.85
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	614-49870-227	13.98

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	614-49870-321	252.97
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	614-49870-361	3,539.73
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	614-49870-362	5,767.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	614-49870-363	604.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	614-49870-365	976.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	614-49870-365	296.13
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	614-49870-383	120.16
LUCAN COMMUNITY TV INC	1269	04/26/2022	TELECOM/SERVICES	614-49870-401	40.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	614-49870-405	4.59
CENTURY LINK	516183	04/22/2022	DIRECTORY LISTING	614-49870-441	277.31
CENTURY LINK	7242105D-D-22107	04/22/2022	CABS	614-49870-441	47.97
MLB NETWORK	176834	04/19/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	372.29
NATIONAL CABLE TV COOP	22040671	05/06/2022	SUBSCRIBER FEES	614-49870-442	47,016.92
DISPLAY SYSTEMS INTERNATI	24552	05/03/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	325452	04/28/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	360.50
SHOWTIME NETWORKS INC	48056	04/15/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	179.28
E-911 - INDEPENDENT EMERG	0010143 100-0141	05/10/2022	TELECOM/SWITCH FEES	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10200015	05/03/2022	TELECOM/SWITCH FEES	614-49870-445	205.10
US BANK	04-20-22	05/05/2022	CREDIT CARD	614-49870-447	1,410.26
IP NETWORKS INC	20227511	04/26/2022	TELECOM/INTERNET EXPENSE	614-49870-447	5,565.00
MANKATO NETWORKS, LLC	389506	05/03/2022	TELECOM/INTERNET EXPENSE	614-49870-447	1,053.17
MANKATO NETWORKS, LLC	389522	05/03/2022	TELECOM/INTERNET EXPENSE	614-49870-447	185.00
HURRICANE ELECTRIC LLC	98417360-IN	05/03/2022	TELECOM/INTERNET EXPENSE	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	220400218	05/05/2022	TELECOM/ON CALL SUPPORT	614-49870-448	71.54
SWWC - SOUTHWEST WEST C	MARCH 2022	04/05/2022	ON-CALL SUPPORT	614-49870-448	950.00
COTTONWOOD CO AUD/TREA	5-15-22 PAYMENTS	04/08/2022	PROPERTY TAXES	614-49870-460	100.00
				Activity 49870 - Telecom Total:	74,104.92
				Fund 614 - TELECOM Total:	95,871.38

Fund: 615 - ARENA

Activity: 49850 - Arena

SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	615-49850-211	19.98
WEX BANK	80623219	05/18/2022	MOTOR FUELS	615-49850-212	324.67
COUNTRY PRIDE SERVICE	9007411	04/12/2022	MOTOR FUEL	615-49850-212	110.00
DEAN SMESTAD	0040160	05/03/2022	OPERATING SUPPLIES	615-49850-217	50.00
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	615-49850-217	133.64
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	615-49850-217	61.75
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	615-49850-321	64.58
US BANK	04-20-22	05/05/2022	CREDIT CARD	615-49850-334	317.36
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	615-49850-361	799.40
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	615-49850-362	12,287.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	615-49850-363	369.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	615-49850-365	296.13
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	615-49850-365	976.00
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	615-49850-383	2,001.45
				Activity 49850 - Arena Total:	17,810.96
				Fund 615 - ARENA Total:	17,810.96

Fund: 617 - M/P CENTER

SECR REV FUND/CITY OF WD	05-07-22 EVENT	05/03/2022	PETTY CASH	617-10200	1,500.00
SECR REV FUND/CITY OF WD	5-11-22 EVENT	05/11/2022	PETTY CASH	617-10200	1,500.00
					3,000.00

Activity: 49860 - M/P Center

US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-200	51.80
INDOFF, INC	3561161	04/28/2022	WCC/SUPPLIES	617-49860-200	31.18
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-217	207.05
MN DEPT OF EMPLOY & ECON	12258800	04/20/2022	UNEMPLOYMENT BENEFIT	617-49860-217	2,355.51
SCHWALBACH HARDWARE	APRIL 2022	05/04/2022	MAINTENANCE	617-49860-217	28.97
A & B BUSINESS	IN945722	05/10/2022	OPERATING SUPPLIES	617-49860-217	61.75
RIVER BEND LIQUOR	04-01-22 - 04-30-22	05/10/2022	WCC/MERCHANDISE	617-49860-251	736.12
RIVER BEND LIQUOR	04-01-22 - 04-30-22	05/10/2022	WCC/MERCHANDISE	617-49860-252	1,047.08

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RIVER BEND LIQUOR	04-01-22 - 04-30-22	05/10/2022	WCC/MERCHANDISE	617-49860-254	85.33
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-254	145.10
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-254	8.33
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-254	4.76
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-254	20.17
VERIZON WIRELESS	9904920381	05/03/2022	TELEPHONE	617-49860-321	41.21
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-340	395.08
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	617-49860-361	910.06
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	617-49860-362	9,424.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	617-49860-363	123.00
LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	617-49860-365	116.77
MN ENERGY RESOURCES	24725375	04/28/2022	GAS UTILITY	617-49860-383	1,149.83
US BANK	04-20-22	05/05/2022	CREDIT CARD	617-49860-404	713.75
Activity 49860 - M/P Center Total:					17,656.85
Fund 617 - M/P CENTER Total:					20,656.85

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

LEAGUE OF MN CITIES INS TR	2022 P & L	05/06/2022	INSURANCE	651-46520-480	5,741.00
Activity 46520 - EDA Total:					5,741.00
Fund 651 - RIVERLBUFF TOWNHOMES Total:					5,741.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0002102	05/06/2022	Federal Tax Withholding	700-21701	10,062.23
MN Department of Revenue -	INV0002103	05/06/2022	State Withholding	700-21702	4,838.29
Internal Revenue Service-Payr	INV0002102	05/06/2022	Social Security	700-21703	12,332.08
MN Pera	INV0002099	05/06/2022	PERA	700-21704	13,721.55
MN Pera	INV0002099	05/06/2022	PERA	700-21704	8,112.85
MN Pera	INV0002099	05/06/2022	PERA	700-21704	900.60
MN State Deferred	INV0002100	05/06/2022	Deferred Roth	700-21705	2,862.00
MN State Deferred	INV0002100	05/06/2022	Deferred Compensation	700-21705	6,064.91
MN CHILD SUPPORT PAYMEN	INV0002101	05/06/2022	Child Support Payment	700-21709	103.36
Internal Revenue Service-Payr	INV0002102	05/06/2022	Medicare Withholding	700-21711	3,639.36
FURTHER (Select Account)	40217293	05/03/2022	FLEX SPENDING	700-21712	291.79
FURTHER (Select Account)	40229579	05/10/2022	FLEX SPENDING	700-21712	325.00
FURTHER (Select Account)	INV0002098	05/06/2022	HSA Employee Contribution	700-21723	578.92
					63,832.94
Fund 700 - PAYROLL Total:					63,832.94
Grand Total:					674,973.63

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	82,143.22
211 - LIBRARY	10,062.06
225 - AIRPORT	14,197.75
230 - POOL	3,808.44
235 - AMBULANCE	21,936.71
250 - EDA GENERAL	17,132.32
252 - EDA SCDP	21,897.50
254 - NORTH IND PARK	636.66
274 - TIF 1-19 NWIP II	2,498.84
277 - TIF 1-22 CEMSTONE	409.75
308 - 2020 STREET PROJECT	2,372.13
401 - GENERAL CAPITAL PROJECTS	33,604.28
601 - WATER	24,733.08
602 - SEWER	53,576.31
604 - ELECTRIC	107,170.56
609 - LIQUOR STORE	74,880.89
614 - TELECOM	95,871.38
615 - ARENA	17,810.96
617 - M/P CENTER	20,656.85
651 - RIVERLBUFF TOWNHOMES	5,741.00
700 - PAYROLL	63,832.94
Grand Total:	674,973.63

Account Summary

Account Number	Account Name	Payment Amount
100-33436	Reimbursements	117.28
100-41110-326	Data Processing	16.02
100-41110-365	Insurance - Misc	1,211.05
100-41110-433	Dues & Subscriptions	150.36
100-41310-200	Office Supplies	477.81
100-41310-217	Other Operating Supplie	245.60
100-41310-308	Training & Registrations	399.00
100-41310-331	Travel Expense	267.93
100-41310-334	Meals/Lodging	154.80
100-41310-361	Insurance - General Liabi	1,019.03
100-41310-365	Insurance - Misc	296.13
100-41910-308	Training & Registrations	70.00
100-41910-321	Telephone	41.21
100-41910-365	Insurance - Misc	549.13
100-41910-443	Intergovernmental Fees	1,284.34
100-41940-362	Insurance - Property	4,228.00
100-41940-383	Gas Utility	872.48
100-41940-406	Repairs & Maint - Groun	828.00
100-41940-409	Repairs & Maint - Utilitie	472.79
100-41940-460	Miscellaneous Taxes	100.00
100-42120-200	Office Supplies	103.97
100-42120-212	Motor Fuels	2,361.81
100-42120-218	Uniforms	2,017.07
100-42120-308	Training & Registrations	375.00
100-42120-321	Telephone	691.92
100-42120-323	Radio Units	327.90
100-42120-326	Data Processing	534.00
100-42120-334	Meals/Lodging	34.98
100-42120-350	Printing & Design	25.05
100-42120-361	Insurance - General Liabi	19,346.17
100-42120-363	Insurance - Automotive	10,193.00
100-42120-365	Insurance - Misc	380.13

Account Summary

Account Number	Account Name	Payment Amount
100-42120-419	Vehicle Lease	1,313.29
100-42220-211	Cleaning Supplies	47.06
100-42220-212	Motor Fuels	791.59
100-42220-215	Materials & Equipment	110.63
100-42220-217	Other Operating Supplie	61.75
100-42220-218	Uniforms	334.11
100-42220-334	Meals/Lodging	212.88
100-42220-361	Insurance - General Liabi	1,469.42
100-42220-362	Insurance - Property	3,630.60
100-42220-363	Insurance - Automotive	1,548.00
100-42220-365	Insurance - Misc	1,272.13
100-42220-383	Gas Utility	710.62
100-42220-384	Refuse Disposal	87.23
100-42220-404	Repairs & Maint - M&E	18.99
100-42220-405	Repairs & Maint - Vehicl	1,445.14
100-42220-480	Other Miscellaneous	117.42
100-43100-212	Motor Fuels	1,610.26
100-43100-217	Other Operating Supplie	61.75
100-43100-224	Street Maint Materials	72.00
100-43100-321	Telephone	74.05
100-43100-361	Insurance - General Liabi	1,380.84
100-43100-362	Insurance - Property	1,842.00
100-43100-363	Insurance - Automotive	2,553.00
100-43100-365	Insurance - Misc	1,299.13
100-43100-383	Gas Utility	738.31
100-43100-460	Miscellaneous Taxes	100.00
100-45120-217	Other Operating Supplie	13.23
100-45120-361	Insurance - General Liabi	202.00
100-45202-212	Motor Fuels	151.76
100-45202-361	Insurance - General Liabi	397.24
100-45202-362	Insurance - Property	7,334.00
100-45202-363	Insurance - Automotive	370.00
100-45202-365	Insurance - Misc	1,272.13
100-45202-402	Repairs & Maint - Struct	118.14
100-45202-406	Repairs & Maint - Groun	83.56
100-45202-460	Miscellaneous Taxes	107.00
211-45501-200	Office Supplies	299.24
211-45501-217	Other Operating Supplie	61.75
211-45501-350	Printing & Design	100.00
211-45501-361	Insurance - General Liabi	555.97
211-45501-362	Insurance - Property	4,608.00
211-45501-365	Insurance - Misc	296.13
211-45501-383	Gas Utility	597.46
211-45501-402	Repairs & Maint - Struct	933.00
211-45501-433	Dues & Subscriptions	178.95
211-45501-435	Books and Pamphlets	2,331.56
211-45501-460	Miscellaneous Taxes	100.00
225-45127-200	Office Supplies	32.50
225-45127-361	Insurance - General Liabi	185.43
225-45127-362	Insurance - Property	8,265.00
225-45127-365	Insurance - Misc	1,115.00
225-45127-381	Electric Utility	719.77
225-45127-404	Repairs & Maint - M&E	68.68
225-45127-406	Repairs & Maint - Groun	2,693.36
225-45127-460	Miscellaneous Taxes	781.96
225-45127-462	Real Estate Taxes	336.05
230-45124-217	Other Operating Supplie	292.33
230-45124-361	Insurance - General Liabi	287.84

Account Summary

Account Number	Account Name	Payment Amount
230-45124-365	Insurance - Misc	3,024.00
230-45124-401	Repairs & Maint - Buildi	89.27
230-45124-402	Repairs & Maint - Struct	115.00
235-42153-200	Office Supplies	11.96
235-42153-212	Motor Fuels	4,262.77
235-42153-217	Other Operating Supplie	1,533.09
235-42153-218	Uniforms	499.09
235-42153-261	Other Merchandise-Med	884.51
235-42153-308	Training & Registrations	145.00
235-42153-312	Nursing	4,772.80
235-42153-326	Data Processing	2,349.00
235-42153-331	Travel Expense	85.99
235-42153-334	Meals/Lodging	337.06
235-42153-361	Insurance - General Liabi	1,589.22
235-42153-362	Insurance - Property	2,420.40
235-42153-363	Insurance - Automotive	1,510.00
235-42153-365	Insurance - Misc	296.13
235-42153-383	Gas Utility	473.74
235-42153-405	Repairs & Maint - Vehicl	734.58
235-42153-406	Repairs & Maint - Groun	31.37
250-46520-200	Office Supplies	20.11
250-46520-301	Auditing & Consulting Se	9,300.00
250-46520-303	Engineering and Surveyi	1,281.00
250-46520-304	Legal Fees	150.00
250-46520-321	Telephone	39.53
250-46520-362	Insurance - Property	3,946.00
250-46520-365	Insurance - Misc	865.58
250-46520-381	Electric Utility	23.00
250-46520-443	Intergovernmental Fees	92.00
250-46520-462	Real Estate Taxes	1,415.10
252-46520-491	Payments to Other Orga	21,897.50
254-46520-381	Electric Utility	125.60
254-46520-462	Real Estate Taxes	511.06
274-46530-462	Real Estate Taxes	2,498.84
277-46530-480	Other Miscellaneous	409.75
308-41000-480	Other Miscellaneous	2,372.13
401-49950-501	Capital Outlay - Police	3,000.00
401-49950-504	Capital Outlay - Parks	30,514.28
401-49950-506	Capital Outlay - Building	90.00
601-14200	Inventory	967.14
601-37199	Water Other Income	-324.24
601-49400-200	Office Supplies	135.00
601-49400-212	Motor Fuels	540.75
601-49400-216	Chemicals and Chemical	5,122.89
601-49400-217	Other Operating Supplie	583.17
601-49400-310	Lab Testing	96.55
601-49400-321	Telephone	91.22
601-49400-361	Insurance - General Liabi	1,771.11
601-49400-362	Insurance - Property	11,990.00
601-49400-363	Insurance - Automotive	500.00
601-49400-365	Insurance - Misc	1,272.13
601-49400-381	Electric Utility	369.24
601-49400-383	Gas Utility	880.71
601-49400-408	Repairs & Maint - Distrib	737.41
602-49450-200	Office Supplies	135.00
602-49450-212	Motor Fuels	330.51
602-49450-216	Chemicals and Chemical	21,817.22
602-49450-217	Other Operating Supplie	549.17

Account Summary

Account Number	Account Name	Payment Amount
602-49450-310	Lab Testing	1,243.91
602-49450-321	Telephone	121.23
602-49450-361	Insurance - General Liabi	7,300.00
602-49450-362	Insurance - Property	16,326.00
602-49450-363	Insurance - Automotive	980.00
602-49450-365	Insurance - Misc	1,272.13
602-49450-381	Electric Utility	180.65
602-49450-383	Gas Utility	2,758.63
602-49450-402	Repairs & Maint - Struct	94.43
602-49450-404	Repairs & Maint - M&E	467.43
604-14200	Inventory	3,174.31
604-16300	Improvements Other Th	38,461.81
604-49550-200	Office Supplies	405.00
604-49550-211	Cleaning Supplies	16.12
604-49550-212	Motor Fuels	1,323.65
604-49550-217	Other Operating Supplie	1,306.47
604-49550-241	Small Tools	1,300.98
604-49550-321	Telephone	80.02
604-49550-325	Dispatching	28.40
604-49550-361	Insurance - General Liabi	8,285.24
604-49550-362	Insurance - Property	32,211.00
604-49550-363	Insurance - Automotive	2,822.00
604-49550-365	Insurance - Misc	1,272.13
604-49550-383	Gas Utility	563.81
604-49550-404	Repairs & Maint - M&E	17.98
604-49550-405	Repairs & Maint - Vehicl	29.98
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-408	Repairs & Maint - Distrib	3,130.15
604-49550-409	Repairs & Maint - Utilitie	81.03
604-49550-450	Conservation	11,175.88
604-49550-460	Miscellaneous Taxes	100.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-200	Office Supplies	121.99
609-49751-211	Cleaning Supplies	95.11
609-49751-217	Other Operating Supplie	491.23
609-49751-251	Liquor	14,540.66
609-49751-252	Beer	36,189.39
609-49751-253	Wine	5,807.39
609-49751-254	Soft Drinks & Mix	166.43
609-49751-308	Training & Registrations	125.00
609-49751-331	Travel Expense	199.19
609-49751-333	Freight and Express	435.80
609-49751-334	Meals/Lodging	769.00
609-49751-340	Advertising & Promotion	100.00
609-49751-361	Insurance - General Liabi	9,414.08
609-49751-362	Insurance - Property	3,853.00
609-49751-365	Insurance - Misc	296.13
609-49751-383	Gas Utility	244.13
609-49751-402	Repairs & Maint - Struct	1,932.36
609-49751-460	Miscellaneous Taxes	100.00
614-16400	Machinery & Equipment	19,931.00
614-20201	Excise Tax Payable	839.88
614-20206	911 TAP & TACIP Fees Cl	995.58
614-49870-200	Office Supplies	162.97
614-49870-212	Motor Fuels	88.76
614-49870-217	Other Operating Supplie	105.85
614-49870-227	Utility System Maint Sup	13.98
614-49870-321	Telephone	252.97

Account Summary

Account Number	Account Name	Payment Amount
614-49870-361	Insurance - General Liabi	3,539.73
614-49870-362	Insurance - Property	5,767.00
614-49870-363	Insurance - Automotive	604.00
614-49870-365	Insurance - Misc	1,272.13
614-49870-383	Gas Utility	120.16
614-49870-401	Repairs & Maint - Buildi	40.00
614-49870-405	Repairs & Maint - Vehicl	4.59
614-49870-441	Transmission Fees	325.28
614-49870-442	Subscriber Fees	48,127.43
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	12,313.43
614-49870-448	On-Call Support	1,021.54
614-49870-460	Miscellaneous Taxes	100.00
615-49850-211	Cleaning Supplies	19.98
615-49850-212	Motor Fuels	434.67
615-49850-217	Other Operating Supplie	245.39
615-49850-321	Telephone	64.58
615-49850-334	Meals/Lodging	317.36
615-49850-361	Insurance - General Liabi	799.40
615-49850-362	Insurance - Property	12,287.00
615-49850-363	Insurance - Automotive	369.00
615-49850-365	Insurance - Misc	1,272.13
615-49850-383	Gas Utility	2,001.45
617-10200	Petty Cash	3,000.00
617-49860-200	Office Supplies	82.98
617-49860-217	Other Operating Supplie	2,653.28
617-49860-251	Liquor	736.12
617-49860-252	Beer	1,047.08
617-49860-254	Soft Drinks & Mix	263.69
617-49860-321	Telephone	41.21
617-49860-340	Advertising & Promotion	395.08
617-49860-361	Insurance - General Liabi	910.06
617-49860-362	Insurance - Property	9,424.00
617-49860-363	Insurance - Automotive	123.00
617-49860-365	Insurance - Misc	116.77
617-49860-383	Gas Utility	1,149.83
617-49860-404	Repairs & Maint - M&E	713.75
651-46520-480	Other Miscellaneous	5,741.00
700-21701	Federal Withholding	10,062.23
700-21702	State Withholding	4,838.29
700-21703	FICA Tax Withholding	12,332.08
700-21704	PERA Contributions	22,735.00
700-21705	Retirement	8,926.91
700-21709	Wage Levy	103.36
700-21711	Medicare Tax Withholdi	3,639.36
700-21712	Flex Account	616.79
700-21723	HSA Employee Contribu	578.92
Grand Total:		674,973.63

Project Account Summary

Project Account Key
 None

Grand Total:

Payment Amount
674,973.63
674,973.63

CAW
5/13/2022

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: Steve Nasby and the City Council
FROM: Jon Ketzenberg, Street and Parks Superintendent
DATE: May 5, 2022
RE: Third Thursday-Street Closure on 4th Ave between 9th & 10th Streets
DEPT: Street & Parks Department
CONTACT: Jon.Ketzenberg@windommn.com

Recommendations/Options/Action Requested:

The Windom Chamber has requested City Council approval to close 4th Ave between 9th & 10th Streets from 4-7 p.m. on May 19th, June 16th, July 21st, August 18th and September 15th. The Street Superintendent and Police Chief both approve of the street closure requests.

Issue Summary/Background:

The Chamber will have food trucks on 4th Ave. As an additional event, on May 19th Officer Wallace will be holding a bike rodeo on 4th Ave. The Street Department will bring street barricades up for their use during the events and will pick up the barricades after the events.

Fiscal Impact:

None.

Attachments

ACTION ITEM



CITY OF WINDOM

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

TO: City Council
FROM: Jon Ketzenberg, Street and Parks Superintendent
DATE: May 5, 2022
RE: RiverFest Street Closure Requests
DEPT: Street Department
CONTACT: Jon.Ketzenberg@windommn.com

Recommendations/Options/Action Requested

The Windom Chamber has requested City Council approval regarding the following street closures for events that will be held during RiverFest. The Street Superintendent and Police Chief both approve of the street closure requests.

- Saturday, June 11, 2022
 - Parade - Route (please refer to attached map)
 - Downtown Events 8:00 a.m. – 8:30 p.m.
 - 9th Street between 4th Avenue and 3rd Avenue
 - 3rd & 4th Avenues between 9th & 10th Streets
- Sunday, June 12, 2022
 - Kars & Trux Show - Close the entrance and exit to Tegels Park - from 9:00 am until 2:00 pm.

Issue Summary/Background

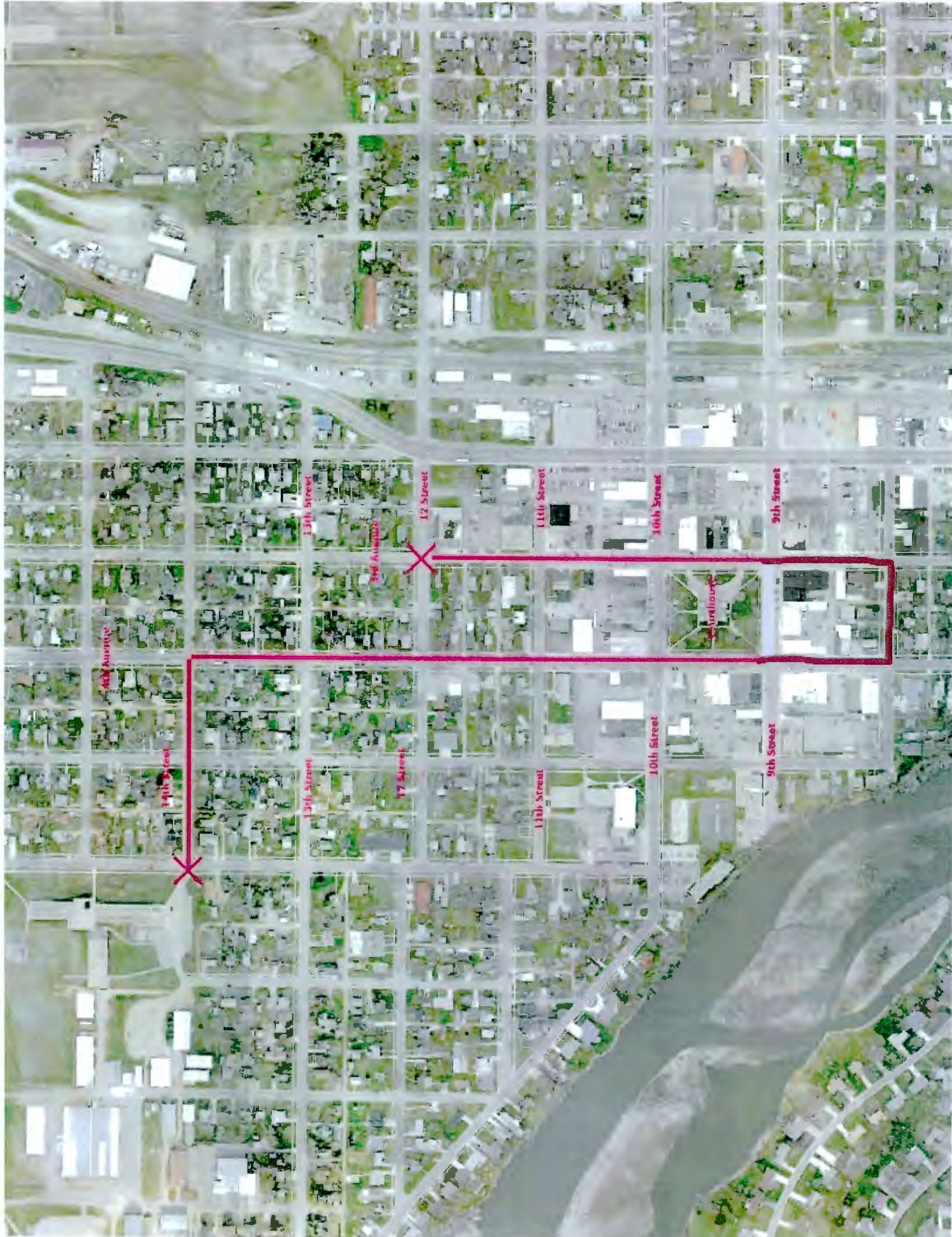
The Street Department will provide and pick up the barricades for the street closures.

Fiscal Impact

None.

Attachments

Parade map
List of Riverfest events



Water Purchase Agreement

This agreement, for the purchase of water (the “**Agreement**”) is entered into as of the 1st day of July, 2022 by and between the City of Windom, Minnesota, hereinafter referred to as “**Windom**” and City of Bingham Lake, Minnesota, hereinafter referred to as “**Bingham Lake**”. Windom and Bingham Lake will be referred to individually in this Agreement as a “**Party**” and collectively as the “**Parties**”.

Whereas, Windom is a home rule charter city under the laws of the State of Minnesota and operates a water supply system; and

Whereas, Bingham Lake is a statutory city under the laws of the State of Minnesota and operates a water distribution system; and

Whereas, Bingham Lake, in order to serve existing and/or new users wishes to purchase potable water from Windom; and

Whereas, by Resolution #2022 - ____ the City Council of Windom approved this Agreement; and

Whereas, by Resolution #2022-5-2, the City of Bingham Lake approved this Agreement;

NOW THEREFORE, in consideration of the mutual promises, covenants, conditions and terms contained hereinafter, the receipt and sufficiency of which is hereby acknowledged, Windom and Bingham Lake, hereby agree as follows:

1. **Term:**

A. Subject to the terms started at paragraph 1B of this Agreement, this is a fixed term Agreement shall commence on July 1, 2022, and shall terminate at midnight on June 30, 2042.

B. Notwithstanding any other terms or conditions of this Agreement to the contrary, Bingham Lake or Windom may terminate this Agreement for any reason, or for no reason, by delivering a written notice to the other Party which informs the other Party that they are terminating this Agreement. This Agreement will terminate 730 calendar days after the date the written termination notice is delivered.

2. **Water Rates:** Bingham Lake shall pay Windom for all water which passes through the meter. The amount/rate Bingham Lake shall pay Windom shall be 110% of the rate Windom charges its commercial customers.

3. **Rate Adjustments:** At any time during this Agreement Windom, at Windom’s sole and exclusive discretion, may adjust the water rates. Windom shall give Bingham Lake at least 60 calendar days advance written notice of any rate increase before the rate increase goes into effect.

4. **Water Quantity:** The maximum volume of water Windom will supply to Bingham Lake during any calendar year is 8 million gallons of water. Except for the month of June, the maximum volume of water Windom will supply Bingham Lake during any calendar month is 1 million gallons of water. During the month of June Windom will supply Bingham Lake with a maximum of 1.5 million gallons of water.

Windom shall have the sole discretion to determine how many gallons of water are delivered to Bingham Lake on an hourly basis, and when the water will be delivered.

Bingham Lake is not obligated to purchase a minimum amount of water during any calendar month.

The amount of water Windom will provide to Bingham Lake is subject to reduction or elimination if the provisions stated at paragraph 9 of this Agreement are applicable.

5. **Penalty for Exceeding Water Limits:** If more than 1 million gallons of water pass through the meter during any "Month" except during the month of June, or if more than 1.5 million gallons pass through the meter during the month of June, Bingham Lake shall pay Windom a penalty of twenty percent (20%) above the current contract price for each 1,000 gallons of water which pass through the meter in excess of the monthly maximum limit.

For the purposes of this paragraph 5 of this Agreement a "Month" is hereby defined as beginning on the first day of a calendar month at 12:01 a.m. and ending at 11:59 pm on the last day of said calendar month.

If Bingham Lake exceeds the monthly maximum limits, Bingham Lake shall pay the aforementioned penalty within 30 calendar days after being invoiced by Windom. If Bingham fails to pay the entire amount owed within said 30 calendar days it shall be considered a material breach of this Agreement, and notwithstanding any other terms of this Agreement to the contrary, Windom shall have the right to terminate this Agreement. If Windom chooses to terminate this Agreement Windom shall deliver a written notice to Bingham Lake which informs Bingham Lake that Windom is terminating this Agreement due to said breach. This Agreement shall terminate 60 calendar days after the date the written termination notice is delivered to Bingham Lake.

If Bingham Lake exceeds the monthly maximum limits three (3) or more Months during a calendar year it shall be considered a material breach of this Agreement, and notwithstanding any other terms of this Agreement to the contrary, Windom shall have the right to terminate this Agreement. If Windom chooses to terminate this Agreement Windom shall deliver a notice to Bingham Lake which informs Bingham Lake that Windom is terminating this Agreement due to said breach. This Agreement shall terminate 60 calendar days after the date the written termination notice is delivered to Bingham Lake.

Notwithstanding the fact that Bingham Lake shall pay a penalty if Bingham Lake exceeds the monthly maximum limits, Bingham Lake shall not be entitled to increase the maximum gallons of water which can pass through the meter during a Month without the prior approval of Windom.

6. **Quality of Water:** Windom shall provide Bingham Lake with potable water which meets the standards of the Federal Safe Drinking Water Act, as amended, however this shall not be construed to release Bingham Lake from its statutory obligations to test and control the water quality within Bingham Lake's corporate limits.
7. **No Connection Fee:** Bingham Lake shall not have to pay a connection fee, capacity fee or any other charges or fees to receive water from Windom. Bingham Lake's only costs shall be for the water it purchases from Windom.
8. **Billing:** Windom shall submit a monthly invoice to Bingham Lake, by the 8th day of each month. Bingham Lake shall pay the invoice in full by the 30th day of the calendar month of which it is billed by Windom. It is agreed that Windom may make charges upon gallons or cubic feet.
9. **Water Shortage:** Notwithstanding any other terms or conditions of this Agreement to the contrary, the amount of water and water pressure Windom agreed to provide Bingham Lake pursuant to this Agreement is subject to reduction if there is a drought, well failures, equipment failures, water line breaks, power failures, flood, earth quake, pandemic, war, and/or any other catastrophe or act of God.

Bingham Lake hereby agrees to hold Windom harmless and not seek any monetary compensation or any other type of compensation from Windom if Windom is not able to provide Bingham Lake with the amount of water and/or water pressure specified in this Agreement based on the reasons stated in this paragraph 9.

10. Point of Delivery and Water Pressure:

- A. The "Point of Delivery" of where Windom will deliver water to Bingham Lake is hereby defined as the point on the water line which is located 5 feet past (down stream) from the water meter. The water meter is located at the Bingham Lake Booster Station at 2845 Cottonwood Lake Drive, Windom, Minnesota.
- B. Windom shall provide Bingham Lake with water at a reasonably constant pressure of 45 pounds per square inch ("PSI") as measured at the Point of Delivery.
- C. If Bingham Lake desires water pressure greater than 45 PSI, Bingham Lake shall be solely responsible to pay all costs of labor and materials to provide greater water pressure. However, Windom shall not be obligated to modify any of its infrastructure to provide Bingham Lake with greater water pressure. In addition, if providing additional water pressure to Bingham Lake would, in Windom's sole and exclusive judgment, damage (no matter how slight) any of Windom's infrastructure, then Bingham Lake shall not be allowed to increase water pressure.

11. WATER METER: Windom will furnish, install, operate and maintain, at its own expense, the necessary metering equipment, a meter structure or pit, and required devices of standard type for properly measuring the quantity of water delivered to Bingham Lake. Windom shall calibrate such metering equipment whenever requested by Bingham Lake but not more frequently than once every 12 months. A meter registering not more than two percent (2%) above or below the test result shall be deemed to be accurate. The previous readings of any meter disclosed by test to be inaccurate shall be corrected for the six (6) months previous to such test in accordance with the percentage of inaccuracy found by such tests. If any meter fails to register for any period, the amount of water furnished during such period shall be deemed to be the amount of water delivered in the corresponding period immediately prior to the failure unless Windom and Bingham Lake agree to a different amount. The metering equipment shall be read on or before the 5th day of each month. An appropriate official of Bingham Lake at all reasonable times shall have access to the meter for the purpose of verifying its readings.

12. Repair Costs Past Point of Delivery: Bingham Lake shall be solely responsible to pay all costs of labor and materials to repair, replace and maintain all water distribution lines and all other water distribution infrastructure beyond (downstream) from the Point of Delivery. Windom shall not be responsible to pay any costs of labor or materials to maintain, operate or replace the water line or any water distribution infrastructure past (downstream) from the Point of Delivery.

13. Bingham Lake Distribution System: Bingham Lake will take reasonable and customary efforts to install, maintain and repair their water system. These efforts shall include the installation and/or maintenance of backflow prevention mechanisms to protect Windom's water supply. An appropriate official of Windom at all reasonable times shall have access to inspect the Bingham Lake system for the purpose of verifying backflow prevention measures.

14. Future Improvements to Water System: It is understood between Windom and Bingham Lake, that Windom, at its sole discretion, may undertake improvements to its water treatment plant that are needed in order for Windom to fulfill its obligations and responsibilities under this Agreement and for the service of its citizens. Future capital projects undertaken by Windom to accomplish this task may result in additional cost for water sold to Bingham Lake under this Agreement to cover new debt service and/or operational and maintenance increases.

15. **Excess Water Usage:** In the event Bingham Lake wants water in excess of the levels specified at Paragraph 4 of this Agreement, Windom, at Windom's sole and exclusive discretion, may provide excess water in any amount, and at times Windom deems appropriate. If Windom provides excess water to Bingham Lake, then Windom shall have the option of either providing the excess water at the rates in effect at the time the excess water is provided, or at the rates in effect at the time the excess water is provided plus a 20% surcharge.

16. **Notices:** All written notices between the parties (including billing) shall be addressed as follows:

If to Windom: City of Windom
Attention: City Administrator
444 9th Street
P.O. Box 38
Windom, MN 56101;

If to City of Bingham Lake:
City of Bingham Lake
Attention: City Clerk
1021 2nd Avenue, Suite #2
Bingham Lake, MN 56118;

or to such other address as either Windom or Bingham Lake may from time to time specify in writing to the other Party.

Any notice which is required, or permitted, to be given pursuant to this Agreement shall be in writing and shall be delivered personally, delivered by using first class United States Mail, or delivered by using any nationally recognized next day courier service. A notice shall be considered delivered at the time the notice is personally delivered to the other Party, at the time the notice is deposited with the United States Postal Service, or at the time the notice is deposited with any nationally recognized next day courier service which ever is applicable.

16. **No Partnership or Joint Venture:** The Parties hereby specifically declare that the legal relationship created hereby shall not, under any circumstances, constitute a partnership or joint venture.

17. **No Third Party Beneficiaries:** Nothing in this Agreement is intended to confer rights or remedies under or by reason of this Agreement on any person, other than the Parties hereto. Nothing in this Agreement is intended to relieve or discharge the obligations or liabilities of any third persons to any Party hereto or to give any third Party any right of subrogation or action over or against any Party hereto.

18. **Assignment Prohibited:** This Agreement may not be assigned, in whole or in part, by either Party, for any purpose, without the prior written consent of the other Party. Any partial or total assignment of this Agreement without the prior consent to the other Party shall be void.

19. **Severability:** If any provision of this Agreement is held illegal, invalid, or unenforceable, that provision shall be fully severable from this Agreement, and the remaining provisions of this Agreement shall remain in full force and effect.

20. **Paragraph Headings:** The paragraph headings are for convenience only and shall not be used to interpret or construe any provisions, terms, or conditions of this Agreement.

21. **Final Agreement:**

This Agreement constitutes the entire and final Agreement of the Parties with respect to the subject matter hereof. All prior agreements, correspondence, memoranda, and understandings (whether written or oral) with respect to the subject matter of this Agreement, are hereby merged into this Agreement.

22. Amendments:

No amendments, modifications, or alterations of the terms and conditions of this Agreement shall be binding unless the same are in writing, and duly executed by both Windom and Bingham Lake.

23. Counterpart:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

The undersigned hereby agree to all the terms and conditions of this Water Purchase Agreement.

City of Windom

Mayor

Windom Utility Commission, Chair

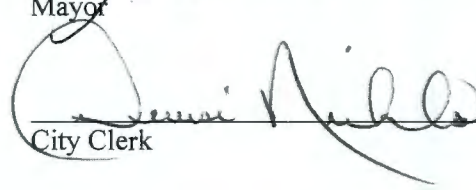
City Administrator

Date

City of Bingham Lake



Mayor



City Clerk

5/11/2022
Date

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: May 17, 2022 (City Council Meeting Date)
RE: Planning Commission Recommendation – Approve Minor Subdivisions – EDA & TJBM Tracts (New Parcel for CBC)
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Review and approve the proposed minor subdivision of a tract of Parcel No. 25-622-0021 and a tract of Parcel No. 25-622-0030 to create a new parcel for use as a commercial lot in the B-2 Zoning District.

Issue Summary/Background

The EDA is the owner of property between the Guardian Inn and the former Shopko property. TJBM Properties LLC (“TJBM”) is the new owner of the former Shopko property. CBC DT LLC (“CBC”) proposes to purchase a tract of land from each property owner and combine those two tracts into one new parcel to be used for a new retail store.

CBC, the EDA, and TJBM have submitted an application requesting approval of a minor subdivision of Tract “A” from the EDA’s property (tract in Parcel No. 25-622-0021) and a minor subdivision of Tract “B” from TJBM’s property (tract in Parcel No. 25-622-0030) to create the new parcel which will be located at 2055 First Avenue. Attached is an aerial showing the location of the tracts. Also attached is a survey prepared by Zieske Land Surveying outlining Tract “A” and Tract “B” and the legal descriptions of those two tracts. If the minor subdivisions are approved, Zieske Land Surveying will be preparing a new legal description for the new parcel.

Pursuant to City Code, these would be considered minor subdivisions (lot splits). The property is situated in the B-2 “Highway Business” District. The new parcel to be created from Tracts “A” and “B” would comply with the requirements of that zoning district.

The proposal was reviewed by the City Department Heads and they have confirmed that there is an existing street and also existing City utilities in that area to serve the new parcel.

On May 10, 2022, the Planning Commission reviewed the Application and the survey. The Commission approved a motion recommending City Council approval of these minor subdivisions. (*See PC Minutes.*)

I plan to be present at the May 17th City Council Meeting to answer any questions the Council may have concerning this application.

Fiscal Impact

There should be no fiscal impact for the City if the City Council approves the proposed minor subdivisions of these adjoining properties.

Attachments

1. Zoning Application;
2. Aerial of the property;
3. Survey of two tracts;
4. City Code Section 151.09.

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

Applicant(s): Name(s) CBC DT LLC, Contact Mike Belew

City Kansas City State MO Zip 64112 (Phone: 816.645.8963)

Owner(s): (If other than Applicant) Tract in Lot 2, Block 1 of Pamida Subdivision - Economic
Name(s): See Attached Development Authority of Windom. Tract in Lot 3, Block 1 of
Address: Pamida Subdivision - TJBm Properties LLC, A Minnesota Limited Liability
City: Windom **State:** MN **Zip:** 56101 **(Phone:**) Company.

Property Address: Approximate: ~~2755~~ 1st Ave N, Windom, MN 56101
2055

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition _____
See attached Legal Descriptions.

(If metes and bounds, attach description.) 25-622-0030. New Parcel No. to be assigned. **Parcel No.** Tracts in 25-622-0021 &

Existing Use of Property: Vacant & Commercial Present Zoning: B2

Action Requested: Conditional Use Permit _____ Variance _____

Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____

Planned Unit Development (PUD)

Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____

Other (Specify): MINOR SUBDIVISION

Description and Reason for Request (Attach Additional Information if necessary and/or required) A minor subdivision of a preliminary plat application for the combining of a portion of two parcels for the construction of a 10,500 sf retail building.

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

of my/our knowledge. CBC DT LLC

X [Signature] Signature of Applicant

X [Signature] Signature of Owner - EDA of Windom Date: 4-25-20

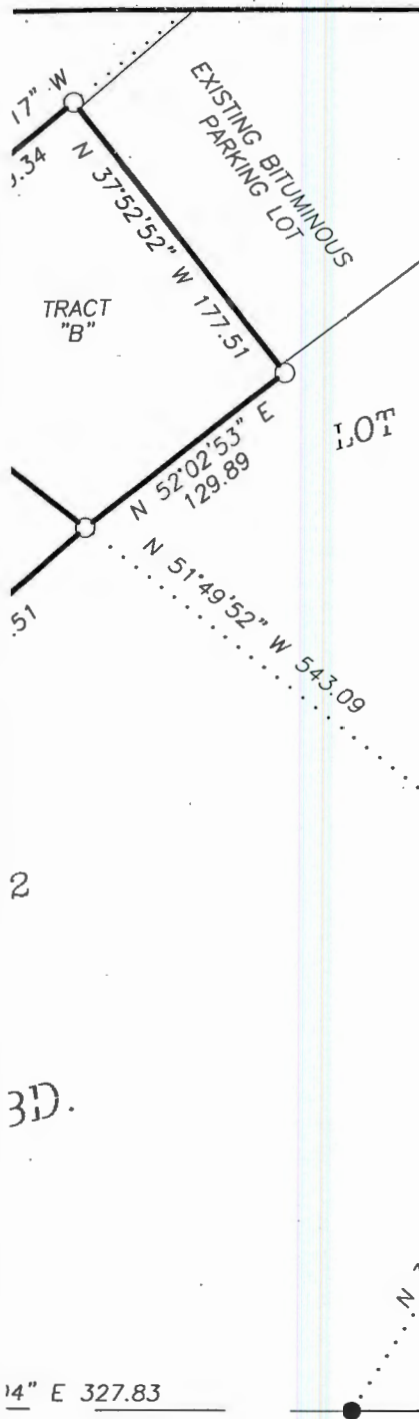
Date: 4/22/22

X 05 21 Date: 4-26-22 X [Signature] Date: _____
* Signature of Owner - TJBM Properties LLC ** Signature of Owner - TJBM Properties LLC

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 26th day of April, 2022.

* Travis Hodkin, President ** Bridget Hodkin, Vice Pres, & Secretary
WINDOW BUILDING & ZONING OFFICIAL: *[Signature]*

Fee paid by: CBC DT LLC Date: 4-22-22 Check #: 1061 Rcvd by: mb

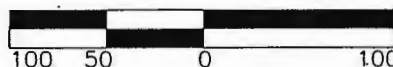


TRACT "A" DESCRIPTION PART OF LOT 2, BLOCK 1 OF PAMIDA SUBDIVISION IN THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

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

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

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SCALE 1" =

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

SEC. 24-105-36

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

Signature Dennis Ray Esplan
Dennis Ray Esplan

Date 4-25-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Perry L. Zieske P.L.S.
Dennis Ray Esplan P.L.S.
225 Ninth Street, Box 94
Windom, MN 56101
Phone: (507) 831-0100

SURVEY FOR: Windom EDA
PROJECT NUMBER: C 2131 SB
DATE: April 25, 2022



Parcel ID 256220030
 Sec/Twp/Rng 0-0-0
 Property Address 2155 1ST AVE
 56101

Alternate ID n/a
 Class COMM LAND/BLD
 Acreage n/a

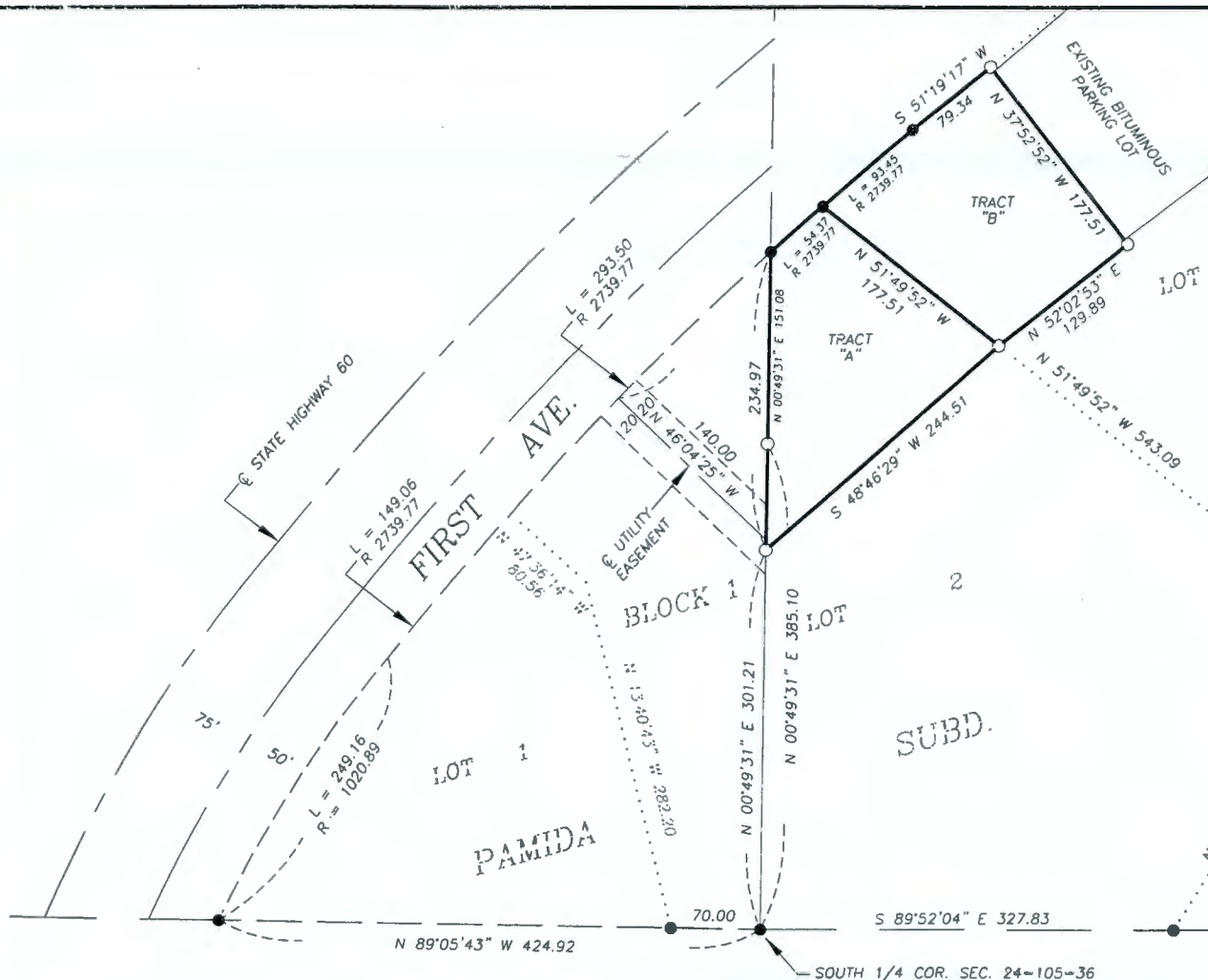
Owner Address TJBM PROPERTIES LLC
 700 8TH STREET
 BINGHAM LAKE MN 56118

District n/a
 Brief Tax Description n/a

(Note: Not to be used on legal documents)

Date created: 5/5/2022
 Last Data Uploaded: 5/4/2022 7:58:17 PM

Developed by  **Schneider**
 GEOSPATIAL

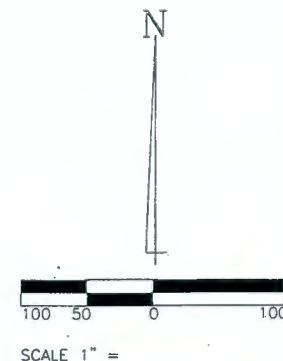


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TRACT "B" DESCRIPTION
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○ = MONUMENTS FOUND
○ = MONUMENTS SET
5/8" IRON STAKE W/CAP NO. 43803



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

Signature Dennis Ray Esplan
Dennis Ray Esplan

Date 4-25-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Perry L. Zieske P.L.S.
Dennis Ray Esplan P.L.S.
225 Ninth Street, Box 94
Windom, MN 56101
Phone: (507) 831-0100

SURVEY FOR: Windom EDA
PROJECT NUMBER: C 2131 SB
DATE: April 25, 2022

(C) *Consideration to be given.*

(1) In making the finding, the Council shall consider the nature of the proposed use of land and the existing use of land in the vicinity, the number of persons to reside or work in the proposed subdivision, and the probable effect of the proposed subdivision upon traffic conditions in the vicinity.

(2) In granting a variance as herein provided, the Council shall prescribe only conditions that it deems desirable or necessary to the public interest.

(Ord. 126, 2nd Series, passed 8-16-2005)

§ 151.09 MINOR SUBDIVISIONS.

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

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

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

(Ord. 126, 2nd Series, passed 8-16-2005)

§ 151.10 EXEMPTIONS.

The Council may exempt from compliance with all or any part of the requirements for the preparation of a preliminary plat if:

(A) A proposed subdivision is situated in a locality where conditions are well defined;

(B) The number of current improved lots fronting on the proposed street substantially limit change in the existing public improvements or future land layout;

(C) The subdivision does not involve a new street or the extension of municipal utilities; and

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: May 17, 2022 (City Council Meeting Date)
RE: Planning Commission Recommendation – Variance – Number of Parking Spaces
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or andrew.spielman@windommn.com

Recommendations/Options/Action Requested

1. Approve the Variance Application by CBC DT LLC, the EDA, and TJBm Properties LLC requesting a reduction in the number of required off-street parking spaces from 60 to 45 for a new retail store.

Issue Summary/Background

Variance Application:

Applicant: CBC DT LLC
Owners: EDA & TJBm Properties LLC
Address of Proposed New Parcel: 2055 First Avenue, Windom, MN
Description: A tract of land in Lot 2 and a tract of land in Lot 3, Block 1 of Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota. (*abbreviated description*)
Parcel IDs#: Tract in 25-622-0021 & Tract in 25-622-0030

The same Applicant/Owners requested minor subdivisions of tracts in property owned by the EDA and TJBm to create a new parcel for a new retail store. In this zoning application, the same parties are requesting a variance of the required number of off-street parking spaces. Pursuant to City Code, the required number of off-street parking spaces for their proposed sales floor area would be 60 spaces. They are requesting a variance to reduce the number of parking spaces to 45. There would be 2 ADA parking spaces included in this total. The required number of parking spaces for this retail store in other areas has been 40-45. The practical difficulties and unique circumstances which are the basis for their application are caused by an existing drainageway and wetland area which restrict the total developable area. The Planning Commission held a public hearing on this application on May 10, 2022. The Minutes from the May 10th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to approve this Variance Application.

Fiscal Impact

There is no fiscal impact for the City.

Attachments

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

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) CBC DT LLC, Contact Mike Belew

Address 4706 Broadway, Suite 240

City Kansas City State MO Zip 64112 (Phone: 816.645.8963)

Owner(s): (If other than Applicant) Tract in Lot 2, Block 1 of Pamida Subdivision - Economic Development Authority of Windom. Tract in Lot 3, Block 1 of
Name(s) See Attached

Address Pamida Subdivision - TJBM Properties LLC, A Minnesota Limited Liability
City Windom State MN Zip 56101 (Phone: _____) Company.

EDA: 507-831-6125 TJBM: 507- 822-1201

Property Address: Approximate: 2155 1st Ave N, Windom, MN 56101
2055

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition _____
See attached Legal Descriptions.

(If metes and bounds, attach description.) Parcel No. Tracts in 25-622-0021 & 25-622-0030. New Parcel No. to be assigned.

Existing Use of Property: Vacant & Commercial Present Zoning: B2

Action Requested: Conditional Use Permit _____ Variance Parking Reduction

Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____

Planned Unit Development (PUD) _____

Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____

Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required)

For the construction of a 10,500 sf retail building and associated parking lot. A variance for a parking space reduction is being requested as the proposed retail user does not have a need for 70 spaces.

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

X [Signature] Signature of Applicant

Date: 4/22/22

X [Signature] Date: 4-25-22
Signature of Owner - EDA of Windom

Ryan McNamara, EDA President

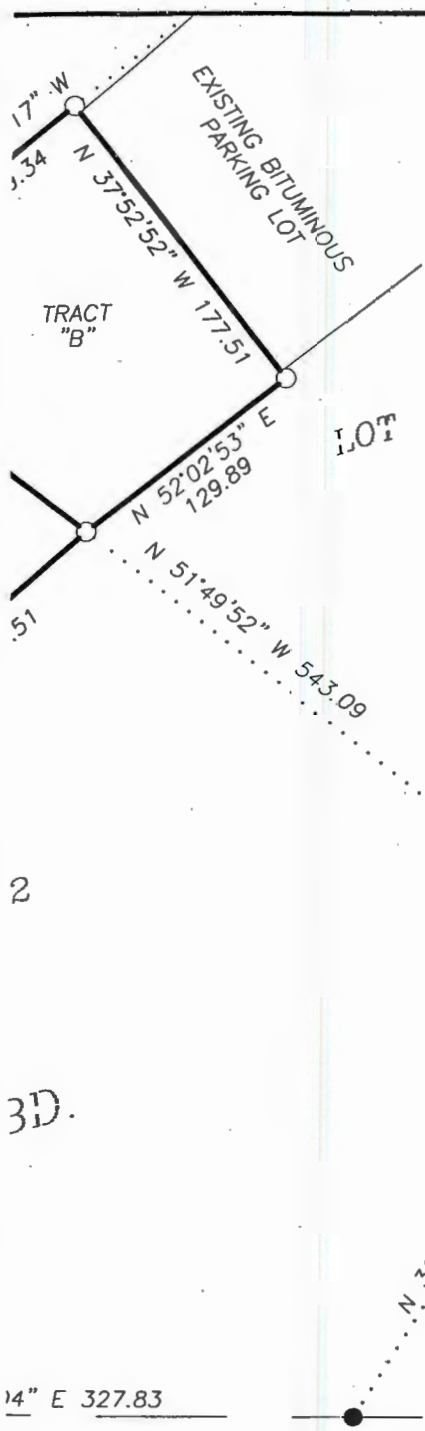
X [Signature] Date: 4-26-22
Signature of Owner - TJBM Properties LLC - Travis Hodkin, President

X [Signature] Date: _____
Signature of Owner - TJBM Properties LLC - Bridget Hodkin, Vice Pres. & Secretary

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 26th day of April, 2022.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]

Fee paid by: CBC DT LLC Date: 4-22-22 Check #: 1062 Rcvd by: mb

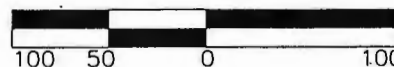


TRACT "A" DESCRIPTION
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TRACT "B" DESCRIPTION
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SCALE 1" =

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

SEC. 24-105-36

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

Signature Dennis Ray Esplan
 Dennis Ray Esplan

Date 4-25-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Perry L. Zieske P.L.S.
Dennis Ray Esplan P.L.S.
 225 Ninth Street, Box 94
 Windom, MN 56101
 Phone: (507) 831-0100

SURVEY FOR: Windom EDA
 PROJECT NUMBER: C 2131 SB
 DATE: April 25, 2022

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

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

1) Would your proposed use of the property be considered a reasonable use? Yes ☒ No ☐
Explain: The proposed use is permitted with the existing zoning of B-2

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

3) Is your proposed use of the property compatible with present uses on the property and on adjoining properties? Yes ☒ No ☐
Explain: Yes, it is a permitted use

4) Will your proposed use of the property (a) alter the essential character of the locality or (b) interfere with the creation of a beneficial environment within its own property or on adjoining properties or (c) interfere with the provision of a reasonable economic benefit to the community? Yes ☐ No ☒
Explain: The area is all zoned B-2, the proposed use will fit into the surrounding property

5) Can you assure the City that your proposed use of the property will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion to nearby properties? Yes ☒ No ☐
Explain: As a permitted use, the retail building is already planned for in the area.

6) Can you verify that the proposed use/development will not adversely affect pedestrian and vehicular movement on contiguous and non-contiguous adjacent properties and will not adversely affect the buffering of the service facilities and parking areas. Yes ☒ No ☐
Explain: The proposed property is working with the adjacent development to ensure a seamless

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

8) Variance Application Only. The undersigned Landowner (Applicant) has established that there are practical difficulties, unique to this property and not caused by the Landowner, that necessitate the need for a variance. Yes ☒ No ☐
Explain: An existing drainageway and wetland area restrict the total developable area

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

Completed By: CBC DT LLC Date: 04/21/22

Property Address: Approximate: 2155 1st Ave N, Windom, MN 56101

2055

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

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION – OFF-STREET PARKING SPACES**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicant, CBC DT LLC, a Delaware Limited Liability Company, and Property Owners, ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM and TJBW PROPERTIES LLC, a Minnesota Limited Liability Company, have submitted a zoning application for a variance for property located in a B-2 District. The Applicant and Owners request a variance to allow the reduction of the required off-street parking spaces for a retail store to be constructed on the property (City Code Section 152.493). The lot area, setbacks, proposed parking areas, and proposed placement of the new building are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the **City Hall Council Chambers, 444 Ninth Street, Windom, MN 56101 on Tuesday, May 10, 2022, at the meeting which begins at 7:00 p.m.**

Those persons wishing to be heard on this application for consideration of a variance are requested to be at this meeting. The application materials may be reviewed in the Building & Zoning Office at City Hall prior to the Public Hearing.

Legally described as follows: A tract of land in Lot 2, Block 1 of Pamida Subdivision and a tract of land in Lot 3, Block 1 of Pamida Subdivision in the City of Windom, Cottonwood County, Minnesota. (Abbreviated Description)

Parcel ID #s: Tracts in 25-622-0021 & 25-622-0030 (Note: New Parcel No. will be assigned after minor subdivision of the parcels.)

Address of the Property is: 2055 First Avenue, Windom, MN 56101

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

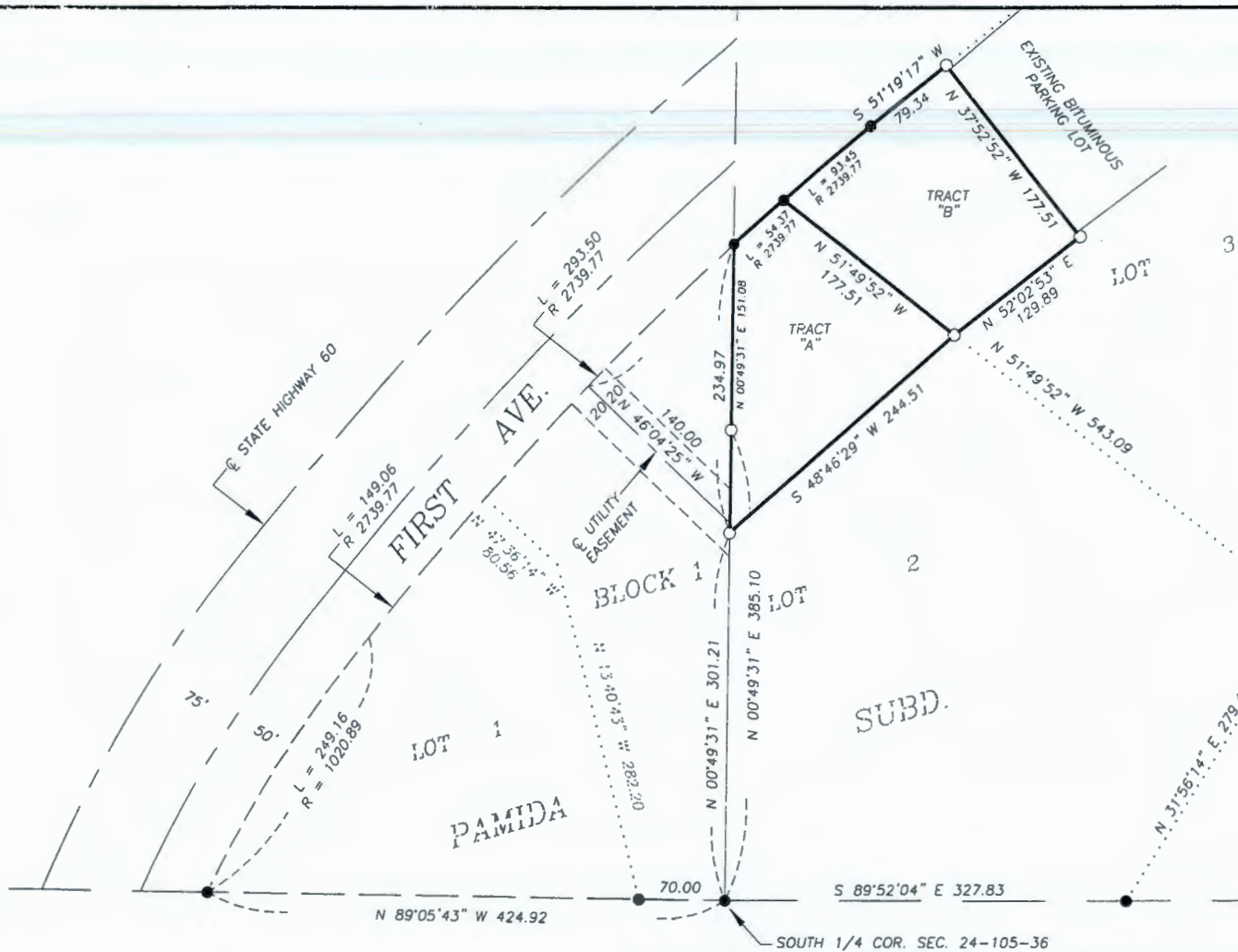
Published: Cottonwood County Citizen (April 27, 2022)



Parcel ID	256220030	Alternate ID	n/a	Owner Address	TJBM PROPERTIES LLC
Sec/Twp/Rng	0-0-0	Class	COMM LAND/BLD		700 8TH STREET
Property Address	2155 1ST AVE	Acreage	n/a		BINGHAM LAKE MN 56118
	56101				
District	n/a				
Brief Tax Description	n/a				
	(Note: Not to be used on legal documents)				

Date created: 5/13/2022
Last Data Uploaded: 5/12/2022 8:21:16 PM

Developed by  **Schneider**
GEOSPATIAL

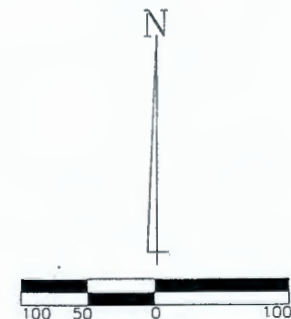


TRACT "A" DESCRIPTION
PART OF LOT 2, BLOCK 1 OF PAMIDA SUBDIVISION IN THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS:

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

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

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



SCALE 1" =

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



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

Signature

Dennis Ray Esplan
Dennis Ray Esplan

Date 4-25-2022 Certificate # 43803

ZIESKE LAND SURVEYING, INC.

Perry L. Zieske P.L.S.
Dennis Ray Esplan P.L.S.

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

SURVEY FOR: Windom EDA
PROJECT NUMBER: C 2131 SB
DATE: April 25, 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: Scott Peterson, Chief of Police
DATE: 05/17/22
RE: Equipment Purchase Request
DEPT: Police
CONTACT: Scott Peterson, Chief of Police: speterson@windom-mn.com

Recommendations/Options/Action Requested

1. The Windom Police Department is recommending the purchase of 4 mobile radar units to used in police patrol vehicles and the purchase of a drone to assist with emergency operations.

Issue Summary/Background

Our mobile traffic radars in the squad vehicle need replacement. We have had to send several of them in for repair in the last few months. Traffic radar is vital to effective law enforcement. At times, a simple stop for speeding leads to a more serious crime. I feel our staff work hard at traffic safety. This purchase will assist them in accomplishing that aspect of the job. The estimated cost of 4 mobile radars is \$13,320.

Second, the Windom Police Department believes that the purchase of a drone would assist us with emergency operations such as, missing persons, potential drownings, search warrants and situations involving weapons. It is our intent to assist the Windom Fire Department in the investigation of fires, should situations warrant. The estimated cost of the drone is \$6,878.

Thank you for your consideration of my request.

Fiscal Impact

Due to the delays created by supply chain issues, I am requesting that these items be purchased with funds from ARPA, the federal funds that were issued to the City this year instead of waiting until the 2023 budget. There would be no impact to the police budget by using these funds.

Attachments

None.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Jason Sykora, Electric Superintendent
DATE: May 13, 2022
RE: Fuel Tank Replacement Project Change Order #1
DEPT: Electric
CONTACT: Jason Sykora: Jason.Sykora@windommn.com

Recommendations/Options/Action Requested

Staff and DGR Engineering recommend that the City Council take the following action:

1. Approve Change Order #1 to extend the substantial completion and ready for Final Payment Date for the Fuel Tank Installation Project.

Issue Summary/Background

Listed below are the reasons given for the extra time need to complete the project:

- Discovery that the placement of the existing underground tank was closer to the power plant building than anticipated
- Lead-time (supply-chain) issue with receiving the plant-wide fuel filter assembly in a timely manner
- Changes to the plan on how the existing fuel would be handled

An issue with the fuel tank being too close to the existing building was remedied by bracing the inside of the building. The bracing was necessary in the event the earth from under the building collapsed leaving a void under the piles supporting the load bearing walls. This took approximately 2 weeks to engineer the supports and put them in place.

Fiscal Impact

There are no additional costs

Attachments

1. None

Date of Issuance: May 5, 2022

Effective Date: May 5, 2022

Project: Fuel Tank Replacement Project

Owner: City of Windom Electric Department

Owner's Contract No.: NA

Engineer: DGR Engineering

Date of Contract: October 13, 2021

Contractor: Minnesota Petroleum Services, Inc.

Engineer's Project No.: 425304

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Extension of Substantial Completion Date.

Attachments (list documents supporting change): NA

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 356,525.11

[~~Increase~~] [~~Decrease~~] from Previously Approved
Change Orders No. _____ to No. _____:

\$ NA

Contract Price Prior to this Change Order:

\$ 356,525.11

[~~Increase~~] [~~Decrease~~] of this Change Order:

\$ NA

Contract Price Incorporating this Change Order:

\$ 356,525.11

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working Days ☐ Calendar Days

Substantial Completion (days or date): April 15, 2022

Ready for Final Payment (days or date): May 15, 2022

[~~Increase~~] [~~Decrease~~] from Previously Approved Change Orders
No. _____ to No. _____:

Substantial Completion (days or date): NA

Ready for Final Payment (days or date): NA

Contract Times Prior to this Change Order:

Substantial Completion (days or date): April 15, 2022

Ready for Final Payment (days or date): May 15, 2022

[~~Increase~~] [~~Decrease~~] of this Change Order:

Substantial Completion (days or date): May 12, 2022

Ready for Final Payment (days or date): June 13, 2022

Contract Times with all Approved Change Orders:

Substantial Completion (days or date): May 12, 2022

Ready for Final Payment (days or date): June 13, 2022

RECOMMENDED:

By: Travis Zipf
Engineer (Authorized Signature)

Print: Travis Zipf, P.E.

Title: Project Manager

Date: 5/10/2022

ACCEPTED:

By: _____
Owner (Authorized Signature)

Print: _____

Title: _____

Date: _____

ACCEPTED:

By: Austin Truso
Contractor (Authorized Signature)

Print: Austin Truso

Title: Project Manager

Date: 5/9/2022

Approved by Funding Agency (if applicable):

By: _____

Print: _____

Date: _____

Title: _____

MEMORANDUM

TO: City Council Members & Steve Nasby, City Administrator
FROM: Cheryl Ulferts, Finance Director/Controller and Spencer Winzenried, Windom Community Center Director
SUBJECT: City of Windom Summer 2022 Intern Position

City Staff have selected Annelise Regier and Bladyn Determan for the summer 2022 Internship Program. Annelise is a 2021 graduate from Mountain Lake High School and is currently attending college at Crown College St Bonifacius for Elementary Education. Bladyn is a 2020 graduate of Red Rock Central High School and is currently attending SDSU Brookings for a BS in Mathematics with a double minor in statistics and economics.

As part of the Summer Internship Program, Annelise & Bladyn will be utilized in various City of Windom facilities including City Hall, Community Center, and Telecom.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Tim Hogan, Recreation Director
DATE: May 17, 2022
RE: Seasonal Part Time
DEPT: Pool
CONTACT: Tim Hogan 507-822-0514 (e-mail- tim.hogan@windommn.com)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding the hiring of the following Pool employees for 2022 season.

Pool Staff:

Rylie Raverty
Leah Hauge

Saydie Raverty
Gabiella Symens Otero

Madison Prokosch
Claire Veenker

Issue Summary/Background

Fiscal Impact

Money is budgeted to pay the wages of seasonal employees of the pool and recreation.