

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



Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – October 18 & 25, 2022
 - Park & Recreation Commission – October 12, 2022
 - Utility Commission – October 26, 2022
 - Licenses – Exempt Gambling Permit – Windom Youth Hockey Assoc. Dec. 14, 2022
 - Regular Bills
2. Department Heads
3. MN DOT – TH 60 Corridor Striping Discussion
4. Resolution Accepting Donation – P.E.O. Sisterhood Chapter – Police K-9 Unit
5. City Hall Roof Repair Quotes and Award
6. Street & Parks Dept. – 2023 CIP Request
7. Windom Alternative Learning Center/SWWC – Memorandum of Understanding
8. Second Reading Ordinance #195, 2nd Series - Establishing City Council Salaries
9. Resolution Designating Annual Polling Place
10. Mayor Appointment – Hospital Board
11. Personnel Recommendation – Police Officer Hiring
12. New Business
13. Old Business
14. Council Comments
15. Adjourn



**Regular Council Meeting
City Hall, Council Chamber
October 18, 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:

City Staff Present: Steve Nasby, City Administrator; Andy Spielman, Building Official and Dana Wallace, Police Officer

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – October 4, 2022 and October 11, 2022
 - Telecom Commission – July 18, 2022
 - Economic Development Authority – October 10, 2022
 - Library Board – October 11, 2022
 - Planning Commission – October 11, 2022
- Regular Bills

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

5. Department Heads:

None.

6. 1st Reading Ordinance #195, 2nd Series – Establishing City Council Salaries:

Nasby said during the October 11th Budget Workshop staff reviewed the Mayor\Council 2023 budget and noted that the Council has occasionally used budget time to discuss Council salaries. The current City Council salary was set in 2006 (effective 2007) and a technology stipend of \$700 every odd-numbered year started in 2013. The Special City Council meeting pay rate of \$50 per meeting has also been in place for 20 years.

He said that staff had collected data from 15 area communities to use as a guide on Council pay. As every community is different in size, function and complexity staff suggested that the fairest way would be to use the per capita average salary (included in the Council packet). The proposed rates are \$6,900 for the Mayor and \$5,300 for the Council members.

To eliminate the large gaps in amending Council salaries an option is to index a new amount to the general wage adjustments provided to Supervisory employees. This system of annual adjustments in elected salaries is currently used by Cottonwood County.

As all the Council packets, Board\Commission packets, website resources and most communication is electronic staff recommends that the existing technology stipend should be retained. He noted that Council pay is designed to be a stipend to provide some compensation for the hours of Council

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meetings, Board\Commission meetings and time members put into public service. The process to amend the Council salaries required an Ordinance (two readings) and publication, which must be done prior to the next general election and go into effect the next year. Language from the City Charter and League of Minnesota Cities guide (with statute citations) were included in the packet.

Jones asked about out of town meeting pay as this had been done previously. Nasby replied that very few times over the last 15 years has that been requested and with the proposed changes he had not included it.

Grunig said that people do not run for office for the pay, but having a little more compensation for the hours of time would help encourage some people.

Quade said that pay has not changed in 15 years and she feels it is warranted to make a change. She concurs that people do not run for office for the money, but something is needed for the hours in Council meetings, Board\Commission meetings, study and time spent serving the public.

Motion by Nelson second by Quade to approve the 1st Reading of Ordinance #195, 2nd Series. Motion carried 5 – 0.

7. Planning Commission Recommendations:

Andy Spielman, Building Official, said there were two actions for the Council including a variance and minor subdivision. Both actions pertained to the same piece of property. The Planning Commission had a request from a property owner and potential buyer for a variance on a vacant piece of property located between 222 3rd Avenue and 250 3rd Avenue, which is between Hardees and the Red Carpet Inn. This parcel is currently zoned B-2 and served by all utilities. The variance is needed as the lot is 84 feet wide versus the 100 feet required for a B-2 lot. This lot has more than adequate depth and is easily over the minimum lot size. The Planning Commission held a public hearing and one comment was received from an adjacent property owner saying if the lot were developed they feared property values would go down. The Planning Commission voted to recommend the variance with no conditions on this lot as it meets the size requirements, is already zoned correctly and is served by existing infrastructure.

Motion by Nelson second by Farag to approve the variance for property located between 222 – 250 3rd Avenue. Motion carried 5 – 0.

Spielman said now that the variance is approved the second action is to approve a minor subdivision for the property. The new lot would be addressed as 240 3rd Avenue. This was also recommended for approval by the Planning Commission without any conditions. Spielman said that the Building Code would have restrictions on lighting, noise, etc. which is done through the building permitting process.

Motion by Nelson second by Sherman to approve the minor subdivision for property located between 222 – 250 3rd Avenue. Motion carried 5 – 0.

8. Audit Letter of Engagement Amendment – Schlenner-Wenner:

Nasby said the City's auditing firm, Schlenner-Wenner had performed the 2021 audit and all had gone well for them and the City. In mid-2022 Schlenner-Wenner sent a letter terminating the engagement due to staffing issues at their firm, inflationary costs and changes in the industry. Nasby said the City and Schlenner-Wenner had a five-year engagement through 2025. In reviewing the letter of engagement City staff did not concur that a unilateral termination could be done so Schlenner-Wenner was contacted and discussions ensued. The resulting compromise was to shorten the engagement to

three years, which had been one of the original options. The amendment will keep Schlenner-Wenner doing the City's audits through 2023 for the original prices.

Jones asked if the City Attorney had been consulted. Nasby said that staff had reviewed the letter of engagement with the City Attorney to make sure the City was within their rights to enforce the contract, but the negotiations and amendment were done between City staff and Schlenner-Wenner.

Grunig asked about getting the audit done by the deadline. Nasby said that the State requires forms to be completed by June 30th, but the State Auditor will grant extensions to August 15th. After August 15th the State then uses the LGA distribution as the "stick" to get the audits filed. Nasby hoped the audit goes smoothly and the June 30th deadline is met, but noted it may be August.

Motion by Grunig second by Farag to approve Amendment #1 to the Letter of Engagement with Schlenner-Wenner as presented. Motion carried 5 – 0.

9. Disposition of Equipment:

Jones stated that the request is for declaration of surplus and approval of sale of an ice machine from the Liquor Store and old oven from the Community Center.

Motion by Sherman second by Farag to declare the equipment as surplus and approve the disposition of equipment. Motion carried 5 – 0.

10. Mayor Appointment – Community Center Commission:

Jones said that he is making the appointment of Jan Duscher to the Community Center Commission for an unexpired term through December 2022 with the intent that the term will be renewed when due. He noted that the Community Center board had recommended her.

Motion by Sherman second by Farag to approve the appointment of Jan Duscher to the Community Center Commission. Motion carried 5 – 0.

Jones said that there are still two openings on the Telecom Commission and two openings on the Parks & Recreation Commission as they have a pending resignation. He encouraged citizens interested in serving contact a Council member, City Hall or himself.

11. New Business:

None.

12. Old Business:

Jones said in September the Council had heard back from the City-wide Clean-up Ad Hoc Committee and discussed a number of items. Some questions remained from that discussion so the item was back on the agenda for discussion.

Nasby said that Mike Johnson, Hometown Sanitation, was invited to present to the Council and can help answer questions. As the vendor doing the work, Johnson and his crew have the hands-on experience to say what works or not and can express the hazards better than the Ad Hoc Committee.

Johnson thanked the Council for the invitation and thought it would be productive to hear what the Council wanted for collection and for them to hear about how the process works. He said Hometown started the City's Clean-up work in 2010 or 2011 and the approach had been to take large items, which is in the advertisement. Last year there was confusion on what was to be taken and everything was picked up. Changes on what is appropriate to put on the curb and what is not to be collected have to be established for both the public and his crew. Windom is the largest community

that still offers this level of service on curbside pick-up. Both St. James and Worthington do it differently. Some much smaller towns like Darfur and Mt. Lake still do it like Windom. The contract for the service is expired and going into the next year it is important for both parties to understand what is to be done and that will impact prices.

Nasby asked what are the safety issues or concerns that Hometown has with the curbside pick-up. Johnson replied that is a very long day and about 90% of their staff is helping with the event. The volume of material, about 150 tons, is a lot to pick-up, there is broken glass, nails, very heavy items and dangerous substances. Safety is key to them. Just because something is heavy does not make it dangerous, like a sofa but a large bag with unknown items or seeping liquids can be. He said that Trimont is changing their process due to the high costs for landfill expenses, fuel and labor.

Quade noted that the Ad Hoc Committee had safety as a concern as well. She said items that are sorted out and on the permitted items list are okay, but so much is co-mingled, broken, not permitted or boxed/bagged there are issues. Several photos of the examples were shown. She said mattresses would continue to be collected, but asked that people separate them from other items and not place glass, or other items in the same pile. The electronics and appliance recyclers will no longer do curbside collection due to the costs and loss of items to scrappers, but the County will be looking to host two events during the year with drop-off collections. The Ad Hoc Committee had proposed that large items too big for garbage cans would still be picked up but small items would have to be taken to drop-off sites.

Jones asked who puts the items into the dumpsters at the drop-off sites. Johnson said that because of insurance risks their staff cannot remove items from cars or trucks, but could help if needed with tossing items into the dumpster. He added that small items would need to be visible so his crew or City staff could make sure the items were permitted. Bags of items would not be accepted. Items need to be viewed because of fire hazards. Lithium batteries are dangerous and can start fires. His firm has had four garbage truck fires started by people throwing away lithium batteries. Jones asked if the drop-off sites would be the same weekend as the curbside collection of large items. Johnson and Quade said that is the intent.

Jones asked about still doing appliances and electronics curbside. Nasby replied that the vendors will not do curbside. The options are the County drop-off collections or the normal landfill drop-offs. Jones asked what is wrong with leaving the items for scrappers. Johnson said that the scrappers generally take the valuable items and leave the rest of the junk on the yard and that would cause a problem. Quade added that some appliances have freon and if improperly handled that can cause a hazard to the person and to the environment.

Sherman said the problem lies with people that cannot get items to the landfill or a drop-off site. Johnson agreed that situation could occur, but there is no real good answer to it. Grunig said that if a new appliance is purchased the seller will often take away the old one.

Johnson also noted that they see many times when items are coming in from outside of town to be left on the curb. With the drop-off sites there would be a system set up for verifying city residency.

Jones asked if glass can be dropped off and put into dumpsters. Johnson said windows no, as they are building materials, but items like mirrors and picture frames are okay if unbroken. Johnson and Grunig noted that the first year with any change will be a challenge, but the public will learn a new system. Also, other communities are doing it with this revised system.

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Jones asked the Ad Hoc Committee to come up with a proposal and mock ad outlining the new collection system and bring it back to Council for approval. Sherman said the less complicated the better. Farag said that outreach is key and getting the word out will help greatly.

Jones thanked Johnson for coming and going over the process.

13. Council Comments:

Quade wished the public a safe and fun Halloween. She noted that Trick or Treat Hours are 4 – 7 pm on Monday, October 31st.

Farag thanked everyone for supporting the Windom Eagles and encouraged additional support for all the teams.

Nelson asked citizens that are interested to contact the City about serving on Boards\Commissions.

Sherman thanked the citizens for being a great community.

14. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:50 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**City Council
Windom Community Center
October 25, 2022
5:30 p.m. Budget Work Session**

1. Call to Order:

The City Council budget workshop was called to order by Mayor Dominic Jones.

2. Roll Call:

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

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Cheryl Ulferts, Finance Director; Ryan Anderson, Water/Wastewater Superintendent; Jason Sykora, Electric Superintendent; Kristen Porath, Ambulance Director; John Nelson, Liquor Store Manager and Jeff Dahna, Windomnet General Manager

3. 2023 Budget – Presentation of Enterprise Funds:

Jones said this meeting is to hear the operational budget information and Capital requests from the Enterprise funds, which do not impact the tax levy.

Ambulance

- YTD is down 30 calls versus YTD in 2021.
- Cost of supplies is up and fuel due to inflation.
- Advanced Life Support (ALS) runs require a nurse, these expenses are cutting into revenue as Medicaid and Medicare only pay a percentage of the fees.
- Will be requesting to raise rates from \$650 to \$750 for BLS and \$850 to \$1,000 for ALS runs. This will keep us in the middle of rates charged in the area.
- Need to increase EMT pay to keep and attract people. Raise from \$18.50/hr. to \$20/hr. for calls and go to \$5/hr. for on-call.
- CIP includes replacement of Unit 27. Will be ready in Fall 2023.

Water

- Anderson said that revenue and expenses are steady from last year with no big changes. They would like to possibly add a pick-up purchase to replace a 2013 model.
- Capital requests are for routine items such as pump replacements, distribution line fixes and small equipment.
- 2023 is getting a 2.5% rate increase to keep up with inflationary costs for labor, supplies and fuel (autos and heating).
- Dehumidifier and air dryer repaired at water plant. PLC system is going to be replaced in 2023 and paid with reserve funds. Landfill costs are up about \$10,000 due to additional testing required by the State for PFAS.

Preliminary

Wastewater

- Revenue will be slightly higher due to user fees. Over the last 3-4 years rates were increased to build up the rate needed for debt service on the new plant. The Utility Commission approved a 2.5% rate increase for 2023 for inflationary costs and chemicals.
- Expenses for most everything is similar to last year with the exception of chemical supplies. The new plant requires more treatment to meet the more restrictive discharge limits imposed by the State.
- Electric costs are down as the new motors on the blowers are more efficient.
- Capital requests are for routine items such as pump replacements, collection system fixes and small equipment.

Telecom

- Dahna noted that both revenues and expenses are very similar to last year.
- Nasby noted that Cable TV revenue is going down while internet is going up. Dahna said there are now about 1670 internet customers.
- The new staff person is working out well still looking for a NOC Tech.
- Conversions to the giga-centers for managed wi-fi service is continuing so the service can be converted to video streaming. About 65-68% of homes have been converted. The billing vendor work to add a plug-in to get automated connection\disconnection and billing functions will cost \$25,000.
- CIP requests include Cisco Transport equipment, fiber splicing trailer, a fiber trunk improvement from the NOC to N. Highway 71 and increasing fiber capacity on Co. Road 13/15 up River Road towards the County landfill.

Liquor

- John Nelson said that revenue is trending slightly higher than 2021.
- Expenses are tracking sales volume and other costs the same as last year.
- The transfer to the City is \$100,000 annually.
- Their CIP includes landscaping and the equipment fund in case something goes down during the year.
- The discussion on a new liquor store or remodeled store is a key decision. He noted that staff met with the architects to discuss options for a straight remodel of the existing building and remodel with some added storage space. After discussion the Council consensus was to look at remodeling the existing store with storage added in the back.

Motion by Quade second by Farag to engage TSP Architects to do a schematic plan and cost estimates for a remodel and storage expansion at the current site not to exceed \$3,400. Motion carried 5 – 0.

Electric

- Sykora said that revenue and expenses are steady from last year. Biggest changes are for capacity costs. Wholesale energy prices are going up, but Windom is somewhat protected through its contracts for power purchases.
- Capital requests are for routine items such as distribution line fixes and small equipment.
- Large items include the Transmission line that was bid at \$3 million, generator purchased at \$3.5 million and the need for a new generation building and storage which is estimated

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at \$5 million. They are replacing their mini-excavator with a slightly larger unit. Future projects include AMI meters and bucket truck replacement.

- 2023 is a \$1 per month increase to keep up with inflationary costs. In 2023 a rate study will be done with recommendations for 2024 rate changes as needed.
- Sykora said that they had 353 poles tested and found nine bad ones that were replaced.

Nasby asked if the Council wanted to get into the Capital requests from the tax-supported Departments or if another workshop were needed. He had a spreadsheet to help with the discussion, but could not get connected to the City Hall server. Consensus of the Council was to plan another budget meeting for late October or early November to discuss these requests.

4. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:44 PM.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Park & Recreation Commission

Minutes for Wednesday, October 12th, 2022

City Hall Council Chambers

Roll Call:

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

Absent: Bryan Joyce, Jon Ketzenberg, Street & Parks Superintendent.

City Staff: Tim Hogan, Recreation Director

Public Present: Eric Haken Lions Club

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

1. **Motion to Approve or amend agenda:** Motion by Jackie Jurgens to approve the agenda and second by Jess Smith. Motion carries
2. **Approve Minutes from September 14th, 2022:** Motion by Ron Kuecker to approve the minutes from September 14th and second by Jurgens. Motion carries.
3. **Kayak Location and launch Discussion:** Tim brought a couple of discussion points for the commission to discuss as far as location and type of launch for desired location. Tim stated that he feels the commission needs to agree on a location in order to determine what type of launch will work in that space. Options would possibly be building a launch or buying one with funds for the launch project. At the previous meeting discussion was held about possible locations including Dynamite Park, Island Park and Mayflower Park. The commission had discussed the best option may be Island Park and the kayak launch to be placed after the rocks. Discussion was also held about the boat landing that is located near the camping area. Overall consensus from the commission was that the boat landing area at Island Park would be the best option for the launch. Tim did mention that we may have to bring in gravel to prep the area depending on the type of launch that is to be placed by the boat landing. Tim also mentioned that we would not want to block the boat access with the launch and possibly place it on either side of the landing in case someone may need to use it for boat access. The Fire Department will sometimes use that landing for training. The launch would also not be a permanent fixture and would be able to be removed during winter months or possible flooding. With the approval of a location Tim said he will start researching potential design and launches available to either build or purchase for the next meeting.
4. **Recreation Director report:**
 - a) Ice is in and skating has started. Tim said that everything is up and running at the arena. Tim said they are about a week ahead of schedule and the hockey association and figure skating organizations have started skating. Tim stated that the studio rink is also started and they are in the process of building ice. Tim said he expects that to be ready by the end of October which would be about a month ahead of schedule.
 - b) Updating Active net program for winter activities. Tim updated the commission that he is working on the winter activities registration for skating passes and should have that open for public by the end of the week.
5. **Park Superintendent Report:**
 - a) Island Park Shelter Update: Tim gave an update for Jon Ketzenberg on the Island Park shelter. Tim said that the old bathrooms were taken down and during that time Jon was speaking with the city building official Andy Spielman about the new shelter. According to

code and the floodplain requirements by FEMA the building would most likely need to be raised to a height that would comply with code. More information will be coming on these requirements in future meetings.

- b) **Island Park Lighting:** Tim stated that Jon is working with Jason Sykora with the electrical department on putting new lights in Island Park. Tim said the old lights are old and need replacement. Jon and Jason are working on replacing the old lights with new led lights.
- c) **Sprinkler Repairs Rec Area Update:** Tim said that Jon has been working with the contractor that is replacing the sprinklers and repairs on the irrigation system at the Rec Area. Repairs have started and hopefully will be completed soon so that the system can be winterized.

6. Old Business: Eric Haken attended the meeting to give an update on the Lions Shelter at Tegels Park. Eric said the building is up and they are waiting on Electrical bids. The contractor can not proceed any further with construction until the electrical is put in. Eric said they are still needing funding to complete other items such as doors and bathroom fixtures. Eric also wanted to know who has insurance on the building. Discussion was held by the commission about the city would have insurance on it when it is completed and that the contractor should have building insurance coverage. Tim said he would check with the City Administrator about the insurance for the building.

7. New Business: None

8. Open Mike: None

9. Adjourn meeting. Meeting was adjourned at 6:28pm by unanimous consent.

10. Next Meeting November 9th @ 5:30 in the City Council Chambers

UTILITY COMMISSION MINUTES

Council Chambers

October 26, 2022

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan and Glen Francis (10:03 AM)
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present: Jason Sykora, Electric Superintendent; Steve Nasby, City Administrator; Leesa Arndt, Utility Billing/Analyst and Ryan Anderson, Water/Wastewater Superintendent

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve the September 28, 2022 Minutes.
Motion carried 2 – 0.

ELECTRIC ITEMS

Customer Meter Charge

Sykora and Nasby reviewed the Electric Department Operation Budget sans Capital Improvements. Increases in insurance and savings in labor costs were noted. Staff is recommending an increase of \$1 per electric meter to offset operational expenses. The increase should generate \$30,096 in 2023. With the increase the City of Windom residential user charges are still lower than surrounding communities. The Utility Commission concurred and a Resolution will be drafted for formal approval.

Sykora mentioned that there will be a rate study in 2023.

Power Plan Site Plan

Sykora handed out three potential Power Plant Site Construction Preliminary Plans. Pricing is unavailable at this time. The Commission discussed the options making note of the parcel size, fuel tank locations, ease of access to truck bay, radiator location, generator location, and switchgear access. Staff was directed to explore Option 1 with changes to the truck shed, fuel access, and any set-back limitations.

Other Electrical Items

Sykora said pole testing was completed. Nine poles were critical and either replaced or braced. The effected poles are slated to have lines buried in 2023. Sykora told the Commission other poles were beginning to show wear, but they have been marked on their map.

Recently completed electric boring has been done on 6th Street starting at the railroad tracks to 4th Street. New street lights are slated to be placed here as well. Staff will be working on Drake Avenue to the Street Shop in 2023.

WATER/WASTEWATER ITEMS

MPCA Memorandum of Understanding for PFAS Testing

Anderson has received a response from Flaherty Hood regarding the participation in PFAS testing. The MPCA has agreed to a manageable timeline and has funding for the first two

influent samples for facilities that sign the MOU, with potential funding for the last two samples. The MPCA will have a contractor collect these. Windom is one of 90 municipal waste water treatment plants that have significant industrial users that could be contributing to the PFAS influent numbers. The MPCA is aiming to find PFAS sources before they are received at treatment plants as treatment can be expensive. Staff sees PFAS testing requirements becoming a future testing requirement.

Motion by Riordan second by Francis to approve the Memorandum of Understanding between the City of Windom and the Minnesota Pollution Control Agency for the Monitoring of PFAS. Motion carried 3 – 0.

Staff will send a courtesy letter to SIU users.

Hydrant Flushing

Anderson said flushing was completed the week of October 11th. City staff had a few low-pressure calls. Leak Detection was also recently in town. The only notable leak that was found was between the American Lutheran Church and duplex on Prospect Ave. Repairs are planned this fall. Anderson said another minute service leak was found on River Road.

Biosolids Update

Anderson said biosolids were hauled on September 20th and 21st to local farmers. The first round of hauling was about 500,000 gallons. The remaining sludge hauling was completed last weekend and resulted in 1,000,000 more gallons. Anderson said the two haulings were near full capacity and more frequent removal may be necessary. The Commission discussed options including adding storage or plugging overflow to fill tanks to a higher capacity. Another option would be to purchase land and spread sludge on that land. Anderson said more farmers are interested in the sludge as fertilizer prices have increased.

Other Water/Wastewater Items

Anderson explained last meeting that he was seeking a truck replacement that was not included on the 2023 capital budget request. As the Electric Department was dealing with vendors and asking costs, one vendor completed an order without correspondence with Windom. The vendor contacted Sykora stating the vehicle was ready. They were willing to hold it, as Sykora mentioned the availability of this vehicle to the Water/Wastewater Department. The cost would be \$47,430, which is fleet cost.

Motion by Francis second by Riordan to approve the purchase of the 2023 Pickup for the Water/Wastewater Department if it meets the needs of the Department. Motion carried 3 – 0.

REGULAR BILLS

Additional bills were handed out. They include DGR in the amounts of \$8,025 and \$12,657.

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

OLD BUSINESS

None.

NEW BUSINESS

Francis questioned the City's method of bill paying as he knew of an issue with another organization. Nasby explained the series of checks and balances that are in place.

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

ADJOURN

Schwalbach adjourned the meeting at 11:35 am.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Windom Youth Hockey Association, Inc.

Previous Gambling Permit Number: X-X-00998-19-022

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 41-1290460

Mailing Address: PO Box 41

City: Windom State: MN Zip: 56101 County: Cottonwood

Name of Chief Executive Officer (CEO): Jerome Robillard

CEO Daytime Phone: 507-841-3966 CEO Email: robillard.jerome@gmail.com

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

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

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter;**

If your organization falls under a parent organization, attach copies of both of the following:

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

GAMBLING PREMISES INFORMATION

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

Physical Address (do not use P.O. box): 2370 Highway 60 E

Check one:

☒ City: Windom Zip: 56101 County: Cottonwood

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): December 14th, 2022

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

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

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

LG220 Application for Exempt Permit**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL
for a gambling premises
located within city limits**

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

Print City Name: Widom

Signature of City Personnel: _____

Title: Administrator

Date: _____

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

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

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Jerome Robillard Date: 10/18/2022
(Signature must be CEO's signature; designee may not sign)

Print Name: Jerome Robillard**REQUIREMENTS****Complete a separate application for:**

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

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

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

Questions?

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

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

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

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

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

An equal opportunity employer



Windom, MN

Expense Approval Report By Fund

Payment Dates 10/15/2022 - 10/28/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
AMAZON CAPITAL SERVICES, I	1PD9-V6FR-913T	10/24/2022	CITY/SUPPLIES	100-11506	504.47
MN DEPT OF COMMERCE	MDOC00000010651	10/21/2022	2022 UNCLAIMED PROPERTY	100-20191	21.08
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	100-20202	18.00
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	100-20202	6,415.00
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	100-20202	18,242.25
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	100-20202	102.00
FREDIN CONSTRUCTION/CABI	10-13-2022	10/25/2022	DEPOSIT FOR STREET EXCAVA	100-32182	300.00
VAN BINSBERGEN	10-24-2022	10/25/2022	REFUND OVERPAYMENT RENT	100-32261	60.00
					25,662.80
Activity: 41310 - Administration					
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL	100-41310-200	10.00
BANK MIDWEST	10-18-2022	10/24/2022	DEPOSIT SLIPS	100-41310-200	100.00
INDOFF, INC	3600063	10/14/2022	CITY OFFICE/SUPPLIES	100-41310-200	20.08
INDOFF, INC	3602478	10/18/2022	CITY OFFICE/CALCULATOR	100-41310-200	138.79
MN DEPT OF COMMERCE	MDOC00000010651	10/21/2022	2022 UNCLAIMED PROPERTY	100-41310-200	1.00
WEX BANK	0001611676-IN	10/30/2022	PARTICIPANT FEE	100-41310-217	121.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	100-41310-217	2,184.51
TYLER TECHNOLOGIES, INC	025-397883	10/26/2022	AMBO/TRAINING & REGISTRA	100-41310-308	150.00
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	100-41310-321	423.58
Activity 41310 - Administration Total:					3,148.96
Activity: 41910 - Building & Zoning					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-41910-212	107.98
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	100-41910-321	47.07
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	100-41910-480	819.19
Activity 41910 - Building & Zoning Total:					974.24
Activity: 41940 - City Hall					
HOMETOWN SANITATION SER	0000482877	10/06/2022	CITY HALL/REFUSE DISPOSAL	100-41940-384	102.98
Activity 41940 - City Hall Total:					102.98
Activity: 42120 - Crime Control					
INDOFF, INC	3601646	10/13/2022	POLICE/SUPPLIES	100-42120-200	71.90
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-42120-212	-29.72
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-42120-212	1,771.59
COTTONWOOD CO AUD/TREA	NOV. 2022	10/18/2022	RENT/DEPUTY ATTORNEY	100-42120-304	3,957.50
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	100-42120-308	546.13
AT & T MOBILITY	287293102788X10032022	10/13/2022	POLICE/TELEPHONE	100-42120-321	693.61
ALPHA WIRELESS - MANKATO	17851	10/10/2022	POLICE/RADIO UNITS	100-42120-323	108.00
LOUIS NORELL	10-2-22 - 10-4-22, 2	10/17/2022	POLICE/MEALS	100-42120-334	7.03
P.M. REPAIR & DETAILING	25978	10/17/2022	POLICE/MAINTENANCE - VEHI	100-42120-405	107.62
P.M. REPAIR & DETAILING	25981	10/17/2022	POLICE/MAINTENANCE - VEHI	100-42120-405	736.20
CRYSTAL CLEAN CAR WASH LL	7-3-22 - 9-21-22	10/17/2022	POLICE/MAINTENANCE - VEHI	100-42120-405	52.00
COTTONWOOD CO AUD/TREA	NOV. 2022	10/18/2022	RENT/DEPUTY ATTORNEY	100-42120-412	1,950.00
FLEET SERVICES DIVISION	2023030001	10/13/2022	POLICE/VEHICLE LEASE	100-42120-419	1,741.21
MN BUREAU OF CRIMINAL AP	00000718182	10/10/2022	POLICE/DUES	100-42120-433	600.00
Activity 42120 - Crime Control Total:					12,313.07
Activity: 42220 - Fire Fighting					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-42220-212	346.42
WINDOM FIRE & SAFETY, LLC	0008074	10/17/2022	FIRE DEPT/MATERIALS	100-42220-215	250.00
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	100-42220-321	94.13
HOMETOWN SANITATION SER	0000482931	10/06/2022	FIRE/REFUSE DISPOSAL	100-42220-384	48.59
HOMETOWN SANITATION SER	0000482931	10/06/2022	AMBO/REFUSE DISPOSAL	100-42220-384	32.40
MUNICIPAL EMERGENCY SER	CMInv1661038	10/26/2022	overpd inv1661038FD Maint/	100-42220-404	-20.00
MUNICIPAL EMERGENCY SER	IN1768698	10/17/2022	FIRE/MAINTENANCE - OFFICE	100-42220-404	1,509.00

Expense Approval Report

Payment Dates: 10/15/2022 - 10/28/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
P.M. REPAIR & DETAILING	26044	10/19/2022	FIRE/FIRE 22/MAINTENANCE -	100-42220-405	221.21
MASTERS STONE & LANDSCA	9-30-22	10/25/2022	FIRE/RESCUE CALL	100-42220-480	607.02
				Activity 42220 - Fire Fighting Total:	3,088.77
Activity: 42500 - Civil Defense					
US GEOLOGICAL SURVEY	91010370	09/16/2022	MAINTENANCE OF DES MOIN	100-42500-215	875.00
				Activity 42500 - Civil Defense Total:	875.00
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	9-30-2022	10/06/2022	SERVICES	100-42700-300	587.50
				Activity 42700 - Animal Control Total:	587.50
Activity: 43100 - Streets					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-43100-212	-23.95
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-43100-212	1,017.92
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	100-43100-217	124.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	100-43100-217	2,730.64
R A MUECKE SAND & GRAVEL	82887	10/17/2022	STREET MAINTENANCE MATE	100-43100-224	553.53
R A MUECKE SAND & GRAVEL	82945	10/17/2022	STREET MAINTENANCE MATE	100-43100-224	554.56
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	100-43100-321	141.20
HOMETOWN SANITATION SER	0000482878	10/06/2022	STREET/REFUSE DISPOSAL	100-43100-384	102.98
ZIESKE LAND SURVEYING	C 2247 S	10/25/2022	CUL-DE-SAC/DOLLAR GENERA	100-43100-439	408.00
				Activity 43100 - Streets Total:	5,608.88
Activity: 45202 - Park Areas					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	100-45202-212	409.73
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	100-45202-217	31.00
HOMETOWN SANITATION SER	0000482879	10/06/2022	STREET/SQUARE/REFUSE DISP	100-45202-384	58.98
HOMETOWN SANITATION SER	0000482895	10/06/2022	STREET/ISLAND/REFUSE DISP	100-45202-384	52.85
HOMETOWN SANITATION SER	0000482896	10/06/2022	STREET/TEGELS/REFUSE DISP	100-45202-384	35.99
HOMETOWN SANITATION SER	0000482897	10/06/2022	STREET/KASTLE K/REFUSE DIS	100-45202-384	64.97
HOMETOWN SANITATION SER	0000482912	10/06/2022	STREET/MAYFLOWER PARK/R	100-45202-384	42.99
HOMETOWN SANITATION SER	0000482937	10/06/2022	STREET/ABBY PARK/REFUSE DI	100-45202-384	21.98
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL	100-45202-384	56.00
HANSON PLUMBING	9245	10/18/2022	STREET/PLUGGED SEWER LIN	100-45202-402	439.60
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	CLEAN UP CAMPSITE/REFUSE	100-45202-406	64.98
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	100-45202-480	546.13
				Activity 45202 - Park Areas Total:	1,825.20
				Fund 100 - GENERAL Total:	54,187.40
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
INDOFF, INC	3599179	10/14/2022	LIBRARY/SUPPLIES	211-45501-200	335.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	211-45501-217	546.13
INGRAM INDUSTRIES	10-01-2022	10/14/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	1,253.34
PLUM CREEK LIBRARY	IV25884	10/17/2022	LIBRARY/MISC	211-45501-480	60.00
				Activity 45501 - Library Total:	2,194.47
				Fund 211 - LIBRARY Total:	2,194.47
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	886 10-15-2022	10/18/2022	AIRPORT/TELEPHONE	225-45127-321	27.16
WESTMOR FLUID SOLUTIONS,	1841432 RI	10/18/2022	AIRPORT/MAINTENANCE - OF	225-45127-404	174.59
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	AIRPORT/REFUSE DISPOSAL	225-45127-406	10.00
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL	225-45127-406	10.00
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	AIRPORT/REFUSE DISPOSAL	225-45127-406	10.00
NICKEL CONSTRUCTION, INC	25395	10/25/2022	AIRPORT/TILE MAINTENANCE	225-45127-406	972.89
				Activity 45127 - Airport Total:	1,204.64
				Fund 225 - AIRPORT Total:	1,204.64

Expense Approval Report

Payment Dates: 10/15/2022 - 10/28/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 230 - POOL					
Activity: 45124 - Pool					
HOMETOWN SANITATION SER	0000482898	10/13/2022	POOL/REFUSE DISPOSAL	230-45124-384	101.99
Activity 45124 - Pool Total:					101.99
Fund 230 - POOL Total:					101.99
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	235-42153-212	-68.66
WEX BANK	84065442	10/10/2022	MOTOR FUELS	235-42153-212	4,093.10
LINDE GAS & EQUIPMENT INC	31666437	10/13/2022	AMBO/MERCHANDISE	235-42153-261	540.18
WINDOM AREA HEALTH	734-0024-09-2022-0024	10/11/2022	AMBO/NURSING	235-42153-312	2,832.78
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	235-42153-321	188.26
ALPHA WIRELESS - MANKATO	18018	10/17/2022	AMBO/RADIO UNITS	235-42153-323	590.00
CYNDI HANSEN	10-11-2022	10/17/2022	AMBO/MEALS	235-42153-334	13.28
JUSTIN HARRINGTON	10-11-22	10/17/2022	AMBO/MEALS	235-42153-334	32.66
ROB VISKER	10-11-22 - 10-15-22	10/17/2022	AMBO/MEALS	235-42153-334	76.86
MEGAN BRAMSTEDT	10-3-22 - 10-7-22	10/17/2022	AMBO/MEALS	235-42153-334	106.94
KRISTEN PORATH	10-9-22 - 10-12-22	10/18/2022	AMBO/MEALS	235-42153-334	79.65
P.M. REPAIR & DETAILING	25933	10/14/2022	AMBO/MAINTENANCE - VEHI	235-42153-405	102.32
O'REILLY AUTOMOTIVE, INC	4425-354414	10/17/2022	AMBO/UNIT 28/VEHICLE	235-42153-405	72.18
SIRIUS XM RADIO INC	X7-1481951638	10/25/2022	AMBO/MAINTENANCE - VEHI	235-42153-405	18.99
Activity 42153 - Ambulance Total:					8,678.54
Fund 235 - AMBULANCE Total:					8,678.54
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
FRYBERGER, BUCHANAN, SMI	12336.000033.12209	10/13/2022	EDA/LEGAL FEES	250-46520-304	130.00
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	250-46520-321	94.13
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	250-46520-480	819.19
Activity 46520 - EDA Total:					1,043.32
Fund 250 - EDA GENERAL Total:					1,043.32
Fund: 252 - EDA SCDP					
Activity: 46520 - EDA					
SW MN HOUSING PARTNERSH	10-13-2022	10/18/2022	PAYMENTS TO OTHER ORGANI	252-46520-491	7,093.15
Activity 46520 - EDA Total:					7,093.15
Fund 252 - EDA SCDP Total:					7,093.15
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
MICKY MASTERS	1059	10/25/2022	NWIP MOWING 9-14-22	254-46520-406	330.00
Activity 46520 - EDA Total:					330.00
Fund 254 - NORTH IND PARK Total:					330.00
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	74.76
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	74.64
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	71.75
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	79.08
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	112.56
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	278.95
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	60.72
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	61.80
COTTONWOOD CO SOLID WA	09-30-2022 4428	10/17/2022	REFUSE DISPOSAL/ISLAND CO	401-49950-504	63.48
ZIESKE LAND SURVEYING	10-7-2022	10/18/2022	STREET/ISLAND PARK COMFO	401-49950-504	159.00
BEDFORD TECHNOLOGY LLC	72353	10/17/2022	STREET/TENNIS COURTS	401-49950-504	930.14
HANSON PLUMBING	9205	10/17/2022	ISLAND SHELTER/COMFORT S	401-49950-504	311.60
Activity 49950 - Capital Outlay Total:					2,278.48
Fund 401 - GENERAL CAPITAL PROJECTS Total:					2,278.48

Expense Approval Report

Payment Dates: 10/15/2022 - 10/28/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 601 - WATER					
Activity: 49400 - Water					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	601-49400-212	207.84
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	601-49400-217	62.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	601-49400-217	1,638.39
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	601-49400-321	141.20
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	POSTAGE	601-49400-322	242.04
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	OCT 22/DATA PROCESSING	601-49400-326	813.73
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	DATA PROCESSING	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	PROCESSING	601-49400-326	166.48
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	INSERTS	601-49400-350	37.13
METRON FARNIER, LLC	36262	10/17/2022	WATER/MAINTENANCE - OFFI	601-49400-404	6,380.02
METRON FARNIER, LLC	36263	10/17/2022	WATER/MAINTENANCE - OFFI	601-49400-404	2,156.55
ITRON INC.	631917	10/17/2022	WATER/MAINTENANCE - OFFI	601-49400-404	687.05
US GEOLOGICAL SURVEY	91010370	09/16/2022	MAINTENANCE OF DES MOIN	601-49400-404	250.62
CORE & MAIN LP	R606255	10/18/2022	WATER/MAINTENANCE - DIST	601-49400-408	427.56
Activity 49400 - Water Total:					13,728.11
Fund 601 - WATER Total:					13,728.11

Fund: 602 - SEWER

Activity: 49450 - Sewer					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	602-49450-212	187.46
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	602-49450-217	93.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	602-49450-217	1,638.38
MN VALLEY TESTING	1165974	10/06/2022	SEWER/LAB TESTING	602-49450-310	289.74
MN VALLEY TESTING	1166023	10/06/2022	SEWER/LAB TESTING	602-49450-310	115.98
MN VALLEY TESTING	1166161	10/06/2022	SEWER/LAB TESTING	602-49450-310	185.48
MN VALLEY TESTING	1166190	10/06/2022	SEWER/LAB TESTING	602-49450-310	119.46
MN VALLEY TESTING	1166640	10/14/2022	SEWER/LAB TESTING	602-49450-310	388.35
MN VALLEY TESTING	1166643	10/14/2022	SEWER/LAB TESTING	602-49450-310	388.35
MN VALLEY TESTING	1167026	10/14/2022	SEWER/LAB TESTING	602-49450-310	289.74
MN VALLEY TESTING	1167236	10/14/2022	SEWER/LAB TESTING	602-49450-310	115.98
MN VALLEY TESTING	1167519	10/18/2022	SEWER/LAB TESTING	602-49450-310	185.48
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	602-49450-321	94.13
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	POSTAGE	602-49450-322	242.03
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	OCT 22/DATA PROCESSING	602-49450-326	813.74
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	DATA PROCESSING	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	PROCESSING	602-49450-326	166.48
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	INSERTS	602-49450-350	37.13
AUTOMATIC SYSTEMS CO	37858 S	10/18/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	99.48
ITRON INC.	631917	10/17/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	687.04
US GEOLOGICAL SURVEY	91010370	09/16/2022	MAINTENANCE OF DES MOIN	602-49450-404	250.63
Activity 49450 - Sewer Total:					6,905.56
Fund 602 - SEWER Total:					6,905.56

Fund: 604 - ELECTRIC

MBS - MULTI-BANK SECURITIE	149968	10/24/2022	CD PURCHASE FHLB 4.5% MA	604-10400	485,000.00
T&R ELECTRIC	169545	10/13/2022	EL/INVENTORY	604-14200	26,096.86
ELECTRIC FUND	# 657	10/19/2022	EL/EAST HILL	604-16300	21,261.05
ELECTRIC FUND	# 658	10/25/2022	EL/EAST HILL	604-16300	2,091.42
MIKE & MINDY SPINKS	10-21-22	10/25/2022	ELECTRIC/TRANSMISSION LIN	604-16300	250.00
ELECTRIC FUND	10-3-22 - 10-16-22	10/17/2022	EL/EAST HILL 3	604-16300	13,932.60
AMAZON CAPITAL SERVICES, I	176N-7WRH-KJTT	10/19/2022	EL/MACHINERY	604-16400	2,256.38
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	604-20202	2,061.75
MN DEPT OF COMMERCE	MDOC00000010651	10/21/2022	2022 UNCLAIMED PROPERTY	604-22000	55.31
MN DEPT OF COMMERCE	MDOC00000010651	10/21/2022	2022 UNCLAIMED PROPERTY	604-22000	59.80
					553,065.17
Activity: 49550 - Electric					
WEX BANK	84065442	10/10/2022	MOTOR FUELS	604-49550-212	752.69
AMAZON CAPITAL SERVICES, I	13X9-634G-N63L	10/13/2022	EL/OPERATING SUPPLIES	604-49550-217	189.69
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	604-49550-217	155.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	604-49550-217	3,276.77
CMP - CENTRAL MUNICIPAL P	7364 9-30-2022	10/13/2022	EL/TRANSMISSION	604-49550-263	236,843.35
CMP - CENTRAL MUNICIPAL P	7364 9-30-2022	10/13/2022	EL/ENERGY	604-49550-263	57,655.33
DEPARTMENT OF ENERGY	BFPB000800922	10/13/2022	EL/MERCHANDISE FOR RESAL	604-49550-263	83,836.58
MN MUNICIPAL UTILITIES ASS	60185	10/18/2022	EL/TRAINING & REGISTRATIO	604-49550-308	2,224.50
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	604-49550-308	3,000.00
SKARSHAUG TESTING LAB	263285	10/17/2022	LAB TESTING	604-49550-310	439.79
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	604-49550-321	235.33
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	POSTAGE	604-49550-322	242.04
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	DATA PROCESSING	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	OCT 22/DATA PROCESSING	604-49550-326	1,627.47
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	PROCESSING	604-49550-326	166.48
KDOM RADIO	22090174	10/06/2022	EL/POWER OUT/ADVERTISING	604-49550-340	108.00
KDOM RADIO	22090175	10/06/2022	EL/POWER OUT/ADVERTISING	604-49550-340	54.00
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	INSERTS	604-49550-350	37.13
HOMETOWN SANITATION SER	0000477614	10/06/2022	EL SHOP/REFUSE DISPOSAL/S	604-49550-384	104.98
HOMETOWN SANITATION SER	0000482882	10/06/2022	EL SHOP/REFUSE DISPOSAL/O	604-49550-384	104.98
ITRON INC.	631917	10/17/2022	EL/MAINTENANCE - OFFICE	604-49550-404	687.05
RDO EQUIPMENT CO	W1906704	10/17/2022	EL/MAINTENANCE - OFFICE	604-49550-404	1,490.97
ELECTRIC FUND	# 349	10/19/2022	EL/MAINTENANCE - DISTRIBU	604-49550-408	33.37
SCOTT VEENKER	29088	10/25/2022	EL/MAINTENANCE - DISTRIBU	604-49550-408	612.50
RDO EQUIPMENT CO	P1262004	10/17/2022	EL/MAINTENANCE - DISTRIBU	604-49550-408	773.40
AMERICINN	10-11-22	10/18/2022	EL/CONSERVATION - ENERGY	604-49550-450	8,496.31
THOMAS WHITE	10-18-22	10/19/2022	CONSERVATION - ENERGY REB	604-49550-450	300.00
CMP - CENTRAL MUNICIPAL P	7364 9-30-2022	10/13/2022	EL/CIP	604-49550-450	2,757.67
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	604-49550-460	254.00
Activity 49550 - Electric Total:					407,494.38
Fund 604 - ELECTRIC Total:					960,559.55

Fund: 609 - LIQUOR STORE

MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	609-20202	18,724.00
					18,724.00

Activity: 49751 - Liquor Store

BANK MIDWEST	10-18-2022	10/24/2022	DEPOSIT SLIPS	609-49751-200	100.00
MN DEPT OF EMPLOY & ECON	12599282	10/21/2022	7973084/LIQUOR UNEMPLOY	609-49751-217	42.05
ZABINSKI BUSINESS SERVICES,	2795	10/17/2022	LIQUOR S./OPERATING SUPPL	609-49751-217	875.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	609-49751-217	1,092.26
AH HERMEL COMPANY	946982/946982	10/14/2022	LIQUOR S./OPERATING SUPPL	609-49751-217	199.69
VINOPIA, INC	0313289-IN	09/27/2022	LIQUOR S./MERCHANDISE/FR	609-49751-251	135.13
DOLL DISTRIBUTING, LLC	1095162	09/30/2022	LIQUOR S./BEER/LIQUOR	609-49751-251	108.00
DOLL DISTRIBUTING, LLC	1099753	10/14/2022	LIQUOR S./LIQUOR/WINE/BE	609-49751-251	55.70
JOHNSON BROS.	2152235	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	5,081.21
JOHNSON BROS.	2156915	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	4,673.36
JOHNSON BROS.	221857	10/14/2022	LIQUOR S./LIQUOR	609-49751-251	-607.50
JOHNSON BROS.	221859	10/14/2022	LIQUOR S./LIQUOR	609-49751-251	-3.92
JOHNSON BROS.	223948	10/14/2022	LIQUOR S./LIQUOR	609-49751-251	-2.00
SOUTHERN GLAZER'S OF MN	2261938	09/23/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	6,458.12
SOUTHERN GLAZER'S OF MN	2267383	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	6,927.25
BREAKTHRU BEVERAGE MN	345855930	10/06/2022	LIQUOR S./MERCHANDISE	609-49751-251	2,428.70
BREAKTHRU BEVERAGE MN	346054983	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-251	3,866.67
SOUTHERN GLAZER'S OF MN	5089328	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	270.00
PHILLIPS WINE & SPIRITS	6471081	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	135.00
PHILLIPS WINE & SPIRITS	6474072	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	5,132.85
PHILLIPS WINE & SPIRITS	6477743	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	901.65
PHILLIPS WINE & SPIRITS	6477744	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-251	181.75
PHILLIPS WINE & SPIRITS	680635	10/14/2022	LIQUOR S./LIQUOR	609-49751-251	-21.50
PHILLIPS WINE & SPIRITS	680637	10/14/2022	LIQUOR S./LIQUOR	609-49751-251	-12.00
DOLL DISTRIBUTING, LLC	1095162	09/30/2022	LIQUOR S./BEER/LIQUOR	609-49751-252	21,118.35
DOLL DISTRIBUTING, LLC	1095163	10/24/2022	LIQUOR S./BEER	609-49751-252	168.50
DOLL DISTRIBUTING, LLC	1096244	09/30/2022	LIQUOR S./BEER	609-49751-252	1,365.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	1096245	09/30/2022	LIQUOR S./BEER	609-49751-252	24.55
DOLL DISTRIBUTING, LLC	1097249	10/06/2022	LIQUOR S./BEER	609-49751-252	399.00
DOLL DISTRIBUTING, LLC	1099753	10/14/2022	LIQUOR S./LIQUOR/WINE/BE	609-49751-252	3,746.80
BRAU BROTHERS BREWING C	20376	10/14/2022	LIQUOR S./BEER	609-49751-252	81.00
JOHNSON BROS.	221858	10/14/2022	LIQUOR S./BEER	609-49751-252	-12.00
BEVERAGE WHOLESALERS	241504	10/14/2022	LIQUOR S./BEER	609-49751-252	1,361.50
BEVERAGE WHOLESALERS	241835	10/14/2022	LIQUOR S./BEER	609-49751-252	7,321.69
BEVERAGE WHOLESALERS	242811	10/14/2022	LIQUOR S./BEER	609-49751-252	6,847.30
BEVERAGE WHOLESALERS	242812	10/14/2022	LIQUOR S./BEER	609-49751-252	-72.00
ARTISAN BEER COMPANY	345767	10/14/2022	LIQUOR S./BEER	609-49751-252	-13.80
ARTISAN BEER COMPANY	3564284	10/14/2022	LIQUOR S./BEER	609-49751-252	156.10
ARTISAN BEER COMPANY	3565588	10/14/2022	LIQUOR S./BEER	609-49751-252	136.95
DOLL DISTRIBUTING, LLC	921014	09/30/2022	LIQUOR S./BEER	609-49751-252	407.20
PAINTED PRAIRIE VINEYARD	000125	10/24/2022	LIQUOR S./WINE	609-49751-253	618.00
VINOPIA, INC	0313289-IN	09/27/2022	LIQUOR S./MERCHANDISE/FR	609-49751-253	402.67
DOLL DISTRIBUTING, LLC	1099753	10/14/2022	LIQUOR S./LIQUOR/WINE/BE	609-49751-253	134.40
JOHNSON BROS.	2152236	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-253	1,774.47
JOHNSON BROS.	2156915	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-253	96.20
JOHNSON BROS.	2156916	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-253	1,079.02
JOHNSON BROS.	223949	10/14/2022	LIQUOR S./WINE	609-49751-253	-22.50
SOUTHERN GLAZER'S OF MN	2261939	09/23/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	492.00
SOUTHERN GLAZER'S OF MN	2267384	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	232.00
BREAKTHRU BEVERAGE MN	345855930	10/06/2022	LIQUOR S./MERCHANDISE	609-49751-253	208.00
BREAKTHRU BEVERAGE MN	346054983	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-253	256.00
ROUND LAKE VINEYARDS & W	3540	09/30/2022	LIQUOR S./WINE	609-49751-253	486.00
ROUND LAKE VINEYARDS & W	3541	09/30/2022	LIQUOR S./WINE	609-49751-253	225.00
PHILLIPS WINE & SPIRITS	6474073	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-253	244.55
MORGAN CREEK VINEYARDS	6553	10/24/2022	LIQUOR S./WINE	609-49751-253	100.80
PHILLIPS WINE & SPIRITS	680636	10/14/2022	LIQUOR S./WINE	609-49751-253	-3.68
WINE MERCHANTS	7397652	09/30/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	112.00
WINE MERCHANTS	7398571	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	2,728.45
WINE MERCHANTS	7399464	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-253	92.00
WINE MERCHANTS	746085	09/20/2022	LIQUOR S./WINE	609-49751-253	-102.30
VINOPIA, INC	0313289-IN	09/27/2022	LIQUOR S./MERCHANDISE/FR	609-49751-254	176.00
JOHNSON BROS.	2152236	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-254	37.00
JOHNSON BROS.	2156916	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-254	37.00
BREAKTHRU BEVERAGE MN	345855930	10/06/2022	LIQUOR S./MERCHANDISE	609-49751-254	92.28
BREAKTHRU BEVERAGE MN	346054983	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-254	92.28
PHILLIPS WINE & SPIRITS	6474073	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-254	27.95
PHILLIPS WINE & SPIRITS	6477744	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-254	27.95
AH HERMEL COMPANY	946983/946983	10/06/2022	LIQUOR S./BEER	609-49751-254	153.58
AH HERMEL COMPANY	946983/946983	10/06/2022	LIQUOR S./BEER	609-49751-256	200.68
WATERVILLE FOOD & ICE	07-209034	10/24/2022	LIQUOR S./ICE/FREIGHT	609-49751-257	176.80
AH HERMEL COMPANY	946983/946983	10/06/2022	LIQUOR S./BEER	609-49751-261	11.81
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2022 - 1	609-49751-321	141.20
ZABINSKI BUSINESS SERVICES,	2794	10/17/2022	LIQUOR S./DATA PROCESSING	609-49751-326	331.31
ZABINSKI BUSINESS SERVICES,	2796	10/17/2022	LIQUOR S./DATA PROCESSING	609-49751-326	240.00
VINOPIA, INC	0313289-IN	09/27/2022	LIQUOR S./MERCHANDISE/FR	609-49751-333	16.50
WATERVILLE FOOD & ICE	07-209034	10/24/2022	LIQUOR S./ICE/FREIGHT	609-49751-333	5.25
JOHNSON BROS.	2152235	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	102.51
JOHNSON BROS.	2152236	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-333	52.35
JOHNSON BROS.	2156916	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-333	40.90
SOUTHERN GLAZER'S OF MN	2261938	09/23/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	115.86
SOUTHERN GLAZER'S OF MN	2261939	09/23/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	32.80
SOUTHERN GLAZER'S OF MN	2267383	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	150.70
SOUTHERN GLAZER'S OF MN	2267384	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	8.20
BREAKTHRU BEVERAGE MN	345855930	10/06/2022	LIQUOR S./MERCHANDISE	609-49751-333	46.40
BREAKTHRU BEVERAGE MN	346054983	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-333	63.89
SOUTHERN GLAZER'S OF MN	5089328	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	2.05
PHILLIPS WINE & SPIRITS	6471081	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	1.95

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PHILLIPS WINE & SPIRITS	6474072	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	69.19
PHILLIPS WINE & SPIRITS	6474073	10/14/2022	LIQUOR S./WINE/SOFT DRINK	609-49751-333	15.60
PHILLIPS WINE & SPIRITS	6477743	10/14/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	10.40
PHILLIPS WINE & SPIRITS	6477744	10/14/2022	LIQUOR S./MERCHANDISE	609-49751-333	6.00
WINE MERCHANTS	7397652	09/30/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	1.95
WINE MERCHANTS	7398571	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	65.31
WINE MERCHANTS	7399464	10/14/2022	LIQUOR S./WINE/FREIGHT	609-49751-333	3.90
AH HERMEL COMPANY	946983/946983	10/06/2022	LIQUOR S/BEER	609-49751-333	8.95
KKOJ - KUXX	22091330 9-30-2022	10/14/2022	LIQUOR S./ADVERTISING	609-49751-340	375.00
KDOM RADIO	9-30-2022	10/10/2022	LIQUOR S./ADVERTISING	609-49751-340	1,487.67
HOMETOWN SANITATION SER	0000482880	10/06/2022	LIQUOR S./REFUSE DISPOSAL	609-49751-384	177.99
CITY OF WINDOM	1-1-2023 - 12-31-23	10/18/2022	LIQUOR S./CIGARETTE LICENS	609-49751-444	20.00
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	609-49751-460	11.00
Activity 49751 - Liquor Store Total:					94,844.85
Fund 609 - LIQUOR STORE Total:					113,568.85

Fund: 614 - TELECOM

GENUINE CABLE GROUP - GC	4776042	10/25/2022	TELECOM/MACHINERY	614-16400	1,040.61
					1,040.61

Activity: 49870 - Telecom

CITY LAUNDERING CO.	1811555	10/17/2022	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
WEX BANK	84065442	10/10/2022	MOTOR FUELS	614-49870-212	222.44
MN MUNICIPAL UTILITIES ASS	60095	10/17/2022	SAFETY MANAGEMENT	614-49870-217	124.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	614-49870-217	2,730.64
AMAZON CAPITAL SERVICES, I	1LY1-MV1M-JCC9	10/14/2022	TELECOM/UTILITY SYSTEM	614-49870-227	220.57
INTERSTATE TRS FUND	82580760058-1022	10/21/2022	499-A #4 OF 12 514b Obligati	614-49870-304	104.16
INTERSTATE TRS FUND	82580760058-1022	10/21/2022	499-A #4 OF 12 514a Obligati	614-49870-304	257.79
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	614-49870-321	376.51
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	POSTAGE	614-49870-322	242.04
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	OCT 22/DATA PROCESSING	614-49870-326	1,627.47
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	OCT 22/DATA PROCESSING	614-49870-326	936.25
INNOVATIVE SYSTEMS LLC	INV-05797	10/14/2022	DATA PROCESSING	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-05944	10/17/2022	10-01-2022-12-31-2022 ACS	614-49870-326	900.00
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	PROCESSING	614-49870-326	166.48
NEUSTAR, INC.	L-0000040643	10/13/2022	TELECOM/DATA PROCESSING	614-49870-326	8.50
IOWA LEAGUE OF CITIES	095692	10/06/2022	TELECOM/ADVERTISING	614-49870-340	140.00
KDOM RADIO	22090448	10/06/2022	TELECOM/ADVERTISING	614-49870-340	100.98
INNOVATIVE SYSTEMS LLC	INV-06187	10/17/2022	INSERTS	614-49870-350	37.13
KULSETH LAWN LANDSCAPE	3273	10/25/2022		614-49870-406	171.00
BTN - BIG TEN NETWORK	176898	10/14/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	1,433.50
FOX TELEVISION STATIONS, LL	176899	10/14/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	242.55
FOX TELEVISION STATIONS, LL	176900	10/14/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	2,910.60
MLB NETWORK	186665	10/14/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	359.90
NEXSTAR BROADCASTING GR	462642	10/14/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	222.65
CONSOLIDATED COMMUNICA	507-151-0204/0 10-01-22	10/11/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	1,443.00
BALLY SPORTS NORTH	U38077	10/13/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	6,752.70
UNIVERSAL SERVICE ADMIN C	UBD10001316643	10/20/2022	499A CONTRIBUTION	614-49870-443	1,829.14
CONSOLIDATED COMMUNICA	21981	10/13/2022	TELECOM/SWITCH FEES	614-49870-445	119.96
CONSOLIDATED CALL CENTER	21981	10/24/2022	TELECOM/SWITCH FEES	614-49870-445	119.96
1623 FARNAM LLC	006894	10/13/2022	TELECOM/INTERNET EXPENSE	614-49870-447	200.00
ZAYO GROUP, LLC	2022100027696	10/13/2022	TELECOM/INTERNET EXPENSE	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	389700	10/25/2022	TELECOM/INTERNET EXPENSE	614-49870-447	1,126.33
ZAYO GROUP, LLC	2022100002376	10/13/2022	TELECOM/CALL COMPLETION	614-49870-451	1,474.81
ONVOY, LLC dba INTELIGENT	272602	10/13/2022	TELECOM/CALL COMPLETION	614-49870-451	120.14
ONVOY, LLC dba INTELIGENT	272670	10/13/2022	TELECOM/CALL COMPLETION	614-49870-451	162.20
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	614-49870-460	280.00
Activity 49870 - Telecom Total:					30,169.78
Fund 614 - TELECOM Total:					31,210.39

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 615 - ARENA					
Activity: 49850 - Arena					
DEAN SMESTAD	10-22-22	10/25/2022	ARENA/REIMBURSEMENT FO	615-49850-211	246.09
WEX BANK	84065442	10/10/2022	MOTOR FUELS	615-49850-212	182.60
CITY OF NEW ULM PARK & RE	10-06-2022	10/13/2022	ARENA/ICE PAINTING	615-49850-217	610.00
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	615-49850-217	1,092.26
HOMETOWN SANITATION SER	0000482884	10/13/2022	ARENA/REFUSE DISPOSAL	615-49850-384	158.98
LAMPERTS YARDS, INC.	1478789	10/12/2022	ARENA/MAINTENANCE - OFFI	615-49850-404	22.85
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	615-49850-460	326.00
Activity 49850 - Arena Total:					2,638.78
Fund 615 - ARENA Total:					2,638.78
Fund: 617 - M/P CENTER					
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	617-20202	419.36
					419.36
Activity: 49860 - M/P Center					
MN MUNICIPAL UTILITIES ASS	60276	10/25/2022	OCT 2022	617-49860-217	1,638.38
AGC NETWORKS, INC.	10-30-2022 - 10-29-2023	10/13/2022	ANNUAL MAIN 10-30-2021 - 1	617-49860-321	188.26
HOMETOWN SANITATION SER	0000482885	10/06/2022	WCC/REFUSE DISPOSAL	617-49860-384	78.99
MN REVENUE	SEPT 2022	10/17/2022	SALES TAX	617-49860-460	645.64
Activity 49860 - M/P Center Total:					2,551.27
Fund 617 - M/P CENTER Total:					2,970.63
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002178	10/21/2022	Federal Tax Withholding	700-21701	9,878.38
MN Department of Revenue -	INV0002179	10/21/2022	State Withholding	700-21702	4,921.62
Internal Revenue Service-Payr	INV0002178	10/21/2022	Social Security	700-21703	12,389.06
MN Pera	INV0002176	10/21/2022	PERA	700-21704	7,476.18
MN Pera	INV0002176	10/21/2022	PERA	700-21704	737.00
MN Pera	INV0002176	10/21/2022	PERA	700-21704	14,002.03
MN State Deferred	INV0002177	10/21/2022	Deferred Roth	700-21705	1,425.00
MN State Deferred	INV0002177	10/21/2022	Deferred Compensation	700-21705	5,276.91
Internal Revenue Service-Payr	INV0002178	10/21/2022	Medicare Withholding	700-21711	3,596.46
WEX BANK	10-19-2022	10/19/2022	FLEX SPENDING	700-21712	95.71
WEX BANK	10-19-22	10/19/2022	FLEX SPENDING	700-21712	1,476.86
WEX BANK	OCT. 19, 2022	10/19/2022	FLEX SPENDING	700-21712	7.13
AFLAC	263345	10/24/2022	INSURANCE OCT 2022	700-21715	263.93
AFLAC	263345	10/24/2022	INSURANCE OCT 2022	700-21716	780.67
MN BENEFIT ASSOCIATION	2022-0178103	10/17/2022	OCT. 2022/INSURANCE	700-21717	5.84
MN BENEFIT ASSOCIATION	2022-0178103	10/17/2022	OCT. 2022/INSURANCE	700-21719	387.35
WEX Health Inc	INV0002181	10/19/2022	VEBA Employer contributions	700-21720	9,687.62
WEX Health Inc	INV0002180	10/19/2022	Employer HSA October 2022	700-21722	4,062.59
WEX Health Inc	INV0002175	10/21/2022	HSA Employee Contribution	700-21723	584.92
					77,055.26
Fund 700 - PAYROLL Total:					77,055.26
Grand Total:					1,285,749.12

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	54,187.40
211 - LIBRARY	2,194.47
225 - AIRPORT	1,204.64
230 - POOL	101.99
235 - AMBULANCE	8,678.54
250 - EDA GENERAL	1,043.32
252 - EDA SCDP	7,093.15
254 - NORTH IND PARK	330.00
401 - GENERAL CAPITAL PROJECTS	2,278.48
601 - WATER	13,728.11
602 - SEWER	6,905.56
604 - ELECTRIC	960,559.55
609 - LIQUOR STORE	113,568.85
614 - TELECOM	31,210.39
615 - ARENA	2,638.78
617 - M/P CENTER	2,970.63
700 - PAYROLL	77,055.26
Grand Total:	1,285,749.12

Account Summary

Account Number	Account Name	Payment Amount
100-11506	Accounts Receivable - Ac	504.47
100-20191	Unapplied Cash	21.08
100-20202	Sales Tax Payable	24,777.25
100-32182	License - Street Excavati	300.00
100-32261	Rental Housing License	60.00
100-41310-200	Office Supplies	269.87
100-41310-217	Other Operating Supplie	2,305.51
100-41310-308	Training & Registrations	150.00
100-41310-321	Telephone	423.58
100-41910-212	Motor Fuels	107.98
100-41910-321	Telephone	47.07
100-41910-480	Other Miscellaneous	819.19
100-41940-384	Refuse Disposal	102.98
100-42120-200	Office Supplies	71.90
100-42120-212	Motor Fuels	1,741.87
100-42120-304	Legal Fees	3,957.50
100-42120-308	Training & Registrations	546.13
100-42120-321	Telephone	693.61
100-42120-323	Radio Units	108.00
100-42120-334	Meals/Lodging	7.03
100-42120-405	Repairs & Maint - Vehicl	895.82
100-42120-412	Rentals - Building	1,950.00
100-42120-419	Vehicle Lease	1,741.21
100-42120-433	Dues & Subscriptions	600.00
100-42220-212	Motor Fuels	346.42
100-42220-215	Materials & Equipment	250.00
100-42220-321	Telephone	94.13
100-42220-384	Refuse Disposal	80.99
100-42220-404	Repairs & Maint - M&E	1,489.00
100-42220-405	Repairs & Maint - Vehicl	221.21
100-42220-480	Other Miscellaneous	607.02
100-42500-215	Materials & Equipment	875.00
100-42700-300	Charges for Services	587.50
100-43100-212	Motor Fuels	993.97
100-43100-217	Other Operating Supplie	2,854.64
100-43100-224	Street Maint Materials	1,108.09

Account Summary

Account Number	Account Name	Payment Amount
100-43100-321	Telephone	141.20
100-43100-384	Refuse Disposal	102.98
100-43100-439	Special Projects	408.00
100-45202-212	Motor Fuels	409.73
100-45202-217	Other Operating Supplie	31.00
100-45202-384	Refuse Disposal	333.76
100-45202-402	Repairs & Maint - Struct	439.60
100-45202-406	Repairs & Maint - Groun	64.98
100-45202-480	Other Miscellaneous	546.13
211-45501-200	Office Supplies	335.00
211-45501-217	Other Operating Supplie	546.13
211-45501-435	Books and Pamphlets	1,253.34
211-45501-480	Other Miscellaneous	60.00
225-45127-321	Telephone	27.16
225-45127-404	Repairs & Maint - M&E	174.59
225-45127-406	Repairs & Maint - Groun	1,002.89
230-45124-384	Refuse Disposal	101.99
235-42153-212	Motor Fuels	4,024.44
235-42153-261	Other Merchandise-Med	540.18
235-42153-312	Nursing	2,832.78
235-42153-321	Telephone	188.26
235-42153-323	Radio Units	590.00
235-42153-334	Meals/Lodging	309.39
235-42153-405	Repairs & Maint - Vehicl	193.49
250-46520-304	Legal Fees	130.00
250-46520-321	Telephone	94.13
250-46520-480	Other Miscellaneous	819.19
252-46520-491	Payments to Other Orga	7,093.15
254-46520-406	Repairs & Maint - Groun	330.00
401-49950-504	Capital Outlay - Parks	2,278.48
601-49400-212	Motor Fuels	207.84
601-49400-217	Other Operating Supplie	1,700.39
601-49400-321	Telephone	141.20
601-49400-322	Postage	242.04
601-49400-326	Data Processing	1,497.71
601-49400-350	Printing & Design	37.13
601-49400-404	Repairs & Maint - M&E	9,474.24
601-49400-408	Repairs & Maint - Distrib	427.56
602-49450-212	Motor Fuels	187.46
602-49450-217	Other Operating Supplie	1,731.38
602-49450-310	Lab Testing	2,078.56
602-49450-321	Telephone	94.13
602-49450-322	Postage	242.03
602-49450-326	Data Processing	1,497.72
602-49450-350	Printing & Design	37.13
602-49450-404	Repairs & Maint - M&E	1,037.15
604-10400	Investments - Current	485,000.00
604-14200	Inventory	26,096.86
604-16300	Improvements Other Th	37,535.07
604-16400	Machinery & Equipment	2,256.38
604-20202	Sales Tax Payable	2,061.75
604-22000	Prepayments	115.11
604-49550-212	Motor Fuels	752.69
604-49550-217	Other Operating Supplie	3,621.46
604-49550-263	Merchandise for Resale -	378,335.26
604-49550-308	Training & Registrations	5,224.50
604-49550-310	Lab Testing	439.79
604-49550-321	Telephone	235.33

Account Summary

Account Number	Account Name	Payment Amount
604-49550-322	Postage	242.04
604-49550-326	Data Processing	2,828.95
604-49550-340	Advertising & Promotion	162.00
604-49550-350	Printing & Design	37.13
604-49550-384	Refuse Disposal	209.96
604-49550-404	Repairs & Maint - M&E	2,178.02
604-49550-408	Repairs & Maint - Distrib	1,419.27
604-49550-450	Conservation	11,553.98
604-49550-460	Miscellaneous Taxes	254.00
609-20202	Sales Tax Payable	18,724.00
609-49751-200	Office Supplies	100.00
609-49751-217	Other Operating Supplie	2,209.00
609-49751-251	Liquor	35,708.47
609-49751-252	Beer	43,036.14
609-49751-253	Wine	9,153.08
609-49751-254	Soft Drinks & Mix	644.04
609-49751-256	Tobacco Products	200.68
609-49751-257	Ice	176.80
609-49751-261	Other Merchandise	11.81
609-49751-321	Telephone	141.20
609-49751-326	Data Processing	571.31
609-49751-333	Freight and Express	820.66
609-49751-340	Advertising & Promotion	1,862.67
609-49751-384	Refuse Disposal	177.99
609-49751-444	License Fees	20.00
609-49751-460	Miscellaneous Taxes	11.00
614-16400	Machinery & Equipment	1,040.61
614-49870-211	Cleaning Supplies	21.38
614-49870-212	Motor Fuels	222.44
614-49870-217	Other Operating Supplie	2,854.64
614-49870-227	Utility System Maint Sup	220.57
614-49870-304	Legal Fees	361.95
614-49870-321	Telephone	376.51
614-49870-322	Postage	242.04
614-49870-326	Data Processing	4,673.70
614-49870-340	Advertising & Promotion	240.98
614-49870-350	Printing & Design	37.13
614-49870-406	Repairs & Maint - Groun	171.00
614-49870-442	Subscriber Fees	13,364.90
614-49870-443	Intergovernmental Fees	1,829.14
614-49870-445	Switch Fees	239.92
614-49870-447	Internet Expense	3,276.33
614-49870-451	Call Completion	1,757.15
614-49870-460	Miscellaneous Taxes	280.00
615-49850-211	Cleaning Supplies	246.09
615-49850-212	Motor Fuels	182.60
615-49850-217	Other Operating Supplie	1,702.26
615-49850-384	Refuse Disposal	158.98
615-49850-404	Repairs & Maint - M&E	22.85
615-49850-460	Miscellaneous Taxes	326.00
617-20202	Sales Tax Payable	419.36
617-49860-217	Other Operating Supplie	1,638.38
617-49860-321	Telephone	188.26
617-49860-384	Refuse Disposal	78.99
617-49860-460	Miscellaneous Taxes	645.64
700-21701	Federal Withholding	9,878.38
700-21702	State Withholding	4,921.62
700-21703	FICA Tax Withholding	12,389.06

Account Summary

Account Number	Account Name	Payment Amount
700-21704	PERA Contributions	22,215.21
700-21705	Retirement	6,701.91
700-21711	Medicare Tax Withholdi	3,596.46
700-21712	Flex Account	1,579.70
700-21715	Individual Insurance-Afla	263.93
700-21716	Individual Insurance-Afla	780.67
700-21717	Individual Insurance-MB	5.84
700-21719	Individual Insurance-MB	387.35
700-21720	VEBA Contributions	9,687.62
700-21722	HSA Contribution	4,062.59
700-21723	HSA Employee Contribu	584.92
	Grand Total:	1,285,749.12

Project Account Summary

Project Account Key	Payment Amount
None	1,285,749.12
Grand Total:	1,285,749.12

CDW
10/27/22

RESOLUTION #2022-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT DONATION FROM P.E.O. SISTERHOOD CHAPTER TO THE WINDOM POLICE DEPARTMENT K-9 UNIT

WHEREAS, Minnesota State Statute §465.03 requires that any city accepting a grant or gift of real or personal property shall accept such by resolution of the governing body expressing the terms prescribed by the donor; and

WHEREAS, the City of Windom has received a donation of \$15.00 from P.E.O. Sisterhood Chapter for the Windom Police Department K-9 Unit; and

WHEREAS, the donor requires that the donation be used for the K-9 Unit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$15.00 offered by P.E.O. Sisterhood Chapter to be used for the K-9 Unit.

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

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator



design | build | repair | replace

DATE 10-24-2022

PROPOSAL #: CAS298822A

**Andrew Spielman
City of Windom
444 9th Street
Windom, MN, 56101**

Dear Mr. Spielman:

Thank you for your interest in working with Schwickert's Tecta America!

Founded in 1906 by George Schwickert, Schwickert's has been a locally known name in Southern Minnesota for over 110 years. As a leading Midwest roofing and mechanical systems contractor, we serve commercial, industrial and residential markets in roofing, architectural metals, mechanical piping and plumbing, heating, air conditioning, electrical, air duct cleaning, dryer vent cleaning, chimney sweeping and specialty fabrication products. In addition to the products offered, our services include design, start-up, commissioning, preventative maintenance programs, inspections, and more.

Schwickert's is well-known in the industry and is a leading roofing and mechanical contractor in the country. In fact, our reputation of being the best has developed from our quality workmanship, years of experience, innovative solutions and from the consistent way in which we satisfy our customers.

Thank you for giving us this opportunity to assist you in making an educated decision about your roofing needs. We look forward to working with you!

Sincerely,

Signature signed by Camryn Schulz
on 10/24/2022
Camryn Schulz@tectaamerica.com
Camryn Schulz, CM-Campus Schwab
612.284.4233 10/24/2022 12:02:12 PM

**Camryn Schulz
Assistant Roofing Project Manager
Schwickert's Tecta America, LLC**

**Direct: 507-722-2619
Cell: 507-380-9217
Cschulz3@tectaamerica.com**

330 Poplar Street
Mankato, MN 56001
507.387.3101

204 Schuman Drive NW
Stewartville, MN 55976
507.281.0611

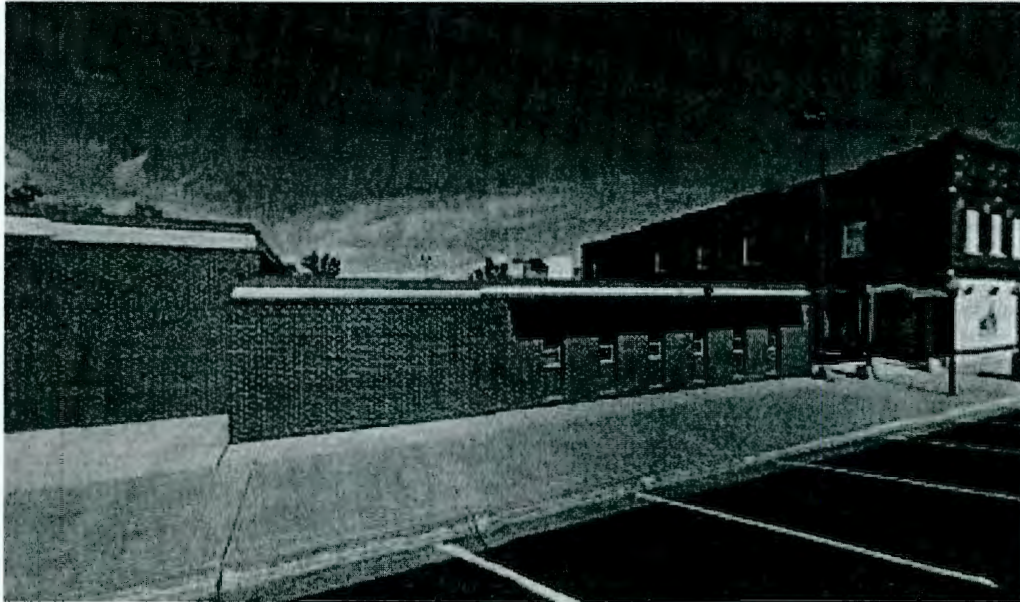
8600 West 125th Street
Savage, MN 55378
612.284.4233

1841 E 1450 Road
Lawrence, KS 66044
913.674.4445

SCHWICKERT TECTA AMERICA'S SOLUTIONS DESIGNED TO ADDRESS YOUR NEEDS

**You can rely on Schwickert's Tecta America, your trusted business partner,
to provide a combination of products and services that best suit your needs.**

**Windom City Hall
444 9th Street
Windom, MN, 56101**



SCOPE OF WORK: SUMMARY

Building: Windom City Hall

Section: Sections 1-5

Square Feet: 8,242

Summary: The details of the roof are in poor condition. Occupants report frequent leaks. A new roof is now recommended.

SCOPE OF WORK: RECOMMENDATIONS

Base Bid:

- Remove perimeter metal coping cap, cant edge, counterflashing, and expansion joint cover for re-use.
- Remove and dispose of existing ballast rock.
- Remove old EPDM membrane and dispose of in certified landfill.
- Replacement of damaged or deteriorated insulation to be performed on a T/M basis.
- Replacement of damaged or deteriorated metal to be performed on a T/M basis.
- Furnish & install new 60-mil EPDM membrane.
- Furnish & install flashings and accessories to provide complete roof system.
- Install new 1.5" washed river rock ballast at a rate of 10 lbs. per square foot.
- Re-install old metal coping cap, cant edge, counterflashing, and expansion joint covers.

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- Furnish & install new cover plates and scuppers.
- Metal to be 24-gauge pre-finished steel.
- Metal Color to be determined by owner from Una-Clad color chart.

PRE- & POST-CONSTRUCTION SPECIFICATIONS

Project Preparation:

- Perform a pre-job meeting to determine jobsite logistics and safety requirements
- Furnish proposed construction scheduled, if needed.

Post-job procedures:

Upon completion of project, we offer to conduct a post job closeout meeting which includes:

- Review of Executed Scope of Work
- Review of Any Unforeseen Conditions
- Final Joint Walk of New Roof Assembly
- Submission of Critical Project Documents and Job Progress Photos
- Brief Orientation and Care Requirements of Your New Roofing System.
- Delivery of Contractor's and Manufacturer's Warranty
- Discuss Tecta Tracker & Preventative Maintenance programs

GENERAL NOTES AND QUALIFICATIONS

Employee Professionalism:

All work shall be performed in a safe, professional manner in compliance with Schwickert's policy.

Permits:

Building permits are included in this proposal and are subject to approval by the authority having jurisdiction.

Safe & Clean Work Environment:

All work premises will be cleaned daily during the construction process and at the completion of the project. Trash will be removed to dumpster provided by Schwickert's

Warranty:

Workmanship is covered by Schwickert's Tecta America's Two year warranty. Form to be standard similar to the Midwest Roofing Contractors Association (MRCA) warranty. This warranty excludes any routine maintenance and recommended repair work beyond the terms of the warranty.

A manufacturer's **15-year Total System warranty** is included on this project.

Details will be installed in accordance with NRCA (National Roofing Contractor Association) guidelines and manufacturer's recommendations. Shop drawings for any specific details will be provided upon request for your approval prior to the preconstruction meeting.

Additional Inclusions and Exclusions:

- Hoisting of materials is included in this proposal.
- Identification, abatement and disposal of hazardous materials is not included.
- Sales and excise taxes are included.
- All electrical work unless specifically noted within the mechanical specification is not included.
- Deck repair/replacement is not included in this proposal. Replacement can be done on a time and material basis.
- Any Mechanical or Electrical disconnects or reconnects are not included in this proposal.
- Lawn or pavement restoration is not included in this proposal.
- This proposal assumes no premium time/and or acceleration costs.
- We do not include costs for temporary utilities and/or facilities
- Snow and ice removal is not included in this proposal.
- Owner shall be responsible for all costs associated to perform an asbestos survey if required by any governmental authority. Owner warrants there are no asbestos containing or other hazardous materials as

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defined by Paragraphs 32A, B and C of the Schwickert Special Conditions and/or Paragraphs 7 & 22 of the Schwickert General Conditions.

- The parties acknowledge that the potential effects of the global outbreak of the Coronavirus (COVID-19) on the construction industry and the performance of construction projects are not yet fully known and are beyond the control of the parties. The effects of this outbreak may adversely affect the Contractor's (or Subcontractor's) labor force, the supply chain for materials, the delivery of materials and/or otherwise adversely affect the Contractor's (or Subcontractor's) performance of the work, causing delays in the prosecution and completion of the work and the project. The parties agree that delays resulting from the effects of the Coronavirus are beyond the control of the Contractor (or Subcontractor) and the Contractor (or Subcontractor) will be granted a reasonable extension of time and a potential equitable adjustment to complete its work if such delays occur.
- Our price stated in this contract proposal is based upon current material prices. Because of raw material price volatility, including the price of oil, our material suppliers are unable to provide us with price protection for the materials included within this proposal. Accordingly, should our material prices increase during the term of this proposal, and during the time of performance of work contemplated by this proposal, our price for performance of the work contemplated by this proposal shall be increased by such direct material cost increases

CONTRACT

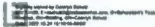
Base Bid: (\$89,663.00) Eighty-nine thousand six hundred sixty-three Dollars and 00/100.

Please also note that these prices are based on current material costs and do not include protection beyond 30 days. All applicable tax is not included. Based on tax exempt status.

This proposal has been prepared and submitted by Camryn Schulz.

**SUBMITTED BY
SCHWICKERT'S TECTA AMERICA, LLC**

Camryn Schulz



Camryn Schulz

Assistant Project Manager

10/24/2022

**ACCEPTED BY
OWNER**

Andrew Spielman

Building & Zoning Official

PROPOSAL #: CAS298822A

PRE-LIEN NOTICE OF PRIME CONTRACTOR

(To be Attached as Rider to all Prime Contracts
for Work on Private Property)

“(a) ANY PERSON OR PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.”

TERMS: Owner agrees that all payments required under this Contract shall be due and payable within 20 days of date of invoice whether billing is for job preparation, material stored, work completed each month or final payment. Owner further agrees that Contractor may charge interest at the annual rate of eighteen percent (18%), unless a lesser percentage is required by law on any sum due under this Contract which is not paid within 30 days of invoice date. If payments are not made when due, interest, costs incidental to collection and attorneys' fees (if an attorney is retained for collection) shall be added to the unpaid balance. Contractor reserves the right, without penalty from Owner, to stop work on the project if Owner does not make payments to Contractor when due. Owner hereby releases Contractor of notice requirements for lien rights in the event payments are not made when due as outlined in this paragraph. **This Proposal/Contract may be withdrawn by Contractor if not accepted within 30 days, or at anytime, subject to increases related to material prices as noted above.**

Attached to this Proposal/Contract are Special Conditions. The terms and conditions contained in the attached Special Conditions to Proposal/Contract are incorporated into and are an integral part of this Proposal/Contract.

RECEIPT

This proposal has been submitted by Camryn Schulz Please call if you have any questions on this proposal.

Receipt of this Pre-Lien Notice, and a copy hereof, is hereby acknowledged by

**SUBMITTED BY
SCHWICKERT'S TECTA AMERICA, LLC**

Camryn Schulz 
Digitally signed by Camryn Schulz
DN: cn=Camryn Schulz, o=Schwickert's Tecta America, LLC, email=cschulz@schwickerts.com, c=US
Reason: I am the signer of this document.
SHA-256 with RSA
10/24/2022 10:29:11 -05:00

Camryn Schulz

Assistant Project Manager

10/24/2022

**ACCEPTED BY
OWNER**

Andrew Spielman

Building & Zoning Official

PROPOSAL #: CAS298822A

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1841 E 1450 Road
Lawrence, KS 66044
913.674.4445

SPECIAL CONDITIONS TO PROPOSAL / CONTRACT

Dated 10/24/2022

between the City of Windom

and Schwickert's Tecta America LLC

1. This Contract incorporates all of the agreements of the parties to date. Any changes, alterations or additions thereto shall not be binding or enforceable unless approved in writing by both parties.
 2. Our price stated in this contract proposal is based upon current material prices. Because of raw material price volatility, including the price of oil, our material suppliers are unable to provide us with price protection for the materials included within this proposal. Accordingly, should our material prices increase during the term of this proposal, and during the time of performance of work contemplated by this proposal, our price for performance of the work contemplated by this proposal shall be increased by such direct material cost increases.
 3. The parties acknowledge that the potential effects of the global outbreak of the Coronavirus (COVID-19) on the construction industry and the performance of construction projects are not yet fully known and are beyond the control of the parties. The effects of this outbreak may adversely affect the Contractor's (or Subcontractor's) labor force, the supply chain for materials, the delivery of materials and/or otherwise adversely affect the Contractor's (or Subcontractor's) performance of the work, causing delays in the prosecution and completion of the work and the project. The parties agree that delays resulting from the effects of the Coronavirus are beyond the control of the Contractor (or Subcontractor) and the Contractor (or Subcontractor) will be granted a reasonable extension of time and a potential equitable adjustment to complete its work if such delays occur.
 4. Issuance of a purchase order by Owner will constitute acceptance of each and every term and condition of this Contract. Any additional terms and conditions stated in Owner's purchase order, or other written communication accepting this Contract, or by alteration by Owner of this Contract form, shall not be valid under any circumstances unless specifically adopted or approved by written response of Contractor. Failure to respond by Contractor shall be deemed a denial of any additional and conditions stated in Owner's acceptance.
 5. Should leaks occur after completion of installation of the roofing system, inspections or repairs performed by Contractor shall be treated as warranty matters, and such circumstances shall not be grounds for withholding payment of the Contract price; provided, however, if the roof membrane is installed over an existing system, Contractor shall have no responsibility for water penetration which occurs as a result of moisture contained in the old, or former, roofing system.
 6. Any person or company supplying labor or material for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
 7. Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amount due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or materials for the improvement and who gave you timely notice.
 8. If roof tear-off is to be performed, Contractor shall not be responsible for damages caused by water penetration into the building resulting from moisture contained or trapped in or under the existing roof surface, which is released during tear-off.
 9. Unless written arrangements are made in advance, Contractor shall not be responsible for damages from leaks through any area of the existing (present) roof surface where Contractor has not performed tear-off surface preparation work.
 9. If a warranty of the manufacturer of the roofing system to be installed is to be issued to Owner, a sample copy of such warranty is attached to this Contract. Acceptance of this Contract by Owner shall constitute acceptance of the terms, conditions and limitations of said warranty.
 10. Attached hereto and incorporated herein by reference is the Schwickert 2 year Contractor's warranty, which warranty form will be supplied by Contractor to Owner upon completion of this Contract. Acceptance of this Contract by Owner shall constitute acceptance of the terms, conditions and limitations of said warranty.
 11. Completion of this Contract shall be the date on which Contractor's work is finished, as distinguished from the date of Owner's acceptance thereof.
 12. If structures of any kind are to be added to and installed on the roof membrane after its application, such installation shall be entirely at the risk of Owner, unless Contractor is given reasonable notice in writing of the time and date of such installation and is permitted to supervise or conduct (at its option) the cutting and sealing of the roof membrane necessary for such installation. Contractor shall be paid on a time-and-material basis for such supervision or work. (See manufacturer's warranty for requirements after warranty is delivered.)
 13. Damage occurring to the installed roofing membrane, resulting from acts of other contractors or persons authorized by Owner to conduct operations above or upon the installed membrane shall be the responsibility of Owner.
 14. Contractor may include owner name, testimonials, location and project information for marketing and communications across any medium the contractor chooses.
 15. Contractor may place company signage at the project location for the duration of the project.
 16. Contractor is not responsible for costs of repair or damages, including disruption of service, resulting from heavy equipment, including, but not limited to cracks in concrete on the ground at the project site.
 17. Contractor accepts no liability to indemnify or hold Owner harmless for damages to persons or property, except those that are the direct result of Contractor's negligent error or omission which occur during performance of Contractor's work.
 18. Contractor reserves the right to cancel this Contract by written notice to Owner within 15 days of Owner's acceptance thereof, in the event that Contractor, in the reasonable exercise of its judgment, determines that Owner's credit history or rating is deemed insufficient for the purposes of this Contract.
- ### DUTIES AND RESPONSIBILITIES OF CONTRACTOR
19. Contractor's price includes furnishing all labor, materials and equipment necessary to complete the Contract, subject only to latent conditions of the work area, which could not be reasonably anticipated by the examination of core samples, or the visual inspection ordinarily employed in the roofing trade. If such latent conditions cause or require additional labor or material in the performance of the Contract, Contractor shall promptly notify Owner of such condition, and such additional material and work will be supplied and performed on a time-and-material basis by Contractor, unless the parties agree to a stated price for such additional work.
 20. Contractor will perform the work specified herein in accordance

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507.387.3101

204 Schuman Drive NW
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507.281.0611

8600 West 125th Street
Savage, MN 55378
612.284.4233

1841 E 1450 Road
Lawrence, KS 66044
913.674.4445

with the written specifications, if any, attached or stated in the Contract and the specifications of the manufacturer of the roofing system to be installed, so that the installation will qualify for the issuance of the manufacturer's warranty (identified above) to Owner. Contractor shall not be responsible for any defects or deficiencies in said specifications. Contractor EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE with respect to said specifications.

21. Contractor makes no warranty respecting "Wind Uplift Resistance" of the installed roof system. If a "Factory Mutual Insurance Co. Wind Uplift Standard" is specified, Contractor represents only that the roofing system installed is represented by the manufacturer thereof to meet such specified standards.
22. Contractor warrants that the materials and accessories supplied will be those specified for this Contract and will be new and of recent manufacture and free from obvious defects. Contractor shall not be responsible for latent defects in materials and accessories.
23. Contractor shall not be responsible for damages arising from delay due to inclement weather (including the threat of inclement weather), strikes, fires, accidents, delays in shipment or delivery of manufacturer's materials, or other causes beyond its reasonable control; or, if any Interruption of Contractor's work occurs by reason of operations of other contractors at the job site, or from Owner's failure to provide Contractor with reasonable access to the job site to perform this Contract.
24. Contractor shall advise Owner promptly upon completion of work and submit the same for Owner's inspection. Contractor, conditioned upon Owner's prompt inspection and notification to Contractor of any omitted work, or other discrepancies, will remedy the same if required by the specifications or performance standards of the Contract.
25. Contractor will have Workers' Compensation insurance in limits required by state law and Comprehensive General Liability Insurance coverage in force for all of its operations under this Contract.
26. Insurance for replacement of our own work product, for wear and tear, gradual deterioration, latent defect, mildew, mold or fungus, bacteria and other micro-organisms, inherent vice, depreciation, insects or vermin is not reasonably available in the market. As a result, and notwithstanding any other language to the contrary, the parties exclude from this contract, including any indemnity provision, any liability to Contractor for damages caused by the items listed in the previous sentence, because insurance to cover these risks is not reasonably available. Owner will further hold harmless and indemnify Contractor from claims, including claims of tenants and occupants, arising from indoor air quality, including but not limited to the growth of mold, whether as a result of Owner's failure to maintain the building or otherwise.
27. Contractor shall take all reasonable safety precautions with respect to its work, and shall have responsibility for compliance of its equipment and employees with all applicable laws, ordinances, rules, regulations and orders of any public authority for the safety and health of person on the job site. Contractor shall have specific responsibility for housekeeping in its immediate work area, and will remove rubbish and debris caused by its work. Contractor shall not be responsible for the safety and health of any persons present at the job site who are not employees of Contractor.

DUTIES AND RESPONSIBILITIES OF OWNER

28. Owner represents to Contractor that the roof deck on which the installation is to be made is in a sound weight-bearing condition, sufficient for the purposes of Contractor's work and that all surfaces to be utilized by Contractor for fastening, adhering or attaching the roofing system will be adequate for the installation to be performed. Promptly after execution of this Contract and prior to commencement of Contractor's work, Owner will inform

Contractor in writing of any deck or subsurface conditions which could be damaged by penetrations made by Contractor in installing the roofing system.

29. At the time Contractor commences its work, Owner will provide Contractor with exclusive access and use of all roof areas where work is to be performed and such additional areas as are reasonably necessary for the Contractor to perform its work without interruption. All roof area work surfaces shall be free of debris and in a dry accessible condition. If preliminary work on the roof area is to be performed by others prior to Contractor's work, such work will be complete. Contractor shall not be required to perform its work while snow or other moisture conditions exist on the roof surface, unless Owner provides for removal or curing of such conditions.
30. Owner shall obtain permission for Contractor to work on or over adjoining property, if reasonably necessary to perform this Contract, at no cost to Contractor. Owner will arrange for restriction of vehicles on property under Owner's control in reasonable proximity of the job site to prevent damage while Contractor's work is in progress, if requested by Contractor.
31. Owner understands and agrees that Contractor shall have no responsibility at any time after completion of the work for damages of any kind to persons or property located below the installed roof membrane, whether or not such damages result from leaks or other weather-oriented sources.
32. Owner agrees to supply all necessary electricity including 220-volt, 30 amp capacity and water. Owner shall permit ready and convenient access to the building and roof area at all times by stairway or elevator service, if available.
33. Owner shall promptly inspect Contractor's work upon notice of completion, and shall either accept the work or give prompt, written notice to Contractor of omitted work or of other discrepancies. If Owner fails to give such notice to Contractor within 7 days from notice of completion, Contractor's performance shall be deemed to be completed for purposes of final payment.
34. Owner will rely exclusively upon the warranty, if any, of the manufacturer of any materials which are not specifically described and included in the "sample warranty" attached hereto.
35. Owner shall make no changes in the scope of the roof installation described herein or the specifications which would tend to disqualify the installation from the issuance of the manufacturer's warranty referred to above.
36. If Contractor's work is to be inspected by Owner's representative, or an architect, Owner agrees to make firm arrangements to have such person available promptly after notice to make inspection as Contractor's work progresses, so as not to cause delay. Owner designates _____ to execute additional work orders or changes and to act for and on behalf of Owner to accept completed work.
37. If, in order for Contractor to perform its work under this Contract, it becomes necessary to disconnect, remove, relocate or otherwise deal with any mechanical or other equipment located on the deck or other surface on which Contractor's work is to be performed, Owner or Owner's agent shall provide for the disconnection, removal, relocation or other appropriate action with respect to such mechanical or other equipment following completion of Contractor's work. Contractor shall have no responsibility with respect to any such rooftop equipment, unless it is specifically provided otherwise in this Contract.
38. Owner agrees to provide at its expense builder's risk insurance for the benefit and protection of Contractor.
39. Prior to Contractor's commencement of performance of its work under this Contract, an appropriate number of tests of substances and materials above and below the roof deck may be conducted by, or on behalf of the Owner, at Owner's expense, to determine if asbestos or similar hazardous substances are present, above or below the roof deck, which could be disturbed or otherwise affected by Contractor's work under this Contract. If such tests indicate the presence of asbestos or similar hazardous

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substances, Contractor may, at its option, (a) terminate this Contract upon written notice by Contractor to Owner; (b) delay commencement of performance of its work under this Contract until such products or materials, and any hazards connected therewith, are located and abated, encapsulated or removed (in which case Contractor shall receive an extension of time to complete its work thereunder and compensation for delays encountered as a result of such situation and correction); or (c) proceed to locate, abate, encapsulate and remove such products or materials and any hazards connected therewith at a price to be determined by mutual agreement between Contractor and Owner and to be paid by Owner. If Contractor proceeds with its work under this Contract on the assumption that there is no asbestos or similar hazardous substance present, based upon results of tests conducted prior to commencement of its performance or if no tests are performed and Contractor does encounter any such products or material in the course of performing work at the job site, or if such hazardous materials are encountered by any other firm performing work at the job site, and Contractor determines that such materials present a hazard to its employees, Contractor shall have the right to discontinue its work and remove its employees from the job site until such products or materials and any hazards connected therewith are located and abated, encapsulated or removed, or it is determined that no hazard exists (as the case may be), and Contractor shall receive an extension of time to complete its work hereunder and compensation for delays encountered as a result of such situation and correction. To the extent permitted by law, Owner shall defend, indemnify and hold Contractor harmless from any and all penalties, actions, liabilities, costs, expenses and damages arising from or relating to the presence of asbestos or similar hazardous substances at this work site, including without limitation, installation, disturbance or removal of any product containing asbestos or similar hazardous substances or violation of governmental regulations relating to asbestos or similar hazardous substances. Owner releases Contractor from all claims and liabilities relating to asbestos or similar hazardous substances at this work site, including claims for subrogation. Should Contractor undertake to locate, abate, encapsulate and remove any asbestos or similar hazardous substance present at this work site, provided Contractor conducts its operations in accordance with applicable requirements established by the Occupational Safety and Health Administration and the Environmental Protection Agency, Owner agrees to exonerate, indemnify, defend and hold harmless Contractor from and against all claims, demands and lawsuits

and all damages, expenses and losses incurred by Contractor's removal of materials containing asbestos or similar hazardous substances from Owner's building and work site. Without limitation of the foregoing, this indemnification shall include any and all claims, damages, fines, judgments, penalties, costs, response costs, liabilities, or losses (including, without limitation, any and all sums paid for settlement of claims, attorneys', consultant and expert fees) incurred by Contractor resulting from Contractor's removal, transportation and disposal of materials containing asbestos or similar hazardous substances from Owner's building and work site, and specifically including any and all costs incurred because of any investigation of the site at which such materials are disposed of by Contractor or any cleanup, removal, remediation or restoration of such site mandated by a federal, state or local agency or political subdivision.

As used herein, the term "hazardous substances" means:

- (a) any "hazardous waste" as defined by the Resource Conservation and Recovery Act of 1976, as amended from time to time, and any regulations promulgated thereunder.
- (b) any "hazardous substance" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, and regulations promulgated thereunder; and
- (c) any substance which is or becomes regulated by any federal, state, or local governmental authority.

ARBITRATION, ACCEPTANCE AND EXECUTION

- 40. All disputes, claims and questions regarding the rights and obligations of the parties under the terms of this Contract are subject to arbitration. Either party may make a demand for arbitration by filing such demand in writing with the other party within 30 days after the dispute first arises. Thereafter, arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect.
- 41. This Contract, when accepted by Owner, will constitute the entire agreement between the parties hereto, there being no promises or agreements, written or oral, except as herein set forth. Within 30 days from the date hereof, but not thereafter, Owner may accept this Proposal / Contract by executing the same in the places provided and returning to Contractor.

RECEIPT

Receipt of the Contract/Proposal Special Conditions, and a copy hereof, is hereby acknowledged by

SUBMITTED BY
SCHWICKERT'S TECTA AMERICA, LLC

Camryn Schulz Signature of Camryn Schulz
Title: Assistant Project Manager
Schwicker's Tecta America, LLC
10/24/2022 10:20:10 AM EDT

Camryn Schulz

Assistant Project Manager

10/24/2022

ACCEPTED BY
OWNER

Andrew Spielman

Building & Zoning Official

PROPOSAL #: CAS298822A

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ACTION ITEM



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

TO: City Council
FROM: City Administrator and Streets & Parks Superintendent
DATE: October 27, 2022
RE: Street Department – Pick-up Purchase Request
DEPT: Streets & Parks
CONTACT: Steve Nasby: Steve.Nasby@windommn.com & Jon Ketzenberg: Jon.Ketzenberg@windommn.com

Recommendation/Action Requested

Staff recommends that the City Council take the following action:

1. Approval to purchase a new pick-up for the Streets & Parks Department prior to year-end.

Issue Summary/Background

In late 2020 the Electric Department completed specs for a new pick-up that was to be purchased from State contract in 2021. Due to the issues with supply chains that purchase was cancelled by the State. So the Electric Department worked with several area dealers in early 2022 to order another unit. No order confirmations were received so the Electric Department located a vehicle on a lot and purchased the unit a couple of months ago. Last week a dealership contacted the Electric Department and said their truck was delivered. The Electric Department no longer needed the unit, but placed a “hold” on it as both the Water Department and Street Department have trucks scheduled for replacement in 2023. The Water Department determined that the vehicle would not meet its needs, but it would meet the needs of the Streets & Parks Department.

The City Council is currently going through the 2023 Capital Improvement Program budget requests, but not made final decisions on funding. Given the supply chain delays and inflationary price increases there is merit to consider taking this 2023 unit. The dealership has agreed to hold the unit until November 2nd for the City of Windom.

Fiscal Impact

Cost for the 2023 pick-up is approximately \$47,500, less any trade in (estimated to be \$10,000 - \$12,000). Additionally, the Street Department is anticipating to finish 2022 with some funds remaining; however, here may be some additional 2023 CIP funds needed to complete the purchase.

Attachments

1. None.

MEMORANDUM OF UNDERSTANDING
COMMUNITY POLICING PILOT PROGRAM
WINDOM ALTERNATIVE LEARNING CENTER

This Memorandum of Agreement ("Agreement") is entered into as of _____, 2022 by and between the City of Windom, MN ("City") and the Southwest\West Central Cooperative ("SWWC"). The City and SWWC are referred to at times in this Agreement individually as a "Party" and collectively as the "Parties."

Whereas, the City desires to offer a community policing services through a pilot program (the "Pilot Program") with SWWC for the Alternative Learning Center in Windom, MN.

Whereas, the Pilot Program is intended to be temporary and will sunset at the date agreed upon herein.

Be it therefore resolved, that the Parties agree to the following:

Section 1. Pilot Program. During the term of the Pilot Program, the City will make available sworn Windom Police Officers to perform community policing duties at the Alternative Learning Center for a minimum of 200-225 hours per year during the 2022-2023 and 2023 - 2024 school years (approximately 180-185 days per school year). Hours of community policing duties will be performed predominately between 10:00 am and 1:00 pm (Mondays – Fridays), but the Windom Police Department shall have sole discretion on the schedule.

Section 2. Training. City agrees to make Windom Police Department officers available for training provided through SWWC that applies to community policing duties and the activities of the Alternative Learning Center for up to 50 hours during the term of this agreement. The City agrees to provide ALICE training in Windom, MN to SWWC employees upon their request. Parties shall not charge each other for training or training expenses.

Section 3. Pilot Program Budget. City and SWWC agree herein that the City shall provide Pilot Program in conjunction with SWWC through its management at the Alternative Learning Center. SWWC agrees to provide the City a stipend of \$14,000 (Fourteen Thousand Dollars). Stipend is payable with 50% due on September 30, 2022 and 50% due on February 15, 2023 for the 2022-23 school year and payable with 50% due on September 30, 2023 and 50% due on February 15, 2024 for the 2023-24 school year.

Section 4. Reporting and Annual Meeting. City shall provide SWWC a monthly report on activities and time spent at the Alternative Learning Center for community policing efforts and law enforcement actions. Parties agree to meet at least one time during the term of this agreement to discuss the outcomes of the Pilot Program.

Section 5. Temporary Program; Sunset Provisions. The Pilot Program may be amended or terminated through mutual, written agreement. The Pilot Program will automatically terminate on June 15, 2024 unless renewed by the Parties.

Section 6. Entire Agreement. This is the full and complete agreement of the parties on the Pilot Program. There are no other oral or implied agreements.

Section 7. No Precedent. This agreement does not set any precedent for any future issue.

City of Windom

Southwest\West Central Cooperative

Mayor



Executive Director

Date: _____

Date: 10/24/22

ORDINANCE NO. 195, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING
CITY CODE CHAPTER 32, SECTION §32.02, ENTITLED
“SALARIES OF MAYOR AND COUNCIL MEMBERS”**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:
TO REVISE CHAPTER 32: “SECTION §32.02, ENTITLED “SALARIES OF MAYOR
AND COUNCIL MEMBERS”**

**BY REMOVING THE EXISTING SECTION §32.02 AND REPLACING THIS SECTION
WITH THE FOLLOWING:**

§ 32.02 SALARIES OF MAYOR AND COUNCIL MEMBERS.

- (A) The annual salary of the Mayor shall be \$6,900.
- (B) The annual salary of the Council members shall be \$5,300.
- (C) To reduce the cost of distribution of Council material and to facilitate the dissemination of Council documents through the use of electronic technology, an additional technology payment in the amount of \$700 shall be made to the Mayor and each Council member in January of each odd-numbered year.
- (D) Beginning in 2024, the Mayor’s and Council members’ annual salaries will be adjusted to include the Supervisory annual General Wage percentage increase.
- (E) Special City Council Meeting pay shall be \$50.00 per meeting attended.
- (F) The annual salaries shall be paid at intervals as the Council shall from time to time determine by resolution.
- (G) The salaries provided for herein shall be effective January 1, 2023.

Adopted by the City Council of the City of Windom, Minnesota, this 1st day of November, 2022.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: October 18, 2022
2nd Reading: November 1, 2022
Adoption: November 1, 2022
Published: November 2, 2022

RESOLUTION #2022-

Introduced:

Seconded:

Voted: Aye:

Nay:

Absent:

RESOLUTION DESIGNATING ANNUAL POLLING PLACE

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

WHEREAS, MN Statutes §204B.16 requires the Windom City Council to designate its local polling place for elections annually; and

WHEREAS, the designated polling place for all City of Windom precincts remains unchanged; and

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

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

In accordance with Minnesota Statutes §204B.16, the Windom City Council hereby designates the Windom Community Center, located at 1750 Cottonwood Lake Drive, Windom, Cottonwood County, Minnesota, as its polling place for all City of Windom precincts for 2023 elections.

BE IT FURTHER RESOLVED, that the City of Windom will notify residents of any change in this designation by following the requirements of MN Statutes §204B.16 & §204B.175.

Adopted this 1st day of November, 2022.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Mayor Dominic Jones
DATE: October 27, 2022
RE: Mayor Re-Appointment to the Hospital Board
DEPT: Mayor/Council
CONTACT: Mayor Dominic Jones

Recommendations/Options/Action Requested

Recommendation from the Mayor to the City Council for approval of the following re-appointment to the Hospital Board. This re-appointment was overlooked in April when Mayor Appointments were completed for the Hospital Board.

Issue Summary/Background

Hospital Board	Term Expires
Dan Ortmann	4/30/25

Fiscal Impact

None.

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: Scott Peterson, Chief of Police
DATE: 11/01/22
RE: Police Officer Hiring Request
DEPT: Police
CONTACT: Scott Peterson, Chief of Police; speterson@windom-mn.com

Recommendations/Options/Action Requested:

Approve the hiring of Austin Lasky for the vacant police officer position at Step 1 on the LELS agreement scale.

Issue Summary/Background:

Austin Lasky is a 2020 graduate of Hibbing Community College with a degree in law enforcement. He currently is employed by the Westbrook Police Department as a part-time officer. He also works for the Redwood County Sheriff's Office as a jailer. We believe that Austin be will a great addition to our staff.

Fiscal Impact:

This is a budgeted position. No additional funding is needed.

Attachments

None.