Council Meeting
Tuesday, January 17, 2023
City Council Chamber
6:30 p.m.
AGENDA

CITY OF WINDOM

Call to Order

Pledge of Allegiance

1. Consent Agenda
    - Minutes
        - Council Minutes– January 3, 2023
        - EDA – January 9, 2023
        - Community Center Commission – January 9, 2023
        - Planning Commission – January 10, 2023
        - Library Board – January 10, 2023
    - Regular Bills
2. Department Heads
3. Liquor Store – Design Update
4. Resolution Accepting Donations
    - Arena – Arena Booster Club
    - Fire Department – Heron Lake BioEnergy
5. 2023 Seasonal, Part-Time and Lifeguard Wage Scale
6. Additional 2023 Mayor Appointments & Reappointments – Boards & Commissions
7. Personnel Hiring Recommendation - Liquor Store
8. New Business
9. Old Business
10. Council Comments
11. Adjourn

star city FOR ECONOMIC DEVELOPMENT

P.O. Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

Preliminary

Regular Council Meeting
City Hall, Council Chamber
January 3, 2023
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, Dennis Esplan, Marv Grunig, Jenny Quade, James Nelson and Scott Benson
Council Absent:	None.
City Staff Present:	Steve Nasby, City Administrator; Jon Ketzenberg, Streets & Parks Superintendent; Ben Derickson, Fire Chief; Kari Hanson, Library Director and Scott Peterson, Police Chief

3. Pledge of Allegiance

4. Oath of Office:
   Jones administered the Oath of Office to Dennis Esplan, Jenny Quade, James Nelson and Scott Benson.

5. Appointment of City Administrator:
   Motion by Grunig second by Nelson to appoint Steve Nasby, City Administrator. Motion carried 5 – 0.

6. Appointment of City Attorney:
   Motion by Esplan second by Nelson to appoint Ron Schramel, City Attorney. Motion carried 5 – 0.

7. Designation of Electronic Fund Transfers:
   Motion by Nelson second by Grunig to designate Steve Nasby, City Administrator and Cheryl Ulferts, Finance Director\Controller as authorized parties to make Electronic Fund Transfers. Motion carried 5 – 0.

8. Designation of Financial Institutions:
   Jones said the designated financial institutions are as follows: Bank of the West, Bank Midwest, United Prairie Bank, Leading Edge Credit Union, 4M Fund and Multi-Bank Securities.

   Motion by Grunig second by Esplan to approve the financial institutions. Motion carried 5 – 0.

9. Designation of Official Newspaper:
   Motion by Quade second by Benson to approve the Cottonwood County Citizen as the official newspaper. Motion carried 5 – 0.

10. Establish 2023 City Council Meeting Times/Dates:
    Jones noted that the City Code requires the Council to set meeting dates\times annually. The information in the packet is to continue the meetings on the first and third Tuesdays of each month and keep the starting time as 6:30 pm. He said there is a tentative Board of Review meeting set for Monday, May 8th; the first meeting in July is a holiday so the meeting is Wednesday, July 5th and the November 7th meeting will start at 8:01 pm due to the prohibition of meeting during an election.

Motion by Quade second by Nelson to approve the City Council meeting dates\times as presented. Motion carried 5 – 0.

11. Consent Agenda:
    - Minutes
        - Council Minutes– December 20, 2022
        - Housing & Redevelopment Authority – November 9, 2022 and December 14, 2022
        - Utility Commission – December 28, 2022
    - Regular Bills

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

12. Resolutions of Appreciation – Jayesun Sherman and Lisa Farag:
    Jones read the Resolutions for Sherman and Farag and thanked them for their service to the community.

    Council Member Grunig introduced the Resolution No. 2023-01, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO JAYESUN SHERMAN FOR FAITHFUL SERVICE TO THE CITY OF WINDOM" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Benson, Esplan, Nelson, Quade and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

    Council Member Nelson introduced the Resolution No. 2023-02, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO LISA FARAG FOR FAITHFUL SERVICE TO THE CITY OF WINDOM" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Quade, Benson, Grunig and Esplan. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

13. MN DOT – Highway 60 Striping Follow-up:
    Jones said that this discussion item would be postponed due to weather conditions. MN DOT would come to the next meeting in January or first meeting in February depending on their schedules.

14. Department Heads:
    Ben Derickson, Fire Chief, said the Council had requested the 2022 Firefighter Award winners. He said that the Firefighter of the Year Award had two recipients that tied in scoring and these two were Jordan Bussa and Kjell Turner. The Chiefs Award went to Brent Reisdorfer. Service pins for 1 year went to 4 firefighters, one five year pin and a 25-year pin to Jay Grandprey. The new firefighters are starting Firefighter I classes on January 17th. The hose repair machine that was purchased has been used to repair 32 sections of hose which is now placed back in service.

    Jones thanked the department for their work and recognition of these members.

    Quade said this is a good opportunity to ask citizens to remove snow surrounding fire hydrants to make it faster for the Fire Department to respond if needed.

15. Library Board Policy Recommendations:
    Kari Hanson, Library Director, said that the library had informal polices and wanted to update and formalize these practices. The Windom Library got policies from Plum Creek Library System as well. The policies covered Conduct, Circulation of Materials and Internet Safety. She reviewed highlights

of any changes. Hanson said by having the policies formalized and available to patrons the Library staff would be in a better position to enforce them if needed.

Motion by Quade second by Benson to approve the Library policies as presented and recommended by the Library Board. Motion carried 5 - 0.

16. Resolution Accepting Donations – Library – Dorothy Van Norman:
Jones thanked Ms. Van Norman for her $500 donation to the Library.

Council Member Sherman introduced the Resolution No. 2023-03, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM LIBRARY" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Nelson, Grunig, Sherman and Quade. Nay: None. Absent: Farag. Abstain: None. Resolution passed 4 – 0.

17. Mayor Appointments and Reappointments:
Jones read through the list of appointments and reappointments to Boards and Commissions. He noted that there are two openings on the Parks & Recreation Commission and two on the Telecom Commission. Interest parties are asked to call City Hall.

Motion by Esplan second by Quade to approve the Board and Commission appointments and reappointments as presented. Motion carried 5 – 0.

Jones said that the next item is assigning City Council members to the Boards and Commissions. These positions are as liaisons with the exception of the EDA where the members are voting. He read the list of City Council assignments for 2023-24.

Motion by Grunig second by Quade to accept the Mayor's City Council assignments as presented. Motion carried 5 – 0.

18. New Business:
None.

19. Old Business:
None.

20. Contractor Payments:
Nasby said there is a change order for the City Hall roofing project in the amount of $4,200 to pay for new metal flashing on part of the building. He passed around a diagram showing the metal to be replaced. These costs would be covered by the budgeted funds.

Motion by Nelson second by Benson to approve Change Order #1 with Schwickert's for the City Hall roofing project. Motion carried 5 – 0.

Motion by Grunig second by Esplan to approve Pay Request #1 with Schwickert's for the City Hall roofing project in the amount of $50,356. Motion carried 5 – 0.

21. Council Comments:
Quade wished everyone a happy New Year. She thanked the Street crew for their work keeping the streets plowed. She thanked Jayesun Sherman and Lisa Farag for their service on the City Council.

Nelson asked citizens to keep their trash cans out of the street to help out with snow plowing. Cans can be placed at the end of driveways in the right of way.

Grunig thanked the volunteers that serve on Boards and Commissions for their service and appreciates those that serve.

Esplan thanked the citizens for his election.

Nasby thanked Jayesun Sherman and Lisa Farag for their service on the City Council.

Benson thanked the citizens for his election. He asked people to help out their neighbors with snow removal.

Jones thanked Jayesun Sherman and Lisa Farag for their service on the City Council and the volunteers serving on Boards and Commissions.

22. Adjournment:
Mayor Jones adjourned the meeting by unanimous consent at 7:21 p.m.

____
Dominic Jones, Mayor

Attest: __________________________________
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
JANUARY 9, 2023

1. Call to Order: The meeting was called to order by President McNamara at 12:02 p.m.

2. Roll Call & Guest Introductions:

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

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

3. Election of Officers
   A. President – 1-Year Term: President McNamara called for nominations for the office of EDA President.

   Motion by Commissioner Seigfreid, seconded by Commissioner Wepplo, nominating Ryan McNamara for EDA President. Following two more calls for nominations from the floor, a voice vote was taken. Motion carried 4-0.

   B. Vice President – 1-Year Term: President McNamara called for nominations for the office of EDA Vice President.

   Motion by Commissioner Grunig, seconded by Commissioner Seigfreid, nominating Nancy Wepplo for EDA Vice President. Following two more calls for nominations from the floor, a voice vote was taken. Motion carried 4-0.

   C. Secretary-Treasurer – 1-Year Term: President McNamara called for nominations for the office of EDA Secretary-Treasurer.

   Motion by Commissioner Wepplo, seconded by Commissioner Grunig, nominating Tom Seigfreid for EDA Secretary-Treasurer. Following two more calls for nominations from the floor, a voice vote was taken. Motion carried 4-0.

4. Approval of Minutes: December 12, 2022:

   Motion by Commissioner Grunig, seconded by Commissioner Wepplo, to approve the Minutes of the EDA Meeting held on December 12, 2022. Motion carried 4-0.

5. Creating Entrepreneurial Opportunities (CEO) Program
   A. Presentation – Windom Area High School Principal Bryan Joyce: Due to a scheduling conflict, this agenda item was tabled until the February 13th EDA Meeting.

6. Cottonwood County Home Initiative Program Renewal – Update: City Admin. Nasby updated the Board as follows: On December 20, 2022, the Windom City Council adopted a Resolution approving the program guidelines, approving renewal of the City of Windom's participation in the program, and adopting a maximum valuation cap of $320,000 for a new single-family home (as recommended by the EDA Board). Cottonwood County, Windom Area Schools, City of Windom, and City of Mountain have all renewed their participation in the program for another 3-year period commencing on January 1, 2023, and adopted the maximum valuation cap of $320,000. All of the entities also approved the residential portion of a shouse as a project eligible for the program. City Admin. Nasby advised that about 90 percent of the applications the City has approved in the past 6 years were under the $320,000 cap.

7. Greater Minnesota Partership – Membership Renewal: At the December 12th EDA Meeting, Scott McMahon, with the Greater Minnesota Partnership, gave a presentation concerning the organization. City Admin. Nasby recapped some of GMNP's activities and advised that the EDA had been a member in the past. The 2023 membership renewal fee is $500.

   Motion by Commissioner Wepplo, seconded by Commissioner Seigfreid, to renew the EDA's membership in the Greater Minnesota Partnership for 2023 for the membership fee of $500. Motion carried 4-0.

8. Small Cities Development Program – Update: City Admin. Nasby updated the Board regarding the status of the completion of this program. In mid-December, the EDA received a request from the Southwest Minnesota Housing Partnership for a Third SCDP Grant Amendment to extend the end date for the current SCDP round until June 30, 2023. This request was received after the EDA Meeting and the Friday before the second City Council Meeting. The City Council approved an amendment of its December 20th Agenda to review this request. The Council approved the request. The Amendment was submitted to the Partnership who submitted it to DEED. Unfortunately, due to the amount of time required to process the request and the holiday schedule for some of the individuals whose approval and signatures were required on the Amendment, DEED was unable to process the Amendment for the extension. Since that time, EDA Staff has been in contact with the Partnership concerning available options. The Partnership will be submitting a draw request to DEED in January for materials which were on hand and/or paid for by December 31st and labor completed for projects as of December 31st. The Partnership is also making other arrangements for funding to complete the projects still under construction.

9. New Business: City Admin. Nasby advised that the City has been contacted by a Developer who is interested in opening a new retail establishment on a parcel on Highway 60. The Department Heads have reviewed a preliminary site plan and the Developer is working with the Building & Zoning Official concerning any zoning requirements and plans for the project.

10. Unfinished Business
    A. Staff Report: City Admin. Nasby reviewed the status of the contractor's draw request in the Cemstone redevelopment grant program. The City has advanced two payments to the contractor. DEED has requested that the City submit a larger draw request in the Spring or Summer of 2023 for reimbursement. He has been talking with Building & Zoning Official Andy Spielman and City Attorney Ron Schramel concerning the platting process by DVK for the South Cottonwood Lake Subdivision. EDA Admin. Asst. Hensen advised that the EDA Office has been receiving inquiries from people interested in beginning new businesses and has been assisting them with information and referrals for contacts for locations and preparing business plans, etc.

       City Admin. Nasby provided an update on the opening in the EDA Director position. He discussed options with the Board for a possible new position for an EDA Coordinator and the education and experience requirements. It was the consensus of the EDA Board for City Admin. Nasby to bring these ideas to the Personnel Committee for review and approval. The plan would then be to revise the ad and re-advertise the position.

    B. In response to a question by City Admin. Nasby, Commissioner Seigfreid provided an update on the construction of the workforce housing apartments. The target date to have the apartments open is April 2023.

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

12. Adjourn: On consensus, President McNamara adjourned the meeting at 12:23 p.m.

Attest: ______________________________ ______________________________
Steve Nasby, City Administrator Tom Seigfreid, EDA Secretary

Community Center Commission Minutes

Monday, January 9, 2023

1. Call to Order: The meeting was called to order by President Linda Stuckenbroker at 5:47 p.m.

Present:

President:	Linda Stuckenbroker
CC Director:	Tim Snyder
Commission Members:	Lenny Thiner
	Al Baloun
Commission Liaisons:	Scott Benson
City Administrator:	Steve Nasby – Absent

3. Approval of Minutes: **Minutes from December reviewed and approved. Motion was made by Al Baloun; seconded by Lenny Thiner.** Approved 5-0.

4. Additions to the Agenda:

    I. Sustainable income: Purchase Inflatable.

5. President Report:

6. Director Report:

    I. Hired Alex Blom on-call part-time help (approved City Council 12/17/22).
    II. 12/29-30 Event Inflatables – 98 Participants. Fell short of expectations- those who did attend loved the idea,
        A. Purchase of Community Center inflatable $1300.00 pending.
    III. Monthly yearly overall revenue exceeded 2021 revenue $155,000. Final numbers not available yet.
    IV. Bookings are increasing, +7 last 4 business days. Three weddings, 2 quinceaneras, 2 reunions.
    V. Comedian/Magician Feb 28th; Basketball Tournament Jan 21st.

7. Old Business:

    I. Zola Listing - Free
    II. Wedding Guides –Slayton, Windom, Jackson
    III. Advertising on The Knot $621.00 per month

8. New Business:

   I. Fire Alarm/Sprinklers update –roughly $13,000.
   II. Fireplace in Senior Center- Kozy Heat fixing
   III. Doors fixed by Fairmont Glass
   IV. HVAC ordered; price guaranteed

9. Commissioners Comments:

10. Open Forum:

11. Next Meeting: February 13, 2023

Adjourn:

Motion by Al Baloun, seconded by Lenny Thiner, to adjourn meeting at 6:24 p.m. Motion approved 5-0.

Linda Stuckenbroker, WCC President

____

Mitch Voehl, WCC Secretary

____

Attest: ______________________________

Tim Snyder, WCC Director

CITY OF WINDOM
PLANNING COMMISSION
MINUTES
JANUARY 10, 2023

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

2. Roll Call & Guest Introductions:

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

   Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen.

3. Oath of Office: Reappointed Commissioner Carol Hartman took the oath of office.

4. Election of Officers
   A. Chairperson and B. Vice Chairperson: Vice Chairman Baloun called for nominations.

   Motion by Commissioner Hartman, seconded by Commissioner Harrold, nominating Brett Mattson as Chairman for 2023 and until his successor is duly elected and qualified, nominating Jared Baloun as Vice Chairman for 2023 and until his successor is duly elected and qualified, and moving that all nominations cease. Motion carried 5-0.

5. Approval of Minutes: December 13, 2022

   Motion by Commissioner Harrold, seconded by Commissioner Hartman, to approve the Planning Commission Minutes for the Meeting held on December 13, 2022, as sent. Motion carried 5-0.

6. 2023 Planning Commission Meeting Time: Zoning Admin. Spielman advised that pursuant to the City Charter, the Planning Commission is to meet on the second Tuesday of the month at least quarterly and as often as needed. The current meeting time is 7:00 p.m. Staff is asking the Commissioners' preference for the regular meeting time in 2023. After further discussion and input from the Commissioners, the consensus was to leave the meeting time at 7:00 p.m.

7. Land Use Code Review: Zoning Admin. Spielman recapped prior discussions concerning items presented for review at this meeting. Copies of new and revised definitions and 4 subsections were included in the meeting packet. Zoning Admin. Spielman reviewed the proposed new and revised definitions and one revised subsection with Commissioners.

   Motion by Commissioner Hartman, seconded by Commissioner Johnson, to approve the proposed definition for "Water Recreation", the revised definition for "Essential Services", the revised definition for "Vision Clearance Triangle" with the inclusion of graphics for vision clearance triangle in the City Code, and revised "Section 152.427 "Traffic and Pedestrian Visibility". Motion carried 5-0.

   Zoning Admin. Spielman reviewed the proposed revisions to Section 151.09 "Minor Subdivisions" made after the Commissioners' initial approval of this section at the December Meeting. The revisions were made to further clarify the section. Commissioner Hartman requested that after an application for a minor subdivision is approved at the Staff level, the Planning Commission be advised of the approval for informational purposes.

   Motion by Commissioner Harrold, seconded by Commissioner Cole, to approve the proposed revisions to Section 151.09 "Minor Subdivisions" as presented in the packet. Motion carried 5-0.

   Zoning Admin. Spielman recapped that the Commissioners had previously discussed what constituted usable open space. Based on these discussions, a proposed revised Section 152.085 "Usable Open Space" was included in the packet. Commissioner Hartman requested that the word "outdoor" be inserted in two places in this section for clarification of the location of the open space. Commissioners proposed the addition of the word "outdoor" in the first sentence as follows: "...shall contain at least 350 square feet of usable outdoor open space...." Commissioners also proposed the addition of the word "outdoor" in the last sentence as follows: "Outdoor open space shall include...."

Motion by Commissioner Harrold, seconded by Commissioner Hartman, to approve the revised Section 152.085 "Usable Open Space" with the amendments set forth above. Motion carried 5-0.

Zoning Admin. Spielman explained proposed revisions to Section 151.60 "Public Sites and Open Spaces" from the Subdivision Chapter. After discussion, the following action was taken.

Motion by Commissioner Harrold, seconded by Commissioner Cole, to approve the proposed revisions to Section 151.60 "Public Sites and Open Spaces" as presented in the packet. Motion carried 5-0.

Zoning Admin. Spielman displayed the proposed revisions to Chapter 151 "Subdivisions" on the screen for review by the Planning Commission and explained the proposed revisions.

There was a discussion concerning Section 151.04 "Restrictions on Filing and Recording Conveyances". Pending the City Attorney's review, Staff may recommend deleting the entire Section. Commissioner Baloun commented that he thought the requirements of this Section would be handled at the County level and this Section may no longer be needed.

Commissioner Baloun requested an update to Subsection 151.26(A) to retain the word "County", remove the words "Highway Engineer", remove references to "his/her", and add the word "their" where appropriate.

There was discussion concerning Subsection 151.64(B). It was the consensus of the Planning Commission that private sewage disposal systems not be allowed within the City of Windom. Zoning Admin. Spielman advised that this Subsection will be presented to the Utility Commission for review.

Motion by Commissioner Harrold, seconded by Commissioner Hartman, to approve Chapter 151, as presented, with the amendments discussed and set forth above. Motion carried 5-0.

8. Other Business/Reports: None.

9. Unfinished Business: None.

10. New Business: Zoning Admin. Spielman asked the Commissioners about January 24th or January 31st as potential dates for a special meeting to continue review of additional sections of the City Code. After further discussion, he advised that he will contact the Commissioners who were absent tonight for their input also. If it appears that a quorum will be present, Staff will send out a packet late next week for a proposed Special Meeting on January 31st at 7:00 p.m.

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

12. Adjourn: The meeting was adjourned by unanimous consent at 8:57 p.m.

Attest: ______________________________ ______________________________

Andy Spielman, Zoning Administrator   Jared Baloun, Vice Chairman

Windom Library Board Meeting
January 10, 2023 - 5:05PM

1. Call to order: The meeting was called to order by John Duscher
2. Roll call: Members present: Anita Winkel, John Duscher, Wade Pfeiffer, Christina Wolf, Kari Scheitel, Fran Swenson
   Members absent: Steve Fresk
   Library Staff present: Kari Hanson
   Guest: Christian Pfeiffer
3. Introduction: Fran Swenson, new board member.
4. Vote: John Duscher, President and Christina Wolf, Secretary, approved unanimously.
5. Agenda & Minutes: Approved by Anita Winkel seconded by Christina Wolf.
6. Financial Report: Ended the year pretty good. Gas prices to heat the library are up this winter, so heating bill could possibly get a little spendy with as cold as it has been. Approved by Wade Pfeiffer and seconded by Anita Winkel.
7. Librarians Report: Kari reported the following and was approved by Kari Schietel & seconded by Anita Winkel.
   - Circulation was a little down from November, probably due to the holidays.
   - Nancy and Story Time will be starting back up next week at the library and soon to follow at the school & daycares.
   - Book Club will be starting soon with Kari and Nancy, probably meet at River City Eatery.
   - Drivers permit testing has been approved to be handled at & by the library. There will be 2 computers and by appointment only. Looking at possibly scheduling 4 hour shifts Monday, Tuesday and Thursday. Cost to the person would be $10/test. Will offer this on a 6-month trial run and go from there. Kari and Nancy have a little bit of training that needs to be completed and hoping to start March 1st.
   - There will be a small advertisement in the paper stating everything that the library has to offer.
8. Old Business: Christian did a small demonstration on how to put together and use the new camcorder and audio recording equipment. Stated that there are directions in each box but he would also email Kari PDF's of the Inventory/check off list of everything that should be in the boxes.
9. New Business: no new business.
10. John recommended if anyone has any book suggestions to turn them in to Kari.

Meeting adjourned by John Duscher at 5:51PM
Submitted by Christina Wolf

Windom, MN

Expense Approval Report
By Fund

Payment Dates 12/31/2022 - 1/13/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
US BANK	US BANK DEC.22	12/31/2022	Quarterly Purchasing Rebate	100-36200	-359.45
					-359.45
Activity: 41110 - Mayor & Council					
AMERICAN LEGAL PUBLISHIN	22399	01/10/2023	MAYOR/COUNCIL/LEGAL FEES	100-41110-304	324.00
US BANK	US BANK DEC.22	12/31/2022	Legistlative Conf.	100-41110-308	85.00
US BANK	US BANK DEC.22	12/31/2022	League of Minnesota Cities	100-41110-308	350.00
US BANK	US BANK DEC.22	12/31/2022	Zoom Meeting	100-41110-326	16.02
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	Did you know Initiative	100-41110-350	321.00
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	Tree disposal	100-41110-350	160.50
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	Did you know Airport	100-41110-350	240.75
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	Christmas Greetings	100-41110-350	160.50
			Activity 41110 - Mayor & Council Total:		**1,657.77**
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-41310-131	9.00
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	100-41310-133	72.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	100-41310-133	72.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	100-41310-133	72.00
J. P. COOKE CO	758772	12/29/2022	CITY HALL/PET LICENSE	100-41310-200	70.00
STOREY KENWORTHY	PINV1055609	12/27/2022	CITY OFFICE/SUPPLES	100-41310-200	218.85
US BANK	US BANK DEC.22	12/31/2022	IX3-5-7 Series Ink	100-41310-200	140.60
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	100-41310-217	108.84
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	100-41310-322	527.86
			Activity 41310 - Administration Total:		**1,291.15**
Activity: 41410 - Elections					
COTTONWOOD CO AUD/TREA	12-21-2022	12/31/2022	ELECTION ITEMS	100-41410-480	969.80
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	100-41410-480	36.79
			Activity 41410 - Elections Total:		**1,006.59**
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-41910-131	1.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	100-41910-133	24.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	100-41910-133	24.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	100-41910-133	24.00
US BANK	US BANK DEC.22	12/31/2022	Bundle Bands	100-41910-200	74.99
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	100-41910-321	41.12
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	100-41910-322	28.82
SOUTHWEST CHAPTER OF ICC	2023	01/10/2023	B & Z/MEMEBERSHIP/2023	100-41910-433	75.00
			Activity 41910 - Building & Zoning Total:		**293.73**
Activity: 41940 - City Hall					
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	100-41940-383	1,313.76
WINDOM FIRE & SAFETY, LLC	0008226	12/27/2022	CITY OFFICE/MAINTENANCE -	100-41940-402	99.00
SANDRA HERDER	DEC 2022	12/31/2022	CLEANING	100-41940-406	322.00
MELISSA PENAS	DEC 2022	12/31/2022	CLEANING	100-41940-406	322.00
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Office	100-41940-406	29.98
			Activity 41940 - City Hall Total:		**2,086.74**
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-42120-131	19.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	100-42120-133	176.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	100-42120-133	176.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	100-42120-133	176.00
INDOFF, INC	3618129	12/29/2022	POLICE/SUPPIES	100-42120-200	79.98
GOLDEN RULE CREATIONS	095644	12/29/2022	POLICE/UNIFORMS	100-42120-218	386.52

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHRAMEL LAW OFFICE	DEC-2022 CIVIL	12/31/2022	BCA	100-42120-304	270.00
COTTONWOOD CO AUD/TREA	JAN 2023	01/03/2023	JANUARY RENT	100-42120-304	3,957.50
DONNA MARCY	12-30-2022	12/31/2022	MEALS	100-42120-334	9.87
AMAZON CAPITAL SERVICES, I	1CXJ-P4LP-NLCV	12/20/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	109.48
INTOXIMETERS	723066	12/29/2022	POLICE/MAINTENANCE - OFFI	100-42120-404	335.00
US BANK	US BANK DEC.22	12/31/2022	Elitek9	100-42120-404	62.97
US BANK	US BANK DEC.22	12/31/2022	GALLS	100-42120-404	35.26
US BANK	US BANK DEC.22	12/31/2022	EliteK9	100-42120-404	227.00
P.M. REPAIR & DETAILING	26633	12/31/2022	POLICE/2022 FORD EXPLORER	100-42120-405	90.10
COTTONWOOD CO AUD/TREA	JAN 2023	01/03/2023	JANUARY RENT	100-42120-412	2,050.00
FORD MOTOR CREDIT CO LLC	1773129	12/29/2022	POLICE/VEHICLE LEASE	100-42120-419	663.95
ENTERPRISE FM TRUST	2714	01/10/2023	POLICE/VEHICLE LEASE	100-42120-419	791.78
COTTONWOOD CO AUD/TREA	MICROSOFT LICEN	12/31/2022	POLICE/11 USERS MICROSOFT	100-42120-433	4,312.00
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-42120-480	1.80
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Police other maint	100-42120-480	9.58
				Activity 42120 - Crime Control Total:	**13,940.59**
Activity: 42220 - Fire Fighting					
ARAMARK	2560083239	12/31/2022	FIRE/CLEANING/SUPPLIES	100-42220-211	43.13
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	100-42220-217	63.49
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	100-42220-322	1.28
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	100-42220-383	986.00
WINDOM FIRE & SAFETY, LLC	0008222	12/29/2022	FIRE/MAINTENANCE - OFFICE	100-42220-404	413.60
US BANK	US BANK DEC.22	12/31/2022	Ebay	100-42220-404	50.61
WINDOM FARM SERVICE	31113	12/31/2022	FIRE/MAINTENANCE - VEHICL	100-42220-405	269.57
				Activity 42220 - Fire Fighting Total:	**1,827.68**
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-43100-131	7.20
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	100-43100-133	64.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	100-43100-133	80.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	100-43100-133	64.00
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	100-43100-217	63.49
JONATHON KETZENBERG	12-30-2022	12/31/2022	STREET/SAFTY BOOTS	100-43100-218	120.50
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Street	100-43100-218	9.88
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Street	100-43100-218	16.99
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	100-43100-321	41.93
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	shopper & citizen & digital	100-43100-350	234.04
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	100-43100-383	1,104.87
WINDOM FIRE & SAFETY, LLC	0008230	12/29/2022	STREET/SERVICES	100-43100-401	323.90
DICKS WELDING INC	73644	12/31/2022	STREET/DRILL HOLES	100-43100-404	359.05
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Street	100-43100-404	3.95
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Street	100-43100-404	25.98
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Street maint vehicle	100-43100-405	2.49
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Street maint utilities	100-43100-409	506.49
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Street maint utilities	100-43100-409	25.16
				Activity 43100 - Streets Total:	**3,053.92**
Activity: 45120 - Recreation					
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	100-45120-217	13.60
				Activity 45120 - Recreation Total:	**13.60**
Activity: 45202 - Park Areas					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	100-45202-131	1.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	100-45202-133	16.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	100-45202-133	16.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	100-45202-133	16.00
				Activity 45202 - Park Areas Total:	**49.80**
				Fund 100 - GENERAL Total:	**24,862.12**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	211-45501-133	16.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	211-45501-133	16.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	211-45501-133	16.00
INDOFF, INC	3618127	12/29/2022	LIBRARY/SUPPLIES	211-45501-200	22.60
US BANK	US BANK DEC.22	12/31/2022	Amazon - Paper Bags	211-45501-200	56.28
US BANK	US BANK DEC.22	12/31/2022	Amazon - Ruler, Glue	211-45501-200	26.65
US BANK	US BANK DEC.22	12/31/2022	Amazon - Printer Paper	211-45501-200	45.99
US BANK	US BANK DEC.22	12/31/2022	Amazon- Tissues	211-45501-211	27.59
PLUNKETT'S PEST CONTROL	7856322	01/10/2023	LIBRARY/OPERATING SUPPLIE	211-45501-217	490.09
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	211-45501-217	63.49
PLUM CREEK LIBRARY	IV25906	12/31/2022	LIBRARY/OPERATING SUPPLIE	211-45501-217	49.99
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	211-45501-383	775.84
WINDOM FIRE & SAFETY, LLC	0008225	12/29/2022	LIBRARY/MAINTENANCE - STR	211-45501-402	16.00
ARAMARK	2560075728	12/20/2022	LIBRARY/MAINTENANCE - STR	211-45501-402	31.01
ARAMARK	2560080720	12/29/2022	LIBRARY/MAINTENANCE - STR	211-45501-402	31.00
MELISSA PENAS	DEC 2022	12/31/2022	CLEANING	211-45501-402	356.50
SANDRA HERDER	DEC 2022	12/31/2022	CLEANING	211-45501-402	356.50
US BANK	US BANK DEC.22	12/31/2022	Woodsmith Subs	211-45501-433	29.00
US BANK	US BANK DEC.22	12/31/2022	Victoria Magazine	211-45501-433	49.98
US BANK	US BANK DEC.22	12/31/2022	BottomLinePersonal	211-45501-433	19.95
US BANK	US BANK DEC.22	12/31/2022	Nation Geographic Kids	211-45501-433	30.00
US BANK	US BANK DEC.22	12/31/2022	The Week -Magazine	211-45501-433	229.00
US BANK	US BANK DEC.22	12/31/2022	MN Drivers Manual	211-45501-433	27.24
US BANK	US BANK DEC.22	12/31/2022	Amazon -Country Home	211-45501-433	25.00
US BANK	US BANK DEC.22	12/31/2022	Women's Day	211-45501-433	24.97
INGRAM INDUSTRIES	01-01-2023	12/31/2022	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	520.15
US BANK	US BANK DEC.22	12/31/2022	Amazon - Lyle Crocodile DVD	211-45501-435	80.16
US BANK	US BANK DEC.22	12/31/2022	Lyle Crocadile DVD	211-45501-435	35.92
US BANK	US BANK DEC.22	12/31/2022	Amazon (CREDIT)	211-45501-435	-17.00
US BANK	US BANK DEC.22	12/31/2022	BetterWorld Books	211-45501-435	5.37
US BANK	US BANK DEC.22	12/31/2022	Amazon- Tape, Cards, envelop	211-45501-480	39.48
US BANK	US BANK DEC.22	12/31/2022	Amazon	211-45501-480	81.27
				Activity 45501 - Library Total:	**3,578.02**
				Fund 211 - LIBRARY Total:	**3,578.02**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	12-1-22 READING	12/31/2022	106026/AIRPORT	225-45127-200	9.72
RED ROCK RURAL WATER	12-1-22 READING	12/31/2022	106026/AIRPORT	225-45127-200	27.00
RED ROCK RURAL WATER	12-1-22 READING	12/31/2022	106026/AIRPORT	225-45127-200	2.00
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	225-45127-217	0.69
WINDOM FIRE & SAFETY, LLC	0008221	12/27/2022	AIRPORT/MAINTENANCE - ST	225-45127-402	56.00
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Airport maint utilities	225-45127-409	9.38
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Airport maint utilities	225-45127-409	39.97
				Activity 45127 - Airport Total:	**144.76**
				Fund 225 - AIRPORT Total:	**144.76**
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	230-45124-217	13.60
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	230-45124-383	48.09
				Activity 45124 - Pool Total:	**61.69**
				Fund 230 - POOL Total:	**61.69**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	235-42153-131	1.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	235-42153-133	16.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	235-42153-133	16.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	235-42153-133	16.00
BRITTANY ESPENSON - RIVERS	1444	12/31/2022	AMBO/OPERATING SUPPLIES	235-42153-217	270.00
AMAZON CAPITAL SERVICES, I	1T4R-GPCY-GNQM	12/27/2022	AMBO/OPERATING SUPPLIES	235-42153-217	82.71

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARAMARK	2560083239	12/31/2022	AMBO/OPERATING SUPPLIES	235-42153-217	43.14
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	235-42153-217	63.49
US BANK	US BANK DEC.22	12/31/2022	Allied 100	235-42153-261	391.66
WINDOM AREA HEALTH	734-0024-12-2022-0024	12/31/2022	AMBO/DECEMBER CHARGES/	235-42153-312	3,815.51
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	235-42153-322	9.61
KRISTEN PORATH	12-7-22 - 12-13-22	12/31/2022	AMBO/MILEAGE	235-42153-331	88.63
KIM POWERS	12-26,28-22 & 1-4-23	12/31/2022	AMBO/MEAL/BOOKS/PAMPH	235-42153-334	52.71
TIM HACKER	12-27-22 & 1-4-23	12/31/2022	AMBO/MEALS/BOOKS/PAMP	235-42153-334	51.64
JUSTIN HARRINGTON	12-28-22	12/31/2022	AMBO/MEALS	235-42153-334	15.96
KRISTEN PORATH	12-7-22 - 12-13-22	12/31/2022	AMBO/MEALS	235-42153-334	16.43
MEGAN BRAMSTEDT	1-4-23	01/10/2023	AMBO/MEALS	235-42153-334	60.25
ROB VISKER	1-8-23 - 1-9-23	01/10/2023	AMBO/MEALS	235-42153-334	92.28
US BANK	US BANK DEC.22	12/31/2022	hy-vee	235-42153-334	18.98
US BANK	US BANK DEC.22	12/31/2022	kwik trip	235-42153-334	40.20
US BANK	US BANK DEC.22	12/31/2022	hy-vee	235-42153-334	51.73
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	235-42153-383	657.34
WINDOM FIRE & SAFETY, LLC	0008223	12/27/2022	AMBO/MAINTENANCE - OFFI	235-42153-404	120.00
P.M. REPAIR & DETAILING	26664	12/31/2022	AMBO/MAINTENANCE - VEHI	235-42153-405	152.28
CARQUEST - SMITH AUTO SUP	DEC 2022	12/31/2022	MAINTENANCE	235-42153-405	17.49
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Ambulance maint vehicles	235-42153-405	12.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Ambulance maint vehicles	235-42153-405	14.98
APRIL HARRINGTON	1-2-23	01/10/2023	AMBO/BOOKS/PAMPHLETS	235-42153-435	25.00
KIM POWERS	12-26,28-22 & 1-4-23	12/31/2022	AMBO/MEAL/BOOKS/PAMPH	235-42153-435	25.00
TIM HACKER	12-27-22 & 1-4-23	12/31/2022	AMBO/MEALS/BOOKS/PAMP	235-42153-435	25.00
LORI JENSEN	12-28-22	12/31/2022	AMBO/BOOKS/PAMPHLETS	235-42153-435	192.38
JODI JOHNSON	12-3-22	12/31/2022	AMBO/BOOKS/PAMPHLETS	235-42153-435	25.00
LANDON JOHNSON	1-5-23	01/10/2023	AMBO/BOOKS/PAMPHLETS	235-42153-435	25.00
MN REVENUE	31-DEC-2022	12/31/2022	MINN CARE TAX	235-42153-460	2,100.00
				Activity 42153 - Ambulance Total:	**8,607.19**
				Fund 235 - AMBULANCE Total:	**8,607.19**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	250-46520-131	1.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	250-46520-133	8.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	250-46520-133	8.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	250-46520-133	8.00
US BANK	US BANK DEC.22	12/31/2022	Adobe	250-46520-200	21.36
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	250-46520-322	2.45
FEDERATED RURAL ELECTRIC	12-31-22	12/31/2022	EDA/ELECTRIC UTILITY	250-46520-381	23.00
				Activity 46520 - EDA Total:	**72.61**
				Fund 250 - EDA GENERAL Total:	**72.61**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
SCHWICKERT'S TECTA AMERIC	510223054 6054	12/31/2022	CITY OF WINDOM ROOF	401-49950-500	50,356.00
BOLTON & MENK, INC.	0304014	12/31/2022	MAINTENANCE - GROUNDS	401-49950-506	1,407.00
				Activity 49950 - Capital Outlay Total:	**51,763.00**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**51,763.00**
Fund: 601 - WATER					
CORE & MAIN LP	S072705	12/31/2022	WATER/INVENTORY	601-14200	741.89
CORE & MAIN LP	S122814	12/31/2022	WATER/INVENTORY	601-14200	333.01
					1,074.90
Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	601-49400-131	5.40
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	601-49400-133	48.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	601-49400-133	48.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	601-49400-133	48.00
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Water	601-49400-211	12.29
RED ROCK RURAL WATER	12-01-22 READING	12/31/2022	WATER/104328 JOHNSON AU	601-49400-217	30.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	601-49400-217	63.49
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Water	601-49400-241	52.99
SCHRAMEL LAW OFFICE	DEC-22 PUC	12/31/2022	WATER/TOWNSHIP ROADS	601-49400-304	277.50
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	601-49400-321	91.13
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	601-49400-322	3.07
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	601-49400-322	93.53
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	601-49400-383	24.43
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	601-49400-383	1,046.61
STANTEC CONSULTING SERVIC	2022053	12/31/2022	WATER/LANDFILL	601-49400-386	3,612.89
WINDOM FIRE & SAFETY, LLC	0008229	12/31/2022	WATER/MAINTENANCE - OFFI	601-49400-404	158.45
GRUNEWALD FRAME & GLASS	2022-604	12/31/2022	WATER/MAINTENANCE - VEHI	601-49400-405	1,050.80
MN DEPT OF HEALTH	10-01-22-12-31-22	12/31/2022	WATER SURGARGE Q4	601-49400-443	5,086.00
SW/WC SERVICE COOPERATIV	01-03-2023	01/03/2023	HEALTH INSURANCE	601-49400-480	862.98
				Activity 49400 - Water Total:	**12,616.06**
				Fund 601 - WATER Total:	**13,690.96**
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	602-49450-131	1.80
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	602-49450-133	32.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	602-49450-133	32.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	602-49450-133	32.00
INDOFF, INC	3618130	12/31/2022	SEWER/SUPPLIES	602-49450-200	224.95
MID-AMERICAN RESEARCH C	0779858-IN	12/31/2022	SEWER/CHEMICALS	602-49450-216	539.70
EOSI - Environmental Operati	44704	12/27/2022	SEWER/CHEMICALS	602-49450-216	17,130.40
BRANNON PAPLOW	1-3-23	01/10/2023	SEWER/SAFTY BOOTS	602-49450-217	150.00
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	602-49450-217	63.49
US BANK	US BANK DEC.22	12/31/2022	USA Bluebook - Supplies	602-49450-227	814.78
US BANK	US BANK DEC.22	12/31/2022	USA Bluebook - Supplies	602-49450-227	138.98
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Sewer	602-49450-241	52.99
SCHRAMEL LAW OFFICE	DEC-22 PUC	12/31/2022	SEWER/TOWNSHIP ROADS	602-49450-304	277.50
MN VALLEY TESTING	1177437	12/13/2022	SEWER/LAB TESTING	602-49450-310	272.80
MN VALLEY TESTING	1177471	12/13/2022	SEWER/LAB TESTING	602-49450-310	99.04
MN VALLEY TESTING	1177632	12/22/2022	SEWER/LAB TESTING	602-49450-310	168.54
MN VALLEY TESTING	1178057	12/22/2022	SEWER/LAB TESTING	602-49450-310	153.77
MN VALLEY TESTING	1178573	12/22/2022	SEWER/LAB TESTING	602-49450-310	272.80
MN VALLEY TESTING	1178724	12/22/2022	SEWER/LAB TESTING	602-49450-310	99.04
MN VALLEY TESTING	1178985	12/27/2022	SEWER/LAB TESTING	602-49450-310	168.54
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	602-49450-321	121.14
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	602-49450-322	93.53
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	602-49450-383	18.00
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	602-49450-383	22.07
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	602-49450-383	117.64
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	602-49450-383	1,566.47
WINDOM FIRE & SAFETY, LLC	0008229	12/31/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	158.45
ELECTRIC PUMP INC	0074951-IN	12/19/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	2,884.46
ELITE MECHANICAL SYSTEMS,	13288	12/31/2022	SEWER/MAINTENANCE - OFFI	602-49450-404	90.00
US BANK	US BANK DEC.22	12/31/2022	Mighty MULE store	602-49450-404	364.85
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Sewer	602-49450-405	43.99
				Activity 49450 - Sewer Total:	**26,205.72**
				Fund 602 - SEWER Total:	**26,205.72**
Fund: 604 - ELECTRIC					
ELECTRIC FUND	#384 RETURN	01/10/2023	EL/MAINTENANCE - DISTRIBU	604-14200	1.81
T&R ELECTRIC	170604	12/27/2022	EL/INVENTORY	604-14200	687.19
DAKOTA SUPPLY GROUP	S102106077.005	12/27/2022	EL/INVENTORY	604-14200	281.50
DGR ENGINEERING	00257597	12/29/2022	EL/BUILDING	604-16200	12,100.50
DGR ENGINEERING	00257596	12/29/2022	EL/TRANMISSION PROJECT	604-16300	10,504.00
DGR ENGINEERING	00257597	12/29/2022	EL/GENERATION	604-16300	20,220.50
DGR ENGINEERING	00257929	12/29/2022	EL/FUEL TANK	604-16300	212.00
					44,007.50

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	604-49550-131	9.00
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	604-49550-133	88.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	604-49550-133	88.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	604-49550-133	88.00
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric cleaning supplies	604-49550-211	59.55
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric cleaning supplies	604-49550-211	24.97
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric cleaning supplies	604-49550-211	38.97
COUNTRY PRIDE SERVICE	9016221	12/22/2022	EL/MOTOR FUELS	604-49550-212	30.00
WINDOM FIRE & SAFETY, LLC	0008228	12/27/2022	EL/OPERATING SUPPLIES	604-49550-217	244.00
RED ROCK RURAL WATER	12-01-22 READING	12/31/2022	WATER/104328 JOHNSON AU	604-49550-217	9.72
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	604-49550-217	63.49
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Electric	604-49550-217	43.97
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric operating supplies	604-49550-217	41.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric operating supplies	604-49550-217	11.99
FRANKS SHOE REPAIR	0041435	01/10/2023	EL/UNIFORMS	604-49550-218	162.00
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric small tools all purpos	604-49550-241	160.96
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	604-49550-321	80.02
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	604-49550-322	93.53
STEVE NASBY	12-28-2022	12/31/2022	TRAVEL EXPENSE/EDEN PRAIR	604-49550-331	161.88
ELK RIVER WINLECTRIC	362240 01	12/22/2022	EL/FREIGHT	604-49550-333	182.61
US BANK	US BANK DEC.22	12/31/2022	Best Western	604-49550-333	223.00
US BANK	US BANK DEC.22	12/31/2022	Best Western	604-49550-333	223.00
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	604-49550-383	45.00
LAMPERTS YARDS, INC.	1587178	12/29/2022	EL/MAINTENANCE - STRUCTU	604-49550-402	106.38
LAMPERTS YARDS, INC.	1589866	12/31/2022	EL/MAINTENANCE	604-49550-402	20.10
LAMPERTS YARDS, INC.	7959930	12/31/2022	EL/MAINTENANCE - STRUCTU	604-49550-402	296.26
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Electric	604-49550-402	15.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric maint structure	604-49550-402	80.60
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric maint structure	604-49550-402	36.58
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric maint structure	604-49550-402	7.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric maint structure	604-49550-402	4.85
CARQUEST - SMITH AUTO SUP	DEC 2022	12/31/2022	MAINTENANCE	604-49550-404	5.10
CARQUEST - SMITH AUTO SUP	DEC 2022	12/31/2022	MAINTENANCE	604-49550-404	52.31
CARQUEST - SMITH AUTO SUP	DEC 2022	12/31/2022	MAINTENANCE	604-49550-405	5.05
CARQUEST - SMITH AUTO SUP	DEC 2022	12/31/2022	MAINTENANCE	604-49550-405	11.39
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Electric maint grounds	604-49550-406	36.97
ELECTRIC FUND	# 691	01/10/2023	EL/MAINTENANCE - UTILITIES	604-49550-409	1,153.06
US BANK	US BANK DEC.22	12/31/2022	Green Mill	604-49550-411	30.00
US BANK	US BANK DEC.22	12/31/2022	Green Mill	604-49550-411	14.71
ADVANTAGE COLLECTION PR	379630101	01/06/2023	12-01-22-12-31-22/COLLECTI	604-49550-432	15.00
WINDOM AREA DEVELOPME	JAN 2023	01/03/2023	INDUSTRIAL DEVELP	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	**5,265.99**
				Fund 604 - ELECTRIC Total:	**49,273.49**
Fund: 609 - LIQUOR STORE					
Activity: 49751 - Liquor Store					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	609-49751-131	3.60
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	609-49751-133	32.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	609-49751-133	32.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	609-49751-133	32.00
US BANK	US BANK DEC.22	12/31/2022	Amazon	609-49751-200	117.50
ARAMARK	2560075807	12/13/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	48.04
ARAMARK	2560080797	12/22/2022	LIQUOR S./CLEANING/SUPPLI	609-49751-211	48.04
AH HERMEL COMPANY	956892/956892	12/22/2022	LIQUOR S./OPERATING SUPPL	609-49751-217	85.66
AH HERMEL COMPANY	957848/957848	01/10/2023	LIQUOR S./OPERATING SUPPL	609-49751-217	107.93
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	609-49751-217	90.70
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Liquor operating supplies	609-49751-217	9.99
BELLBOY CORP	0097684500	12/13/2022	LIQUOR S./LIQUOR	609-49751-251	-14.25
BELLBOY CORP	0097799300	12/22/2022	LIQUOR S./LIQUOR/WINE/FRE	609-49751-251	2,044.30
VINOCOPIA, INC	0320038-IN	12/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	432.92

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VINOCOPIA, INC	0320039-IN	12/22/2022	LIQUOR S./LIQUOR	609-49751-251	252.00
VINOCOPIA, INC	0320040-IN	12/22/2022	LIQUOR S./LIQUOR	609-49751-251	402.75
DOLL DISTRIBUTING, LLC	1145510	12/22/2022	LIQUOR S./LIQUOR	609-49751-251	60.00
DOLL DISTRIBUTING, LLC	1150163	12/22/2022	LIQUOR S./LIQUOR/BEER	609-49751-251	167.10
SOUTHERN GLAZER'S OF MN	2290499	12/13/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	3,764.93
SOUTHERN GLAZER'S OF MN	2293619	12/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	1,049.07
BREAKTHRU BEVERAGE MN	347069226	12/28/2022	LIQUOR S./MERCHANDISE/FR	609-49751-251	2,918.82
BREAKTHRU BEVERAGE MN	347161171	12/31/2022	LIQUOR S./MERCHANDISE/FR	609-49751-251	1,704.78
BREAKTHRU BEVERAGE MN	410498527	01/10/2023	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	-540.00
BREAKTHRU BEVERAGE MN	410498528	01/10/2023	LIQUOR S./LIQUOR/FREIGHT	609-49751-251	-180.00
DOLL DISTRIBUTING, LLC	1145511	12/22/2022	LIQUOR S./BEER	609-49751-252	11,527.20
DOLL DISTRIBUTING, LLC	1150163	12/22/2022	LIQUOR S./LIQUOR/BEER	609-49751-252	13,219.70
BELLBOY CORP	0097799300	12/22/2022	LIQUOR S./LIQUOR/WINE/FRE	609-49751-253	192.00
SOUTHERN GLAZER'S OF MN	2290500	12/13/2022	LIQOUR S./WINE/FEIGHT	609-49751-253	526.59
SOUTHERN GLAZER'S OF MN	2293620	12/22/2022	LIQUOR S./BEER/FREIGHT	609-49751-253	180.00
BELLBOY CORP	0106190500	12/22/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-254	92.00
BREAKTHRU BEVERAGE MN	347069226	12/28/2022	LIQUOR S./MERCHANDISE/FR	609-49751-254	27.26
BREAKTHRU BEVERAGE MN	347161171	12/31/2022	LIQUOR S./MERCHANDISE/FR	609-49751-254	57.82
AH HERMEL COMPANY	956891/956891	12/22/2022	LIQUOR S./MERCHANDISE/FR	609-49751-254	189.44
AH HERMEL COMPANY	C84341/C84341	12/28/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-254	-20.17
AH HERMEL COMPANY	956891/956891	12/22/2022	LIQUOR S./MERCHANDISE/FR	609-49751-256	407.43
AH HERMEL COMPANY	956891/956891	12/22/2022	LIQUOR S./MERCHANDISE/FR	609-49751-261	29.49
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	609-49751-322	4.21
BELLBOY CORP	0097799300	12/22/2022	LIQUOR S./LIQUOR/WINE/FRE	609-49751-333	51.00
BELLBOY CORP	0097862400	12/28/2022	LIQUOR S./FREIGHT	609-49751-333	-1.65
BELLBOY CORP	0106190500	12/22/2022	LIQUOR S./SOFT DRINKS & MI	609-49751-333	6.45
VINOCOPIA, INC	0320038-IN	12/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	7.50
SOUTHERN GLAZER'S OF MN	2290499	12/13/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	73.11
SOUTHERN GLAZER'S OF MN	2290500	12/13/2022	LIQOUR S./WINE/FEIGHT	609-49751-333	17.59
SOUTHERN GLAZER'S OF MN	2293619	12/22/2022	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	17.68
SOUTHERN GLAZER'S OF MN	2293620	12/22/2022	LIQUOR S./BEER/FREIGHT	609-49751-333	20.50
BREAKTHRU BEVERAGE MN	347069226	12/28/2022	LIQUOR S./MERCHANDISE/FR	609-49751-333	36.53
BREAKTHRU BEVERAGE MN	347161171	12/31/2022	LIQUOR S./MERCHANDISE/FR	609-49751-333	24.67
BREAKTHRU BEVERAGE MN	410498527	01/10/2023	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	-5.55
BREAKTHRU BEVERAGE MN	410498528	01/10/2023	LIQUOR S./LIQUOR/FREIGHT	609-49751-333	-1.85
AH HERMEL COMPANY	956891/956891	12/22/2022	LIQUOR S./MERCHANDISE/FR	609-49751-333	8.95
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	Riverbend	609-49751-340	1,850.00
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	shopper & citizen & digital	609-49751-340	324.84
US BANK	US BANK DEC.22	12/31/2022	Facebook-Campaigns	609-49751-340	18.88
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	609-49751-383	450.68
WINDOM FIRE & SAFETY, LLC	0008224	12/31/2022	LIQUOR S./MAINTENANCE - O	609-49751-404	24.00
US BANK	US BANK DEC.22	12/31/2022	Runnings	609-49751-406	24.10
MINNESOTA LICENSED BEVER	2023	01/10/2023	LIQUOR S./2023 MEMBERSHI	609-49751-433	360.00
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Liquor other misc	609-49751-480	8.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Liquor other misc	609-49751-480	29.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Liquor other misc	609-49751-480	14.39
				Activity 49751 - Liquor Store Total:	**42,463.65**
				Fund 609 - LIQUOR STORE Total:	**42,463.65**

Fund: 614 - TELECOM

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INTERNAL REVENUE SERVICE	DEC-22 FINAL	12/31/2022	EXCISE TAX POSTING	614-20201	306.98
INTERNAL REVENUE SERVICE	JAN 23 DEPOSIT	01/10/2023	EXCISE TAX POSTING	614-20201	500.00
MN 9-1-1 PROGRAM	12-2022	12/31/2022	DEC 2022 911 SERVICE	614-20206	939.59
					1,746.57

Activity: 49870 - Telecom

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	614-49870-131	7.20
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	614-49870-133	64.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	614-49870-133	64.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	614-49870-133	64.00
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Telecom	614-49870-212	9.99

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	614-49870-217	108.84
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Telecom operating supplies	614-49870-217	25.98
US BANK	US BANK DEC.22	12/31/2022	STROBES N MORE	614-49870-217	592.08
LOCATORS & SUPPLIES, INC	0304406-IN	12/27/2022	TELECOM/UTILITY SYSTEM	614-49870-227	1,324.85
LOCATORS & SUPPLIES, INC	0304490-IN	12/27/2022	TELECOM/UTILITY SYSTEM	614-49870-227	222.68
AMAZON CAPITAL SERVICES, I	14KR-N4DJ-9Y47	12/27/2022	TELECOM/UTILITY SYSTEM	614-49870-227	324.48
AMAZON CAPITAL SERVICES, I	1D6Q-CQ4M-VMC1	12/28/2022	TELECOM/UTILITY SYSTEM	614-49870-227	1,399.99
CONFLUENT TECHNOLOGY GR	26F79195374S	12/31/2022	TELECOM/UTILITY SYSTEM	614-49870-227	1,642.46
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Telecom utility system	614-49870-227	23.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Telecom utility system	614-49870-227	77.51
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Telecom utility system	614-49870-227	11.00
US BANK	US BANK DEC.22	12/31/2022	Ebay	614-49870-227	30.00
US BANK	US BANK DEC.22	12/31/2022	FS	614-49870-227	345.00
US BANK	US BANK DEC.22	12/31/2022	FS	614-49870-227	18.40
US BANK	US BANK DEC.22	12/31/2022	Ebay	614-49870-227	40.00
US BANK	US BANK DEC.22	12/31/2022	Ebay	614-49870-227	189.99
US BANK	US BANK DEC.22	12/31/2022	GME	614-49870-227	528.87
SCHRAMEL LAW OFFICE	DEC-22 TELECOM	12/31/2022	SMBS LEASE	614-49870-304	375.00
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22 - 12-23-22/TELEPHO	614-49870-321	245.60
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	614-49870-322	4.86
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	614-49870-322	93.53
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	shopper & citizen & digital	614-49870-340	954.56
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	614-49870-383	212.12
WINDOM FIRE & SAFETY, LLC	0008227	12/28/2022	TELECOM/MAINTENANCE - ST	614-49870-402	157.80
ELITE MECHANICAL SYSTEMS,	13341	12/31/2022	TELECOM/MAINTENANCE - ST	614-49870-402	191.13
ELITE MECHANICAL SYSTEMS,	13342	12/31/2022	TELECOM/MAINTENANCE - ST	614-49870-402	148.86
ELITE MECHANICAL SYSTEMS,	13343	12/31/2022	TELECOM/MAINTENANCE - ST	614-49870-402	105.66
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Telecom	614-49870-402	29.98
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Telecom	614-49870-404	29.47
US BANK	US BANK DEC.22	12/31/2022	TigerTough	614-49870-405	720.34
CENTURY LINK	525206	12/27/2022	DIRECTORY LISTINGS	614-49870-441	302.83
CENTURY LINK	7242105D-D-22351	12/31/2022	CABS	614-49870-441	44.47
NATIONAL CABLE TV COOP	22120953	12/31/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	45,336.47
DISPLAY SYSTEMS INTERNATI	25816	01/10/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	331603	12/28/2022	TELECOM/SUBSCRIBER FEES	614-49870-442	342.75
UNIVERSAL SERVICE ADMIN C	UBDI0001330593	12/31/2022	INTERGOVERNMENTAL	614-49870-443	1,829.14
WOODSTOCK COMMUNICATI	10230065	01/03/2023	TELECOM/SWITCH FEES	614-49870-445	205.10
HURRICANE ELECTRIC LLC	98444795-IN	01/10/2023	TELECOM/INTERNET EXPENSE	614-49870-447	4,100.00
US BANK	US BANK DEC.22	12/31/2022	Dream Host Web Hosting	614-49870-447	139.00
CENTURY LINK	12-16-2022	12/31/2022	DEC. CHARGES/SERVICE 831-	614-49870-451	88.38
				Activity 49870 - Telecom Total:	**62,970.80**
				Fund 614 - TELECOM Total:	**64,717.37**

Fund: 615 - ARENA

Activity: 49850 - Arena

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	615-49850-131	3.60
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	615-49850-133	32.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	615-49850-133	32.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	615-49850-133	32.00
CITY LAUNDERING CO.	1842158	12/31/2022	ARENA/CLEANING/SUPPLIES	615-49850-211	50.00
COUNTRY PRIDE SERVICE	9015617	12/08/2022	ARENA/MOTOR FUELS	615-49850-212	104.00
COUNTRY PRIDE SERVICE	9015831	12/22/2022	ARENA/MOTOR FUELS	615-49850-212	90.00
COUNTRY PRIDE SERVICE	9016267	12/31/2022	ARENA/MOTOR FUELS	615-49850-212	70.00
COUNTRY PRIDE SERVICE	9016325	12/31/2022	ARENA/MOTOR FUELS	615-49850-212	90.00
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	615-49850-217	63.49
RUNNINGS SUPPLY, INC	RUNNINGS DEC.22	12/31/2022	Arena	615-49850-217	6.99
SCHWALBACH HARDWARE	SCHWALBACHS DECEMBER 20	12/31/2022	Arena operating supplies	615-49850-217	23.98
SCHRAMEL LAW OFFICE	DEC-2022 CIVIL	12/31/2022	ARENA LEASE	615-49850-304	180.00
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	615-49850-321	66.09
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	615-49850-322	0.69
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	615-49850-383	3,473.88

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RON'S ELECTRIC INC	148652	12/31/2022	ARENA/MAINTENANCE - STR	615-49850-402	320.00
ADS ON BOARDS	8-19-22	09/20/2022	ARENA/MAINTENANCE - OFFI	615-49850-404	600.00
SW/WC SERVICE COOPERATIV	01-03-2023	01/03/2023	HEALTH INSURANCE	615-49850-480	862.98
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	615-49850-480	1.80
				Activity 49850 - Arena Total:	6,103.50
				Fund 615 - ARENA Total:	6,103.50
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
SW/WC SERVICE COOPERATIV	JAN 2023	01/03/2023	EAP	617-49860-131	5.40
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	617-49860-133	48.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	617-49860-133	48.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	617-49860-133	48.00
STATE CHEMICAL SOLUTIONS	902669904	12/31/2022	WCC/CLEANING/SUPPLIES	617-49860-211	303.58
A & B BUSINESS	IN1012833	01/10/2023	MAINTENANCE CONTRACT	617-49860-217	63.49
US BANK	US BANK DEC.22	12/31/2022	TRIO SUPPLY	617-49860-217	77.72
US BANK	US BANK DEC.22	12/31/2022	Runnings	617-49860-217	14.40
US BANK	US BANK DEC.22	12/31/2022	Country Drieds Revere	617-49860-217	74.90
US BANK	US BANK DEC.22	12/31/2022	HyVee	617-49860-254	1.76
US BANK	US BANK DEC.22	12/31/2022	HyVee	617-49860-254	55.54
US BANK	US BANK DEC.22	12/31/2022	HyVee	617-49860-254	34.00
US BANK	US BANK DEC.22	12/31/2022	Hy-Vee	617-49860-259	24.24
MORRIS JAY SCOTT	9-28-22	12/31/2022	WINDOM COMM. CEN./BEEF	617-49860-261	280.00
VERIZON WIRELESS	9923725067	01/06/2023	11-24-22-12-23-22/TELEPHO	617-49860-321	41.12
USPS-POC	JAN 2023	01/03/2023	POSTAGE MACHINE	617-49860-322	5.55
US BANK	US BANK DEC.22	12/31/2022	Arrowwood (Credit)	617-49860-334	-31.98
CITIZEN PUBLISHING CO	CITYW20221231	12/31/2022	shopper & citizen & digital	617-49860-340	421.00
MN ENERGY RESOURCES	4404805669	12/31/2022	GAS	617-49860-383	1,531.81
HOLT'S CLEANING SERVICE IN	4660	12/29/2022	WCC/MAINTENANCE - STRUC	617-49860-402	2,273.48
FAIRMONT GLASS & SIGN PR	JOB2200834-INV01	12/31/2022	WCC/REPAIR DOOR	617-49860-402	398.65
US BANK	US BANK DEC.22	12/31/2022	Runnings	617-49860-406	64.08
				Activity 49860 - M/P Center Total:	5,782.74
				Fund 617 - M/P CENTER Total:	5,782.74
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002221	01/13/2023	Federal Tax Withholding	700-21701	10,073.80
MN Department of Revenue -	INV0002222	01/13/2023	State Withholding	700-21702	5,113.59
Internal Revenue Service-Payr	INV0002221	01/13/2023	Social Security	700-21703	13,006.08
MN Pera	INV0002219	01/13/2023	PERA	700-21704	14,228.53
MN Pera	INV0002219	01/13/2023	PERA	700-21704	8,870.09
MN Pera	INV0002219	01/13/2023	PERA	700-21704	775.20
MN Pera	INV0002219	01/13/2023	PERA	700-21704	210.00
MN State Deferred	INV0002220	01/13/2023	Deferred Roth	700-21705	1,515.00
MN State Deferred	INV0002220	01/13/2023	Deferred Compensation	700-21705	5,288.66
SW/WC SERVICE COOPERATIV	01-03-2023	01/03/2023	HEALTH INSURANCE	700-21706	71,636.16
Internal Revenue Service-Payr	INV0002221	01/13/2023	Medicare Withholding	700-21711	3,864.38
WEX Health Inc	1-10-2023	01/10/2023	FLEX SPENDING	700-21712	316.02
WEX Health Inc	1-3-2023	01/10/2023	FLEX SPENDING	700-21712	480.00
WEX Health Inc	1-9-2023	01/10/2023	FLEX SPENDING	700-21712	354.57
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	700-21718	16.00
NCPERS MINNESOTA	844600012023	01/06/2023	1-1-23-1-31-23 INSURANCE	700-21718	16.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	700-21718	16.00
NCPERS MINNESOTA	844600112022	12/31/2022	11-1-22 - 11-30-22 INSURANC	700-21718	16.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	700-21718	16.00
NCPERS MINNESOTA	844600122022	12/31/2022	12-01-22 - 12-31-22/INSURAN	700-21718	16.00
WEX Health Inc	INV0002218	01/13/2023	VEBA Employer Contribution	700-21720	9,479.29
WEX Health Inc	INV0002217	01/13/2023	HSA Employer Contribution	700-21722	4,687.59

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX Health Inc	INV0002216	01/13/2023	HSA Employee Contribution	700-21723	773.46
					150,768.42
				Fund 700 - PAYROLL Total:	**150,768.42**
				Grand Total:	**448,095.24**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	24,862.12
211 - LIBRARY	3,578.02
225 - AIRPORT	144.76
230 - POOL	61.69
235 - AMBULANCE	8,607.19
250 - EDA GENERAL	72.61
401 - GENERAL CAPITAL PROJECTS	51,763.00
601 - WATER	13,690.96
602 - SEWER	26,205.72
604 - ELECTRIC	49,273.49
609 - LIQUOR STORE	42,463.65
614 - TELECOM	64,717.37
615 - ARENA	6,103.50
617 - M/P CENTER	5,782.74
700 - PAYROLL	150,768.42
Grand Total:	**448,095.24**

Account Summary

Account Number	Account Name	Payment Amount
100-36200	Other Income	-359.45
100-41110-304	Legal Fees	324.00
100-41110-308	Training & Registrations	435.00
100-41110-326	Data Processing	16.02
100-41110-350	Printing & Design	882.75
100-41310-131	Employer Paid Insurance	9.00
100-41310-133	Employer Paid Insurance	216.00
100-41310-200	Office Supplies	429.45
100-41310-217	Other Operating Supplie	108.84
100-41310-322	Postage	527.86
100-41410-480	Other Miscellaneous	1,006.59
100-41910-131	Employer Paid Insurance	1.80
100-41910-133	Employer Paid Insurance	72.00
100-41910-200	Office Supplies	74.99
100-41910-321	Telephone	41.12
100-41910-322	Postage	28.82
100-41910-433	Dues & Subscriptions	75.00
100-41940-383	Gas Utility	1,313.76
100-41940-402	Repairs & Maint - Struct	99.00
100-41940-406	Repairs & Maint - Groun	673.98
100-42120-131	Employer Paid Insurance	19.80
100-42120-133	Employer Paid Insurance	528.00
100-42120-200	Office Supplies	79.98
100-42120-218	Uniforms	386.52
100-42120-304	Legal Fees	4,227.50
100-42120-334	Meals/Lodging	9.87
100-42120-404	Repairs & Maint - M&E	769.71
100-42120-405	Repairs & Maint - Vehicl	90.10
100-42120-412	Rentals - Building	2,050.00
100-42120-419	Vehicle Lease	1,455.73
100-42120-433	Dues & Subscriptions	4,312.00
100-42120-480	Other Miscellaneous	11.38
100-42220-211	Cleaning Supplies	43.13
100-42220-217	Other Operating Supplie	63.49
100-42220-322	Postage	1.28
100-42220-383	Gas Utility	986.00
100-42220-404	Repairs & Maint - M&E	464.21
100-42220-405	Repairs & Maint - Vehicl	269.57

Account Summary

Account Number	Account Name	Payment Amount
100-43100-131	Employer Paid Insurance	7.20
100-43100-133	Employer Paid Insurance	208.00
100-43100-217	Other Operating Supplie	63.49
100-43100-218	Uniforms	147.37
100-43100-321	Telephone	41.93
100-43100-350	Printing & Design	234.04
100-43100-383	Gas Utility	1,104.87
100-43100-401	Repairs & Maint - Buildi	323.90
100-43100-404	Repairs & Maint - M&E	388.98
100-43100-405	Repairs & Maint - Vehicl	2.49
100-43100-409	Repairs & Maint - Utilitie	531.65
100-45120-217	Other Operating Supplie	13.60
100-45202-131	Employer Paid Insurance	1.80
100-45202-133	Employer Paid Insurance	48.00
211-45501-133	Employer Paid Insurance	48.00
211-45501-200	Office Supplies	151.52
211-45501-211	Cleaning Supplies	27.59
211-45501-217	Other Operating Supplie	603.57
211-45501-383	Gas Utility	775.84
211-45501-402	Repairs & Maint - Struct	791.01
211-45501-433	Dues & Subscriptions	435.14
211-45501-435	Books and Pamphlets	624.60
211-45501-480	Other Miscellaneous	120.75
225-45127-200	Office Supplies	38.72
225-45127-217	Other Operating Supplie	0.69
225-45127-402	Repairs & Maint - Struct	56.00
225-45127-409	Repairs & Maint - Utilitie	49.35
230-45124-217	Other Operating Supplie	13.60
230-45124-383	Gas Utility	48.09
235-42153-131	Employer Paid Insurance	1.80
235-42153-133	Employer Paid Insurance	48.00
235-42153-217	Other Operating Supplie	459.34
235-42153-261	Other Merchandise-Med	391.66
235-42153-312	Nursing	3,815.51
235-42153-322	Postage	9.61
235-42153-331	Travel Expense	88.63
235-42153-334	Meals/Lodging	400.18
235-42153-383	Gas Utility	657.34
235-42153-404	Repairs & Maint - M&E	120.00
235-42153-405	Repairs & Maint - Vehicl	197.74
235-42153-435	Books and Pamphlets	317.38
235-42153-460	Miscellaneous Taxes	2,100.00
250-46520-131	Employer Paid Insurance	1.80
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	21.36
250-46520-322	Postage	2.45
250-46520-381	Electric Utility	23.00
401-49950-500	Capital Outlay - Office	50,356.00
401-49950-506	Capital Outlay - Building	1,407.00
601-14200	Inventory	1,074.90
601-49400-131	Employer Paid Insurance	5.40
601-49400-133	Employer Paid Insurance	144.00
601-49400-211	Cleaning Supplies	12.29
601-49400-217	Other Operating Supplie	93.99
601-49400-241	Small Tools	52.99
601-49400-304	Legal Fees	277.50
601-49400-321	Telephone	91.13
601-49400-322	Postage	96.60

Account Summary

Account Number	Account Name	Payment Amount
601-49400-383	Gas Utility	1,071.04
601-49400-386	Landfill	3,612.89
601-49400-404	Repairs & Maint - M&E	158.45
601-49400-405	Repairs & Maint - Vehicl	1,050.80
601-49400-443	Intergovernmental Fees	5,086.00
601-49400-480	Other Miscellaneous	862.98
602-49450-131	Employer Paid Insurance	1.80
602-49450-133	Employer Paid Insurance	96.00
602-49450-200	Office Supplies	224.95
602-49450-216	Chemicals and Chemical	17,670.10
602-49450-217	Other Operating Supplie	213.49
602-49450-227	Utility System Maint Sup	953.76
602-49450-241	Small Tools	52.99
602-49450-304	Legal Fees	277.50
602-49450-310	Lab Testing	1,234.53
602-49450-321	Telephone	121.14
602-49450-322	Postage	93.53
602-49450-383	Gas Utility	1,724.18
602-49450-404	Repairs & Maint - M&E	3,497.76
602-49450-405	Repairs & Maint - Vehicl	43.99
604-14200	Inventory	970.50
604-16200	Buildings	12,100.50
604-16300	Improvements Other Th	30,936.50
604-49550-131	Employer Paid Insurance	9.00
604-49550-133	Employer Paid Insurance	264.00
604-49550-211	Cleaning Supplies	123.49
604-49550-212	Motor Fuels	30.00
604-49550-217	Other Operating Supplie	415.16
604-49550-218	Uniforms	162.00
604-49550-241	Small Tools	160.96
604-49550-321	Telephone	80.02
604-49550-322	Postage	93.53
604-49550-331	Travel Expense	161.88
604-49550-333	Freight and Express	628.61
604-49550-383	Gas Utility	45.00
604-49550-402	Repairs & Maint - Struct	568.75
604-49550-404	Repairs & Maint - M&E	57.41
604-49550-405	Repairs & Maint - Vehicl	16.44
604-49550-406	Repairs & Maint - Groun	36.97
604-49550-409	Repairs & Maint - Utilitie	1,153.06
604-49550-411	Repairs & Maint - Sub St	44.71
604-49550-432	Uncollectible	15.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-131	Employer Paid Insurance	3.60
609-49751-133	Employer Paid Insurance	96.00
609-49751-200	Office Supplies	117.50
609-49751-211	Cleaning Supplies	96.08
609-49751-217	Other Operating Supplie	294.28
609-49751-251	Liquor	12,062.42
609-49751-252	Beer	24,746.90
609-49751-253	Wine	898.59
609-49751-254	Soft Drinks & Mix	346.35
609-49751-256	Tobacco Products	407.43
609-49751-261	Other Merchandise	29.49
609-49751-322	Postage	4.21
609-49751-333	Freight and Express	254.93
609-49751-340	Advertising & Promotion	2,193.72
609-49751-383	Gas Utility	450.68

Account Summary

Account Number	Account Name	Payment Amount
609-49751-404	Repairs & Maint - M&E	24.00
609-49751-406	Repairs & Maint - Groun	24.10
609-49751-433	Dues & Subscriptions	360.00
609-49751-480	Other Miscellaneous	53.37
614-20201	Excise Tax Payable	806.98
614-20206	911 TAP & TACIP Fees Cl	939.59
614-49870-131	Employer Paid Insurance	7.20
614-49870-133	Employer Paid Insurance	192.00
614-49870-212	Motor Fuels	9.99
614-49870-217	Other Operating Supplie	726.90
614-49870-227	Utility System Maint Sup	6,179.22
614-49870-304	Legal Fees	375.00
614-49870-321	Telephone	245.60
614-49870-322	Postage	98.39
614-49870-340	Advertising & Promotion	954.56
614-49870-383	Gas Utility	212.12
614-49870-402	Repairs & Maint - Struct	633.43
614-49870-404	Repairs & Maint - M&E	29.47
614-49870-405	Repairs & Maint - Vehicl	720.34
614-49870-441	Transmission Fees	347.30
614-49870-442	Subscriber Fees	45,877.66
614-49870-443	Intergovernmental Fees	1,829.14
614-49870-445	Switch Fees	205.10
614-49870-447	Internet Expense	4,239.00
614-49870-451	Call Completion	88.38
615-49850-131	Employer Paid Insurance	3.60
615-49850-133	Employer Paid Insurance	96.00
615-49850-211	Cleaning Supplies	50.00
615-49850-212	Motor Fuels	354.00
615-49850-217	Other Operating Supplie	94.46
615-49850-304	Legal Fees	180.00
615-49850-321	Telephone	66.09
615-49850-322	Postage	0.69
615-49850-383	Gas Utility	3,473.88
615-49850-402	Repairs & Maint - Struct	320.00
615-49850-404	Repairs & Maint - M&E	600.00
615-49850-480	Other Miscellaneous	864.78
617-49860-131	Employer Paid Insurance	5.40
617-49860-133	Employer Paid Insurance	144.00
617-49860-211	Cleaning Supplies	303.58
617-49860-217	Other Operating Supplie	230.51
617-49860-254	Soft Drinks & Mix	91.30
617-49860-259	Non- Alcholic	24.24
617-49860-261	Other Merchandise	280.00
617-49860-321	Telephone	41.12
617-49860-322	Postage	5.55
617-49860-334	Meals/Lodging	-31.98
617-49860-340	Advertising & Promotion	421.00
617-49860-383	Gas Utility	1,531.81
617-49860-402	Repairs & Maint - Struct	2,672.13
617-49860-406	Repairs & Maint - Groun	64.08
700-21701	Federal Withholding	10,073.80
700-21702	State Withholding	5,113.59
700-21703	FICA Tax Withholding	13,006.08
700-21704	PERA Contributions	24,083.82
700-21705	Retirement	6,803.66
700-21706	Medical Insurance	71,636.16
700-21711	Medicare Tax Withholdi	3,864.38

Account Summary

Account Number	Account Name	Payment Amount
700-21712	Flex Account	1,150.59
700-21718	Individual Insurance-NC	96.00
700-21720	VEBA Contributions	9,479.29
700-21722	HSA Contribution	4,687.59
700-21723	HSA Employee Contribu	773.46
	Grand Total:	**448,095.24**

Project Account Summary

Project Account Key		Payment Amount
None		448,095.24
	Grand Total:	**448,095.24**

✓ CAW 1/12/2023

AGENDA 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: John Nelson, Manager, River Bend Liquor
DATE: January 11, 2023
RE: Presentation of Floor Plan Design completed by TSP, Inc.
DEPT: Liquor Store
CONTACT: John Nelson Email: John.Nelson@windommn.com Phone: (507) 831-6132

Recommendations/Options/Action Requested

No recommended actions are to be taken at this time. This item is an informational presentation to the City Council on the results of the floor plan design completed by TSP, Inc.

Issue Summary/Background

On October 25, 2022 during the budget meeting session, it was decided to pursue new conceptual design plans and cost estimates for a remodel/expansion from TSP, Inc. Over November & December, I met with Greg Schoer of TSP, Inc to design a warehouse expansion of about 1,000 sq. ft. onto the South side of the current liquor store building, remodeling the interior of the current building, and adding a windbreak from the North wind to the main entrance to the building.

During the review process, information was shared with Councilmember Quade of the Liquor Commission, and City Administrator. Revisions and adjustments to the first design were given to TSP, Inc. and incorporated into the attached floor plan. On January 9, 2023, the preliminary cost estimate and conceptual floor plan were received and subsequently reviewed with the Liquor Committee.

Draft Timeline for this project:
January 17, 2023: Presentation of Floor Plan Design to City Council
March 7, 2023: Council Decision to proceed or not with Phase 2: Design & Construction with TSP, Inc.
June, 2023: Finalize Plans with TSP, Inc.
July 2023: Bid Project
September 2023: Construction

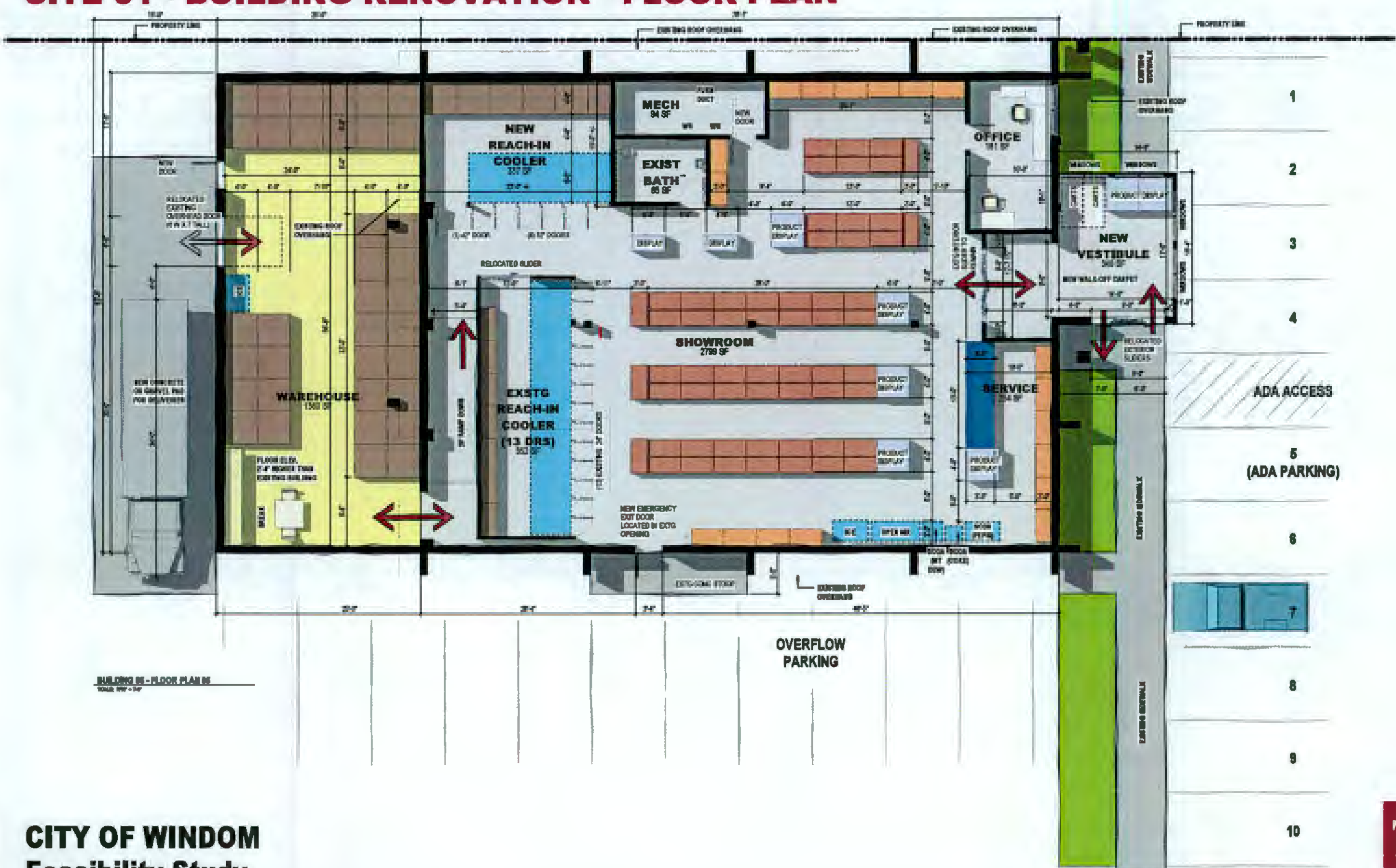
Fiscal Impact

Preliminary Cost Estimates for the attached floor plans are between $600,000 & $700,000. Sufficient funds are available in the Liquor Fund reserves, but a combination of reserves and debt may be used to fund the project.

Attachments

1. TSP, Inc. – Conceptual Floor Plan Design
2. Comparison worksheet of building design space estimates

SITE 01 - BUILDING RENOVATION - FLOOR PLAN



CITY OF WINDOM
Feasibility Study

City of Windom
River Bend Liquor Store
Windom, Minnesota
TSP Project No. 03201413

Function	Existing Building Existing Area (Sq. Ft.)	Building #5 Proposed Area (Sq. Ft.)	Size Comparison
Cooler	457 s.f.	457 s.f. 337 s.f. 794 s.f.	74%
Warehouse	1387 s.f.	1362 s.f.	-2%
Vestibule	77 s.f.	346 s.f.	349%
Service Counter	254 s.f.	254 s.f.	No Change
Retail Display	2291 s.f.	2563 s.f.	12%
Break Room	None	Yes	New
Manager Office	140 s.f.	181 s.f.	29%
Restroom/Custodial Closet	100 s.f.	100 s.f.	0%
Electrical / IT / Mechanical Room	105 s.f.	120 s.f.	14%
Parking Spaces			
Regular	10	10	No Change
Handicapped	1	1	No Change
Program Spaces - Subtotal	4,811 s.f.	5,720 s.f.	19%

Shelving	Existing Building Existing Area (Sq. Ft.)	Building #5 Proposed Area (Sq. Ft.)	Size Comparison
Perimeter Shelving	545 l.f.	360 l.f.	-34%
Interior Gondola Shelving	384 l.f.	864 l.f.	125%
End Cap Shelving		80 l.f.	New
Total	929 l.f.	1304 l.f.	40%

RESOLUTION #2023-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM THE ARENA BOOSTER CLUB FOR THE WINDOM ARENA

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, Arena Booster Club is a supporter of the City of Windom and the Windom Arena; and

WHEREAS, the City of Windom has received a donation of $2,168.00 from the Arena Booster Club for the Windom Arena; and

WHEREAS, the Arena Booster Club has designated the donation is to be used for the purchase of skate aids/helpers.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council hereby accepts the donation of $2,168.00 given by the Arena Booster Club for the Windom Arena for the purchase of skate aids/helpers.

Adopted by the Council this 17th day of January, 2023.

____
Dominic Jones, Mayor

Attest:__________________________
Steven Nasby, City Administrator

RESOLUTION #2023-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM HERON LAKE BIOENERGY FOR THE WINDOM FIRE DEPARTMENT

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, Heron Lake BioEnergy is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the City of Windom has received a donation from Heron Lake BioEnergy of $7,000.00 for the Windom Fire Department; and

WHEREAS, Heron Lake BioEnergy designated that the donation is to be used as appropriate for the fire department.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of $7,000.00 from Heron Lake BioEnergy for use by the Windom Fire Department to purchase a hose tester.

Adopted by the Council this 17th day of January, 2023.

____
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:	Steve Nasby, City Administrator
DATE:	January 15, 2023
RE:	Wage Schedule for Seasonal, Part-time and Swimming Pool Employees
DEPT:	Administration
CONTACT:	Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Adoption of the 2023 wage scale for seasonal and part-time (non-union) employees.

Issue Summary/Background

For 2023 the new minimum wage is $10.59 per hour. The law does allow for an exemption as a "training" wage at $8.63 per hour for persons under 20 years old for up to 90 consecutive days of employment.

In discussion with the Department Heads, to be competitive with other employers seeking part-time or seasonal help and to be consistent with the personnel we hire for all positions the recommendation is to adopt a seasonal and part-time wage schedule starting at the $10.59 per hour minimum. The following is the recommendation for seasonal and part-time (non-union) employees:

Swimming Pool	$10.59 per hour up to $13.25 per hour depending on position and years of service. Pool Manager pay range would be $14.50 to $15.25 per hour.	
Seasonal & Non-union Part-time	$12.00 per hour to $13.00 per hour hiring range depending on experience.	
	$13.25	After 6 months of employment
	$13.50	1 year
	$14.00	18 months

Fiscal Impact

The minimum wage for seasonal and part-time (non-union) employees had been included in the proposed 2023 budget.

Attachments

1. 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:	Mayor Dominic Jones
DATE:	December 30, 2022
RE:	**2023** Mayor Appointments/Reappointments
DEPT:	Mayor/Council
CONTACT:	Mayor Dominic Jones

Recommendations/Options/Action Requested

Recommendation from the Mayor to the City Council for approval of the following 2023 appointments to the Boards and Commissions.

HRA Board

Joanie Halvorson	Fill Vacancy New Appointment Retroactive June 8, 2022 Reappointment Term 12/31/25

Telecom Commission

Josh Peterson	Reappointment 12/31/25
Dirk Abraham	Reappointment 12/31/25

ACTION ITEM

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Windom, MN 56101
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www.windom-mn.com

TO: City Council
FROM: John Nelson, Manager, River Bend Liquor
DATE: January 10, 2023
RE: Liquor Store Part-Time Clerk Hiring
DEPT: Liquor Store
CONTACT: John Nelson John.Nelson@windommn.com

Recommendations/Options/Action Requested

It is recommended that that the City Council approve the hiring of the following as Non-Union Part-Time Liquor Store Clerk.

- Kayla Andrews - $12.50/hour

Issue Summary/Background

We continue to run into challenging staffing issues, as we have had one non-union part-time clerk resign (on December 31, 2022) and more recently the newly hired union clerk hired in early January. During our last rounds of interviews for the Union Part-Time Liquor Store Clerk Position, Kayla stood out as a potential candidate for our Part-Time Non-Union clerk due to additional turnover.

With this, it is recommended to hire Kayla Andrews at $12.50/hour with a review at 6 months for a potential move to $13.25/hour. All wages are in accordance of the Non-Union Part-Time Scale set to be approved at the January 17, 2023 Council Meeting.

Fiscal Impact

The fiscal impact is minimal as these hours are already budgeted hours during normal operations, but will require a little extra for some training time.

Attachments

None