

Council Meeting
Tuesday, February 6, 2024
City Council Chamber
6:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes –January 16 & 25, 2024
 - Telecom Commission – December 18, 2023 & January 22, 2024
 - Utility Commission – January 24, 2024
 - Joint Government – January 29, 2024
 - Licenses & Permits
 - Exempt Gambling Permit
 - Windom Women of Today. – March 19, 2024
 - Regular Bills
2. Department Heads
3. South Cottonwood Lake Subdivision – PUD Final Plan
4. Letter of Agreement Building Official Services
5. Resolution Approving Amendments to the Fees & Charges Schedule
6. Contractor Payments & Change Orders
 - Truck Garage – Wilcon Construction Services Pmt #8 - \$33,151.38
 - Generator Plant Construction – Wilcon Construction Pmt #3 - \$164,064.76
 - Transmission Line Reconstruction – IES Commercial Inc. Pmt #5 - \$35,700.43
 - Liquor Store – Sussner Construction Pmt #3 - \$159,090.10
 - Change Order # 5 Liquor Store - Sussner Construction
 - Change Order # 6 Liquor Store - Sussner Construction
 - Change Order # 7 Liquor Store - Sussner Construction
7. New Business
8. Old Business
9. Council Comments
10. Adjourn



**Regular Council Meeting
City Hall, Council Chamber
January 16, 2024
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, Jenny Quade, James Nelson and Scott Benson

Council Absent: Marv Grunig

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Ben Derickson, Fire Chief; John Nelson, Liquor Store Manager; Jon Ketzenberg, Streets & Parks Superintendent and Kristen Porath, Ambulance Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – December 19, 2023 and January 2, 2024
 - Housing & Redevelopment Authority – December 13, 2023
 - Utility Commission – December 27, 2023
 - Economic Development Authority – January 8, 2024
 - Library Board – January 9, 2024
 - Tree Committee – January 10, 2024
 - Parks & Recreation Commission – January 10, 2024
 - Community Center Commission – January 10, 2024
- Licenses & Permits
 - Exempt Gambling Permits
 - Business, Arts & Recreation Center, Inc. – February 20, 2024
 - Des Moines River Ducks Unlimited – February 23, 2024
 - Windom Area Chamber of Commerce – June 9, 2024

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

5. Department Heads:

Kristen Porath, Ambulance Director, said that their year end numbers show about a three call per day average with 1,110 calls in 2023. This call volume is up from 1,087 in 2022. There were 290 transfers to Sioux Falls and to 81 other facilities. There were 83 “no transports” which could be an evaluation showing no medical needs or to do a lift assist. They had 51 stand-by for fire calls and six community events attended. Porath said that 2024 is starting off fast too.

Jones and the Council thanked Porath and the EMTs for all their work.

6. Annual Firefighters Relief Association Report:

Nasby said that the report for the last year is in the Council packet and this needs City Council approval as the City has a liability if there is a deficit in this fund. The audited report shows that the

Windom Fire Relief Association is in good financial condition, can meet all their obligations and there is no City financial liability shown in the 2023 report.

Motion by Benson second by Esplan to accept and approve the Annual Windom Firefighters Relief Association report as presented. Motion carried 4 – 0.

7. Snow Plow Naming Contest:

Quade said that there were 10 submissions for naming the snow plows, she thanked those that submitted and read the Honorable Mention submittals. Quade said the Street crew reviewed the names and then gave their input to the Street Committee (Quade and Esplan) for them to make the recommendations to the City Council. The three winners are “Snow Biz” by Marv Grunig; “Sir Plows A Lot” by Robbie Anderson and “Winne the Plow” by Sandra Herder. When the plows arrive, the names will be put on the plows and the winners will have their picture with the new plow.

Motion by Quade second by Benson to approve the three snow plow names as presented. Motion carried 4 – 0.

8. Disposition of Surplus Equipment:

John Nelson, Liquor Store Manager, said that the old coolers are being replaced with the renovation project so they are surplus and can be sold. The City posted an advertisement for bids and two bids were received. The two bids were \$551 and \$3,000. He is recommending selling the cooler and associated equipment as advertised to the high bidder. The requested action is to declare the items surplus and to approve their sale.

Jones asked who is removing the old cooler and how it would be conveyed to the buyer. John Nelson said the contractors are removing the old cooler and the buyer will pick up the items when they are available.

Motion by Benson second by Nelson to declare the old liquor store coolers and associated equipment as surplus and to approve their sale to the high bidder. Motion carried 4 -0.

Jones asked about the status of the store during construction. John Nelson said they are busy with construction and demo of the office was underway. The new coolers should be in by month end and that business is typically slow in January so it is about normal even through the construction.

9. Engagement Letter for GASB 75 Services – VIAacturial:

Nasby said that the former Finance Director had arranged for a consultant to provide the needed services for GASB 75 compliance which is for other post-employment benefit calculations required by the audit.

Motion by Esplan second by Benson to approve the services agreement with VIAacturial as presented. Motion carried 4 – 0.

10. Joint Resolution for Orderly Annexation – Cottonwood County Vet Clinic:

Nasby said the Cottonwood County Vet Clinic had petitioned the City for annexation as they would like to connect to municipal utilities. The Planning Commission had already reviewed the annexation request and assigned a zoning designation. The applicant and City met with the Township Board to review the request and approve the annexation.

Council Member Esplan introduced the Resolution No. 2024-02, entitled “IN THE MATTER OF THE JOINT RESOLUTION OF THE TOWN OF GREAT BEND AND THE CITY OF

WINDOM DESIGNATING AN UNINCORPORATED AREA AS IN NEED OF ORDERLY ANNEXATION AND CONFERRING JURISDICTION OVER SAID AREA TO THE MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS/MUNICIPAL BOUNDARY ADJUSTMENTS” and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Benson, Esplan, Nelson and Quade. Nay: None. Absent: Grunig. Abstain: None. Resolution passed 4 – 0.

11. Interim Staffing Proposals – Finance Director:

Nasby said that with the recent resignation of the Finance Director the City Office needed help to complete the required tasks so proposals for interim staffing were solicited from a number of sources. The City received two proposals, from Ehlers Associates (in the Council packet) and Abdo Solutions (handed out). The Council they did not have enough time or the knowledge needed to select and felt this task is better left to staff. Nasby said that he would be comfortable with input from the Mayor.

Motion by Quade second by Benson to authorize the Mayor and City Administrator to select the interim staffing proposal they considered the best fit and to solicit input from City office staff. Motion carried 4 – 0.

12. Personnel:

Nasby said that the State has released it’s update to the State minimum wage law and the City does annual updates to the part-time and seasonal wage scale to stay in compliance. In the packet is the proposed non-union part-time and seasonal wage schedule.

Motion by Benson second by Quade to approve the 2024 non-union part-time and seasonal wage schedule as presented. Motion carried 4 – 0.

13. Mayor Appointments and Reappointments:

Jones said he had two appointments to consider and there was another appointment from the Parks & Recreation Commission.

Jones’ appointments are as follows:

Tony Scott to the HRA Board	Term Expires 12/31/2028
Jake Voth to the Telecom Commission	Term Expires 12/31/2026

Motion by Benson second by Quade to approve the Mayor’s Board and Commission appointments and reappointments as presented. Motion carried 4 – 0.

Quade said the Parks & Recreation Commission is recommending the appointment of Darci Jones to the Parks & Recreation Commission. Darci is the incoming Chamber Executive Director and this will help with event coordination and information sharing.

Motion by Nelson second by Benson to approve appointing Darci Jones to the Parks & Recreation Commission. Motion carried 4 – 0.

14. Contractor Payments and Change Orders:

Jones said there is pay request #3 from Voss Plumbing and Heating for the demolition work at the former Cemstone site. This is covered by a State grant and the work is recommended to be paid by the project engineer. The pay request is \$166,487.50.

Motion by Nelson second by Benson to approve Pay Request #3 for Voss Plumbing and Heating for \$166,487.50 as presented. Motion carried 4 – 0.

Preliminary

15. New Business:

Nasby said the City had been contacted by the Cottonwood County Auditor's office regarding a special assessment on a vacant lot on 24th Street. The County is asking that the City forgive 50% of the special assessment (approximately \$10,000) and to pay for 50% of the costs for a dangerous tree to be removed. The lot has not sold due to the high assessment and the tree has caused damage to surrounding property. The quote for the tree removal was close to \$10,000 so the City share would be \$5,000.

Nelson said the cost to remove the tree is too high. Quade replied she had been by the site and the tree is dangerous and has to come down.

Jones said that the County needs to make sure the tree removal contractor has adequate liability insurance.

Motion by Quade second by Benson to approve the County's requests concerning the vacant lot at 14 24th Street by reducing the City's special assessment by 50% and paying for up to 50% of the tree removal costs (maximum of \$5,000) for the property with the condition that the contractor has adequate liability insurance as determined by the County. Motion carried 4 – 0.

16. Old Business:

None.

17. Council Comments:

Benson said with this cold weather people should check in on their neighbors and encouraged people to check their vents so they do not ice over.

Nasby reminded the public that the Finance Director position is posted for applications.

Jones reminded the public on winter driving and to be safe.

18. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:20 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special Council Meeting
City Hall, Council Chamber
January 25, 2024
3:30 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:

City Staff Present: Steve Nasby, City Administrator; John Nelson, Liquor Store Manager; Andy Spielman, Building Official and Mary Hensen, Administrative Assistant

3. Building Official Resignation:

Jones said that the City had received a letter of resignation from the Building Official which is included in the packet.

Andy Spielman, Building Official, said that he has enjoyed working for the City and has overseen a number of improvements in the department's operations which makes it hard to leave. He has accepted another position with the State of Minnesota and his last official day will be February 16th. He is willing to stay on as a part-time employee for 6-12 months and help the City transition which will be outlined by a letter of agreement. He noted as the City starts the process to re-fill the position it could take a new person, depending on their experience or education about 12 months to get their certifications.

Jones thanked Spielman for all his work in the department on code revisions, etc. and for his willingness to stay on during a transition.

Quade highlighted department improvements and Spielman's work, dedication and help with the transition.

Benson also thanked Spielman and wished him good luck. Benson said he had done a great job working with contractors and the general public.

Grunig thanked Spielman and said he has been an exceptional employee to have come into the position learning the job and for all the improvements.

Motion by Benson second by Quade to accept the resignation letter from Andy Spielman, Building Official, keep him on as a part-time employee and to waive the vacation pay-out limit. Motion carried 5 – 0.

Spielman said the City has a good group of Department Heads that he enjoys working with and the proposed transition will help both City staff and contractors.

4. Ratification of Agreement with Abdo Solutions – Interim Finance Director Staffing:

Jones said that the City Council, on January 16th, had given he and Nasby the authority to review and select a proposal for interim Finance Director staffing. They had selected Abdo Solutions based on

Preliminary

their ability to do the W-2s, 1099s and audit prep. He noted that the other proposal could have possibly had a conflict of interest as that firm are also our financial advisors.

Motion by Grunig second by Nelson to ratify the selection of the Abdo Solutions proposal for interim Finance Director services. Motion carried 5 – 0.

5. Authorization for Financial Transactions\EFTs:

Jones said that checks need two authorized parties and he is already a signer and the second signature has to be live as required by Code. He added that the second signer is the City Administrator and Finance Director, but due to the Finance Director position being vacant there is need for a back-up as Nasby has a couple work-related events out of town and vacation time upcoming. The Personnel Committee discussed and Council member Grunig has agreed to be the back-up signer and authorized party for electronic fund transfers.

Motion by Benson second by Nelson to authorize Council member Marv Grunig to sign City issued checks for payments and to approve electronic fund transfers for the next 90 days. Motion carried 4 – 0 – 1 (Grunig abstained).

Nasby said that Abdo Solutions were on-site on Monday and in discussions they recommended that the staff person doing payroll should also be authorized to submit payroll tax payments, which is common in other cities. The current process the City of Windom has is to have staff prepare the payroll and then have the Finance Director do the on-line electronic fund transfer for payroll taxes. He is requesting that Denise Nichols, Finance & Information Analyst, be authorized to submit payroll tax payments as she does the payroll.

Motion by Benson second by Nelson to authorize Denise Nichols to make electronic fund transfers for payroll tax submissions for the next 90 days. Motion carried 5 – 0.

6. Finance Director Hiring Recommendation:

Nasby said the Personnel Committee had met on January 19th to consider the applications received for the position and is making a recommendation to the City Council to hire Donna Torkelson for the Finance Director position. He noted that there is an employment offer included in the Council packet outlining compensation and benefits. Ms. Torkelson is currently the Cottonwood County Auditor and has governmental accounting experience.

Motion by Esplan second by Quade to hire Donna Torkelson as the City's Finance Director according to the employment terms presented. Motion carried 5 – 0.

Donna Torkelson thanked the City Council for the opportunity and will get the job done.

7. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 3:46 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**TELECOMMUNICATIONS COMMISSION MEETING
CITY OF WINDOM COUNCIL CHAMBERS December 18th, 2023**

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:00PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby <i>Absent</i>
V President:	Josh Peterson	City Staff:	Jeff Dahna
Secretary:	<i>vacant</i>	Council Liaison:	Scott Benson
Commissioner:	Jayesun Sherman	Council Liaison:	Dennis Esplan
Commissioner:	Tim Hiley	Others Present:	-

III. Approval of Minutes from November 20th, 2023 meeting

Motion by commissioner Hiley, to approve minutes from the October 16th, 2023 meeting. Seconded by commissioner Peterson. Motion approved 4 to 0.

IV. Project Updates: Dahna updated commissioners on the various projects. Updating the email server. Adding virtual servers.

V. Manager's Report: Dahna reports:

Cable TV Headend, maintaining as necessary, a few channel modulators went bad. Reviewing end of year NCTC contracts. Ordered fiber splicing trailer. Purchased a used TTC T-BERD transmission tester to assist with troubleshooting Voice System SS7 A-Link to Des Moines, IA that has been randomly dropping for 3 seconds. Telecom staff working on inventory.

VI. New Business:

SMART Goals – GM added an additional 2024 SMART Goal. Commissioners consensus was to approve the SMART Goal.

Third Amendment to Affiliations Agreement – Diamond Sports Net, LLC Bally Sports North RSN. Commissioners discussed Affiliations Agreement.

VII. Old Business: No Old Business to move on.

VIII. Commissioner's concerns and questions: None.

IX. Set Next Telecom meeting: January 22nd, 2024 at 6:00 pm at the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:41 pm.

Dirk Abraham, Telecom Commission President

XXXX, Telecom Commission Secretary

Attest: _____

Jeff Dahna, Telecom General Manager

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers or City Hall January 22nd, 2024

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:04PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby
V President:	Josh Peterson	City Staff:	Jeff Dahna
Secretary:	<i>vacant</i>	Council Liaison:	Scott Benson
Commissioner:	Jayesun Sherman	Council Liaison:	Dennis Esplan <i>Absent</i>
Commissioner:	Tim Hiley <i>Absent</i>	Others Present:	- Jake Voth

II.a Oath of Office Mayor appointed Jake Voth took the Oath of Office to serve on the Telecom Commission

III. Approval of Minutes from December 18th, 2023 meeting. No minutes for approval. Tabled to next mtg.

IV. Project Updates: Dahna updated commissioners on the various projects. Virtual Server- Updating and migrating virtual servers. Updating VEEM software. Fiber Splicing Trailer – Techs have been using it to splice distribution fiber.

V. Manager's Report: Dahna reports:

Cable TV Headend – Maintaining as necessary. Reviewing end of year NCTC contracts.
Used TTC T-BERD transmission tester to assist with troubleshooting Voice System SS7 A-Link to Des Moines, IA that has been randomly dropping for 3 seconds. Telecom inventory counts completed. Working on inventory count adjustments. Local calling issues with Lumen/CenturyLink.

Steve Nasby joined the meeting at 6:25PM.

VI. New Business:

GM and Commissioners discuss the various NCTC contracts for renewal.

VII. Old Business: No Old Business to move on.

VIII. Commissioner's concerns and questions: None.

IX. Set Next Telecom meeting: February 26th, 2024 at 6:00 pm at the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:43pm.

Dirk Abraham, Telecom Commission President

XXXX, Telecom Commission Secretary

Attest: _____

Jeff Dahna, Telecom General Manager

UTILITY COMMISSION MINUTES
Council Chambers
January 24, 2024

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
Member Absent: Glen Francis
City Council Liaison: Marv Grunig
Staff Present: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent; Steve Nasby, City Administrator and Leesa Arndt, Utility Billing/Analyst

APPROVE MINUTES

Motion by Schwalbach second by Riordan to approve December 27, 2023 Minutes. Motion carried 2 – 0.

ELECTRIC ITEMS

Transmission Line Project Pay Request #5

Sykora stated the pay request includes items from the final checklist. Restoration will be completed by a local contractor.

Motion by Riordan second by Schwalbach to approve Pay Request #5 in the amount of \$35,700.43 for the Transmission Line Reconstruction Project. Motion carried 2 – 0.

Truck Shed Addition Project Update

Sykora said that water lines and valving are close to completion. Other items finished on the final punch list include pipe insulation, roll-in door installation, and fire door installation. Sykora noted that the PVC liner that is being used in the wash bay is still an issue that is being worked on. The manufacturer of the product is recommending that the attachment holes be drilled slightly bigger. Sykora said the contractor has completed this recommendation on a few panels. The panels that were adjusted, look better. The product allows for a 30° temperature fluctuation approved by the specifications of the project. Staff and the Commission are still concerned about the long-term use of this product beyond the two-year warranty. Sykora will continue to work with the project engineers on a solution. There are sufficient funds in retainage to replace the PVC liner if needed. Sykora also has concerns about the change order request for additional wall strapping that was installed to use this product. The additional strapping was required for that specific product, which was the contractor's choice. As this was not specified in the project plans, consensus was to refuse payment of the change order.

Truck Shed Addition Pay Request #8

Motion by Riordan second by Schwalbach to approve Pay Request #8 in the amount of \$33,151.38 for the Truck Shed Addition Project as long as retainage is enough to cover re-lining of the wash bay area. Motion carried 2 – 0.

Generation Plant Project Update

Sykora expressed the mild winter weather has assisted in the progress of the generation plant. He noted the extra demolition that has been completed, locker room framing, the hole for the

basement lift crane has been dug in the generation operating floor, footings have been poured, and the plumbing cutouts have been covered. The contractor is awaiting door frame deliveries, but many other structural items are being delivered. Structural steel should arrive mid-February. Staff toured the new generation plant in Luverne, Minnesota, and were able to discuss potential problems and structural layout.

Generation Plant Pay Request #3

Motion by Riordan second by Schwalbach to approve Pay Request #3 in the amount of \$164,064.76 for the Generation Plant Project. Motion carried 2 – 0.

Cap X Discussion – Continued

CMPAS is still working with municipalities on agreements to contribute the remaining bond funds to construct a second circuit on the Brookings transmission line. Sykora said a neutrality study is also in the works. CMPAS plans on using the \$2.5 million from original bond monies for this project first. Additional costs would come from the municipalities that have agreed to this project. CMPAS requests participants help build a reserve for potential repairs of up to \$2 million. Sykora shared that Windom's portion would be approximately \$40,000 for their share of the line. Sykora stated that Windom would receive transmission monies once the project is completed and online. The project is slated for completion at the end of 2025.

Real Estate Proposal/Discussion – Continued

Sykora updated the Commission of the new asking price for the parcels previously discussed. The owner has reduced the price to \$44,000 for the parcels. Sykora added additional fencing costs were estimated at \$4,700. Schwalbach asked if it is the owner's intent to keep a 10-foot area north of his current commercial building. Sykora answered yes. The Commission had further discussion about the prior land survey and actual parcel boundaries. Schwalbach inquired if there is a long-term storage need. Staff answered that the current pole yard has sufficient storage for their current and future needs, but potentially could use the space. Sykora will continue to speak with the parties involved. The agenda item was tabled.

After Hours Reconnection Fee

Sykora said the current after-hours reconnection fee does not cover the employee and equipment costs. Staff call-backs are paid 2 hours of time at an overtime rate. The Commission agreed on raising the fee to cover expenses. Staff will further review rate and propose a fee for both electric service and water service connections.

Other Electric Items

Nasby stated that the Federal Grant request for funding has yet to be awarded to applicants. The State of Minnesota has setup a program to help leverage the match requirements. If awarded, the City of Windom required contribution to the Federal Grant is covered with this state program.

WATER/WASTEWATER ITEMS

National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Permit

Anderson mentioned the permit is out for the 30-day comment period. Proposed changes are listed in the fact sheet. Anderson noted copper limits were added (staff is already monitoring and under limits), chloride limits (in compliance, but may need to apply for a future variance to meet limits), and ammonia sampling requests were returned to previous amount of test requirements.

Schwalbach expressed his appreciation for the plant improvements and staff's time/effort to keep the plant running efficiently.

Stantec 2024 Proposal

Anderson overviewed the work proposal from Stantec for landfill monitoring services. This is a shared cost with a local company. The proposed rates are comparable to 2023. Anderson expressed Stantec's efficiency with the reporting requirements for the MPCA and EPA are handled efficiently.

Motion by Riordan second by Schwalbach to approve the 2024 Stantec work proposal as presented. Motion carried 2 – 0.

Other Water/Wastewater Items

Anderson stated that new representatives will be working for the EPA and the MPCA.

Anderson noted the First Quarter Landfill testing will be taken next Tuesday. He said the wells were running longer this season due to the fair temperatures.

The metering station repairs have been completed and the City has received the insurance monies from the League of Minnesota Cities.

Anderson was contacted to see the feasibility of building a new home on a lot on 3rd Avenue, by TORO. Staff determined that the recommended sewer depths were inadequate at this location.

REGULAR BILLS

Motion by Riordan second by Schwalbach to approve the Regular bills as presented.

Motion carried 2 – 0.

OLD BUSINESS

Nasby and Grunig have been in communication with the Hospital Board over repayment of the loan from the Utility Commission. The Commission discussed a response letter received from the Hospital Board. Staff will continue to seek further documentation of the debt and repayment.

NEW BUSINESS

The next regular meeting was set for February 28th at 10:00 AM in the City Council Chambers.

ADJOURN

Schwalbach adjourned the meeting at 12:14 PM.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

Joint Government Meeting Minutes
January 29, 2024
Bingham Lake Community Center
5:30 p.m.

1. **Call to Order:** City of Bingham Lake – Mayor Ryan Sokolofsky

2. **Roll Call:** James Westerman (City of Storden)
Michael Mueller (City of Mountain Lake)
Dominic Jones, Jenny Quade and Steve Nasby (City of Windom)
Kevin Stevens and Kelly Thongvivong (Cottonwood County)
Jamie Frank (Windom School)

3. **Brief Updates from Schools – County - Municipalities:**

Frank said most of her Windom school items would be covered by other agenda items.

Stevens said the County said their new Public Works facility was bid and came in under budget. This project will start construction in April 2024. They are also looking for grants to help with funding for replacement of the windows at the Courthouse which are estimated to be about \$1 million. They have purchased the church property next to their N Highway 71 building and hope to move some County offices to a remodeled campus on the two sites. Thongvivong said staffing can be an issue and recently needed a Heavy Equipment Operator and will have a vacancy in the Auditor's office as Donna Torkelson is moving to the City of Windom.

Sokolofsky said Bingham Lake has to replace heaters in their facilities as this last cold period identified issues with freezing, especially with the water tower. He noted that there are a couple new homes planned and they would like to see a few lots become available.

Westerman said all is quiet in Storden.

Mueller said Mountain Lake's upcoming priority project is to construct a new fire hall\ambulance garage. The hotel project is still moving ahead and is looking for more investors. There will be a new coffee shop starting up in town that is locally owned. The City has started a large electric generation project with three new CAT 3.1 MW generators and a new building, estimated to be \$15 million.

Nasby said that Windom is working on getting out the State transitional aid that it received from the State and that the funds for the School and Wastewater loan have been drawn. Additionally, the funds for the completion of the apartment project are being drawn with an anticipated completion date of Spring. Staffing is an issue as well, most recently the Finance Director position became vacant again and the Building Official is leaving to take a State job. MN DOT will be coming to the February 20th Windom City Council meeting to unveil their plans to turn the whole Highway 60/71 Corridor into three dedicated lanes (two through and one left turn lane) plus right turn lanes where there is room.

4. **Grant Opportunities:**

Nasby suggested that Bingham Lake contact MN Energy Resources to see if they can help with the heater replacements as MN Energy has conservation rules they have to meet and do have grants available.

Jones noted that MN PFA has mandated the identification and removal of lead water lines so there are grants available for this work. He suggested contacting whatever engineer does work for that municipality as they can help with grants.

Mueller said there is a \$35 million State grant for stormwater and that the County could look at that for some of the ditch work being done to reduce costs to property owners. Nasby said they looked into that grant for Red Leaf Court and it may or may not be feasible due to the State requirements. Mueller also said that Mountain Lake is looking into a DNR grant to construct a splash pad.

Nasby said there are a number of grant opportunities at the Federal level with BIL and IIJA funds. He noted that Windom has applied for a couple and has been "encouraged" by the feds to apply and added there is a new State programs called the "Competitiveness" fund though the Dept of Commerce what will cover some or all of any required match on Federal grants. He suggested anyone interested work with a grant-writing firm or engineers as there is a lot to these grants and information required.

Stevens noted that the City of Windom applied for the MN DOT Local Road Improvement Program grant for the reconstruction of 10th Street. Nasby thanked the County for sponsoring that grant and is hopeful it gets funded in 2024.

5. Earned Safe and Sick Time Law:

General discussion on the difficulties this law imposes for the provision, record-keeping and cost to small cities. There are things in the law that need to be fixed. Application of the ESST to seasonal and/or temporary workers was seen as difficult for everyone.

6. Legislative Visit:

The Cottonwood County Board will be having Senator Bill Weber and Representative Marj Fogleman present for their February 6th meeting at 9:00 am. All cities and schools are welcome to attend. If anyone had specific items they want raised then email them to Kelly at the County.

Frank said the new State law giving unemployment compensation coverage to hourly workers is costly and the funds the State set-aside will run out. In Windom this cost them \$80,000 - \$90,000 last year. The State is also looking at the provision of free Pre-K school and Windom is looking into that funding.

7. Windom Area School Report:

Frank said that they now have two new therapy dogs in the school for a few hours each week. All schools have been mandated to follow the Read Act and that will require some teachers to have 144 hours of training, but the State will not cover that cost so it is up to the District. March 6th is Minnesota Superintendent lobby day at the Capitol. The schools are also being given mandatory curriculums from the MN Department of Education from which schools must select from the State list.

8. Ideas for Future Topics\Guest Speakers\Invitations to Legislators:

Maybe a discussion on wastewater treatment and how municipalities do that in their communities.

9. Old Business:

The County provided an update on their broadband project, which is at a stand-still currently.

10. New Business:

Sokolofsky said he missed the last meeting, but wondered if there is any more news on Premium Iowa Pork. Nasby replied that staff met with the before Christmas to talk about the possible uses of the State funding, but no plans or tentative schedules on operations have been provided.

Mueller said that Bill Strom is retiring from the Mountain Lake School Superintendent position.

11. Next Meeting Date and Host:

Consensus was that it would be good to get another School District participating in these meetings. Frank would reach out to Mountain Lake Schools and inquire if Mr. Strom would host the next meeting.

12. Adjourn:

Meeting adjourned at 6:35 pm.

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 Women of Today

Previous Gambling Permit Number: X- 95366-24-002

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 41-1640075

Windom Women of Today

Mailing Address: P.O. Box 222

41-1439527 Women of Today Foundation

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

Name of Chief Executive Officer (CEO): Monica Muller

CEO Daytime Phone: 507-220-8326 CEO Email: m-r-muller@hotmail.com

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

Email permit to (if other than the CEO): rjmark184@gmail.com

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): Business Arts and Recreation Center (BARC) Inc.

Physical Address (do not use P.O. box): 1012 5th Ave.

Check one:

☒ City: Windom Zip: MN County: Cottonwood

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 19, 2024

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

4/23
Page 2 of 3

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

CITY APPROVAL for a gambling premises located within city limits

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

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

COUNTY APPROVAL for a gambling premises located in a township

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Monica Muller Date: 2-1-24
(Signature must be CEO's signature; designee may not sign)

Print Name: Monica Muller

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 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
4M FUND	1-12-2024	01/12/2024	PUBLIC SAFETY AID	100-10400	213,025.00
AMAZON CAPITAL SERVICES, I	16QF-3VMM-1YTT	12/31/2023	FIRST AID KITS	100-11506	137.55
AMAZON CAPITAL SERVICES, I	1JG1-JHPW-LR1F	12/31/2023	FIRST AID KIT	100-11506	116.64
HEADWATERS DEVELOPMENT,	10312023-1	01/12/2024	WINDOM APARTMENTS	100-12900	1,358,291.64
WADE WIENS	13057-4	01/17/2024	CREDIT BALANCE	100-20191	32.29
KELLY J PREUSS	13614-9	01/17/2024	CREDIT BALANCE	100-20191	40.26
TAYLOR AYERS	35875-0	01/17/2024	CREDIT BALANCE	100-20191	95.26
WHITNEY LENSING	62763-2	01/17/2024	CREDIT REFUND	100-20191	10.06
PATRICIA JONES	CREDIT	01/17/2024	CREDIT BALANCE	100-20191	39.94
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	100-20202	130.00
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	100-20202	19,185.00
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	100-20202	5,893.00
					1,596,996.64
Activity: 41110 - Mayor & Council					
FLAHERTY & HOOD, P.A.	20678	12/31/2023	LEGAL FEES	100-41110-304	337.50
OFFICE OF ADMINISTRATIVE H	2-1-24	02/01/2024	ANNEXATION-VET CLINIC	100-41110-304	50.00
SCHRAMEL LAW OFFICE	DEC 2023	12/31/2023	LEGAL FEES	100-41110-304	75.00
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	119.50
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	163.50
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	245.25
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	245.25
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	163.50
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	245.25
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41110-350	327.00
CONVENT. & VISITOR BUREAU	DEC 2023	12/31/2023	LODGING TAX/RED CARPET IN	100-41110-491	442.44
CONVENT. & VISITOR BUREAU	DEC 2023	12/31/2023	LODGING TAX/AMERICINN	100-41110-491	2,459.15
Activity 41110 - Mayor & Council Total:					4,873.34
Activity: 41310 - Administration					
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	100-41310-133	88.00
INDOFF, INC	3700993	01/17/2024	CITY/SUPPLIES	100-41310-200	19.59
INDOFF, INC	3703822	01/26/2024	CITY OFFICE/SUPPLIES	100-41310-200	32.99
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	100-41310-217	662.11
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	100-41310-322	2.34
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	100-41310-322	0.90
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	100-41310-322	17.10
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-41310-350	228.00
Activity 41310 - Administration Total:					1,051.03
Activity: 41410 - Elections					
BRENT JAMES HOGEN	23332	12/31/2023	CITY/ELECTION ARROWS	100-41410-350	166.50
Activity 41410 - Elections Total:					166.50
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	100-41910-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	100-41910-133	24.00
SCHRAMEL LAW OFFICE	DEC 2023	12/31/2023	LEGAL FEES	100-41910-304	465.00
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	100-41910-321	41.24
AMAZON CAPITAL SERVICES, I	16QF-3VMM-1YTT	12/31/2023	FIRST AID KITS	100-41910-480	1.12
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	100-41910-480	220.70
Activity 41910 - Building & Zoning Total:					753.86
Activity: 41940 - City Hall					
HOMETOWN SANITATION SER	0000544341	12/31/2023	CITY HALL/REFUSE DISPOSAL	100-41940-384	108.99
MELISSA PENAS	JAN 2024	02/01/2024	CLEANING/CITY HALL	100-41940-406	208.00

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SANDRA HERDER	JAN 2024	02/01/2024	CLEANING/CITY HALL	100-41940-406	208.00
Activity 41940 - City Hall Total:					524.99

Activity: 42120 - Crime Control

SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	100-42120-131	14.40
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	100-42120-133	160.00
INDOFF, INC	3685153	12/31/2023	POLICE/SUPPLIES	100-42120-200	-27.99
INDOFF, INC	3699497	12/31/2023	POLICE/SUPPLIES	100-42120-200	43.99
INDOFF, INC	3700596	01/12/2024	POLICE/SUPPLIES	100-42120-200	152.88
DEVIN KOPPERUD	01-10-2024	01/23/2024	POLICE/SQUAD PICKUP	100-42120-212	48.41
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-42120-212	614.25
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-42120-212	-21.09
KWIK TRIP INC & SUBSIDIARIE	DEC 2023	12/31/2023	MOTOR FUELS	100-42120-212	1,269.04
MAYO CLINIC HEALTH SYSTEM	1166015588	12/31/2023	POLICE/MEDICAL FEES	100-42120-305	41.00
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	100-42120-308	147.13
AT & T MOBILITY	287293102788X01032024	12/31/2023	POLICE/TELEPHONE	100-42120-321	652.49
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	100-42120-322	93.41
ALPHA WIRELESS - MANKATO	23875	01/12/2024	POLICE/RADIO UNITS	100-42120-323	108.00
COTTONWOOD CO AUD/TREA	24010010	12/31/2023	DISPATCH CALLS 7-1-23 - 12-3	100-42120-325	7,080.75
LEASE FINANCE PARTNERS	3250 01-19-24	01/25/2024	POLICE/DATA PROCESSING	100-42120-326	398.00
DONNA MARCY	1-11-2024	01/12/2024	POLICE/MEALS/LODGING	100-42120-334	19.95
BRENT JAMES HOGEN	24011	01/23/2024	POLICE/PRINTING	100-42120-350	181.54
SUNSET LAW ENFORCEMENT,	0009466-IN	12/31/2023	POLICE/MAINTENANCE - OFFI	100-42120-404	1,959.00
SUNSET LAW ENFORCEMENT,	0009508-IN	01/12/2024	POLICE/MAINTENANCE - OFFI	100-42120-404	1,818.70
CRYSTAL CLEAN CAR WASH LL	1072	12/31/2023	POLICE/MAINTENANCE - VEHI	100-42120-405	113.00
PAUL MARSH	29953	01/12/2024	POLICE/MAINTENANCE - VEHI	100-42120-405	28.58
PAUL MARSH	29994	01/12/2024	POLICE/MAINTENANCE - VEHI	100-42120-405	1,019.49
PAUL MARSH	30123	01/29/2024	POLICE/UNIT 21-3/MAINTENA	100-42120-405	28.58
SCB PUBLIC FINANCE	02-14-2024	01/23/2024	POLICE/40049-01/5-60	100-42120-419	1,054.07
FLEET SERVICES DIVISION	2024060001	01/12/2024	POLICE/VEHICLE LEASE	100-42120-419	1,717.66
WINDOM TOWING LLC	10964	12/31/2023	POLICE/TOWING	100-42120-480	739.15
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Police other maint	100-42120-480	18.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Police other maint	100-42120-480	5.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Police other maint	100-42120-480	15.96
Activity 42120 - Crime Control Total:					19,495.33

Activity: 42220 - Fire Fighting

ARAMARK	2560220361	01/30/2024	FIRE/SUPPLIES	100-42220-211	34.95
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-42220-212	348.76
COTTONWOOD CO AUD/TREA	24010010	12/31/2023	DISPATCH CALLS 7-1-23 - 12-3	100-42220-325	67.50
HOMETOWN SANITATION SER	0000544349	01/11/2024	FIRE/REFUSE DISPOSAL	100-42220-384	46.00
MUNICIPAL EMERGENCY SER	IN1984995	01/12/2024	FIRE	100-42220-404	4,926.09
MUNICIPAL EMERGENCY SER	IN1987937	01/23/2024	FIRE/MAINTENANCE - OFFICE	100-42220-404	17.61
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Fire maint office	100-42220-404	21.58
MN STATE FIRE DEPT ASSOC	2024	01/17/2024	MEMBERSHIP DUES	100-42220-433	290.00
SOUTHWEST REGIONAL FIRE	49	01/17/2024	ANNUAL ASSOCIATION DUES	100-42220-433	100.00
Activity 42220 - Fire Fighting Total:					5,852.49

Activity: 42500 - Civil Defense

ALPHA WIRELESS - MANKATO	23876	01/12/2024	POLICE/SERVICES	100-42500-323	1,800.00
Activity 42500 - Civil Defense Total:					1,800.00

Activity: 42700 - Animal Control

COTTONWOOD VET CLINIC	328 12-30-2023	12/31/2023	CITY POUND SERVICES	100-42700-300	50.20
Activity 42700 - Animal Control Total:					50.20

Activity: 43100 - Streets

SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	100-43100-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	100-43100-133	80.00
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-43100-212	1,108.67
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-43100-212	-38.65
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	100-43100-217	735.66
ECONO SIGNS LLC	10-987062	12/31/2023	STREET/STREET MAINTENANC	100-43100-224	1,208.17
US LBM OPERATING CO 3009	2228102	12/31/2023	STREET/STREET MAINTENANC	100-43100-224	507.75

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MIDSTATES EQUIPMENT & SU	2231068	12/31/2023	STREET/STREET MAINTENANC	100-43100-224	13,462.06
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	100-43100-321	42.07
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	PRINTING	100-43100-350	15.00
HOMETOWN SANITATION SER	0000544340	12/31/2023	STREET/REFUSE DISPOSAL	100-43100-384	108.99
SOUTHERN MN INSPECTION C	22670	01/25/2024	STREET/MAINTENANCE	100-43100-401	401.25
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Street services	100-43100-401	127.92
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Street maint structure	100-43100-402	159.90
Activity 43100 - Streets Total:					17,920.59

Activity: 45202 - Park Areas

NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	100-45202-133	16.00
INDOFF, INC	3702995	01/25/2024	STREET/SUPPLIES	100-45202-200	103.75
ATCO INTERNATIONAL CO	10624207	01/25/2024	STREET/CLEANING/SUPPLIES	100-45202-211	100.00
WEX BANK	94233701	01/12/2024	MOTOR FUELS	100-45202-212	43.43
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Parks	100-45202-241	404.97
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Parks	100-45202-241	8.99
HOMETOWN SANITATION SER	0000544354	12/31/2023	SQUARE/REFUSE DISPOSAL	100-45202-384	62.98
HOMETOWN SANITATION SER	0000544360	01/11/2024	KASTLE KINGDOM/REFUSE DI	100-45202-384	51.98
HOMETOWN SANITATION SER	0000544363	01/11/2024	MAYFLOWER//REFUSE DISPO	100-45202-384	47.98
HOMETOWN SANITATION SER	0000544364	01/11/2024	TEGELS/REFUSE DISPOSAL	100-45202-384	39.98
HOMETOWN SANITATION SER	0000544367	01/01/2024	ABBY/REFUSE DISPOSAL	100-45202-384	22.99
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Parks	100-45202-402	33.96
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Park main structure	100-45202-402	21.48
JOHNSON HARDWARE	15782	12/31/2023	STREET/MAINTENANCE - OFFI	100-45202-404	22.00
ULINE SHIPPING SUPPLY SPECI	172543449	12/31/2023	STREET/MAINTENANCE - GRO	100-45202-406	9,796.30
BOB'S BIFFYS LLC	7055	12/31/2023	STREET/MAINTENANCE - GRO	100-45202-406	990.00
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	100-45202-480	147.13
Activity 45202 - Park Areas Total:					11,913.92
Fund 100 - GENERAL Total:					1,661,398.89

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	211-45501-133	16.00
PLUM CREEK LIBRARY	IV26107	12/31/2023	LIBRARY/SUPPLIES	211-45501-200	251.55
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	211-45501-217	147.13
PLUM CREEK LIBRARY	IV26154	01/12/2024	LIBRARY/SUPPLIES	211-45501-217	2,100.00
PLUM CREEK LIBRARY	IV26154	01/12/2024	LIBRARY/DATA PROCESS	211-45501-326	7,575.00
ARAMARK	2560213079	01/25/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	36.38
ARAMARK	2560222728	02/01/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	36.38
SANDRA HERDER	JAN 2024	02/01/2024	CLEANING/LIBRARY	211-45501-402	208.00
MELISSA PENAS	JAN 2024	02/01/2024	CLEANING/LIBRARY	211-45501-402	208.00
THE GLOBE	2024	01/23/2024	LIBRARY/177925082 YEARLY R	211-45501-433	151.09
CITIZEN PUBLISHING CO	FEB 2024	01/30/2024	SUBSCRIPTION RENEWAL	211-45501-433	60.00
PLUM CREEK LIBRARY	IV26154	01/12/2024	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	2,895.00
PLUM CREEK LIBRARY	IV26119	01/30/2024	LIBRARY/WRP T-SHIRTS	211-45501-480	57.00
PLUM CREEK LIBRARY	IV26125	01/30/2024	LIBRARY/WRP T-SHIRTS	211-45501-480	17.50
Activity 45501 - Library Total:					13,759.03
Fund 211 - LIBRARY Total:					13,759.03

Fund: 225 - AIRPORT

Activity: 45127 - Airport

SOUTHWEST MN BROADBAN	01-15-2024	01/23/2024	AIRPORT/TELEPHONE	225-45127-321	27.50
SOUTH CENTRAL ELECTRIC	12-01-23 - 12-31-23	12/31/2023	ELECTRIC	225-45127-381	351.27
SOUTH CENTRAL ELECTRIC	12-01-23 - 12-31-23	12/31/2023	ELECTRIC	225-45127-381	502.00
WESTMOR INDUSTRIES, LLC	1/4/2024	01/23/2024	AIRPORT/MAINTENANCE	225-45127-404	3,331.50
WESTMOR INDUSTRIES, LLC	1934312	01/23/2024	AIRPORT/MAINTENANCE	225-45127-404	-1,612.25
MN DEPT OF PUBLIC SAFETY	1712500262023 M-135585	01/25/2024	AIRPORT/FUEL TANK REPORTI	225-45127-460	25.00
Activity 45127 - Airport Total:					2,625.02
Fund 225 - AIRPORT Total:					2,625.02

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	235-42153-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	235-42153-133	16.00
WEX BANK	94233701	01/12/2024	MOTOR FUELS	235-42153-212	-34.84
WEX BANK	94233701	01/12/2024	MOTOR FUELS	235-42153-212	2,647.41
AMAZON CAPITAL SERVICES, I	1VQF-LV4N-7WM9	01/12/2024	AMBO/OPERATING SUPPLIES	235-42153-217	74.75
ARAMARK	2560220361	01/30/2024	AMBO/SUPPLIES	235-42153-217	34.95
BOUND TREE MEDICAL, LLC	85208955	01/22/2024	AMBO/OPERATING SUPPLIES	235-42153-217	393.33
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	ambulance operating supplies	235-42153-217	26.75
LEWIS FAMILY DRUG, LLC	12-31-2023	12/31/2023	AMBO/MEDICATION	235-42153-261	11.89
LINDE GAS & EQUIPMENT INC	40340208	12/31/2023	AMBO/MERCHANDISE	235-42153-261	632.84
KRISTEN PORATH	1-10-24	01/22/2024	AMBO/REFRESHER/EMS MTG	235-42153-308	25.00
WINDOM AREA HEALTH	734-0024-12-2023-0024	12/31/2023	DEC 2023 NURSING	235-42153-312	4,353.98
COTTONWOOD CO AUD/TREA	24010010	12/31/2023	DISPATCH CALLS 7-1-23 - 12-3	235-42153-325	1,179.00
KRISTEN PORATH	1-10-24	01/22/2024	AMBO/EMS MTG	235-42153-331	37.12
KRISTEN PORATH	1-10-24	01/22/2024	AMBO/MEALS/REFRESHER/E	235-42153-334	14.47
JUSTIN HARRINGTON	1-12-24 - 1-14-24	01/12/2024	AMBO/MEALS	235-42153-334	62.15
CYNDI HANSEN	1-16-24 - 1-17-24	01/22/2024	AMBO/MEALS	235-42153-334	64.65
TIM HACKER	1-20-24 - 1-22-24	01/22/2024	AMBO/MEALS	235-42153-334	41.36
JODI JOHNSON	1-9-24 - 1-11-24	01/22/2024	AMBO/MEALS	235-42153-334	107.76
HOMETOWN SANITATION SER	0000544349	01/11/2024	AMBO/REFUSE DISPOSAL	235-42153-384	45.99
SIRIUS XM RADIO INC	X8-1091061038	01/22/2024	AMBO/MAINTENANCE - VEHI	235-42153-405	20.29
D & K DOOR LLC	9	01/29/2024	AMBO/MAINTENANCE - GRO	235-42153-406	1,229.00
Activity 42153 - Ambulance Total:					10,985.65
Fund 235 - AMBULANCE Total:					10,985.65

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA					
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	250-46520-133	24.00
EHLERS & ASSOC., INC.	96370	01/17/2024	TIF CONSULTING	250-46520-301	265.00
SCHRAMMEL LAW OFFICE	DEC 2023	12/31/2023	LEGAL FEES	250-46520-304	120.00
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	250-46520-321	41.24
STEVE NASBY	01-12-24	01/17/2024	TRAVEL EXPENSE	250-46520-331	170.85
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	250-46520-480	220.70
Activity 46520 - EDA Total:					841.79
Fund 250 - EDA GENERAL Total:					841.79

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	12-01-23 - 12-31-23	12/31/2023	ELECTRIC	254-46520-381	150.72
LUCAN COMMUNITY TV INC	1755	01/26/2024	EDA/REPAIR MAILBOX NWIP	254-46520-480	50.00
Activity 46520 - EDA Total:					200.72
Fund 254 - NORTH IND PARK Total:					200.72

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay					
MUNICIPAL EMERGENCY SER	IN1984995	01/12/2024	FIRE	401-49950-502	40,000.00
Activity 49950 - Capital Outlay Total:					40,000.00
Fund 401 - GENERAL CAPITAL PROJECTS Total:					40,000.00

Fund: 601 - WATER

Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	601-49400-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	601-49400-133	48.00
DACOTAH PAPER CO	29931	01/23/2024	WATER/SUPPLIES	601-49400-200	252.40
WEX BANK	94233701	01/12/2024	MOTOR FUELS	601-49400-212	240.90
AMAZON CAPITAL SERVICES, I	16QF-3VMM-1YTT	12/31/2023	FIRST AID KITS	601-49400-217	3.48
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	601-49400-217	441.39
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Water	601-49400-217	185.00
MN VALLEY TESTING	1234623	01/12/2024	WATER/LAB TESTING	601-49400-310	77.50
GOPHER STATE ONE CALL	3120846	12/31/2023	LOCATES	601-49400-321	5.40

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	601-49400-321	91.25
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	601-49400-322	5.80
SECR REV FUND/CITY OF WD	1-31-24	01/30/2024	PETTY CASH	601-49400-322	5.50
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	POSTAGE	601-49400-322	252.74
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	601-49400-326	866.63
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	PROCESSING	601-49400-326	160.96
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	INSERTS	601-49400-350	1.50
HOMETOWN SANITATION SER	0000544338	12/31/2023	WATER/REFUSE DISPOSAL	601-49400-384	113.98
LUCAN COMMUNITY TV INC	1751	01/25/2024	WATER/MAINTENANCE - STR	601-49400-402	90.00
AUTOMATIC SYSTEMS CO	041014	12/31/2023	WATER/MAINTENANCE - OFFI	601-49400-404	3,455.66
LUCAN COMMUNITY TV INC	1750	01/25/2024	WATER/BATTERIES	601-49400-404	70.00
UNITED SYSTEMS & SOFTWARE	104023	12/31/2023	WATER/MAINTENANCE - DIST	601-49400-408	1,193.98
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	601-49400-480	1.80
SW/WC SERVICE COOPERATIV	FEBRUARY 2024	01/30/2024	INSURANCE	601-49400-480	944.96
Activity 49400 - Water Total:					9,028.13
Fund 601 - WATER Total:					9,028.13

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	602-49450-133	32.00
DACOTAH PAPER CO	29931	01/23/2024	SEWER/SUPPLIES	602-49450-200	252.39
WEX BANK	94233701	01/12/2024	MOTOR FUELS	602-49450-212	64.51
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	602-49450-217	294.26
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Sewer	602-49450-217	184.99
MN VALLEY TESTING	1233764	01/12/2024	SEWER/LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1233895	01/12/2024	SEWER/LAB TESTING	602-49450-310	167.00
MN VALLEY TESTING	1233917	01/12/2024	SEWER/LAB TESTING	602-49450-310	103.00
MN VALLEY TESTING	1234307	01/12/2024	SEWER/LAB TESTING	602-49450-310	279.00
MN VALLEY TESTING	1234325	01/12/2024	SEWER/LAB TESTING	602-49450-310	167.00
GOPHER STATE ONE CALL	3120846	12/31/2023	LOCATES	602-49450-321	5.40
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	602-49450-321	121.26
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	POSTAGE	602-49450-322	252.75
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	602-49450-326	866.63
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	PROCESSING	602-49450-326	160.96
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	INSERTS	602-49450-350	1.50
SOUTH CENTRAL ELECTRIC	12-01-23 - 12-31-23	12/31/2023	ELECTRIC	602-49450-381	113.89
SOUTHERN MN INSPECTION C	22670	01/25/2024	SEWER/MAINTENANCE	602-49450-404	251.25
WENNER HOLDINGS LLC	4061	12/31/2023	SEWER/MAINTENANCE - DIST	602-49450-408	5,800.00
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Sewer maint distribution	602-49450-408	-34.98
Activity 49450 - Sewer Total:					9,951.51
Fund 602 - SEWER Total:					9,951.51

Fund: 604 - ELECTRIC

DGR ENGINEERING	00265267	01/25/2024	EL/TRUCK GARAGE	604-16200	4,617.32
CLARK EQUIPMENT CO	3674216	12/31/2023	EL/MINI EXCAVATOR ATTACH	604-16400	6,538.14
DGR ENGINEERING	00265265	01/25/2024	EL/TRANSMISSION LINE PROJ	604-16480	892.00
DGR ENGINEERING	00265266	01/25/2024	EL/GENERATION BUILDING	604-16480	32,718.37
CITY OF WINDOM	01-23-24	01/24/2024	EL/PERMIT FEE FOR GEN BUIL	604-16480	16,224.25
AMERICAN ENGINEERING TES	INV-169795	12/31/2023	EL/GENERATION BUILDING	604-16480	2,396.50
JAN E REYES GONZALEZ	16940-0	01/16/2024	UTILITY REFUND	604-22000	300.00
BENJEMIN J LOZANO	301-4	01/16/2024	UTILITY REFUND	604-22000	300.00
HECTOR PEDRO TORRES GARC	30251-6	01/16/2024	UTILITY REFUND	604-22000	300.00
DEXTER Y IYECHAD	60184-7	01/16/2024	UTILITY REFUND	604-22000	300.00
MELVIN GARCIA HERNANDEZ	64300-7	01/16/2024	UTILITY REFUND	604-22000	300.00
PATRICIA JONES	7467-7	01/16/2024	UTILITY REFUND	604-22000	300.00
SAMANTHA M FRANZOI	813-3	01/16/2024	UTILITY REFUND	604-22000	300.00
SHIRLEY BLODAK	8233-7	01/16/2024	UTILITY REFUND	604-22000	300.00
					65,786.58

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	604-49550-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	604-49550-133	88.00
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric office supplies	604-49550-200	6.59
COUNTRY PRIDE SERVICE	9029355	01/12/2024	EL/MOTOR FUELS	604-49550-212	30.00
WEX BANK	94233701	01/12/2024	MOTOR FUELS	604-49550-212	515.41
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	604-49550-217	809.22
ITRON INC.	667330	01/12/2024	EL/OPERATING SUPPLIES	604-49550-217	15.50
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Electric	604-49550-217	154.99
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Electric	604-49550-241	38.99
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Electric	604-49550-241	199.99
CMP - CENTRAL MUNICIPAL P	7634	12/31/2023	EL/ENERGY	604-49550-263	72,916.09
CMP - CENTRAL MUNICIPAL P	7634	12/31/2023	EL/TRANSMISSION	604-49550-263	110,727.19
DEPARTMENT OF ENERGY	BFPB000801223	12/31/2023	EL/MERCHANDISE FOR RESAL	604-49550-263	78,558.22
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	604-49550-308	787.50
MN MUNICIPAL UTILITIES ASS	63129	01/12/2024	EL/TRAINING & REGISTRATIO	604-49550-308	2,724.50
GOPHER STATE ONE CALL	3120846	12/31/2023	LOCATES	604-49550-321	5.40
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	604-49550-321	80.02
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	POSTAGE	604-49550-322	252.74
OZ GROUP INC	5073176-010124	01/26/2024	EL/DISPATCHING	604-49550-325	60.81
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	604-49550-326	1,733.26
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	PROCESSING	604-49550-326	160.96
STEVE NASBY	01-16-24	01/17/2024	MEALS	604-49550-334	30.00
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	INSERTS	604-49550-350	1.50
HOMETOWN SANITATION SER	0000544339	12/31/2023	ELECTRIC/REFUSE DISPOSAL	604-49550-384	111.98
US LBM OPERATING CO 3009	11367215	01/25/2024	EL/MAINTENANCE - STRUCTU	604-49550-402	317.92
US LBM OPERATING CO 3009	2270929	01/25/2024	EL/MAINTENANCE - STRUCTU	604-49550-402	317.92
US LBM OPERATING CO 3009	2273021	01/25/2024	EL/MAINTENANCE - STRUCTU	604-49550-402	257.18
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Electric	604-49550-402	2.49
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Electric	604-49550-402	15.96
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	13.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	23.31
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	17.55
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	25.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	24.98
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	15.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	74.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	8.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	14.49
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	14.31
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	22.28
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	33.98
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	16.47
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	6.36
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	-8.49
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Elctric maint structure	604-49550-402	32.48
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	75.95
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	99.93
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint structure	604-49550-402	138.99
WINDOM FARM SERVICE	193653	01/22/2024	EL/MAINTENANCE - OFFICE	604-49550-404	140.53
CARQUEST - SMITH AUTO SUP	91380 12-31-2023	12/31/2023	MAINTENANCE	604-49550-404	60.76
GDF ENTERPRISES, INC	A25834	01/22/2024	EL/MAINTENANCE - OFFICE	604-49550-404	496.68
GDF ENTERPRISES, INC	A25844	01/23/2024	EL/MAINTENANCE - OFFICE	604-49550-404	24.73
GDF ENTERPRISES, INC	A25849	01/23/2024	EL/MAINTENANCE - OFFICE	604-49550-404	173.97
GDF ENTERPRISES, INC	A25854	01/23/2024	EL/MAINTENANCE - OFFICE	604-49550-404	73.77
RD OFFUTT COMPANY	P1105070	01/22/2024	EL/MAINTENANCE - OFFICE	604-49550-404	326.06
CARQUEST - SMITH AUTO SUP	91380 12-31-2023	12/31/2023	MAINTENANCE	604-49550-405	92.77
ELECTRIC FUND	# 856	01/22/2024	EL/MAINTENANCE - OFFICE	604-49550-408	2,446.74
ELECTRIC FUND	# 858	01/25/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	184.93

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	# 859	01/30/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	98.74
COMPLIANCE SERVICES, INC	993	12/31/2023	EL/MAINTENANCE - GENERAT	604-49550-410	4,775.00
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Electric maint generation	604-49550-410	45.57
MISSOURI RIVER ENERGY SER	SM00000008683	12/31/2023	EL/REPAIR SUBSTATION	604-49550-411	375.15
MN DEPT OF PUBLIC SAFETY	1712500242023 M-134814	01/09/2024	EL/DUES	604-49550-433	100.00
MN MUNICIPAL UTILITIES ASS	63249	01/22/2024	EL/DUES	604-49550-433	17,087.00
BEN BEVER	1-10-24	01/12/2024	EL/CONSERVATION - ENERGY	604-49550-450	350.00
ELITE MECHANICAL SYSTEMS	1-3-2024	01/12/2024	EL/CONSERVATION - ENERGY	604-49550-450	530.54
CMP - CENTRAL MUNICIPAL P	7634	12/31/2023	EL/CIP	604-49550-450	3,610.30
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	604-49550-460	406.00
WINDOM AREA DEVELOPME	FEB 2024	01/25/2024	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					305,208.91
Fund 604 - ELECTRIC Total:					370,995.49

Fund: 609 - LIQUOR STORE

TSP	0060561	12/31/2023	LIQUOR S/PROJECT	609-16200	2,910.99
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	609-20202	20,786.00
					23,696.99

Activity: 49751 - Liquor Store

SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	609-49751-131	1.80
NCERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	609-49751-133	32.00
AH HERMEL COMPANY	1004994/1004994	01/12/2024	LIQUOR S/SUPPLIES	609-49751-211	83.67
ARAMARK	2560213111	01/12/2024	LIQUOR S/SUPPLIES	609-49751-211	66.38
ARAMARK	2560217972	01/25/2024	LIQUOR S/CLEANING/SUPPLIE	609-49751-211	66.38
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Liquor cleaning supplies	609-49751-211	15.99
AH HERMEL COMPANY	1004994/1004994	01/12/2024	LIQUOR S/SUPPLIES	609-49751-217	53.43
MN DEPT OF EMPLOY & ECON	13206117	12/31/2023	07973084/LIQUOR STORE	609-49751-217	537.72
AMAZON CAPITAL SERVICES, I	16QF-3VMM-1YTT	12/31/2023	FIRST AID KITS	609-49751-217	1.24
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	609-49751-217	294.26
VINOPIA, INC	0344345-IN	01/22/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-251	553.00
BREAKTHRU BEVERAGE MN	113713071	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,492.01
BREAKTHRU BEVERAGE MN	113818287	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-251	1,339.38
BREAKTHRU BEVERAGE MN	114000812	01/25/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-251	1,681.36
DOLL DISTRIBUTING, LLC	1417287	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-251	42.30
DOLL DISTRIBUTING, LLC	1421130	01/22/2024	LIQUOR S/LIQUOR	609-49751-251	60.00
PAUSTIS WINE COMPANY	224998	01/12/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-251	164.00
SOUTHERN GLAZER'S OF MN	2425978	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	6,089.24
SOUTHERN GLAZER'S OF MN	2428706	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	4,624.93
SOUTHERN GLAZER'S OF MN	2430580	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	181.50
SOUTHERN GLAZER'S OF MN	2433166	01/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,009.70
SOUTHERN GLAZER'S OF MN	2437998	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	21.75
SOUTHERN GLAZER'S OF MN	2437999	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	4,391.36
JOHNSON BROS.	2457563	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,054.00
JOHNSON BROS.	2462277	01/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,174.73
JOHNSON BROS.	2465715	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	559.13
JOHNSON BROS.	2470484	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	689.58
BEVERAGE WHOLESALERS	309344	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-251	1,140.00
PHILLIPS WINE & SPIRITS	6717712	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,340.70
PHILLIPS WINE & SPIRITS	6724142	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	269.78
PHILLIPS WINE & SPIRITS	6724143	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,143.75
PHILLIPS WINE & SPIRITS	6727923	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	661.50
BLUE CLOUD DISTRIBUTION O	101092185	01/12/2024	LIQUOR S/BEER	609-49751-252	479.25
DOLL DISTRIBUTING, LLC	1413595	01/12/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-252	2,828.60
DOLL DISTRIBUTING, LLC	1417287	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-252	2,958.80
DOLL DISTRIBUTING, LLC	1421131	01/22/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-252	2,749.86
BEVERAGE WHOLESALERS	307643-C	01/12/2024	LIQUOR S/BEER	609-49751-252	-30.45
BEVERAGE WHOLESALERS	308492	01/12/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-252	8,484.00
BEVERAGE WHOLESALERS	309011	01/12/2024	LIQUOR S/BEER	609-49751-252	102.40
BEVERAGE WHOLESALERS	309344	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-252	4,100.00
BEVERAGE WHOLESALERS	309344-C	01/22/2024	LIQUOR S/BEER	609-49751-252	-20.90

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BEVERAGE WHOLESALERS	309345	01/22/2024	LIQUOR S/BEER	609-49751-252	148.00
BEVERAGE WHOLESALERS	310296	01/22/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-252	5,458.35
ARTISAN BEER COMPANY	3651407	01/12/2024	LIQUOR S/BEER	609-49751-252	110.80
ARTISAN BEER COMPANY	3652892	01/22/2024	LIQUOR S/BEER	609-49751-252	61.50
ARTISAN BEER COMPANY	3654205	01/25/2024	LIQUOR S/BEER	609-49751-252	30.75
ARTISAN BEER COMPANY	3655799	01/29/2024	LIQUOR S/BEER	609-49751-252	162.55
VINOCOPIA, INC	0344345-IN	01/22/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-253	136.00
BREAKTHRU BEVERAGE MN	113818287	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-253	256.00
BREAKTHRU BEVERAGE MN	114000812	01/25/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-253	164.00
PAUSTIS WINE COMPANY	224998	01/12/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-253	1,151.00
SOUTHERN GLAZER'S OF MN	2425980	12/31/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	159.84
SOUTHERN GLAZER'S OF MN	2428708	12/31/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	656.00
SOUTHERN GLAZER'S OF MN	2433168	01/22/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	586.24
SOUTHERN GLAZER'S OF MN	2438000	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	402.50
JOHNSON BROS.	2457564	01/12/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	280.75
JOHNSON BROS.	2462278	01/22/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	547.70
JOHNSON BROS.	2465716	01/25/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	281.00
JOHNSON BROS.	2470485	01/29/2024	LIQUOR S/WINE/SOFT DRINKS	609-49751-253	652.50
ROUND LAKE VINEYARDS & W	4057	01/12/2024	LIQUOR S/WINE	609-49751-253	694.50
PHILLIPS WINE & SPIRITS	6717713	01/12/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	681.80
PHILLIPS WINE & SPIRITS	6724144	01/25/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-253	481.32
PHILLIPS WINE & SPIRITS	6727924	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	128.67
MORGAN CREEK VINEYARDS	7060	01/25/2024	LIQUOR S/WINE	609-49751-253	238.80
WINE MERCHANTS	7459522	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	108.00
AH HERMEL COMPANY	1005000/1005000	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-254	79.13
BREAKTHRU BEVERAGE MN	113818287	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-254	157.71
SOUTHERN GLAZER'S OF MN	2425979	12/31/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-254	27.00
SOUTHERN GLAZER'S OF MN	2428707	12/31/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-254	27.00
SOUTHERN GLAZER'S OF MN	2433167	01/22/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	27.00
JOHNSON BROS.	2470485	01/29/2024	LIQUOR S/WINE/SOFT DRINKS	609-49751-254	37.00
BEVERAGE WHOLESALERS	308492	01/12/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-254	88.95
BEVERAGE WHOLESALERS	309344	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-254	177.60
ATLANTIC COCA-COLA	43854141	01/22/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	263.00
ATLANTIC COCA-COLA	4385415	01/22/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-6.12
PHILLIPS WINE & SPIRITS	6724144	01/25/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-254	56.10
AH HERMEL COMPANY	1005000/1005000	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-256	221.94
HOME CITY ICE COMPANY	7017240485	01/17/2024	LIQUOR S/ICE/FREIGHT	609-49751-257	136.51
DOLL DISTRIBUTING, LLC	1413595	01/12/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-259	218.80
DOLL DISTRIBUTING, LLC	1417287	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-259	69.75
DOLL DISTRIBUTING, LLC	1421131	01/22/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-259	33.50
BEVERAGE WHOLESALERS	308492	01/12/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-259	102.25
BEVERAGE WHOLESALERS	309344	01/22/2024	LIQUOR S/MERCHANDISE	609-49751-259	63.25
BEVERAGE WHOLESALERS	310296	01/22/2024	LIQUOR S/BEER/NON-ALCOH	609-49751-259	56.35
AH HERMEL COMPANY	1005000/1005000	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-261	2.88
VINOCOPIA, INC	0344345-IN	01/22/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-333	12.00
AH HERMEL COMPANY	1005000/1005000	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	113713071	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	31.60
BREAKTHRU BEVERAGE MN	113818287	01/12/2024	LIQUOR S/MERCHANDISE	609-49751-333	27.13
BREAKTHRU BEVERAGE MN	114000812	01/25/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-333	41.32
PAUSTIS WINE COMPANY	224998	01/12/2024	LIQUOR S/LIQUOR/WINE/FREI	609-49751-333	18.00
SOUTHERN GLAZER'S OF MN	2425978	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	114.48
SOUTHERN GLAZER'S OF MN	2425979	12/31/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2425980	12/31/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	4.10
SOUTHERN GLAZER'S OF MN	2428706	12/31/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	60.75
SOUTHERN GLAZER'S OF MN	2428707	12/31/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2428708	12/31/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	10.42
SOUTHERN GLAZER'S OF MN	2430580	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	4.44
SOUTHERN GLAZER'S OF MN	2433166	01/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	37.94
SOUTHERN GLAZER'S OF MN	2433167	01/22/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2433168	01/22/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	29.38

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	2437998	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	1.36
SOUTHERN GLAZER'S OF MN	2437999	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	53.47
SOUTHERN GLAZER'S OF MN	2438000	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	6.66
JOHNSON BROS.	2457563	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	14.21
JOHNSON BROS.	2457564	01/12/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	10.15
JOHNSON BROS.	2462277	01/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	27.07
JOHNSON BROS.	2462278	01/22/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	22.33
JOHNSON BROS.	2465715	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	9.48
JOHNSON BROS.	2465716	01/25/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	10.15
JOHNSON BROS.	2470484	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	10.66
JOHNSON BROS.	2470485	01/29/2024	LIQUOR S/WINE/SOFT DRINKS	609-49751-333	28.42
PHILLIPS WINE & SPIRITS	6717712	01/12/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	22.33
PHILLIPS WINE & SPIRITS	6717713	01/12/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	24.36
PHILLIPS WINE & SPIRITS	6724142	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	0.68
PHILLIPS WINE & SPIRITS	6724143	01/25/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	16.24
PHILLIPS WINE & SPIRITS	6724144	01/25/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-333	20.81
PHILLIPS WINE & SPIRITS	6727923	01/29/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	6.09
PHILLIPS WINE & SPIRITS	6727924	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	4.06
HOME CITY ICE COMPANY	7017240485	01/17/2024	LIQUOR S/ICE/FREIGHT	609-49751-333	7.50
WINE MERCHANTS	7459522	01/29/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	2.03
KDOM RADIO	0229 12-31-2023	12/31/2023	LIQUOR S/ADVERTISING	609-49751-340	668.10
COMMUNITY FIRST BROADCA	101449 12-31-2023	12/31/2023	LIQUOR S/ADVERTISING	609-49751-340	375.00
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	ADVERTISING	609-49751-340	1,840.00
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	ADVERTISING	609-49751-340	30.00
HOMETOWN SANITATION SER	0000544295	01/11/2024	LIQUOR S/REFUSE DISPOSAL	609-49751-384	193.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Liquor maint grounds	609-49751-406	11.94
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	609-49751-460	45.00
Activity 49751 - Liquor Store Total:					73,775.05
Fund 609 - LIQUOR STORE Total:					97,472.04

Fund: 614 - TELECOM

Activity: 49870 - Telecom

SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	614-49870-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	614-49870-133	80.00
AMAZON CAPITAL SERVICES, I	199X-43F9-NR47	01/22/2024	TELECOM/SUPPLIES	614-49870-200	58.51
AMAZON CAPITAL SERVICES, I	1JGR-3MM1-CLXC	01/22/2024	TELECOM/SUPPLIES	614-49870-200	58.74
WEX BANK	94233701	01/12/2024	MOTOR FUELS	614-49870-212	202.38
AMAZON CAPITAL SERVICES, I	1KPJ-MLVD-3X1X	12/31/2023	TELECOM/OPERATING SUPPLI	614-49870-217	342.45
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	614-49870-217	735.66
TELEPHONE SWITCHING INT'L	INV0085930	12/31/2023	TELECOM/UTILITY SYSTEM	614-49870-217	4,661.99
TELEPHONE SWITCHING INT'L	INV0085930	12/31/2023	TELECOM/UTILITY SYSTEM	614-49870-227	4,377.00
GOPHER STATE ONE CALL	3120846	12/31/2023	LOCATES	614-49870-321	5.40
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	614-49870-321	916.15
CENTURY LINK	JAN 16 2024	01/16/2024	507 831-1075/PHONE	614-49870-321	92.18
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	POSTAGE	614-49870-322	252.74
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	614-49870-326	1,733.26
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	614-49870-326	997.11
INNOVATIVE SYSTEMS LLC	INV--15098	01/25/2024	DATA PROCESSING	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-15260	12/31/2023	ACS QUARTERLY	614-49870-326	1,200.00
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	PROCESSING	614-49870-326	160.96
NEUSTAR, INC.	L-0000045327	12/31/2023	TELECOM/DATA PROCESSING	614-49870-326	3.75
KDOM RADIO	23120523	12/31/2023	TELECOM/ADVERTISING	614-49870-340	151.98
INNOVATIVE SYSTEMS LLC	INV-15409	01/12/2024	INSERTS	614-49870-350	1.50
HOMETOWN SANITATION SER	0000544344	12/31/2023	TELECOM/REFUSE DISPOSAL	614-49870-384	99.99
GENUINE CABLE GROUP - GC	4951089	12/31/2023	TELECOM/MAINTENANCE - ST	614-49870-402	3,172.50
AMAZON CAPITAL SERVICES, I	13FX-DLTG-9L39	12/31/2023	TELECOM/MAINTENANCE - O	614-49870-404	292.82
TELEPHONE SWITCHING INT'L	INV0085930	12/31/2023	TELECOM/UTILITY SYSTEM	614-49870-404	1,688.00
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Telecom	614-49870-405	49.98
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Telecom	614-49870-405	37.99
POWER & TEL	7851820-00	12/31/2023	TELECOM/MAINTENANCE - DI	614-49870-408	3,426.96
TELEPHONE SWITCHING INT'L	INV0085930	12/31/2023	TELECOM/UTILITY SYSTEM	614-49870-408	1,148.00

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CENTURY LINK	7242105D-D-24017	01/30/2024	CABS	614-49870-441	38.54
CONSOLIDATED COMMUNICA	01-01-24	01/10/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	1,444.95
BIG TEN NETWORK, LLC	269208	01/17/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	1,352.78
FOX TELEVISION STATIONS, LL	269209	01/17/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	237.54
FOX TELEVISION STATIONS, LL	269210	01/17/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	2,966.04
ARVIG ENTERPRISES, INC	340378	12/31/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	324.50
NEXSTAR BROADCASTING GR	549573	01/17/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	212.20
MLB NETWORK	550431	12/31/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	346.58
SHOWTIME NETWORKS INC	75135	12/31/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	156.20
BALLY SPORTS NORTH	V67111	01/17/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	6,434.09
UNIVERSAL SERVICE ADMIN C	UBDI0001421575	01/30/2024	TELECOM/INTERGOVERNMENT	614-49870-443	2,036.42
CONSOLIDATED CALL CENTER	24544	12/31/2023	TELECOM/SWITCH FEES	614-49870-445	118.27
1623 FARNAM LLC	00008800	01/12/2024	TELECOM/INTERNET EXPENSE	614-49870-447	200.00
ZAYO GROUP, LLC	2024010027696	01/12/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,950.00
GOLDEN WEST TECH & INT SO	231200132	12/31/2023	TELECOM/ON CALL SUPPORT	614-49870-448	137.95
SWWC - SOUTHWEST WEST C	74439	12/31/2023	TELECOM/ON CALL SUPPORT	614-49870-448	950.00
ZAYO GROUP, LLC	2024010002376	01/12/2024	TELECOM/CALL COMPLETION	614-49870-451	2,255.52
ONVOY, LLC dba INTELIGENT	403382	01/12/2024	TELECOM/CALL COMPLETION	614-49870-451	3,029.32
ONVOY, LLC dba INTELIGENT	403448	12/31/2023	TELECOM/CALL COMPLETION	614-49870-451	152.40
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	614-49870-460	462.00
Activity 49870 - Telecom Total:					51,790.10

Activity: 49950 - Capital Outlay

AMAZON CAPITAL SERVICES, I	1JWC-7QTM-6CG1	12/31/2023	TELECOM/CAPITAL OUTLAY	614-49950-500	650.00
Activity 49950 - Capital Outlay Total:					650.00
Fund 614 - TELECOM Total:					52,440.10

Fund: 615 - ARENA

Activity: 49850 - Arena

SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	615-49850-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	615-49850-133	32.00
ARAMARK	2560215544	01/25/2024	ARENA/CLEANING/SUPPLIES	615-49850-211	63.47
COUNTRY PRIDE SERVICE	9029382	01/25/2024	ARENA/MOTOR FUELS	615-49850-212	130.00
CARQUEST - SMITH AUTO SUP	91380 12-31-2023	12/31/2023	MAINTENANCE	615-49850-212	17.98
WEX BANK	94233701	01/12/2024	MOTOR FUELS	615-49850-212	68.85
KWIK TRIP INC & SUBSIDIARIE	DEC 2023	12/31/2023	MOTOR FUELS	615-49850-212	67.42
MN DEPT OF HEALTH	00000776436	01/16/2024	ARENA/OPERATING SUPPLIES	615-49850-217	500.00
AMAZON CAPITAL SERVICES, I	16QF-3VMM-1YTT	12/31/2023	FIRST AID KITS	615-49850-217	6.59
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	615-49850-217	294.26
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	Arena	615-49850-217	7.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Arena operating supplies	615-49850-217	13.99
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Arena operating supplies	615-49850-217	91.95
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Arena operating supplies	615-49850-217	6.29
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	Arena operating supplies	615-49850-217	45.76
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	615-49850-321	103.07
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	ADVERTISING	615-49850-340	12.00
HOMETOWN SANITATION SER	0000539872	12/31/2023	ARENA/REFUSE DISPOSAL	615-49850-384	169.99
HOMETOWN SANITATION SER	0000544298	12/31/2023	ARENA/REFUSE DISPOSAL	615-49850-384	169.99
ELITE MECHANICAL SYSTEMS	22091	01/23/2024	ARENA/MAINTENANCE - STR	615-49850-402	540.70
ELITE MECHANICAL SYSTEMS	22124	01/23/2024	ARENA/MAINTENANCE - STR	615-49850-402	268.16
GDF ENTERPRISES, INC	A25732	01/23/2024	ARENA/MAINTENANCE - OFFI	615-49850-404	670.61
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	615-49850-460	52.00
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	615-49850-480	1.80
SW/WC SERVICE COOPERATIV	FEBRUARY 2024	01/30/2024	INSURANCE	615-49850-480	944.96
Activity 49850 - Arena Total:					4,281.63
Fund 615 - ARENA Total:					4,281.63

Fund: 617 - M/P CENTER

MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	617-20202	172.00
					172.00

Expense Approval Report

Payment Dates: 1/13/2024 - 2/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49860 - M/P Center					
SW/WC SERVICE COOPERATIV	FEB 2024	01/30/2024	EAP	617-49860-131	1.80
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	617-49860-133	48.00
ARAMARK	2560217964	01/25/2024	WCC/CLEANING/SUPPLIES	617-49860-211	48.10
ARAMARK	2560220359	01/26/2024	WCC/CLEANING/SUPPLIES	617-49860-211	48.10
INDOFF, INC	3700588	01/12/2024	WCC/CLEANING/SUPPLIES	617-49860-211	55.99
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	M/P Building	617-49860-211	20.76
MN MUNICIPAL UTILITIES ASS	63104	01/12/2024	SAFTY COMP	617-49860-217	441.39
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	M/P Building	617-49860-217	19.98
RUNNINGS SUPPLY, INC	RUNNINGS DECEMBER 2023	12/31/2023	m-p building	617-49860-217	17.96
VERIZON WIRELESS	9955012519	01/30/2024	TELEPHONE	617-49860-321	41.24
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	ADVERTISING	617-49860-340	23.00
CITIZEN PUBLISHING CO	12-31-2023	12/31/2023	ADVERTISING	617-49860-340	410.40
KDOM RADIO	23120517	12/31/2023	WCC/ADVERTISING	617-49860-340	56.10
KDOM RADIO	23120518	12/31/2023	WCC/ADVERTISING	617-49860-340	56.10
HOMETOWN SANITATION SER	0000544353	01/11/2024	WCC/REFUSE DISPOSAL	617-49860-384	82.00
SCHWALBACH HARDWARE	SCHWALBACH DECEMBER. 20	12/31/2023	MP maint structure	617-49860-402	22.98
HERC-U-LIFT	W622391-1	01/12/2024	WCC/MAINTENANCE - OFFICE	617-49860-404	559.13
MN REVENUE	DECEMBER 2023	12/31/2023	SALES TAX	617-49860-460	181.00
BOB BLOM	1-27-2024	01/30/2024	WCC/BASKETBALL REF	617-49860-480	120.00
DEREK HARDER	1-27-2024	01/27/2024	WCC/BASKETBALL REF	617-49860-480	120.00
Activity 49860 - M/P Center Total:					2,374.03
Fund 617 - M/P CENTER Total:					2,546.03
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002390	01/26/2024	Federal Tax Withholding	700-21701	12,134.15
MN Department of Revenue -	INV0002391	01/26/2024	State Withholding	700-21702	5,988.87
Internal Revenue Service-Payr	CM0000030	12/31/2023	Social Security	700-21703	-1,615.12
Internal Revenue Service-Payr	INV0002390	01/26/2024	Social Security	700-21703	14,073.30
MN Pera	INV0002388	01/26/2024	PERA	700-21704	16,274.81
MN Pera	INV0002388	01/26/2024	PERA	700-21704	10,228.75
MN Pera	INV0002388	01/26/2024	PERA	700-21704	997.62
MN State Deferred	INV0002389	01/26/2024	Deferred Roth	700-21705	637.00
MN State Deferred	INV0002389	01/26/2024	Deferred Compensation	700-21705	6,809.00
SW/WC SERVICE COOPERATIV	FEBRUARY 2024	01/30/2024	INSURANCE	700-21706	34,496.08
LOCAL UNION #949	JAN 2024	01/17/2024	UNION DUES	700-21707	1,835.10
LAW ENFORCEMENT LABOR S	JAN 2024	01/17/2024	POLICE UNION DUES	700-21708	493.50
Internal Revenue Service-Payr	INV0002390	01/26/2024	Medicare Withholding	700-21711	4,351.48
AFLAC	644437	01/23/2024	JANUARY 2024 INSURANCE	700-21715	499.73
AFLAC	644437	01/23/2024	JANUARY 2024 INSURANCE	700-21716	704.23
MN BENEFIT ASSOCIATION	2024-0237402	01/22/2024	INSURANCE	700-21717	5.84
NCPERS MINNESOTA	1-1-24 - 1-31-24	01/12/2024	INSURANCE	700-21718	16.00
MN BENEFIT ASSOCIATION	2024-0237402	01/22/2024	INSURANCE	700-21719	729.35
WEX Health Inc	INV0002387	01/26/2024	VEBA Employer Contribution	700-21720	1,696.61
WEX Health Inc	INV0002386	01/26/2024	HSA Employer Contribution	700-21722	997.79
WEX Health Inc	INV0002385	01/26/2024	HSA Employee Contribution	700-21723	765.55
					112,119.64
Fund 700 - PAYROLL Total:					112,119.64
Grand Total:					2,388,645.67

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	1,661,398.89
211 - LIBRARY	13,759.03
225 - AIRPORT	2,625.02
235 - AMBULANCE	10,985.65
250 - EDA GENERAL	841.79
254 - NORTH IND PARK	200.72
401 - GENERAL CAPITAL PROJECTS	40,000.00
601 - WATER	9,028.13
602 - SEWER	9,951.51
604 - ELECTRIC	370,995.49
609 - LIQUOR STORE	97,472.04
614 - TELECOM	52,440.10
615 - ARENA	4,281.63
617 - M/P CENTER	2,546.03
700 - PAYROLL	112,119.64
Grand Total:	2,388,645.67

Account Summary

Account Number	Account Name	Payment Amount
100-10400	Investments - Current	213,025.00
100-11506	Accounts Receivable - Ac	254.19
100-12900	Loans Receivable	1,358,291.64
100-20191	Unapplied Cash	217.81
100-20202	Sales Tax Payable	25,208.00
100-41110-304	Legal Fees	462.50
100-41110-350	Printing & Design	1,509.25
100-41110-491	Payments to Other Orga	2,901.59
100-41310-133	Employer Paid Insurance	88.00
100-41310-200	Office Supplies	52.58
100-41310-217	Other Operating Supplie	662.11
100-41310-322	Postage	20.34
100-41310-350	Printing & Design	228.00
100-41410-350	Printing & Design	166.50
100-41910-131	Employer Paid Insurance	1.80
100-41910-133	Employer Paid Insurance	24.00
100-41910-304	Legal Fees	465.00
100-41910-321	Telephone	41.24
100-41910-480	Other Miscellaneous	221.82
100-41940-384	Refuse Disposal	108.99
100-41940-406	Repairs & Maint - Groun	416.00
100-42120-131	Employer Paid Insurance	14.40
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	168.88
100-42120-212	Motor Fuels	1,910.61
100-42120-305	Medical & Dental Fees	41.00
100-42120-308	Training & Registrations	147.13
100-42120-321	Telephone	652.49
100-42120-322	Postage	93.41
100-42120-323	Radio Units	108.00
100-42120-325	Dispatching	7,080.75
100-42120-326	Data Processing	398.00
100-42120-334	Meals/Lodging	19.95
100-42120-350	Printing & Design	181.54
100-42120-404	Repairs & Maint - M&E	3,777.70
100-42120-405	Repairs & Maint - Vehicl	1,189.65
100-42120-419	Vehicle Lease	2,771.73
100-42120-480	Other Miscellaneous	780.09

Account Summary

Account Number	Account Name	Payment Amount
100-42220-211	Cleaning Supplies	34.95
100-42220-212	Motor Fuels	348.76
100-42220-325	Dispatching	67.50
100-42220-384	Refuse Disposal	46.00
100-42220-404	Repairs & Maint - M&E	4,965.28
100-42220-433	Dues & Subscriptions	390.00
100-42500-323	Radio Units	1,800.00
100-42700-300	Charges for Services	50.20
100-43100-131	Employer Paid Insurance	1.80
100-43100-133	Employer Paid Insurance	80.00
100-43100-212	Motor Fuels	1,070.02
100-43100-217	Other Operating Supplie	735.66
100-43100-224	Street Maint Materials	15,177.98
100-43100-321	Telephone	42.07
100-43100-350	Printing & Design	15.00
100-43100-384	Refuse Disposal	108.99
100-43100-401	Repairs & Maint - Buildi	529.17
100-43100-402	Repairs & Maint - Struct	159.90
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	103.75
100-45202-211	Cleaning Supplies	100.00
100-45202-212	Motor Fuels	43.43
100-45202-241	Small Tools	413.96
100-45202-384	Refuse Disposal	225.91
100-45202-402	Repairs & Maint - Struct	55.44
100-45202-404	Repairs & Maint - M&E	22.00
100-45202-406	Repairs & Maint - Groun	10,786.30
100-45202-480	Other Miscellaneous	147.13
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	251.55
211-45501-217	Other Operating Supplie	2,247.13
211-45501-326	Data Processing	7,575.00
211-45501-402	Repairs & Maint - Struct	488.76
211-45501-433	Dues & Subscriptions	211.09
211-45501-435	Books and Pamphlets	2,895.00
211-45501-480	Other Miscellaneous	74.50
225-45127-321	Telephone	27.50
225-45127-381	Electric Utility	853.27
225-45127-404	Repairs & Maint - M&E	1,719.25
225-45127-460	Miscellaneous Taxes	25.00
235-42153-131	Employer Paid Insurance	1.80
235-42153-133	Employer Paid Insurance	16.00
235-42153-212	Motor Fuels	2,612.57
235-42153-217	Other Operating Supplie	529.78
235-42153-261	Other Merchandise-Med	644.73
235-42153-308	Training & Registrations	25.00
235-42153-312	Nursing	4,353.98
235-42153-325	Dispatching	1,179.00
235-42153-331	Travel Expense	37.12
235-42153-334	Meals/Lodging	290.39
235-42153-384	Refuse Disposal	45.99
235-42153-405	Repairs & Maint - Vehicl	20.29
235-42153-406	Repairs & Maint - Groun	1,229.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-301	Auditing & Consulting Se	265.00
250-46520-304	Legal Fees	120.00
250-46520-321	Telephone	41.24
250-46520-331	Travel Expense	170.85

Account Summary

Account Number	Account Name	Payment Amount
250-46520-480	Other Miscellaneous	220.70
254-46520-381	Electric Utility	150.72
254-46520-480	Other Miscellaneous	50.00
401-49950-502	Capital Outlay - Fire	40,000.00
601-49400-131	Employer Paid Insurance	1.80
601-49400-133	Employer Paid Insurance	48.00
601-49400-200	Office Supplies	252.40
601-49400-212	Motor Fuels	240.90
601-49400-217	Other Operating Supplie	629.87
601-49400-310	Lab Testing	77.50
601-49400-321	Telephone	96.65
601-49400-322	Postage	264.04
601-49400-326	Data Processing	1,545.09
601-49400-350	Printing & Design	1.50
601-49400-384	Refuse Disposal	113.98
601-49400-402	Repairs & Maint - Struct	90.00
601-49400-404	Repairs & Maint - M&E	3,525.66
601-49400-408	Repairs & Maint - Distrib	1,193.98
601-49400-480	Other Miscellaneous	946.76
602-49450-133	Employer Paid Insurance	32.00
602-49450-200	Office Supplies	252.39
602-49450-212	Motor Fuels	64.51
602-49450-217	Other Operating Supplie	479.25
602-49450-310	Lab Testing	967.20
602-49450-321	Telephone	126.66
602-49450-322	Postage	252.75
602-49450-326	Data Processing	1,545.09
602-49450-350	Printing & Design	1.50
602-49450-381	Electric Utility	213.89
602-49450-404	Repairs & Maint - M&E	251.25
602-49450-408	Repairs & Maint - Distrib	5,765.02
604-16200	Buildings	4,617.32
604-16400	Machinery & Equipment	6,538.14
604-16480	CIP-Const in Progress	52,231.12
604-22000	Prepayments	2,400.00
604-49550-131	Employer Paid Insurance	1.80
604-49550-133	Employer Paid Insurance	88.00
604-49550-200	Office Supplies	6.59
604-49550-212	Motor Fuels	545.41
604-49550-217	Other Operating Supplie	979.71
604-49550-241	Small Tools	238.98
604-49550-263	Merchandise for Resale -	262,201.50
604-49550-308	Training & Registrations	3,512.00
604-49550-321	Telephone	85.42
604-49550-322	Postage	252.74
604-49550-325	Dispatching	60.81
604-49550-326	Data Processing	2,929.22
604-49550-334	Meals/Lodging	30.00
604-49550-350	Printing & Design	1.50
604-49550-384	Refuse Disposal	111.98
604-49550-402	Repairs & Maint - Struct	1,564.01
604-49550-404	Repairs & Maint - M&E	1,296.50
604-49550-405	Repairs & Maint - Vehicl	92.77
604-49550-408	Repairs & Maint - Distrib	2,730.41
604-49550-410	Repairs & Maint - Gener	4,820.57
604-49550-411	Repairs & Maint - Sub St	375.15
604-49550-433	Dues & Subscriptions	17,187.00
604-49550-450	Conservation	4,490.84

Account Summary

Account Number	Account Name	Payment Amount
604-49550-460	Miscellaneous Taxes	406.00
604-49550-491	Payments to Other Orga	1,200.00
609-16200	Buildings	2,910.99
609-20202	Sales Tax Payable	20,786.00
609-49751-131	Employer Paid Insurance	1.80
609-49751-133	Employer Paid Insurance	32.00
609-49751-211	Cleaning Supplies	232.42
609-49751-217	Other Operating Supplie	886.65
609-49751-251	Liquor	31,683.70
609-49751-252	Beer	27,623.51
609-49751-253	Wine	7,606.62
609-49751-254	Soft Drinks & Mix	934.37
609-49751-256	Tobacco Products	221.94
609-49751-257	Ice	136.51
609-49751-259	Non- Alcoholic	543.90
609-49751-261	Other Merchandise	2.88
609-49751-333	Freight and Express	704.72
609-49751-340	Advertising & Promotion	2,913.10
609-49751-384	Refuse Disposal	193.99
609-49751-406	Repairs & Maint - Groun	11.94
609-49751-460	Miscellaneous Taxes	45.00
614-49870-131	Employer Paid Insurance	1.80
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	117.25
614-49870-212	Motor Fuels	202.38
614-49870-217	Other Operating Supplie	5,740.10
614-49870-227	Utility System Maint Sup	4,377.00
614-49870-321	Telephone	1,013.73
614-49870-322	Postage	252.74
614-49870-326	Data Processing	5,130.08
614-49870-340	Advertising & Promotion	151.98
614-49870-350	Printing & Design	1.50
614-49870-384	Refuse Disposal	99.99
614-49870-402	Repairs & Maint - Struct	3,172.50
614-49870-404	Repairs & Maint - M&E	1,980.82
614-49870-405	Repairs & Maint - Vehicl	87.97
614-49870-408	Repairs & Maint - Distrib	4,574.96
614-49870-441	Transmission Fees	38.54
614-49870-442	Subscriber Fees	13,474.88
614-49870-443	Intergovernmental Fees	2,036.42
614-49870-445	Switch Fees	118.27
614-49870-447	Internet Expense	2,150.00
614-49870-448	On-Call Support	1,087.95
614-49870-451	Call Completion	5,437.24
614-49870-460	Miscellaneous Taxes	462.00
614-49950-500	Capital Outlay	650.00
615-49850-131	Employer Paid Insurance	1.80
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	63.47
615-49850-212	Motor Fuels	284.25
615-49850-217	Other Operating Supplie	966.83
615-49850-321	Telephone	103.07
615-49850-340	Advertising & Promotion	12.00
615-49850-384	Refuse Disposal	339.98
615-49850-402	Repairs & Maint - Struct	808.86
615-49850-404	Repairs & Maint - M&E	670.61
615-49850-460	Miscellaneous Taxes	52.00
615-49850-480	Other Miscellaneous	946.76

Account Summary

Account Number	Account Name	Payment Amount
617-20202	Sales Tax Payable	172.00
617-49860-131	Employer Paid Insurance	1.80
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	172.95
617-49860-217	Other Operating Supplie	479.33
617-49860-321	Telephone	41.24
617-49860-340	Advertising & Promotion	545.60
617-49860-384	Refuse Disposal	82.00
617-49860-402	Repairs & Maint - Struct	22.98
617-49860-404	Repairs & Maint - M&E	559.13
617-49860-460	Miscellaneous Taxes	181.00
617-49860-480	Other Miscellaneous	240.00
700-21701	Federal Withholding	12,134.15
700-21702	State Withholding	5,988.87
700-21703	FICA Tax Withholding	12,458.18
700-21704	PERA Contributions	27,501.18
700-21705	Retirement	7,446.00
700-21706	Medical Insurance	34,496.08
700-21707	Union Dues	1,835.10
700-21708	PD Union Dues	493.50
700-21711	Medicare Tax Withholdi	4,351.48
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	704.23
700-21717	Individual Insurance-MB	5.84
700-21718	Individual Insurance-NC	16.00
700-21719	Individual Insurance-MB	729.35
700-21720	VEBA Contributions	1,696.61
700-21722	HSA Contribution	997.79
700-21723	HSA Employee Contribu	765.55
Grand Total:		<u>2,388,645.67</u>

Project Account Summary

Project Account Key	Payment Amount
None	2,388,645.67
Grand Total:	<u>2,388,645.67</u>

0.006+

1,779,101.17 + P4396
 1,615.12 - P 4405
 399,634.17 + P 4404
 74,954.93 + PV4407
 136,570.52 + P 4416
 2,388,645.67G+

2/1/24


ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: February 6, 2024 (City Council Meeting Date)
RE: PUD – Final Plan – South Cottonwood Lake Subdivision
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Approve the Final Plan, including the restrictive covenants, for the proposed residential Planned Unit Development (PUD) in the South Cottonwood Lake Subdivision by motion.

(Note: The PUD covers all of Block 1, Block 3, and Outlot B. The lots in Block 2 of the subdivision are not included in the PUD. Outlot A was dedicated to the City as open space in the Final Plat of the subdivision. Outlot C will be deeded to the City for its production well.)

Issue Summary/Background

Previously the City Council approved the General Concept Plan for the PUD (September 19, 2023) and the Development Stage Plan (November 7, 2023).

At its meeting on November 14, 2023, the Planning Commission approved a motion recommending that the City Council approve the Final Plan and proposed restrictive covenants as presented. The motion included a provision that any proposed additions to the restrictive covenants be presented to the Planning Commission for review.

Subsequently the Developer did include additional language concerning market-rate multi-family dwellings in the proposed restrictive covenants for the PUD. The revised covenants were presented to the Planning Commission for review at its December 12th Meeting.

At its meeting on December 12, 2023, the Planning Commission approved a motion recommending that the City Council approve the PUD Restrictive Covenants pending prior review of said covenants by the City Attorney.

(Attached are excerpts from the Minutes of the Planning Commission's November 14th and December 12th Meetings that set forth the discussion and motion concerning the Planning Commission's recommendations.)

Summary of subsequent activities: The City Attorney reviewed the documents and recommended that the restrictive covenants for the PUD also be signed by Cemstone Concrete Materials, LLC as Cemstone retained ownership of two lots in the new subdivision. Revisions requested by Cemstone and the City Attorney were made to the proposed restrictive covenants and associated documents. These documents have been approved by DVK Diversified, LLC (other property owner) and Cemstone and executed by both parties.

Attached are copies of the Final Plan documents, including the proposed restrictive covenants, for the residential PUD in the South Cottonwood Lake Subdivision.

Fiscal Impact

There is no fiscal impact for the City if the City Council approves the Final Plan for this residential PUD.

Attachments

1. Final Plan for PUD for South Cottonwood Lake Subdivision;
2. Declaration of Covenants, Conditions and Restrictions for Residential Planned Unit Development...;
3. Excerpts from Planning Commission's Minutes for Meetings held on November 14, 2023, and December 12, 2023.

AWS:mah

**ATTACHMENT
TO
FINAL PLAN FOR PLANNED UNIT DEVELOPMENT
IN
SOUTH COTTONWOOD LAKE SUBDIVISION
CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA**

DVK DIVERSIFIED, LLC, a limited liability company under the laws of Minnesota, of 15325 300th Avenue, Paynesville, MN 56362 (referred to herein as “DVK”) is the owner of a new residential subdivision entitled “South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota”, EXCEPT for Lots One (1) and Two (2) in Block Three (3) of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

CEMSTONE CONCRETE MATERIALS, LLC, a limited liability company under the laws of Iowa, of 2025 Centre Pointe Blvd., #300, Mendota Heights, MN 55120-1221 (referred to herein as “CEMSTONE”), is the owner of property legally described as: Lots One (1) and Two (2) in Block Three (3) of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

Attached is the Final Plan for a residential Planned Unit Development (“PUD”) in South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota. This PUD covers Lots One (1), Two (2), Three (3), Four (4), and Five (5) of Block One (1); Lots One (1), Two (2), Three (3), Four (4), Five (5), Six (6), Seven (7), and Eight (8) of Block Three (3); Outlot A, Outlot B, and Outlot C of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

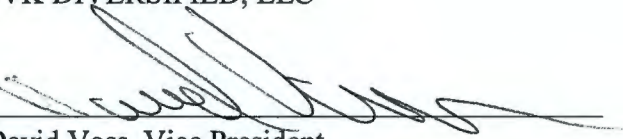
This Final Plan for the PUD has been prepared and executed by Daniel Van Schepen, DGR Engineering, of Rock Rapids, Iowa. In addition, restrictive covenants, that are specific to the land in the PUD, have been prepared and executed as part of the Final Plan for the PUD.

The undersigned submits the attached document as the Final Plan for the Planned Unit Development of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota, for recording with the Recorder of Cottonwood County, Minnesota, upon approval of said Final Plan by the

City Council of the City of Windom, Minnesota. CEMSTONE has executed a separate "Consent" for recording with this Final Plan and the restrictive covenants for the new residential PUD.

DATED this 19th day of December, 2023.

DVK DIVERSIFIED, LLC

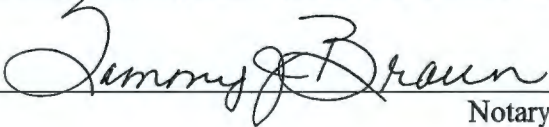
By 
David Voss, Vice President

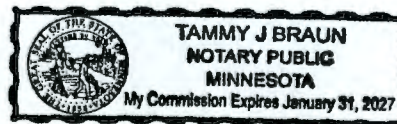
STATE OF MINNESOTA:

ss.

COUNTY OF STEARNS :

This instrument was acknowledged before me this 19th day of December, 2023, by David Voss, Vice President of DVK Diversified, LLC, a limited liability company under the laws of Minnesota.


Notary Public



This instrument was drafted by:
City of Windom
444 9th Street, P. O. Box 38
Windom, MN 56101
507-832-8659

**CONSENT
TO
FINAL PLAN FOR PLANNED UNIT DEVELOPMENT
IN
SOUTH COTTONWOOD LAKE SUBDIVISION
CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA**

CEMSTONE CONCRETE MATERIALS, LLC, a limited liability company under the laws of Iowa, of 2025 Centre Pointe Blvd., #300, Mendota Heights, MN 55120-1221 (referred to herein as "CEMSTONE"), is the owner of property legally described as: Lots One (1) and Two (2) in Block Three (3) of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

DVK DIVERSIFIED, LLC, a limited liability company under the laws of Minnesota, of 15325 300th Avenue, Paynesville, MN 56362 (referred to herein as "DVK") is the owner of the remainder of the property in South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota, except Outlot A which was dedicated to the City of Windom in the Final Plat of South Cottonwood Lake Subdivision as open space.

On November 29, 2023, the Final Plat of South Cottonwood Lake Subdivision was recorded as Document No. 298021.

Because this property is located in a Shoreland District, it was necessary to establish a residential planned unit development ("PUD") for the lots in Blocks 1 and 3 and Outlot B of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

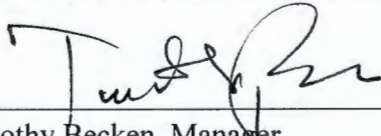
The Windom City Council has approved the General Concept Plan and the Development Stage for the PUD in South Cottonwood Lake Subdivision.

The Final Plan for this PUD has been prepared and executed by Daniel Van Schepen, DGR Engineering, of Rock Rapids, Iowa. In addition, restrictive covenants, that are specific to the land in the PUD, have been prepared.

As one of the property owners of land in South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota, CEMSTONE CONCRETE MATERIALS, LLC hereby consents to the Final Plan for the Planned Unit Development in South Cottonwood Lake Subdivision, City of Windom, Cottonwood County, Minnesota, ("Final Plan"), attached hereto, to the same extent as if CEMSTONE had joined in and executed said Final Plan. CEMSTONE further authorizes the recording of said Final Plan after approval by the Windom City Council.

DATED this 22 day of January, 2024.

CEMSTONE CONCRETE MATERIALS, LLC

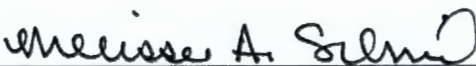
By 
Timothy Becken, Manager

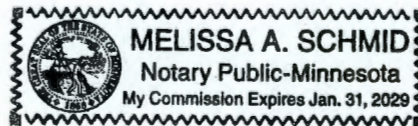
STATE OF MINNESOTA:

ss.

COUNTY OF DAKOTA :

This instrument was acknowledged before me this 22 day of January, 2024, by Timothy Becken, Manager of Cemstone Concrete Materials, LLC, a limited liability company under the laws of Iowa.


Notary Public



This instrument was drafted by:
City of Windom
444 9th Street, P. O. Box 38
Windom, MN 56101
507-832-8659

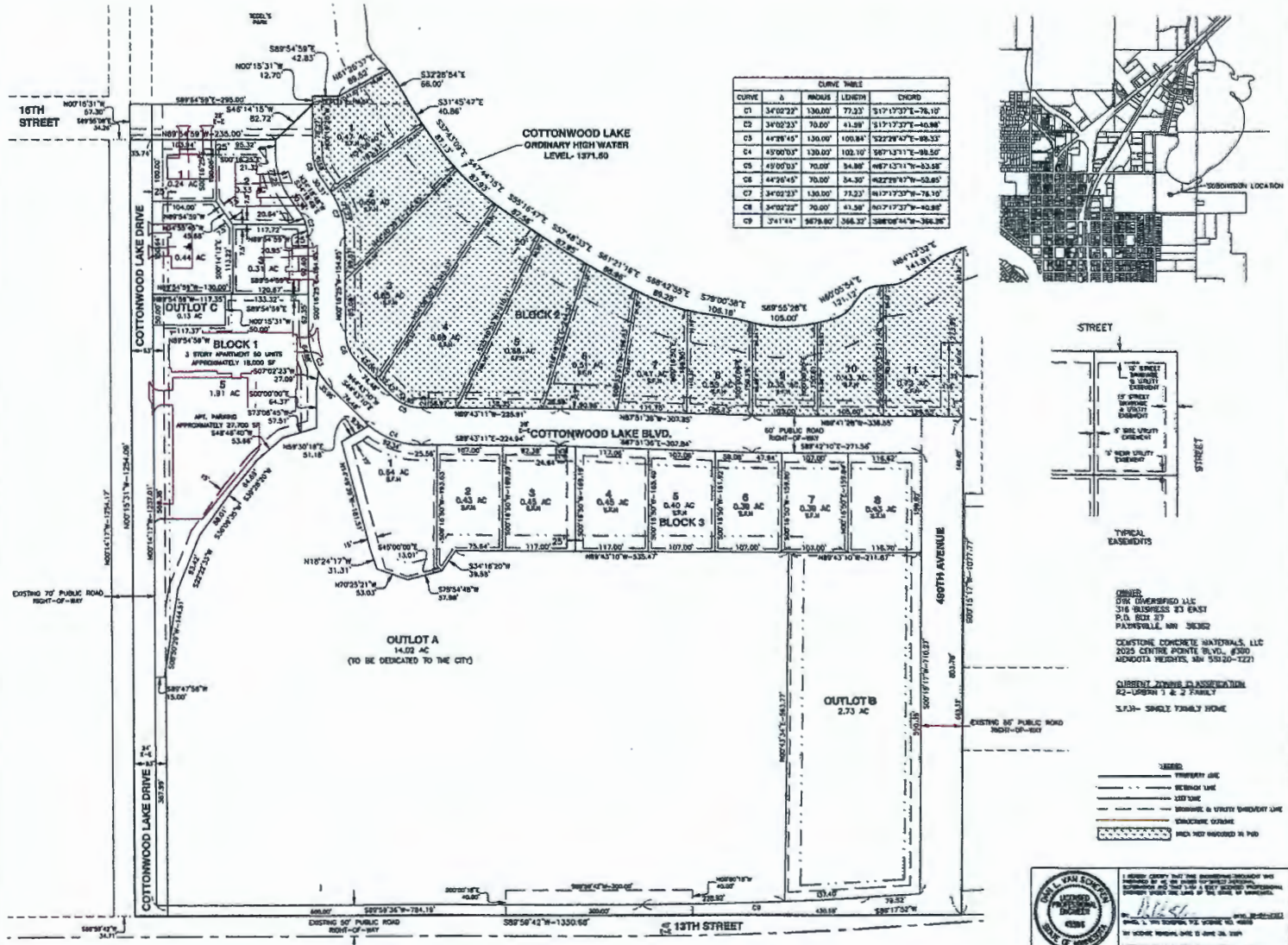
PLANNED UNIT DEVELOPMENT SOUTH COTTONWOOD LAKE SUBDIVISION TO THE CITY OF WINDOM COTTONWOOD COUNTY, MINNESOTA



Legal Description for "South Cottonwood Lake Subdivision"

As of Government Lot Two (2) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Beginning at the Northwest corner of said Government Lot 2, thence South 89°54'50" East for a distance of 235.00 feet, more or less, to the West line of said Government Lot 2, thence North 00°15'31" West along the West line of said Government Lot 2 for a distance of 53.50 feet, more or less, to the point of beginning, containing 0.349 acres, more or less; AND INCLUDING all that part of Government Lot One (1) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Commencing at the Southwest corner of said Government Lot 1, thence South 89°54'50" East (in the Minnesota County Coordinate System, Cottonwood County Zone) along the South line of said Government Lot 1 for a distance of 295.00 feet to the point of beginning; thence North 00°15'31" West for a distance of 13.70 feet; thence South 89°54'50" East for a distance of 42.85 feet; thence North 81°25'37" East for a distance of 89.52 feet, more or less, to the Ordinary High Water Line of Cottonwood Lake; thence Southwesterly on and along said Ordinary High Water Line of Cottonwood Lake for a distance of 84.00 feet, more or less, to the South line of said Government Lot 1; thence North 89°54'50" West along the South line of said Government Lot 1 for a distance of 156.83 feet, more or less, to the point of beginning. This undivided tract contains 0.097 acres more or less. Subject to easements, if any, of record or appurtenant.

The total acreage in this Subdivision is 34.58 acres, more or less.

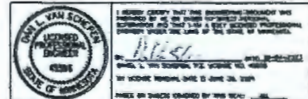


OWNER:
DGR ENGINEERING LLC
318 BUSINESS ST EAST
P.O. BOX 27
PATRICKVILLE, MN 56362

CONCRETE CONCRETE MATERIALS, LLC
2023 CENTRE POINTE BLVD., #200
MINNETONKA, MN 55345-1221

CURRENT ZONING ASSOCIATION
R2-URBAN 1 & 2 FAMILIES
S.F.H. - SINGLE FAMILY HOME

LEGEND:
 - PROPERTY LINE
 - EASEMENT LINE
 - LOT LINE
 - BOUNDARY & UTILITY EASEMENT LINE
 - STRUCTURE FOOTPRINT
 - AREA NOT INCLUDED IN PUD



DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS
FOR
RESIDENTIAL PLANNED UNIT DEVELOPMENT
IN
SOUTH COTTONWOOD LAKE SUBDIVISION
CITY OF WINDOM
COTTONWOOD COUNTY, MINNESOTA

DVK Diversified, LLC, a limited liability company under the laws of Minnesota, (“**DVK**”) is the owner of the following described real estate:

Lots 1, 2, 3, 4, and 5 in Block 1; Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11 in Block 2; Lots 3, 4, 5, 6, 7 and 8 in Block 3; Outlot B, and Outlot C of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

Cemstone Concrete Materials, LLC, a limited liability company under the laws of the State of Iowa, (“**Cemstone**”) is the owner of the following described real estate:

Lots 1 and 2 in Block 3 of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

DVK and **CEMSTONE** hereby make the following declarations, conditions and restrictions concerning the lots or tracts in the Residential Planned Unit Development in South Cottonwood Lake Subdivision.

On November 7, 2023, the Windom City Council approved the "Declaration of Covenants, Conditions and Restrictions for South Cottonwood Lake Subdivision, City of Windom, Cottonwood County, Minnesota", dated November 1, 2023, (hereinafter referred to as "**Subdivision Covenants**"). This Declaration of Covenants, Conditions and Restrictions for Residential Planned Unit Development supersedes the **Subdivision Covenants** only for the lots herein.

Legal Description of property subject to these covenants: Lots 1, 2, 3, 4, and 5 of Block 1; Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block 3; and Outlot B of South Cottonwood Lake Subdivision to the City of Windom, Cottonwood County, Minnesota.

Legal Description Note: Outlot A has been dedicated to the City in the Final Plat as open space and Outlot C will be deeded to the City for its "production well".

1. There are no commonly-owned properties or facilities in this planned unit development (PUD).

2. Outlot A has been dedicated to the City of Windom as open space. Outlot A shall be preserved and maintained as open space. After completion of the required vegetative and trail infrastructure, vegetation and topographic alterations, other than routine maintenance, shall be prohibited. Commercial and residential uses are prohibited in Outlot A. Construction of buildings or storage of vehicles and other materials are prohibited.

3. The language contained in Paragraphs Nos. 1, 8, 9, 10, 11, 12, 13, 14, 15, and 16 of the **Subdivision Covenants**, AND the Amendment to the Subdivision Covenants, copies of which are attached, are hereby incorporated, by reference, in these covenants which are specific to lots in the residential planned unit development in the South Cottonwood Lake Subdivision.

4. There shall be no future subdivision of any lot in Block 3. There shall also be no future subdivision of any lot in Block 1 that would allow for more dwelling units than proposed on the "Development Stage Plan" for the PUD.

5. Lots in the planned unit development shall be used only for residential purposes. There shall not exist on any lot at any time more than one residence except that two-family dwellings may be constructed on Lots 1, 2, 3, and 4 in Block 1 if they meet the required setbacks. A multi-family apartment building may be constructed on Lot 5 in Block 1 provided that the building meets all other requirements in City Code.

6. Any lot utilized for a single-family dwelling shall be limited to one access point (driveway). If two-family dwellings are constructed on Lots 1, 2, 3, and 4 in Block 1, those lots shall be allowed two driveways per lot as proposed on the "Development Stage Plan" for the PUD. Lot 5 in Block 1 shall be allowed one access point on Cottonwood Lake Boulevard and two access points on Cottonwood Lake Drive. All driveways that access Cottonwood Lake Boulevard shall have a minimum 15-inch culvert under the driveway.

7. Lots in the PUD shall be used only for residential purposes. The owners, their agents, successors, assigns and grantees shall not conduct or permit to be conducted any trade and/or business of any type or description on the lots in the PUD, nor shall the premises on each lot be used for any purpose other than as a private dwelling hereafter described. In-home businesses shall be allowed, except on Lot 5 in Block 1, as long as they are conducted strictly within the dwelling. If the owners of the platted lots ever modify these covenants, any business that is being conducted shall be allowed to be continued. If the business is discontinued and the covenants no longer allow said business, said property owner shall not be allowed to restart said business.

8. No one-story single-family dwelling shall have a ground floor area of less than 1,400 square feet exclusive of garages, porches and terraces. The total square footage of any one and one-half story or two-story residence shall be at least 2,000 square feet exclusive of garages, porches, or terraces. If a two-family dwelling is constructed on Lots 1, 2, 3, and/or 4 in Block 1, the ground floor area shall not be less than 1,200 square feet per unit exclusive of garages, porches and terraces. All dwellings must be stick or insulated concrete forms (ICF) or masonry built on the premises with a minimum 6 - 12 pitch and shall be required to have multiple roof lines. No modular or any type of mobile home or any building of any kind shall be moved on the premises.

9. No temporary dwelling shall be allowed on the premises while the home is being constructed. All of the residential units in Block 3 and on Lots 1, 2, 3, and 4 in Block 1 shall have an attached garage with a minimum of two stalls. There shall be two parking spaces allocated for each apartment unit constructed on Lot 5 in Block 1.

10. No detached outbuildings shall be constructed prior to the completion of the single-family dwelling. If a detached outbuilding is constructed after completion of the dwelling, the outbuilding shall have the same siding as the dwelling. The minimum square footage for such outbuildings in Block 3 shall be 350 square feet.

11. No property owner shall permit the storage of vehicles, boats, campers or recreational vehicles by anyone on that lot other than in an enclosed garage building, except one (1) recreational vehicle in season is allowed, such as one boat and trailer, or one camper in the summer months, or one snowmobile and trailer in the winter months. If a multi-family apartment building is constructed on Lot 5 in Block 1, no storage of boats, campers or recreational vehicles shall be allowed on said lot.

12. Only Market Rate multi-family dwellings are allowed.

13. These covenants shall be effective upon the recording of the declaration with the Cottonwood County Recorder's Office.

14. If any parties shall violate or attempt to violate any of the covenants or restrictions prior to their expiration, it shall be lawful for any party or parties of interest in any plat, parcel or lot in said tract to institute and prosecute proceedings at law or in equity against the party or parties violating or attempting to violate the same, either to prevent the said violation or to recover damages. If a party is found to be in violation of these covenants or restrictions, the party instituting proceedings may recover their attorney fees and costs incurred.

15. Invalidity of any of the conditions, restrictions, reservations or covenants noted herein by judgment or court order shall in no way affect any of the remaining other conditions, restrictions, reservations and covenants which shall remain in full force and effect.

16. The provisions of this declaration shall in no way be construed as diminishing the building requirements now or hereafter in force in the City of Windom or the County of Cottonwood or the State of Minnesota or any other governmental body with respect to said premises or authorizing a structure to be erected contrary to the same.

(Remainder of this page intentionally left blank.)

IN WITNESS WHEREOF, the undersigned owners have hereunto set their hands on the dates set forth below.

DVK DIVERSIFIED, LLC

Dated: 1/12/2024

By [Signature]
David Voss
Its Manager / Treasurer / Secretary

STATE OF MINNESOTA)
COUNTY OF STEARNS) ss.
)

This instrument was acknowledged before me on the 12 day of January, 2024,
by David Voss, as Manager/Treasurer/Secretary, of DVK Diversified, LLC, a limited liability
company under the laws of Minnesota.

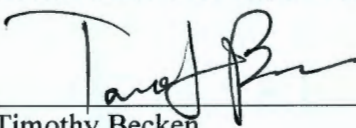
[Signature]
Notary Public



(Signature block for Cemstone Concrete Materials, LLC on Page 5.)

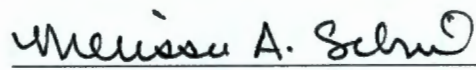
CEMSTONE CONCRETE MATERIALS, LLC

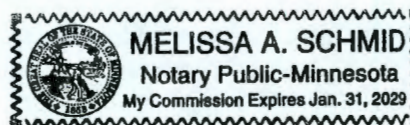
Dated: 1/22/24

By 
Timothy Becken
Its Manager

STATE OF MINNESOTA)
) ss:
COUNTY OF DAKOTA)

This instrument was acknowledged before me on January 22, 2024, by Timothy Becken, as Manager, of Cemstone Concrete Materials, LLC, a limited liability company under the laws of the State of Iowa.


Notary Public



Drafted by:
*David T. Johnson (DTJ/sb), Amundson, Johnson & Schrader, PA, 217 West James Street,
P.O. Box 241, Paynesville, MN 56362; Tel: 320/243-3878; Attorney License No.: 291055*

EXCERPTS FROM PLANNING COMMISSION MINUTES CONCERNING "FINAL PLAN – RESIDENTIAL PUD" IN SOUTH COTTONWOOD LAKE SUBDIVISION

EXCERPTS FROM:

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
NOVEMBER 14, 2023**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:02 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Jared Baloun, Lorri Cole, Dustin Harrold, Carol Hartman, Brandon Pletcher, and Tom Tegels.

Absent: Ben Byam.

Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; Mike Bogle; and Dustin Hunter.

.....

5. South Cottonwood Lake Subdivision

A. Planned Unit Development – Final Plan: A copy of the Final Plan was included in the packet. The Final Plan includes the Development Stage Plan which was approved by the Planning Commission and City Council. There were no changes to the Development Stage Plan. The final steps in the PUD approval process include establishing guidelines for the PUD, such as a homeowners' association, restrictive covenants, etc. The Final Plan for the PUD also includes proposed restrictive covenants that are specific to the lots in the PUD.

Zoning Admin. Spielman reviewed a draft of the proposed restrictive covenants for the PUD. These covenants include covenants covering the entire subdivision, covenants specific to PUDS in the Shoreland District, and covenants specific to this PUD. Highlights of the restrictive covenants include the following: There are no commonly-owned properties or facilities in this PUD. (Thus no homeowners' association will be established.) Outlot A was dedicated to the City as open space in the Final Plat. Covenant No. 2 provides for the preservation and maintenance of Outlot A as open space. Zoning Admin. Spielman reviewed the provisions of the remaining restrictive covenants with the Commissioners. He advised that the property owner desires to add an additional restrictive covenant requiring that all units constructed in the PUD are to be market rate. The property owner will be verifying with his attorney that this covenant can be added; and if so, the attorney will prepare the appropriate language for this covenant. After further discussion, the following action was taken.

Motion by Commissioner Hartman, seconded by Commissioner Tegels, to recommend that the City Council approve the Final Plan and proposed restrictive covenants as presented; and that any proposed additions to the restrictive covenants, such as market-rate language, be presented to the Planning Commission for review. Motion carried 7-0.

EXCERPTS FROM:

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
DECEMBER 12, 2023**

1. Call to Order: The meeting was called to order by Vice Chairman Baloun at 7:02 p.m.
2. Roll Call & Guest Introductions:

Planning Commission: Jared Baloun, Lorri Cole, Dustin Harrold, Carol Hartman, and Brandon Pletcher.
Absent: Brett Mattson, Tom Tegels, and Ben Byam.
Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen.

.....

4. South Cottonwood Lake Subdivision
 - A. Planned Unit Development – Final Plan – Restrictive Covenants: At the November 14th Meeting, the Planning Commission approved the Final Plan for the PUD and the proposed restrictive covenants as presented. The Commissioners requested that any proposed additions to the restrictive covenants, such as market-rate language, be presented to the Planning Commission for review. Zoning Admin. Spielman updated the Commissioners that the proposed final signed version of the restrictive covenants for the PUD was submitted by the property owner, DVK Diversified, LLC, and a copy was included in the packet for this meeting. Zoning Admin. Spielman reviewed the additional language concerning “market rate” included in No. 12 of the covenants. He advised that additional language is also shown in the introductory paragraphs on Page 1 and in Paragraphs 13 through 16. After a brief review and discussion, the following action was taken.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend City Council approval of the PUD Restrictive Covenants (included in the PUD Final Plan) pending review by the City Attorney prior to submission to the City Council. Motion carried 5-0.

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 & Building Official
DATE: February 1, 2024
RE: Building Official – Transition Plan
DEPT: Building/Zoning
CONTACT: Steve.Nasby@windommn.com or Andrew.Spielman@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approval of a Letter of Agreement between the City of Windom and Andy Spielman for continuation of Building Official Services as a part-time employee.

Issue Summary/Background

The City Council recently accepted a resignation from Andy Spielman, Building Official. To assist with a transition to a new Building Official, Mr. Spielman has agreed to continue as a part-time employee of the City to perform Building Inspection services.

Time needed to hire a new Building Official is unknown, however, it is likely that process will take at least 30 days. Additionally, there are State certifications that are needed for the position. Obtaining the State certifications could take 12-18 months depending on the incoming person's education/experience. The City needs to cover this time period to meet the needs of local contractors, businesses and residents.

The attached letter of agreement was written following consultation with the League of Minnesota Cities. This document was also been submitted to the City Attorney for review.

Fiscal Impact

The full-time position of Building Official will be vacant so there is available budget to cover the part-time work of Mr. Spielman. When the City hires a person, it will likely be at a lower step than what was budgeted for 2024 and will be sufficient to cover the costs of the hire and on-going part-time work.

Attachments

1. Letter of Agreement for Building Official Services

Letter of Agreement between Andrew Spielman and the City of Windom, MN

Purpose of Agreement

The City of Windom is entering into this agreement with Andrew SPIELMAN (herein SPIELMAN) for transitioning duties within the City's Building & Zoning Department. The City of Windom and SPIELMAN agree that it will retain an employee\employer relationship for the duration of this agreement.

Part-time Employee

It is understood and agreed that SPIELMAN will provide the City Building Official services under this Agreement on a part-time basis. Services shall primarily include, but not limited to, building inspections, issuing building permits, plan reviews, zoning applications, issuing permits (e.g. demolition, fence, accessory structure) and enforcing City Code for building related ordinances. Planned services do not include routine nuisance enforcement or rental housing inspections.

SPIELMAN shall not be entitled to any benefits afforded to the City's employees, including without limitation to, paid vacation, paid holidays, sick leave (except Earned Sick and Safe Time). SPIELMAN acknowledges that he will not be eligible for inclusion in the City of Windom's health care insurance plan. SPIELMAN will be covered by the City of Windom's worker's compensation, unemployment insurance and property\casualty insurance for activities he undertakes solely on behalf of the City.

The City shall be responsible for withholding or paying any taxes or social security for or on behalf of SPIELMAN including any PERA contributions.

Liability Insurance

The parties mutually agree that the City will maintain general auto liability insurance and an umbrella liability coverage provide coverage for any and all claims that may be made against SPIELMAN only during performance of the Services for the City.

Due Diligence

SPIELMAN agrees to proceed with performance of the Services with due diligence and complete the Services in a timely manner as provided herein unless completion is delayed by a cause set forth in the specifications and for which timely completion would be excused. City shall retain the right to do regular performance reviews of SPIELMAN according to City policy.

Agreement Period

It has been agreed upon by both parties that this agreement will be for an initial six month (6) term with the opportunity to discuss further working arrangements at the end of the agreement period and to extend contact by mutual written consent of both parties. The start date for this agreement is February 19, 2024.

Termination

After August 20, 2024, it has been agreed upon by both parties that the agreement can be terminated by providing ten (10) day written notice to the other party. Both parties may mutually agree to early termination in writing.

Non-Performance and Remedy

SPIELMAN agrees that the City must have services for operating the Building\Planning& Zoning Office including its projects and programs as noted within this agreement and identified within the job description (attached hereto) with the limitations outlined in Part-Time Employee paragraph above.

Compensation

It has been agreed upon by both parties that the rate paid to SPIELMAN by City of Windom will be on an hourly basis set at Step 10 of the Building Official grade show on the 2024 Supervisory Pay Plan. Should services go into calendar year 2025 the compensation will be the rate specified on Step 11 of the 2025 Supervisory Pay Plan. SPIELMAN shall submit bi-weekly time sheets showing the hours worked for the City as practice for any City of Windom part-time employee. The parties acknowledge herein that SPIELMAN will be a non-exempt employee under the terms of this agreement.

Office Space & Equipment

City will provide reasonable office space at City Hall (444 9th Street) and use of City equipment (including computer and incidentals such as ink, paper, and office supplies) and City issued cell phone required for SPIELMAN to undertake the duties, tasks and responsibilities identified herein. City will be responsible for replacement, repair or upgrades to said equipment unless property has been damaged by SPIELMAN. SPIELMAN shall retain his key and access to City software systems for the performance of services.

Vehicle

SPIELMAN shall be eligible to use the employer provided vehicle while he is performing services for the City of Windom.

Time Worked

These duties shown herein will be primarily performed on weekly basis as needed and will not be restricted to normal business hours, but will be performed and accomplished on a varied schedule, as determined by SPIELMAN for the purpose of optimum proficiency and management. SPIELMAN may schedule hours to perform services as needed, but will be subject to any limits on the number of hours per week placed upon him by the City.

SPIELMAN agrees to attend Planning & Zoning Commission meetings as may be scheduled and include his review and input. SPIELMAN may also be requested to attend City Council meetings as requested by the Windom City Administrator.

Duties, Tasks & Responsibilities

It has been agreed upon by both parties that SPIELMAN will perform the following list of duties, tasks and responsibilities on the behalf of the City of Windom as stated in Attachment A, as reasonably requested by the City Administrator and/or his/her representative or apparent to SPIELMAN for the operation of the Planning and Building Official office.

Accepted by:

Steve Nasby, City Administrator DATE
City of Windom, Minnesota

Andrew Spielman DATE

ATTACHMENT A

1. Coordinate and perform the activities of the Building Department, including the evaluation and inspection of construction for compliance with all local, state and federal codes and regulations. Assist and advise the general public, design professionals and construction industry representatives on matters related to building construction. Complete and process in a timely manner all related permits and reports and coordinate the collection of various permit fees.
2. Apply and enforce city ordinances and building codes as they relate to all types of construction. Consults on construction matters with the City Administrator, Fire Chief and other professionals (e.g. engineers and architects) as needed.
3. Review plans for all types of construction to ensure that they meet building & zoning codes, fire codes, health codes, plumbing and mechanical codes and all other applicable codes.
4. Conduct on-site inspections of all types of construction for conformity with requirements. Inspections may include, but are not limited to, the following: footings, foundation, site utilities, structural/framing, energy code, fire stopping and suppression, fire alarm, plumbing, mechanical, gas piping, handicap accessibility and flood plain regulations. Final occupancy inspections. Issue corrective orders if needed.
5. Recommend and prepare revisions to ordinances pertaining to building issues, nuisances, or other related items.
6. Investigate complaints as to allegation of violations of the State Building Code and/or City Code and initiate appropriate legal action regarding violations that are not corrected. Nuisances are exempted from this task\duty.
7. Responsible for interpretation and application of building and fire codes and other applicable ordinances upon request by interested parties to ensure a clear understanding and compliance.
8. Review permit applications and issue building permits when requirements are met.
9. Determine value or valuation of building permit fees in accordance with established codes and city policies.
10. Issue Certificates of Occupancy upon compliance with all the requirements of the State Building Code and applicable city codes, i.e. zoning ordinance.
11. Perform fire safety inspections and provide a written report on each inspection, provide notification of violations to owners and conduct follow-up inspections to ensure correction of violations.
12. Assist Fire Department and Fire Prevention Officer with Fire Incident Reports. Conduct fire investigations and assist the State Fire Marshal investigator. Accompany State Fire Marshal on required inspections within the City of Windom and provide written reports of all inspections, fire prevention activities, and fire incidents.
13. In coordination with Administrative Assistant, maintain filing system for building department including permits, inspection reports and other correspondence and assists office personnel in preparing related reports and documents.
14. Attend meetings such as Planning\Zoning Commission, City Council, HRA and EDA, and participate as required. Research all planning and zoning items. Assist with procedures

concerning variance, conditional use, subdivision, and all other zoning applications. Record Planning/Zoning Commission minutes, receive and present all Planning/Zoning Commission business. Prepare Planning/Zoning Commission correspondence.

15. Maintain addressing system for buildings within the City to ensure accuracy and consistency, and assign numbers as needed and requested.
16. Review flood plain map and respond to inquiries concerning location of property in flood plain.
17. Work closely with city departments in planning of new developments, redevelopment and demolition activities.
18. Assist County or other governmental Health Officers with reported violations and complaints.
19. Inspect City construction projects.

RESOLUTION #2024-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

**RESOLUTION APPROVING AMENDMENTS
TO THE FEES AND CHARGES SCHEDULE**

WHEREAS, the City Council has the authority to establish fees and charges for municipal services, admissions and rentals; and

WHEREAS, the City Council periodically establishes fees and charges for municipal services; and

WHEREAS, a “Fees and Charges Schedule” has been created to consolidate the service fees and charges for all city departments into one document; and

WHEREAS, City Staff have reviewed current fees and charges for their departments and have, if applicable, included recommended adjustments of such fees and charges in the schedule; and

WHEREAS, it is in the best interests of the City of Windom and its citizens to operate the city in a cost-effective manner.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Windom, Minnesota, as follows:

The “Fees and Charges Schedule” dated February 2, 2024 is hereby adopted and all fees and charges are amended as set forth in said schedule.

Adopted this 6th day of February, 2024.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

CITY OF WINDOM

FEES & CHARGES SCHEDULE

February 2, 2024

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
GENERAL GOVERNMENT			
	Liquor License		
	On Sale	2,000.00	Resolution 2021-77
	Sunday	200.00	Resolution 2021-77
	Private Sidewalk Café – Annual Renewal Required	50.00	Resolution 2018-50
	Wine License		
	On Sale	150.00	Resolution 2021-77
	Beer License		
	On-Sale (3.2 Only)	150.00	Resolution 2021-77
	Strong Beer Authorization	100.00	Resolution 2021-77
	Temporary On-Sale Liquor – Per Day	25.00	
	Set-Up License	250.00	
	Spring Cleanup	1.00/per month	All residential utility customers
	Other Business Licenses/Permits		
	Theatre License	25.00	
	Dance Permit – Per Day	10.00	
	Police fee for Dance – Per Hour/Per Officer	40.00	
	Cigarette	20.00	
	Game of Skill	50.00 first game each additional game	
	Peddler/Solicitor/Transient Merchant – Annual	40.00	
	Initial Investigation fee	20.00	
	Exempt Permit	25.00	
	Premise Permit	25.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Taxicab License Background Check fee Expedited license fee	50.00 20.00 double license/permit fee	Any application submitted after noon on packet publication day
	Sales of Maps, etc. 8 1/2"x11" Map - 24"x24" Photo Copies Letter size – each page Legal size – each page 11" x 17" size – each page Color copies – each page Fax Charges Sending: 1 st page Each additional page Receiving Each page Paper punch/binding - per page Address labels from utility customer listing (water/sewer only) Utility customer detail (as allowed by law)	.25 2.00 .25 .25 .35 1.00 1.00 .50 .50 .05 50.00 100.00	
	Assessment Certificates	20.00	
	Filing Fees: City Council Seat Annexation Petition Fee	5.00 25.00	MN Statutes
LIBRARY	Miscellaneous City Code Updates Information retrieve/records search City Charter Overdue Book Fine Overdue Movie Fine Overdue Hotspot Fine Library - Photo Copies Library - Full Paper Color Library - Scan Library Card Replacement Fee Drivers Permit Test Logo Caps & Cups	25.00 Hrly. pay rate of staff 5.00 10¢ per day 1.00 per day \$5.00 per day \$25 max 25¢ - 50¢ 1.00 25¢ 3.00 \$10.00 5.00 + tax	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	NSF Fee – City	25.00	
	NSF Fee – River Bend Liquor	30.00	
BUILDING & ZONING:			
	Building Permits:		
Total Valuation	Fee		Resolution 2001-34
\$1-\$500	\$21.00		
\$501-\$2,000	\$21.00 for the first \$500, plus \$2.75 for each additional \$100 or fraction thereof, to and including \$2,000.		
\$2,001-\$25,000	\$62.25 for the first \$2,000, plus \$12.50 for each additional \$1,000 or fraction thereof, to and including \$25,000.		
\$25,001-\$50,000	\$349.75 for the first \$25,000, plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.		
\$50,001-\$100,000	\$574.75 for the first \$50,000, plus \$6.25 for each additional \$1,000 or fraction thereof, to and including \$100,000.		
\$100,001-\$500,000	\$887.25 for the first \$100,000, plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$500,000.		
\$500,001-\$1,000,000	\$2,887.25 for the first \$500,000 plus \$4.25 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.		
\$1,000,001+	\$5012.25 for the first \$1,000,000 plus \$2.75 for each additional \$1,000 or fraction thereof.		
State Surcharge Fee	.0005 x total value of construction		
Plan Review Fee	65% of City's building permit fee for Commercial 35% of City's building permit fee for Residential		
Refunds	Written request; refunds at discretion of Building Official. <u>If project not started:</u> Within 5 days of application date - City's permit fee, state surcharge and 80% of plan review fee; within thirty (30) days of application date –80% of City's permit fee, no refund of state surcharge or plan review fee.		
Manufactured Home/ Structure Permit Fee	\$49.00 + \$1.00 Surcharge		
Residential – Plumbing only Permit	New/alter plumbing system (not fixtures)	\$49.00 + \$1.00 Surcharge	
Residential - Mechanical only Prmt	New/replace gas-fired appliance/gas piping	\$49.00 + \$1.00 Surcharge	
Commercial Plumbing & Mechanical	To be added in valuation for building permit	Based on valuation	
Inspection Fee	Outside City (Minimum Charge = 2hrs)	45.00/hour	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Conditional Use Permit/Variance (includes recording fees)	200.00	
	Appeals	25.00	
	Subdivision (Chapter 151) – Platting (Developer responsible for recording fees)	150.00	
	P.U.D. (Developer responsible for recording fees)	150.00	
	Minor Subdivisions (Developer responsible for recording fees)	100.00	
	Preliminary Staff Review	0.00	
	Amendment to Zoning Ordinance (Rezoning) (includes recording fee)	200.00	
	Zoning Amendment (Re: Text) (does not include recording fees)	75.00	
	Vacation of Public Way (includes recording fee)	200.00	
	Vacation of Easement (includes recording fee)	150.00	
	Other Permits		
	Zoning Permits – Decks/Sheds (not requiring BP), fences & driveways (new/replace), parking areas-residential property	50.00	
	Site Utility & Street Excavation Permit	100.00	
	Wall Signs	25.00	
	Ground and pedestal signs	(each) 50.00	
	Portable signs/temporary signs/misc.	(each/per period) .00	
	Demolition Permit	50.00	
	Moving Permit	50.00	
	Fireworks (sales & storage)	50.00	
	Right-of-Way Permit – Obstruction/Excavation (valid for 180 days)	(1 st 400 ft) 50.00 (each additional 100ft) 10.00	
	Permit Extension (additional 180 days)	35.00	
	Delay Penalty (over 180 days or extra) Outside Street	35.00 + 15.00/day	
	Inside Street	35.00 + 25.00/day	
	Reimbursements – Public Nuisance		
	Administrative Fee (Abatement by City)	\$150.00	Ordinance No. 143 & 151, 2 nd Series
	Abatement (including labor, equipment & landfill costs)	Actual Cost (minimum \$100.00)	Resolution 2013-62
	Nuisance Board Hearing-Administrative fee	\$150.00	Resolution 2013-62 & 153, 2 nd Series
	City Abatement (following Nuisance Board Ruling):		
	Administrative Fee	\$150.00	Resolution 2013-62
	Abatement (including labor, equipment ,& landfill costs)	Actual cost (minimum \$200.00)	(minimum \$100.00)
	Mowing of grass & weeds (by Street Dept)		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Sidewalk Snow/Ice Removal	minimum \$100.00	
	Recording/Satisfaction Fees	Actual cost	
	Document Preparation & Attorney Review for Initial Loan, Assumptions, Subordinations and Refinancing	Actual cost	
	Rental Housing Fees Three-Year License Term: Single-Family House 2 to 4 units More than 4 units Maximum Charge to Any Single Property Late Fee: Renewal received after March 31 st of Renewal Year: License Renewal - Alternate Renewal Periods: Renewal Fee (if property qualifies) Maximum Charge to Any Single Property Re-Inspection Fees Second Inspection Third Inspection Complaint Fees Initial Complaint (Per Unit) – First Inspection Initial Complaint (Per Unit) – Subsequent Inspections Subsequent Complaint (Same Rental Unit Within 12 Months) Daily Fines (Per Rented Unit)	50.00 40.00/per unit 35.00/per unit 500.00 Double License Fee 10.00/per unit 150.00 50.00/per unit 100.00/per unit No Charge Re-Inspection Fees Apply 50.00 20.00/day	Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93
PUBLIC SAFETY:			
	Animal License (Cat & Dog) Unspayed Female All others	8.00 + tax 5.00 + tax	Resolution 2022-19 Resolution 2022-19

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Lifetime License Animal (Cat & Dog) Impound, Boarding Impound No License With License Boarding No License With License	25.00 40.00 + tax 20.00 + tax 30.00 (per day) + tax 24.00 (per day + tax)	Resolution 2022-19 Resolution 2022-19 Resolution 2022-19
	Accident & investigation Report First copy (if not directly involved party) Each additional picture Mail	. 25 per page .25 Actual cost	
	Parking Tickets General Parking – No Parking (2:00 a.m- 6:00 a.m.) No Parking in Alley Parking over 36 hours Time Limit on Parking Truck Parking Vehicle Repair on Street Parking for Advertising or Selling Parking Restrictions on Co. Rd. 13 Snow Emergency Parking- Block Snow Removal	34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00	Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73
	Administrative Fees: Vehicle Impound storage	15.00/day	
	Fire Department Fire Call Ambulance Department Basic Life Support Rate Specialty Care Transport Advance Life Support Rate Non Transport with patient assessment Basic Life Support Mileage loaded mile rate	1,000.00 750.00 1,500.00 1,000.00 450.00 15.00	Ordinance #164, 2 nd Series
PUBLIC WORKS:			
	Street Use Permits (service cuts) - work performed by city staff		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Cold mix bituminous Hot mix bituminous Main Street and all state-aid streets	Actual cost + 10% Actual cost + 10% Actual cost	
	Street Equipment Labor & Rental Rates (Equipment rentals are 1-hour min.) Labor rate Unit 48 – 2018 Cat236D Skidsteer Loader w/attach - 2018 Cat236D Skidsteer & Asphalt Milling Attachment - 2018 Cat236D Skidsteer & SweeperBroom Attachment Unit 42 - 2004 International Dump Truck - Falls Snow Plow, Falls Sander & Dump Body Unit 43 – 2004 International Dump Truck - Falls Snow Plow, Falls Sander & Dump Body Unit 44 – 2007 International Dump Truck - Falls Reversible Snow Plow, Sander & Dump Body Unit 45 – 2015 John Deere 624 Loader w/bucket with snow plow Unit 81 – 2004 Sno-Go Snow Blower for Unit 45 Unit 47 - 544G Front End Loader w/2.25 Yard 4 in 1 Bucket - plow for Unit 47 Unit 57 - Portable Air Compressor w/attachments Unit 49 – 2019 Elgin Street Sweeper Unit 72 - 328D Toro Grounds Master 72"mower Unit 73 - 4000D Toro Grounds Master 11'Mower Unit 58 - 3520 John Deere Utility Tractor John Deere 3 Point Hitch 72" Mower w/Tractor 75 – 10-12' wood homemade barricades 200 – 12" to 3' tall traffic cones 300 lin feet orange construction plastic fencing Unit 276 - Road Boss 3-point grader Unit 59 – chainsaw & man Unit 40 – 2020 31 HP Kawasaki Mower - Airport Unit 41 – 2009 Freightliner Dump/plow truck w/wing Unit 46 – 2015 John Deere Motor Grader w/wing	85.00/hour 110.00/per hr 110.00/per hr 110.00/per hr 125.00/per hr 170.00/per hr 125.00/per hr 170.00/per hr 125.00/per hr 170.00/per hr 150.00/per hr 175.00/per hr 185.00/per hr 140.00/per hr 160.00/per hr 100.00/per hr 160.00/per hr 60.00/per hr 85.00/per hr 75.00/per hr 90.00/per hr 10.00 each/daily 1.00 each/daily \$10.00 per 50'/daily 45.00/per hr 360.00/dy 95.00/per hr 760.00/dly 180.00/per hr 380.00/per hr	
	Street Materials Sold to Public		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Gravel Class 5 Blacktop (cold mix/hot mix) Black Dirt Labor Cost Sweeper Dump Truck	Actual cost + 10% Actual cost + 10% Actual cost + 10% 85.00/hour 160.00/hour 110.00/hour	
COMPOST & LEAF BURNING PERMIT FEES:			
	Commercial Compost Permit-Annual	0.00	
	Resident Compost Permit-Annual	0.00	
	Leaf Burning Permit	5.00	
CULTURE & RECREATION:			
	Commercial Tent Usage in Park	25.00/daily	
	Shelter House Rental Cottonwood Lake or Island Park	40.00/daily + tax	March 7, 2017
	Island Park Campgrounds Nightly Non Registered	10.00 10.00	
	City Council Chambers	\$40.00/hr weekday \$60.00/hr weekend	
	Bleacher Rental – Renter hauls	35.00/each/per day	
	COMMUNITY CENTER RATES Room 105 – Small Multi Use Room Room 117 – Senior Center/Kitchenette (1 to 4 hrs) 5 hrs After 5 hrs Room 120 – Senior Dining Room 5 hrs After 5 hrs	20.00/hr weekday 30.00/hr/weekend 45.00/hr (1 to 4 hrs) 200.00 \$35.00/hr for each hr after 5 hrs 30.00/hr weekday M-F Weekends/40.00/hr (1 to 4 hrs) 175.00 \$35/hr for each hr after	Resolution 2015-34 Resolution 2015-34 Resolution 2015-34

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Half Room Rates	5 hrs	
	5 hrs	25.00/hr (1 to 4 hrs)	Resolution 2015-34
	After 5 hrs	100.00	Resolution 2015-34
		\$20/hr for each hr after 5 hrs	Resolution 2015-34
	Room 127/128 - Large Multi-Purpose Room		
	9-10 hrs	60.00/hr (1 to 8 hrs)	
	After 10 hrs	500.00	
		50.00/hr for each hr after 10 hrs	
	Half Room Rates		
	9-10 hrs	40.00/hr (1 to 8 hrs)	
	After 10 hrs	350.00	
		35.00/hr for each hr after 10 hrs	
	Wedding/Quincerara Pkg		
	Full Room Rate	1,500.00	
	½ Room Rate	½ Room/1050.00	
	Business Pkg – Table set-up, screen/projector, coffee pot, dumpster fee. \$50 off for 3+ bookings – applied to last booking	½ Room 8 hrs/320.00	
	Inflatables rental	Full Room/480.00	
	Birthday Pkg 1-3 inflatables, 4 tables	75.00/per hour	
	Outside Entertainment Pkg	1-3 hrs ½ room/150.00	
	Outside Entertainment Area – with interior room rental	\$250.00/max 14 hrs	Resolution 2018-83
	Full Kitchen \$200 deposit	\$100.00	Resolution 2018-83
	Caterer Kitchen – Partial Kitchen Use	25.00 hr/min 3 hr	Resolution 2018-83
		5-8 hrs/\$100.00	
		1-4 hrs/50.00	
	EQUIPMENT FEE PER EVENT/PER DAY		
	Large Screen & Projector	100.00	
	Portable Sound System (Room 120)	Sm 25.00 Large 125.00	
	Portable Projector Screen	15.00	
	Power Point Projector	St 100.00 or HD200.00	
	12x16 screen	50.00	
	Dance Floor	75.00	
	Stage	100.00	
	Piano	25.00	
	Wedding Back Drop	75.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Lattice Arches	1-25.00	Resolution 2018-83
		3-50.00	
	Wooden Arch	25.00	
	Bar Set-up Fee --		
	Small groups (up to 50)	50.00	
	Medium groups (51-200)	150.00	
	Large groups (200 +)	250.00	
	Dumpster Fee (rooms 127 & 128)		
	Up to 300 people	50.00	
	301-600 people	75.00	
	601-1000 people	100.00	
	45 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	15.00	
	100 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	25.00	
	Set-up & Take Down Fees (Chairs & Tables)		
	Multi-Use Room (Half room)	75.00	
	Multi-Use Room Large – Less than 500 people	125.00	
	Multi-Use Room Large - More than 500 people	150.00	
	Photocopies	25¢ per page	Resolution 2015-34
	Lattice panels (4 available)	10.00 each	Resolution 2015-34
	Bar Tables (set of 5)	45.00	Resolution 2015-34
	8' pillar (set of 4)	45.00	
	4' pillar (set of 4)	25.00	Resolution 2015-34
	Wooden Post (set of 6)	15.00	
	Potted sticks	15.00	
	Ceiling swag		Resolution 2015-34
	Full room	325.00	Resolution 2015-34
	½ room	175.00	
	ARENA RATES		
	Season Skating Pass		
	Family	80.00	Resolution 2014-47
	Individual	45.00	Resolution 2014-47
	Old-Timers Hockey (Sundays)	65.00	Resolution 2014-47
	Old-Timers + Family Pass	115.00	Resolution 2014-47

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Daily Admission		
	Individual	3.00	
	Old-Timers Hockey	7.00	Resolution 2014-47
	Skate Rental		
	Daily	2.50	
	Seasonal	50.00	Resolution 2011-54
	Hourly Ice Rate (over 100 hrs during ice season)		
	Frequent User –Seasonal hrly rate	120.00 per hr	Resolution 2020-11
	Non Frequent/Out of Town User hrly rate	125.00 per hr	Resolution 2020-11
	Non-Prime Time Ice Rental Rate	100.00 per hr	Resolution 2020-11
	STORAGE		
	Units under 20 ft	125.00	
	Units between 20-30 feet	150.00	
	Units over 30 feet	200.00	
	BUILDING RENT		
	1 st Day	375.00	Contract Rate
	2 nd Day	350.00	Contract Rate
	3 rd Day, Additional Days	250.00	Contract Rate
	STALL RENT		
	1 st Day	18.00	Contract Rate
	2 nd Day	14.50	Contract Rate
	3 rd Day, Additional Days	12.00	Contract Rate
	RACQUETBALL/WALLY BALL/BASKETBALL COURT FEES		
	Non-Member Adult hrly racquetball	3.00 per person/per hr	
	Non-Member Youth hrly racquetball	1.50 per person/per hr	
	Wally ball	20.00 per hour/court	
	Basketball	12.50 per hour	
	Archery		
	Individual Membership	30.00	Resolution 2014-62
	w\additional family members -	10.00 per person	Resolution 2014-62
	Youth Membership	15.00	Resolution 2014-62
	Daily Adult Fee	5.00	Resolution 2014-62
	Daily Youth Fee	3.00	Resolution 2014-62
	POOL FEES		

FUND NO.	DESCRIPTION	FEE		AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Pool Passes Season Pass Family after May 31 Individual after May 31 Wading Pool/Non-Swimmer Individual pass Individual (child/adult) Daily Admission Wading Pool Admission Punch Card All Users(10 Punch Card 1-punch per/day) Family Hour Swimming Lessons – (Including Pre-School Aquatic) Private Lessons Semi-Group Lessons (lower instructor-to-Student ratio) Parent & Child Aqua Zumba Private Pool Rental		100.00 120.00 60.00 70.00 25.00 4.00 1.00 33.00 8.00 35.00 55.00 45.00 15.00 5.00 \$90.00 minimum (up to party of 40, additional fee based on number in party/hour)	Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2016-17 Resolution 2016-17 Resolution 2016-17 Resolution 2014-12
	RECREATION FEES Tykes, Kindergarten T-Ball, Coach Pitch/T-Ball Midgets 7 th & 8 th Grade Mites 5 th & 6 th Grade Morning Baseball Sand Volleyball Team Entry Fee Ball Field Usage Rates Men’s Softball League Annual Rate per/team Co-Ed Softball League Annual Rate per/team Sunday Church League Annual Rate per/team Sand Volleyball Court – Non-League Special Events Rate for entire complex regardless of how many courts used. City will Prepare courts during week days only prior to event unless pre-arranged	15+ teams 14- teams	48.00 63.00 63.00 48.00 150.00 165.00 150.00 150.00 50.00 150.00	Resolution 2014-12 Resolution 2014-12 Resolution 2014-12
PUBLIC UTILITIES - WATER/SEWER FUND:				

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	State Surcharge on all water connections Residential Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481 Sewer – Monthly minimum Usage up to 22,440 gallons Sewer Only – Apartments Homes	.81¢ 17.89 1.91/1,000 Gal. 4.35/1,000 Gal. 5.55/1,000 Gal. 39.43 1.99/1,000 Gal. 43.49 49.30	Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01
	Commercial Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481 Sewer – Monthly minimum Per 1,000 Gal. Sewer Only	17.89 1.91/1,000 Gal. 4.35/1,000 Gal. 5.55/1,000 Gal. 39.43 6.32/1,000 Gal. 52.58	Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01
	Request for Utility Account Info Picked up – (1 month) 12 months Mailed Faxed Additional Account Fee	5.00 30.00 5.50 6.00 1.50	
	Service Charges Late Fee per unpaid water/sewer bill Meter Bottom Replacement 3/4" 1" Labor Cost Retrieval of Information/Records Search	5% 75.00 100.00 50.00/hour Hourly rate of staff	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Reconnect Fee Reconnect After Hrs Bulk Water Jetter & Operator Vac Unit	40.00 each + tax 75.00 each + tax 5.00/1,000 gallons 150.00/hour 150.00/hour	\$15.00 minimum
	Sales Tax (Commercial accounts only)	6.875%	
ELECTRIC FUND			
	Meter Pre-Payment- Required of all renters and contract for deed properties before utilities can be transferred into renter's name	300.00	Utility Comm – Jan. 27, 2010
	Residential: All Kwh's @.083/kwh City Customer Charge Out of City Charge Security Light Charge - 57 watt LED - 150 watt LED	16.00/month 28.00/month 8.00/month 18.00/month	Resolution 2023-11-02 Resolution 2023-11-02 Resolution 2020-06-01 Resolution 2020-06-01
	Commercial & Municipal Charges: KWH's @ .089/kwh Single phase Three phase	23.00/month 33.00/month	Resolution 2023-11-02 Resolution 2023-11-02 Resolution 2023-11-02
	Industrial: Meter charge All KWH's @.042/kwh Demand Charge @ \$16.10/kw Minimum Demand 30%	52.00/month	Resolution 2023-11-02 Resolution 2020-06-01 Resolution 2023-11-02 Resolution 2020-06-01
	Service Charges Late Fee Tag Fee Disconnect Fee Reconnect Fee Reconnect Fee After Hrs	5% 25.00 + tax 25.00 + tax 25.00 + tax 125.00 + tax	May 2016 Utility Commission mtg

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Electric Dept Labor and Equipment Rates Labor rate Overtime labor rate Unit 30 Pickup Truck Unit 31 Line Truck Unit 32 Bucket Truck Unit 33 Digger Truck Unit 34 Flatbed Truck Unit 35 Small Bucket Truck Unit 362 Mini Skid Plow Unit 360 Ditch Witch Trencher Unit 365 Vermeer Drill Unit 370 Chipper Unit 363 Mini Excavator Unit 301 Line Truck Unit 364 Bobcat Skid Loader Unit 380 Vermeer Vac Equipment Boring tool Light bulb replacement/Banner	65.00/per hr 130.00/per hr 25.00/per hr 35.00/per hr Minimum 125.00 per hr Minimum 125.00 per hr 25.00/per hr 75.00/per hr 5.00/ft 5.00/ft 9.00/ft 100.00/per hr 90.00/ per hr 25.00/ per hr 75.00/per hr 100.00/per hr 8.00/ft 107.50	
AIRPORT FUND			
	Hangar Rental Fee Small Hangars Medium Hangars Large Hangars	35.00-90.00/month 125.00/month 475.00/month	
TELECOM FUND			

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	TELEPHONE * Residential Basic Service Residential All-In Voice Pkg Business Basic Service Non-published Non-listed * additional items are included in the telephone tariff	monthly rate 14.45 30.00 26.45 2.50 1.25	Resolution 2015-14
	VACATION RATE – Absence exceeding 90 days Telephone Internet TV Non-Pay Reconnect fee (1 Or all 3)	10.00/month + taxes and US fee 5.00 per month + tax – No reconnection fee .00/mo–20.00 recon+tax 35.00 + tax	
	ENHANCED CALLING FEATURES Voice Mail Caller ID Call Waiting Call Forwarding Speed Dialing Selective Call Rejection Busy Call Transfer Sim Ring Line Hunting 3-Way Calling/Call Transfer Distinctive Ring LONG DISTANCE CALLING Basic Long-Distance Calling Rate 1-800 Long Distance Pkg 1-800	monthly rate 3.50 3.00 2.00 2.00 2.00 2.00 2.00 4.00 2.95 2.95 4.95 10¢/min 12¢/min \$1.99/month + 6¢/min \$3.95/month 6¢/min	
	INTERNET SERVICES Starter Lite Starter Plus	monthly rate 52.00 67.00	Resolution 2017-67 Resolution 2017-67

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Deluxe Premium Business Data Services - \$60 NRC Business 20 Data Business 70 Data Business 125 Data Business 250 Data Business 1 GB Data On Network Email account rate Off Network Email account rate Email account setup fee Domain setup/change fee Troubleshooting Custom setup	77.00 87.00 70.00 100.00 175.00 250.00 300.00 \$3.50 MRC \$4.50 MRC \$5.00 NRC \$50.00 NRC Hourly Labor Rate – Current Individual Case Basis (ICB)	Resolution 2017-67 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66
	CABLE TV SERVICES Add Video to Data & Voice Packages Basic Expanded Digital Featured Plans HD HBO Showtime/TMC/Flix Starz/Encore Additional Set-Top Box HD Box DVR Remote Commercial Multi-Unit Facilities with 10 or more units and a common connection as established December 29, 2008 Expanded Basic HBO First standard Set-top box free w/add-on package	monthly rate 48.00 93.00 108.00 12.95 15.99 12.95 12.95 2.99 4.99 14.99 25.00 8.00 per unit 4.50 per unit	 Resolution 2019-33 Resolution 2019-33 Resolution 2019-33 Resolution 2015-11 August 22, 2016 Telecom mtg
	MISC. SERVICES	2.95 per service or 7.95	

PAY ESTIMATE No. 8
CONSTRUCTION OF A TRUCK GARAGE ADDITION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425306

For Period From: 11/30/2023 To: 12/31/2023
Contractor: Wilcon Construction Services LLC
Bid Date: May 4, 2023



SUMMARY

VALUE OF WORK COMPLETED TO DATE \$1,383,068.70
LESS RETAINAGE... (5%) \$69,153.44
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT..... \$1,313,915.26
LESS ESTIMATES PREVIOUSLY APPROVED.....
 Pay Estimate No. 1..... \$346,137.50
 Pay Estimate No. 2..... \$95,077.10
 Pay Estimate No. 3..... \$249,154.30
 Pay Estimate No. 4..... \$31,806.95
 Pay Estimate No. 5..... \$185,802.87
 Pay Estimate No. 6..... \$224,916.14
 Pay Estimate No. 7..... \$147,869.02
 Pay Estimate No. 8.....
 Pay Estimate No. 9.....
 Pay Estimate No. 10.....
 Pay Estimate No. 11.....
 Pay Estimate No. 12.....
TOTAL AMOUNT DUE THIS ESTIMATE..... \$33,151.38

ORIGINAL CONTRACT PRICE..... \$1,422,793.95
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)..... \$1,422,793.95
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT..... \$1,313,915.26
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT..... \$108,878.69
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT..... 92%

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By [Signature] Date 1-6-2024

CERTIFICATE

THE AMOUNT OF \$33,151.38 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

By _____

Title _____

Date _____

Jason Jr
1-10-24

604-16200
Truck Garage

DGR ENGINEERING, Engineer

By [Signature]

Title Project Engineer

Date 1/10/2024



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C1	Excavation and Embankment (cu. yd.)	500	\$ 81.25		\$ 81.25	\$ 40,625.00	500	100%	\$ 40,625.00			\$ -
C2	12" granular building fill (tons)	575	\$ 33.75	\$ 12.50	\$ 46.25	\$ 26,593.75	575	100%	\$ 26,593.75			\$ -
C3	12" Subgrade Preparation (sq. yd.)	900	\$ 11.25		\$ 11.25	\$ 10,125.00	900	100%	\$ 10,125.00			\$ -
C4	7" PCC Surfacing (sq. yd.)	125	\$ 43.62	\$ 49.50	\$ 93.12	\$ 11,640.00	125	100%	\$ 11,640.00			\$ -
C5	Pavement Removal (sq. yd.)	250	\$ 28.75		\$ 28.75	\$ 7,187.50	250	100%	\$ 7,187.50			\$ -
C6	12" Class 5 Surfacing (tons)	600	\$ 25.00	\$ 16.25	\$ 41.25	\$ 24,750.00	600	100%	\$ 24,750.00			\$ -
C7	PVC Water Service (ln. ft.)	115	\$ 70.00	\$ 7.50	\$ 77.50	\$ 8,912.50	115	100%	\$ 8,912.50			\$ -
C8	6" SDR-26 PVC Sanitary Sewer Service (ln. ft.)	65	\$ 142.50	\$ 20.00	\$ 162.50	\$ 10,562.50	65	100%	\$ 10,562.50			\$ -
C9	8" PVC Roof Drain (ln. ft.)	202	\$ 85.00	\$ 20.00	\$ 105.00	\$ 21,210.00	202	100%	\$ 21,210.00			\$ -
C10	4" Perforated Subdrain (ln. ft.)	225	\$ 8.75	\$ 10.00	\$ 18.75	\$ 4,218.75	225	100%	\$ 4,218.75			\$ -
C11	Curb Stop w/ box (ea.)	1	\$ 1,250.00	\$ 2,500.00	\$ 3,750.00	\$ 3,750.00	1	100%	\$ 3,750.00			\$ -
C12	Sanitary Sewer Cleanout (ea.)	1	\$ 1,025.00	\$ 750.00	\$ 1,775.00	\$ 1,775.00	1	100%	\$ 1,775.00			\$ -
C13	Storm Sewer Cleanout (ea.)	3	\$ 1,125.00	\$ 1,375.00	\$ 2,500.00	\$ 7,500.00	3	100%	\$ 7,500.00			\$ -
C14	Connect to Existing Sanitary Service Tee (ea.)	1	\$ 4,282.50	\$ 312.50	\$ 4,595.00	\$ 4,595.00	1	100%	\$ 4,595.00			\$ -
C15	Corporation Stop (ea.)	1	\$ 1,015.00	\$ 1,125.00	\$ 2,140.00	\$ 2,140.00	1	100%	\$ 2,140.00			\$ -
C16	Connect to Existing Storm Outlet (ea.)	1	\$ 1,093.75	\$ 437.50	\$ 1,531.25	\$ 1,531.25	1	100%	\$ 1,531.25			\$ -
C17	Pipe Bollards (ea.)	4	\$ 391.00	\$ 984.00	\$ 1,375.00	\$ 5,500.00	4	100%	\$ 5,500.00			\$ -
C18	Silt Fence (ln. ft.)	250	\$ 5.00	\$ 1.25	\$ 6.25	\$ 1,562.50	250	100%	\$ 1,562.50			\$ -
C19	SWPPP compliance (ea.)	1	\$ 6,400.00	\$ 3,125.00	\$ 9,525.00	\$ 9,525.00	1.00	100%	\$ 9,525.00	0.04	4%	\$ 400.05
C20	Seeding, Fertilizing and Mulching (as req.)	1	\$ 4,500.00	\$ 2,125.00	\$ 6,625.00	\$ 6,625.00	1	100%	\$ 6,625.00			\$ -
C21	Clearing and Grubbing (as req.)	1	\$ 6,125.00		\$ 6,125.00	\$ 6,125.00	1	100%	\$ 6,125.00			\$ -
M22	Building Core-out & Disposal	1,780	\$ 31.25		\$ 31.25	\$ 55,625.00	1,780	100%	\$ 55,625.00			\$ -
M23	6" Granular Fill (cu. yd.)	150	\$ 40.00	\$ 12.50	\$ 52.50	\$ 7,875.00	150	100%	\$ 7,875.00			\$ -
M24	Embankment Borrow (cu. yd.)	1,630	\$ 42.50	\$ 12.50	\$ 55.00	\$ 89,650.00	1,630	100%	\$ 89,650.00			\$ -

PAY ESTIMATE No. 8

CONSTRUCTION OF A TRUCK GARAGE ADDITION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425306

For Period From: 11/30/2023 To: 12/31/2023
Contractor: Wilcon Construction Services LLC
Bid Date: May 4, 2023



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
A1	New wood-framed building (as req'd)	1	\$ 154,412.00	\$ 368,000.00	\$ 522,412.00	\$ 522,412.00	1.00	100%	\$ 522,412.00	0.04	4%	\$ 18,284.42
S1	Foundation, building (as req'd.)	1	\$ 31,894.00	\$ 22,605.00	\$ 54,499.00	\$ 54,499.00	1	100%	\$ 54,499.00			\$ -
S2	Concrete floor, building (as req'd)	1	\$ 26,725.00	\$ 36,496.00	\$ 63,221.00	\$ 63,221.00	1	100%	\$ 63,221.00			\$ -
M1	Plumbing system, building (as req'd.)	1	\$ 12,500.00	\$ 35,625.00	\$ 48,125.00	\$ 48,125.00	0.52	52%	\$ 24,918.75			\$ -
M2	HVAC system, building (as req'd.)	1	\$ 12,500.00	\$ 64,360.00	\$ 76,860.00	\$ 76,860.00	1.00	100%	\$ 76,860.00	0.21	21%	\$ 16,211.72
M3	Fuel System (as req'd)	1	\$ 15,000.00	\$ 43,798.00	\$ 58,798.00	\$ 58,798.00	1.00	100%	\$ 58,798.00			\$ -
G1	Mobilization (as req'd)	1	\$ 38,200.00	\$ 46,500.00	\$ 84,700.00	\$ 84,700.00	1	100%	\$ 84,700.00			\$ -
G2	General construction allowance (as req'd.)	1	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00	0.67	67%	\$ 33,481.00			\$ -
ALTERNATE ADDER #1												
AC1	7" PCC Surfacing (sq. yd.)	805	\$ 29.70	\$ 40.34	\$ 70.04	\$ 56,382.20	805	100%	\$ 56,382.20			\$ -
ALTERNATE ADDER #2												
AA2	Standing seam roof system (as req'd)	1	\$ 12,500.00	\$ 25,693.00	\$ 38,193.00	\$ 38,193.00	1	100%	\$ 38,193.00			\$ -

TOTAL CONTRACT PRICE: \$1,422,793.95

TOTAL TO DATE: \$1,383,068.70

CONTRACT TOTAL

THIS PERIOD: \$34,896.19

SUMMARY

VALUE OF WORK COMPLETED TO DATE	\$681,723.26	ORIGINAL CONTRACT PRICE.....	\$5,563,762.48
LESS RETAINAGE...(5%).....	\$34,086.16	EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions).....	\$5,563,762.48
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT.....	\$647,637.10	LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT.....	\$647,637.10
LESS ESTIMATES PREVIOUSLY APPROVED.....		EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT.....	\$4,916,125.38
Pay Estimate No. 1.....	\$218,220.30	% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT.....	12%
Pay Estimate No. 2.....	\$265,352.04		
Pay Estimate No. 3.....			
Pay Estimate No. 4.....			
Pay Estimate No. 5.....			
Pay Estimate No. 6.....			
Pay Estimate No. 7.....			
Pay Estimate No. 8.....			
Pay Estimate No. 9.....			
Pay Estimate No. 10.....			
Pay Estimate No. 11.....			
Pay Estimate No. 12.....			
TOTAL AMOUNT DUE THIS ESTIMATE.....	\$164,064.76		

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By John Hoffman Date 1.5.24

CERTIFICATE

THE AMOUNT OF \$164,064.76 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

By _____

Title _____

Date _____

Jason Jan
1-6-24
604-16480
Generation Bldg

DGR ENGINEERING, Engineer

By James Zito

Title Project Engineer

Date 1/5/2024

Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
D1	Removal of the existing vehicle storage building above grade (as req'd)	1	\$ 25,912.00	\$ 12,088.00	\$ 38,000.00	\$ 38,000.00	1.00	100%	\$ 38,000.00	0.20	20%	\$ 7,600.00
D2	Removal of existing concrete, including vehicle storage slab and fdtns (cu. yd.) (refer to drawing S1)	320	\$ 65.87	\$ 65.87	\$ 131.74	\$ 42,156.80	320	100%	\$ 42,156.80			\$ -
C1	Embankment Borrow (cu. yd.)	2,200	\$ 28.83	\$ 28.83	\$ 57.66	\$ 126,852.00	1,320	60%	\$ 76,111.20	620	28%	\$ 35,749.20
C2	Building Subsoils Core-out & Disposal (cu. yd.)	1,880	\$ 22.65	\$ 22.65	\$ 45.30	\$ 85,164.00	1,880	100%	\$ 85,164.00			\$ -
C3	12" Subgrade Preparation (sq. yd.)	620	\$ 2.94	\$ 2.94	\$ 5.88	\$ 3,645.60			\$ -			\$ -
C4	Class 5 Base (tons)	100	\$ 17.65	\$ 17.65	\$ 35.30	\$ 3,530.00			\$ -			\$ -
C5	7" PCC Surfacing (sq. yd.)	620	\$ 36.22	\$ 49.28	\$ 85.50	\$ 53,010.00			\$ -			\$ -
C6	6" PCC Sidewalk (sq. yd.)	30	\$ 36.22	\$ 49.28	\$ 85.50	\$ 2,565.00			\$ -			\$ -
C7	Landscaping Rock (tons)	15	\$ 103.00	\$ 103.00	\$ 206.00	\$ 3,090.00			\$ -			\$ -
C8	Crushed Substation Rock (tons)	15	\$ 75.30	\$ 75.30	\$ 150.60	\$ 2,259.00			\$ -			\$ -
C9	Pavement Removal (sq. yd.)	790	\$ 4.70	\$ 4.70	\$ 9.40	\$ 7,426.00	790	100%	\$ 7,426.00			\$ -
C10	Sanitary Sewer Service (ln. ft.)	50	\$ 76.47	\$ 76.47	\$ 152.94	\$ 7,647.00	50	100%	\$ 7,647.00			\$ -
C11	Roof Drainline (ln. ft.)	160	\$ 55.88	\$ 55.88	\$ 111.76	\$ 17,881.60	160	100%	\$ 17,881.60	160	100%	\$ 17,881.60
C12	4" Perforated Subdrain (ln. ft.)	100	\$ 17.65	\$ 17.65	\$ 35.30	\$ 3,530.00			\$ -			\$ -
C13	Sanitary Sewer Cleanout (ea.)	1	\$ 835.29	\$ 835.29	\$ 1,670.58	\$ 1,670.58	1	100%	\$ 1,670.58			\$ -
C14	Storm Sewer Cleanout (ea.)	3	\$ 1,175.88	\$ 1,175.88	\$ 2,351.76	\$ 7,055.28	3	100%	\$ 7,055.28	3	100%	\$ 7,055.28
C15	Connect to Existing Sanitary Sewer (ea.)	1	\$ 2,344.70	\$ 2,344.70	\$ 4,689.40	\$ 4,689.40	1	100%	\$ 4,689.40			\$ -
C16	Connect to Existing Storm Sewer (ea.)	1	\$ 1,877.00	\$ 1,877.00	\$ 3,754.00	\$ 3,754.00	1	100%	\$ 3,754.00			\$ -
C17	Pipe Bollard (ea.)	14	\$ 506.25	\$ 1,125.00	\$ 1,631.25	\$ 22,837.50			\$ -			\$ -
C18	PCC Stairs with Railings (ea.)	1	\$ 5,760.00	\$ 5,850.00	\$ 11,610.00	\$ 11,610.00			\$ -			\$ -
C19	Silt fence/wattles/rock socks (ln. ft.)	50	\$ 7.06	\$ 7.06	\$ 14.12	\$ 706.00	50	100%	\$ 706.00	50	100%	\$ 706.00
C20	SWPPP management (ea.)	1	\$ 5,441.76	\$ 5,441.76	\$ 10,883.52	\$ 10,883.52	0.30	30%	\$ 3,265.06			\$ -
C21	Seeding, Fertilizing and Mulching (as req.)	1	\$ 4,275.00	\$ 2,018.75	\$ 6,293.75	\$ 6,293.75			\$ -			\$ -

Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C22	Clearing and Grubbing (as req.)	1	\$ 735.30	\$ 735.30	\$ 1,470.60	\$ 1,470.60	1	100%	\$ 1,470.60			\$ -
A1	Building envelope components (as req'd)	1	\$ 141,072.00	\$ 261,990.00	\$ 403,062.00	\$ 403,062.00			\$ -			\$ -
A2	Interior components (as req'd)	1	\$ 375,172.00	\$ 202,015.00	\$ 577,187.00	\$ 577,187.00	0.03	3%	\$ 16,738.42	0.03	3%	\$ 16,738.42
A3	Temporary Enclosure (as req'd)	1	\$ 14,117.00	\$ 9,822.00	\$ 23,939.00	\$ 23,939.00	1	100%	\$ 23,939.00			\$ -
S1	Foundation, bldg footings, fdtn walls, trenches, slab, and engine fdtns (as req'd.)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00	0.80	80%	\$ 41,704.00	0.50	50%	\$ 26,065.00
S2	Foundation, Transformer Manhole (as req'd)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00			\$ -			\$ -
S3	Foundation, Exhaust Stacks (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00	2	100%	\$ 52,128.00	2	100%	\$ 52,128.00
S4	Trench covers and associated steel supports (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00			\$ -			\$ -
S5	Concrete masonry walls and masonry wall modification (as req'd)	1	\$ 34,100.00	\$ 34,100.00	\$ 68,200.00	\$ 68,200.00			\$ -			\$ -
S6	Installation of the floor opening, hoist, and hoist support structure (as req'd)	1	\$ 8,823.00	\$ 12,352.00	\$ 21,175.00	\$ 21,175.00			\$ -			\$ -
S7	Structural Steel and metal deck (as req'd)	1	\$ 241,334.00	\$ 606,373.00	\$ 847,707.00	\$ 847,707.00	0.04	4%	\$ 35,603.69			\$ -
M1	Plumbing System (as req'd)	1	\$ 111,705.00	\$ 208,811.00	\$ 320,516.00	\$ 320,516.00	0.03	3%	\$ 8,012.90			\$ -
M2	HVAC System, Office Area (as req'd)	1	\$ 87,799.00	\$ 154,176.00	\$ 241,975.00	\$ 241,975.00	0.10	10%	\$ 24,197.50			\$ -
M3	Building Ventilation System, Generation Plant (as req'd)	1	\$ 40,000.00	\$ 467,694.00	\$ 507,694.00	\$ 507,694.00			\$ -			\$ -
M4	Compressed Air System (as req'd)	1	\$ 15,588.00	\$ 38,235.00	\$ 53,823.00	\$ 53,823.00			\$ -			\$ -
M5	Engine Cooling System (as req'd)	2	\$ 36,170.00	\$ 61,323.00	\$ 97,493.00	\$ 194,986.00			\$ -			\$ -
M6	Engine Exhaust System (as req'd)	2	\$ 23,294.00	\$ 32,776.00	\$ 56,070.00	\$ 112,140.00			\$ -			\$ -
M7	Fuel System (as req'd)	1	\$ 32,352.00	\$ 21,470.00	\$ 53,822.00	\$ 53,822.00			\$ -			\$ -
M8	Urea System (as req'd)	1	\$ 19,505.00	\$ 26,176.00	\$ 45,681.00	\$ 45,681.00			\$ -			\$ -
E1	Control Panel Modifications (as req'd)	1	\$ 3,529.00	\$ 8,824.00	\$ 12,353.00	\$ 12,353.00			\$ -			\$ -
E2	Station service transformer installation (each)	1	\$ 22,059.00	\$ 20,588.00	\$ 42,647.00	\$ 42,647.00			\$ -			\$ -
E3	Switchgear room electrical equipment (as req'd)	1	\$ 7,294.00	\$ 22,941.00	\$ 30,235.00	\$ 30,235.00			\$ -			\$ -
E4	Generator room and roof electrical equipment (as req'd)	1	\$ 17,647.00	\$ 32,352.00	\$ 49,999.00	\$ 49,999.00			\$ -			\$ -
E5	Existing generation plant modifications (as req'd)	1	\$ 5,882.00	\$ 5,647.00	\$ 11,529.00	\$ 11,529.00			\$ -			\$ -

PAY ESTIMATE No. 3

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 11/30/2023 To: 12/31/2023
Contractor: Wilcon Construction Services LLC
Bio Date: August 9, 2023



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E6	Office building modifications (as req'd)	1	\$ 23,529.00	\$ 11,176.00	\$ 34,705.00	\$ 34,705.00			\$ -			\$ -
E7	Substation fence modifications (as req'd)	1	\$ 5,294.00	\$ 8,235.00	\$ 13,529.00	\$ 13,529.00			\$ -			\$ -
E8	Generation plant lighting and power (as req'd)	1	\$ 66,176.00	\$ 34,000.00	\$ 100,176.00	\$ 100,176.00	0.12	12%	\$ 11,720.59			\$ -
E9	Cable tray additions (as req'd)	1	\$ 52,941.00	\$ 26,471.00	\$ 79,412.00	\$ 79,412.00			\$ -			\$ -
E10	Grounding additions (as req'd)	1	\$ 20,588.00	\$ 10,118.00	\$ 30,706.00	\$ 30,706.00			\$ -			\$ -
E11	Neutral grounding reactors (each)	2	\$ 7,353.00	\$ 16,706.00	\$ 24,059.00	\$ 48,118.00			\$ -			\$ -
E12	Generator power cable 15 kV (3) 1/0 AWG Cu. (ft.)	380	\$ 12.35	\$ 42.35	\$ 54.70	\$ 20,786.00			\$ -			\$ -
E13	Generator neutral cable 15 kV (1) 1/0 AWG Cu. (ft.)	50	\$ 10.00	\$ 22.65	\$ 32.65	\$ 1,632.50			\$ -			\$ -
E14	Generator neutral cable 600 V (1) 1/0 AWG Cu. (ft.)	360	\$ 5.60	\$ 22.65	\$ 28.25	\$ 10,170.00			\$ -			\$ -
E15	Primary station service cable, 15 kV, (3) 1/0 Str. Al. (ft.)	210	\$ 16.18	\$ 47.35	\$ 63.53	\$ 13,341.30			\$ -			\$ -
E16	Secondary station service cable, 600 V, (4) #350 Str. Cu. (ft.)	150	\$ 17.65	\$ 48.82	\$ 66.47	\$ 9,970.50			\$ -			\$ -
E17	Secondary station service cable, 600 V, (4) #4/0 Str. Cu. (ft.)	75	\$ 16.47	\$ 46.77	\$ 63.24	\$ 4,743.00			\$ -			\$ -
E18	(4) Conductor #4/0, 4/C-4/0 (ft.)	60	\$ 16.47	\$ 46.77	\$ 63.24	\$ 3,794.40			\$ -			\$ -
E19	(4) Conductor #2/0, 4/C-2/0 (ft.)	60	\$ 14.12	\$ 43.00	\$ 57.12	\$ 3,427.20			\$ -			\$ -
E20	(4) Conductor #1/0, 4/C-1/0 (ft.)	60	\$ 12.94	\$ 41.00	\$ 53.94	\$ 3,236.40			\$ -			\$ -
E21	(4) Conductor #2, 4/C-2 VFD (ft.)	700	\$ 7.06	\$ 14.71	\$ 21.77	\$ 15,239.00			\$ -			\$ -
E22	(4) Conductor #4, 4/C-4 (ft.)	260	\$ 5.88	\$ 17.35	\$ 23.23	\$ 6,039.80			\$ -			\$ -
E23	(4) Conductor #4, 4/C-4 VFD (ft.)	380	\$ 5.88	\$ 17.35	\$ 23.23	\$ 8,827.40			\$ -			\$ -
E24	(4) Conductor #6, 4/C-6 (ft.)	120	\$ 5.88	\$ 16.30	\$ 22.18	\$ 2,661.60			\$ -			\$ -
E25	(4) Conductor #6, 4/C-6 VFD (ft.)	640	\$ 5.88	\$ 16.30	\$ 22.18	\$ 14,195.20			\$ -			\$ -
E26	(2) Conductor #8, 2/C-8 (ft.)	170	\$ 3.53	\$ 15.00	\$ 18.53	\$ 3,150.10			\$ -			\$ -
E27	(4) Conductor #8, 4/C-8 (ft.)	215	\$ 4.71	\$ 15.00	\$ 19.71	\$ 4,237.65			\$ -			\$ -
E28	(2) Conductor #12, 2/C-12 (ft.)	680	\$ 3.53	\$ 12.00	\$ 15.53	\$ 10,560.40			\$ -			\$ -
E29	(3) Conductor #12, 3/C-12 (ft.)	5,685	\$ 3.53	\$ 14.71	\$ 18.24	\$ 103,694.40			\$ -			\$ -

PAY ESTIMATE No. 3

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 11/30/2023 To: 12/31/2023
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E30	(4) Conductor #12, 4/C-12 (ft.)	450	\$ 4.71	\$ 16.71	\$ 21.42	\$ 9,639.00			\$ -			\$ -
E31	(2) Conductor #14, 2/C-14 (ft.)	3,810	\$ 2.36	\$ 12.06	\$ 14.42	\$ 54,940.20			\$ -			\$ -
E32	(12) Conductor #14, 12/C-14 (ft.)	1,420	\$ 8.24	\$ 12.06	\$ 20.30	\$ 28,826.00			\$ -			\$ -
E33	(2) Conductor #16 Shielded, 2/C-16S (ft.)	780	\$ 2.36	\$ 9.65	\$ 12.01	\$ 9,367.80			\$ -			\$ -
E34	(3) Conductor #16 Shielded, 3/C-16S (ft.)	640	\$ 2.95	\$ 3.35	\$ 6.30	\$ 4,032.00			\$ -			\$ -
E35	Cat 6 cables (as req'd)	1	\$ 206.00	\$ 2,530.00	\$ 2,736.00	\$ 2,736.00			\$ -			\$ -
G1	General conditions (as req'd)	1	\$ 438,812.00		\$ 438,812.00	\$ 438,812.00	0.22	22%	\$ 96,538.64	0.02	2%	\$ 8,776.24
G2	Mobilization (as req'd)	1	\$ 74,143.00		\$ 74,143.00	\$ 74,143.00	1	100%	\$ 74,143.00			\$ -
G3	General construction allowance (as req'd)	1	\$ 100,000.00		\$ 100,000.00	\$ 100,000.00			\$ -			\$ -

TOTAL CONTRACT PRICE: \$5,563,762.48

TOTAL TO DATE: \$681,723.26

CONTRACT TOTAL

THIS PERIOD: \$172,699.74

PAY ESTIMATE No. 5
69 kV TRANSMISSION LINE RECONSTRUCTION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425303

For Period From: 10/31/2023 To: 12/21/2023
Contractor: IES Commercial Inc.
Bid Date: 09/07/2022



SUMMARY

VALUE OF WORK COMPLETED TO DATE \$2,959,165.44
LESS RETAINAGE (5%) \$147,958.27
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT \$2,811,207.17
LESS ESTIMATES PREVIOUSLY APPROVED.....
 Pay Estimate No. 1 \$221,159.83
 Pay Estimate No. 2 \$1,390,669.41
 Pay Estimate No. 3 \$401,981.81
 Pay Estimate No. 4 \$761,095.69
 Pay Estimate No. 5
 Pay Estimate No. 6
 Pay Estimate No. 7
 Pay Estimate No. 8
 Pay Estimate No. 9
 Pay Estimate No. 10
 Pay Estimate No. 11
 Pay Estimate No. 12
TOTAL AMOUNT DUE THIS ESTIMATE..... \$35,700.43

ORIGINAL CONTRACT PRICE \$2,999,408.32
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions) \$2,999,408.32
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT \$2,811,207.17
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT \$188,201.15
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT 94%

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By IES Commercial Inc., Contractor

By

Bald P Date 12-27-23

CERTIFICATE

THE AMOUNT OF \$35,700.43 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

By _____

Title _____

Date _____

Jason L
1-6-24
604-16480
Transmission Project

DGR ENGINEERING, Engineer

By Di Harnett

Title Project Manager

Date 12-27-2023

Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
35(4)	Wood Pole, Length 35', Class 4 (ea.)	1	\$ 1,088.99	\$ 639.38	\$ 1,728.37	\$ 1,728.37	1	100%	\$ 1,728.37			\$ -
50(2)	Wood Pole, Length 50', Class 2 (ea.)	1	1,283.45	1,343.67	2,627.12	2,627.12	1	100%	2,627.12			-
65(H1)	Wood Pole, Length 65', Class H1 (ea.)	4	1,477.92	3,253.41	4,731.33	18,925.32	4	100%	18,925.32			-
70(1)	Wood Pole, Length 70', Class 1 (ea.)	3	1,808.50	3,301.48	5,109.98	15,329.94	3	100%	15,329.94			-
70(H1)	Wood Pole, Length 70', Class H1 (ea.)	4	1,847.40	4,315.84	6,163.24	24,652.96	4	100%	24,652.96			-
75(H1)	Wood Pole, Length 75', Class H1 (ea.)	9	2,100.20	4,911.96	7,012.16	63,109.44	9	100%	63,109.44			-
75(H2)	Wood Pole, Length 75', Class H2 (ea.)	5	2,100.20	5,546.54	7,646.74	38,233.70	5	100%	38,233.70			-
80(1)	Wood Pole, Length 80', Class H1 (ea.)	3	2,100.20	4,512.95	6,613.15	19,839.45	3	100%	19,839.45			-
80(H1)	Wood Pole, Length 80', Class H1 (ea.)	8	2,100.20	5,556.15	7,656.35	61,250.80	8	100%	61,250.80			-
80(H2)	Wood Pole, Length 80', Class H2 (ea.)	2	2,100.20	6,262.84	8,363.04	16,726.08	2	100%	16,726.08			-
80(H3)	Wood Pole, Length 80', Class H3 (ea.)	1	2,100.20	7,114.95	9,215.15	9,215.15	1	100%	9,215.15			-
85(1)	Wood Pole, Length 85', Class 1 (ea.)	1	2,197.43	5,188.39	7,385.82	7,385.82	1	100%	7,385.82			-
85(H1)	Wood Pole, Length 85', Class H1 (ea.)	5	2,197.43	6,095.78	8,293.21	41,466.05	4	80%	33,172.84			-
85(H2)	Wood Pole, Length 85', Class H2 (ea.)	1	2,197.43	7,034.43	9,231.86	9,231.86	1	100%	9,231.86			-
85(H3)	Wood Pole, Length 85', Class H3 (ea.)	2	2,197.43	7,885.34	10,082.77	20,165.54	2	100%	20,165.54			-
90(H1)	Wood Pole, Length 90', Class H1 (ea.)	1	2,294.66	6,598.16	8,892.82	8,892.82	1	100%	8,892.82			-
90(H4)	Wood Pole, Length 90', Class H4 (ea.)	4	2,294.66	9,875.60	12,170.26	48,681.04	4	100%	48,681.04			-
SSSP-N-17	Self-Supporting Steel Pole #N-17, Contractor-furnished (ea.)	1	2,878.05	42,760.10	45,638.15	45,638.15	1	100%	45,638.15			-
LWP-N-1	Laminated Wood Pole #N-1, Contractor-furnished (ea.)	1	3,266.97	20,941.62	24,208.59	24,208.59	1	100%	24,208.59			-
LWP-N-2	Laminated Wood Pole #N-2, Contractor-furnished (ea.)	1	3,266.97	34,134.99	37,401.96	37,401.96	1	100%	37,401.96			-
LWP-N-3	Laminated Wood Pole #N-3, Contractor-furnished (ea.)	1	3,266.97	95,587.54	98,854.51	98,854.51	1	100%	98,854.51			-
LWP-N-6	Laminated Wood Pole #N-6, Contractor-furnished (ea.)	1	3,266.97	86,868.00	90,134.97	90,134.97	1	100%	90,134.97			-
LWP-N-9	Laminated Wood Pole #N-9, Contractor-furnished (ea.)	1	3,266.97	97,868.60	101,135.57	101,135.57	1	100%	101,135.57			-
LWP-N-14	Laminated Wood Pole #N-14, Contractor-furnished (ea.)	1	3,266.97	67,618.77	70,885.74	70,885.74	1	100%	70,885.74			-

PAY ESTIMATE No. 5

69 kV TRANSMISSION LINE RECONSTRUCTION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425303

For Period From: 10/31/2023 To: 12/21/2023
Contractor: IES Commercial Inc.
Bid Date: 09/07/2022



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
LWP-N-32	Laminated Wood Pole #N-32, Contractor-furnished (ea.)	1	3,266.97	82,909.25	86,176.22	86,176.22	1	100%	86,176.22			-
LWP-N-33	Laminated Wood Pole #N-33, Contractor-furnished (ea.)	1	3,266.97	81,635.05	84,902.02	84,902.02	1	100%	84,902.02			-
LWP-N-37	Laminated Wood Pole #N-37, Contractor-furnished (ea.)	1	3,266.97	80,060.38	83,327.35	83,327.35	1	100%	83,327.35			-
LWP-N-38	Laminated Wood Pole #N-38, Contractor-furnished (ea.)	1	3,266.97	75,485.99	78,752.96	78,752.96	1	100%	78,752.96			-
LWP-N-50	Laminated Wood Pole #N-50, Contractor-furnished (ea.)	1	3,266.97	12,923.57	16,190.54	16,190.54	1	100%	16,190.54			-
LWP-N-51	Laminated Wood Pole #N-51, Contractor-furnished (ea.)	1	3,266.97	12,575.28	15,842.25	15,842.25	1	100%	15,842.25			-
LWP-N-52	Laminated Wood Pole #N-52, Contractor-furnished (ea.)	1	3,266.97	12,923.57	16,190.54	16,190.54	1	100%	16,190.54			-
LWP-N-53	Laminated Wood Pole #N-53, Contractor-furnished (ea.)	1	3,266.97	39,491.81	42,758.78	42,758.78	1	100%	42,758.78			-
LWP-S-1	Laminated Wood Pole #S-1, Contractor-furnished (ea.)	1	3,266.97	22,544.49	25,811.46	25,811.46	1	100%	25,811.46			-
LWP-S-2	Laminated Wood Pole #S-2, Contractor-furnished (ea.)	1	3,266.97	32,495.33	35,762.30	35,762.30	1	100%	35,762.30			-
LWP-S-3	Laminated Wood Pole #S-3, Contractor-furnished (ea.)	1	3,266.97	75,077.61	78,344.58	78,344.58	1	100%	78,344.58			-
LWP-S-6	Laminated Wood Pole #S-6, Contractor-furnished (ea.)	1	3,266.97	20,155.52	23,422.49	23,422.49	1	100%	23,422.49			-
LWP-S-7	Laminated Wood Pole #S-7, Contractor-furnished (ea.)	1	3,266.97	17,447.68	20,714.65	20,714.65	1	100%	20,714.65			-
LWP-S-12	Laminated Wood Pole #S-12, Contractor-furnished (ea.)	1	3,266.97	23,455.70	26,722.67	26,722.67	1	100%	26,722.67			-
LWP-S-13	Laminated Wood Pole #S-13, Contractor-furnished (ea.)	1	3,266.97	21,337.74	24,604.71	24,604.71	1	100%	24,604.71			-
LWP-S-22	Laminated Wood Pole #S-22, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-23	Laminated Wood Pole #S-23, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-24	Laminated Wood Pole #S-24, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-25	Laminated Wood Pole #S-25, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-26	Laminated Wood Pole #S-26, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-27	Laminated Wood Pole #S-27, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-28	Laminated Wood Pole #S-28, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-29	Laminated Wood Pole #S-29, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-
LWP-S-30	Laminated Wood Pole #S-30, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22			-

PAY ESTIMATE No. 5

69 kV TRANSMISSION LINE RECONSTRUCTION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425303

For Period From: 10/31/2023 To: 12/21/2023
Contractor: IES Commercial Inc.
Bid Date: 09/07/2022



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L. & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
LWP-S-31	Laminated Wood Pole #S-31, Contractor-furnished (ea.)	1	3,266.97	12,304.25	15,571.22	15,571.22	1	100%	15,571.22	-	-	-
LWP-S-32	Laminated Wood Pole #S-32, Contractor-furnished (ea.)	1	3,266.97	13,947.59	17,214.56	17,214.56	1	100%	17,214.56	-	-	-
LWP-S-33	Laminated Wood Pole #S-33, Contractor-furnished (ea.)	1	3,266.97	15,535.75	18,802.72	18,802.72	1	100%	18,802.72	-	-	-
LWP-S-34	Laminated Wood Pole #S-34, Contractor-furnished (ea.)	1	3,266.97	39,818.02	43,084.99	43,084.99	1	100%	43,084.99	-	-	-
LWP-S-36	Laminated Wood Pole #S-36, Contractor-furnished (ea.)	1	3,266.97	47,956.27	51,223.24	51,223.24	1	100%	51,223.24	-	-	-
FDN-N-17	Self-supporting Pier Foundation #N-17 (ea.)	1	26,598.79	25,302.38	51,901.17	51,901.17	1	100%	51,901.17	-	-	-
TM-1	69 kV Phase Conductor Deadend, Quadrant, 1Ø (ea.)	12	194.46	228.17	422.63	5,071.56	12	100%	5,071.56	-	-	-
TM-2	Shield Wire Deadend (ea.)	8	324.10	113.26	437.36	3,498.88	8	100%	3,498.88	-	-	-
TP-69	69 kV Tangent, Horizontal Line Post, 3Ø (ea.)	27	285.21	1,877.33	2,162.54	58,388.58	27	100%	58,388.58	-	-	-
TP-69B	69 kV Tangent, Stacked, Horizontal Line Post, 3Ø (ea.)	40	285.21	1,877.33	2,162.54	86,501.60	40	100%	86,501.60	-	-	-
TP-69CL	69 kV Tangent, Clearance Structure, Horizontal Line Post, 3Ø (ea.)	1	356.51	1,886.33	2,242.84	2,242.84	1	100%	2,242.84	-	-	-
TS-4L	69 kV Vertical, Medium Angle, Laminated Wood Pole (ea.)	4	427.82	920.88	1,348.70	5,394.80	4	100%	5,394.80	-	-	-
TS-5GL	69 kV Vertical, Double Deadend, Corner, Laminated Wood Pole (ea.)	5	570.42	2,376.84	2,947.26	14,736.30	5	100%	14,736.30	-	-	-
TS-5GAL	69 kV Vertical, Double Deadend, Large Angle, Laminated Wood Pole (ea.)	6	784.33	3,501.11	4,285.44	25,712.64	6	100%	25,712.64	-	-	-
TS-5CL	69 kV Double Deadend, Clearance Structure, Laminated Wood Pole (ea.)	1	855.64	2,555.06	3,410.70	3,410.70	1	100%	3,410.70	-	-	-
TS-5GS	69 kV Vertical, Double Deadend, Corner, Steel Pole (ea.)	1	570.42	1,627.87	2,198.29	2,198.29	1	100%	2,198.29	-	-	-
SW-1I	69 kV 1-Way Switch Assembly (ea.)	2	3,889.25	25,017.40	28,906.65	57,813.30	2	100%	57,813.30	-	-	-
SW-2I	69 kV 2-Way Switch Assembly (ea.)	1	5,185.67	33,773.94	38,959.61	38,959.61	1	100%	38,959.61	-	-	-
SW-3I	69 kV 3-Way Switch Assembly (ea.)	1	6,482.09	40,949.71	47,431.80	47,431.80	1	100%	47,431.80	-	-	-
C1.11	15 kV Three Phase Tangent, Low Neutral, 10' Crossarm (ea.)	4	259.28	602.28	861.56	3,446.24	4	100%	3,446.24	-	-	-
C1.11L	15 kV Three Phase Tangent, Low Neutral, 14' Laminated Wood Crossarm (ea.)	1	298.18	265.42	563.60	563.60	1	100%	563.60	-	-	-
C1.4I	15 kV Three Phase Tangent, 10' Crossarm (ea.)	23	259.28	584.48	843.76	19,406.48	23	100%	19,406.48	-	-	-
C5.2I	15 kV Three Phase Deadend, Low Neutral, 10' Crossarm (ea.)	1	388.93	1,141.17	1,530.10	1,530.10	1	100%	1,530.10	-	-	-
C6.5I-10	15 kV Three Phase Double Deadend, 10' Crossarm (ea.)	2	713.03	1,217.32	1,930.35	3,860.70	2	100%	3,860.70	-	-	-

PAY ESTIMATE No. 5
69 kV TRANSMISSION LINE RECONSTRUCTION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425303

For Period From: 10/31/2023 To: 12/21/2023
Contractor: IES Commercial Inc.
Bid Date: 09/07/2022



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C6.51-14	15 kV Three Phase Double Deadend, 14' Crossarm (ea.)	4	777.85	1,460.31	2,238.16	8,952.64	4	100%	8,952.64			-
C6.52	15 kV Three Phase Deadend Buckarms, 10' Crossarm (ea.)	2	725.99	1,817.28	2,543.27	5,086.54	2	100%	5,086.54			-
C6.53	15 kV Three Phase Deadend Buckarms, 14' laminated Wood Crossarm (ea.)	1	816.74	920.18	1,736.92	1,736.92	1	100%	1,736.92			-
4/0 ACSR	Phase Conductor, 4/0 ACSR, Penguin (Mft.)	78	2,320.59	1,767.68	4,088.27	318,885.06	78	100%	318,885.06	3	4%	12,264.81
3/8" EHS	Shield Wire, 3/8" EHS (Mft.)	26	2,320.59	833.22	3,153.81	81,999.06	26	100%	81,999.06	1	4%	3,153.81
E1.1L	Distribution Down Guy, 3/8" EHS, Single (ea.)	5	207.43	198.68	406.11	2,030.55	5	100%	2,030.55			-
E2.1L	Distribution Down Guy, Crossarm Attachment, 3/8" EHS, Single (ea.)	10	259.28	234.73	494.01	4,940.10	10	100%	4,940.10			-
F2.12	Distribution Screw Anchor, Double Helix (ea.)	10	145.85	269.47	415.32	4,153.20	10	100%	4,153.20			-
E5	5' Anchor Extension (ea.)	20	194.46	99.15	293.61	5,872.20	20	100%	5,872.20			-
RC	Remove Conductor (Mft.)	66	369.48		369.48	24,385.68	66	100%	24,385.68			-
RCL	Remove Clamp (ea.)	4	259.28		259.28	1,037.12	4	100%	1,037.12			-
RI	Remove Insulator (ea.)	9	518.57		518.57	4,667.13	9	100%	4,667.13			-
RP	Remove Pole & Pole Top Assembly (ea.)	64	1,037.13		1,037.13	66,376.32	64	100%	66,376.32			-
RSW	Remove Switch Structure (ea.)	2	5,056.03		5,056.03	10,112.06	2	100%	10,112.06			-
TOP	Top Off Pole (ea.)	27	486.16		486.16	13,126.32	27	100%	13,126.32			-
XC-15-()	Transfer (4) 15 kV Conductor (ea.)	36	129.64		129.64	4,667.04	36	100%	4,667.04			-
SPG	Steel Pole Ground (ea.)	1	129.64	34.59	164.23	164.23	1	100%	164.23			-
WPG	Wood Pole Ground (ea.)	90	168.53	127.26	295.79	26,621.10	90	100%	26,621.10			-
PSB-8	Structure Reinforcement (ea.)	3	777.85	3,004.63	3,782.48	11,347.44	3	100%	11,347.44			-
EC	Erosion Control (lin. ft.)	320	66.94		66.94	21,420.80	320	100%	21,420.80			-
TC	Traffic Control (as req'd)	1	16,065.00		16,065.00	16,065.00	1	100%	16,065.00	1	100%	16,065.00
U1	Mobilization (as req'd)	1	32,410.44		32,410.44	32,410.44	1	100%	32,410.44			-
V1	Construction Allowance (as req'd)	1	80,000.00		80,000.00	80,000.00	1	60%	48,050.33	0.08	8%	6,095.78

TOTAL CONTRACT PRICE: \$2,999,408.32

TOTAL TO DATE: \$2,959,165.44

CONTRACT TOTAL

THIS PERIOD: \$37,579.40

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: City of Windom 1105 First Avenue Windom MN 56101	PROJECT: River Bend Liquor 575 2nd Ave Windom MN 56101	APPLICATION NO: 3 PERIOD TO: 1/31/2024 CONTRACT FOR: CONTRACT DATE: 9/7/2023 PROJECT NOS: / /	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: Sussner Construction, Inc. 305 Legion Field Road Marshall MN 56258	VIA ARCHITECT: TSP Architects 1112 N West Ave Sioux Falls SD 57104		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G702™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 745,885.00
2. NET CHANGE BY CHANGE ORDERS	\$ 27,603.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 773,488.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 438,548.00
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on G703)	\$ 21,927.41
b. 0.00% of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 21,927.41
6. TOTAL EARNED LESS RETAINAGE	\$ 416,620.59
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 257,530.49
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 159,090.10
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$ 356,867.41

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 27,603.00	\$ 0.00
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 27,603.00	\$ 0.00
NET CHANGES by Change Order	\$	27,603.00

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

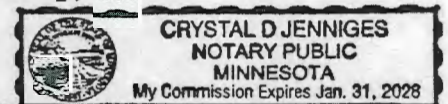
CONTRACTOR: Sussner Construction, Inc.

By:  Date: 01/31/24
State of: Minnesota

County of: Lyon

Subscribed and sworn to before me this 31st day of January, 2024

Notary Public:  My commission expires January 31, 2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 159,090.10
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:  Date: 2/1/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA® Document G703™ – 1992

Continuation Sheet

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:
APPLICATION DATE: 3
1/31/2024
PERIOD TO:
1/31/2024
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
001	Misc Demo	19,500.00	5,850.00	4,875.00	0.00	10,725.00	55.00	8,775.00	536.25
002	Excavation / Fill	65,700.00	65,700.00	0.00	0.00	65,700.00	100.00	0.00	3,285.00
003	Rebar	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00	0.00	600.00
004	Footings / Foundations	32,000.00	32,000.00	0.00	0.00	32,000.00	100.00	0.00	1,600.00
005	Interior Flatwork	19,800.00	14,850.00	4,950.00	0.00	19,800.00	100.00	0.00	990.00
006	Exterior Coverage	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00	0.00	600.00
007	Metals / Handrails	6,450.00	0.00	0.00	0.00	0.00	0.00	6,450.00	0.00
008	Rough Carpentry	62,000.00	37,200.00	0.00	0.00	37,200.00	60.00	24,800.00	1,860.00
009	Trusses	28,800.00	24,768.00	4,032.00	0.00	28,800.00	100.00	0.00	1,440.00
010	Thermal Insulation	20,600.00	2,060.00	8,240.00	0.00	10,300.00	50.00	10,300.00	515.00
011	Wall / Roof Panels, Trim & Accessories	76,750.00	0.00	46,050.00	0.00	46,050.00	60.00	30,700.00	2,302.50
012	Joint Sealants	1,600.00	0.00	0.00	0.00	0.00	0.00	1,600.00	0.00
013	Hollow Metal, Wood Doors & Hardware	12,500.00	0.00	0.00	0.00	0.00	0.00	12,500.00	0.00
014	Aluminum / Glazing	8,350.00	0.00	0.00	0.00	0.00	0.00	8,350.00	0.00
015	Sheetrock Hang / Tape	18,250.00	0.00	0.00	0.00	0.00	0.00	18,250.00	0.00
016	Acoustical Ceilings	11,700.00	0.00	0.00	0.00	0.00	0.00	11,700.00	0.00
		408,000.00							
	GRAND TOTAL								

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AIA® Document G703™ – 1992

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:

APPLICATION DATE: 3

1/31/2024

PERIOD TO:

1/31/2024

ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
017	Resilient Base / Carpet	7,850.00	0.00	0.00	0.00	0.00	0.00	7,850.00	0.00
018	Resinous Flooring	31,500.00	0.00	0.00	0.00	0.00	0.00	31,500.00	0.00
019	Painting	18,200.00	0.00	0.00	0.00	0.00	0.00	18,200.00	0.00
020	P-Lam Cabinets / C-tops	6,100.00	0.00	3,660.00	0.00	3,660.00	60.00	2,440.00	183.00
021	Plumbing / HVAC	106,950.00	0.00	58,822.50	0.00	58,822.50	55.00	48,127.50	2,941.13
022	Electrical	80,750.00	16,150.00	12,920.00	0.00	29,070.00	36.00	51,680.00	1,453.50
023	Hydro Seeding	3,500.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0.00
024	Temp Jobsite Fencing	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00	0.00	100.00
025	Equipment	10,000.00	5,000.00	2,500.00	0.00	7,500.00	75.00	2,500.00	375.00
026	General Requirements	35,135.00	8,783.75	8,783.75	0.00	17,567.50	50.00	17,567.50	878.38
027	Bond	7,600.00	7,600.00	0.00	0.00	7,600.00	100.00	0.00	380.00
028	Mobe	20,000.00	4,000.00	2,000.00	0.00	6,000.00	30.00	14,000.00	300.00
029	Dumpsters	8,300.00	2,905.00	1,245.00	0.00	4,150.00	50.00	4,150.00	207.50
30	Change Order 1	27,603.00	18,217.98	9,385.02	0.00	27,603.00	100.00	0.00	1,380.15
		773,488.00	271,084.73	167,463.27	0.00	438,548.00	56.70	334,940.00	21,927.41
	GRAND TOTAL								

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101210AGD44



305 LEGION FIELD ROAD
MARSHALL, MN 56258

TEL / 507.537.9779
FAX / 507.537.9473

sussner@sussnerconstruction.com
www.sussnerconstruction.com

CHANGE ORDER REQUEST

DATE: 01/22/2024

PROJECT: River Bend Liquor Store Addition/Renovations
City of Windom, MN
575 2nd Avenue
Windom, MN 56101

ARCHITECT: TSP Architects
1112 N. West Ave.
Sioux Falls, SD 57104

RE: Add Concrete Floor at Old Office, Re: PR 005

Change Order #5

DISCRIPTION:

PR 005 is to add a concrete floor at old office location. During demo we discovered that there was no concrete floor under the raised office.
We will fine grade, tape in vapor barrier, install dowels and pour slab on grade, finish to a smooth troweled finish and seal.

Materials		\$ 908.00
Labor	(16 hr @ \$65/hr)	\$1,040.00
Tax		\$ 67.00
Margin		<u>\$ 201.50</u>
Total		\$2,216.50

Change Order #5:





305 LEGION FIELD ROAD
MARSHALL, MN 56258

TEL / 507.537.9779
FAX / 507.537.9473

sussner@sussnerconstruction.com
www.sussnerconstruction.com

CHANGE ORDER REQUEST

DATE: 01/31/2024

PROJECT: River Bend Liquor Store Addition/Renovations
City of Windom, MN
575 2nd Avenue
Windom, MN 56101

ARCHITECT: TSP Architects
1112 N. West Ave.
Sioux Falls, SD 57104

RE: Owner Requested Changes

Change Order #16

DISCRIPTION:

Add 3x3x3/8" galvanized angle at exterior ramp for snow removal.

Materials:	\$ 708.00
Labor:	\$ 390.00
Margin:	\$ 70.00
Total:	\$1,168.00

Remove 2x4 wood blocking poured into existing slab on grade at old cooler and fill with sand and non-shrink grout.

Materials:	\$ 284.00
Labor:	\$ 780.00
Margin:	\$ 28.00
Total:	\$1,092.00

Deduct concrete cutting and demo for new mop sink in mechanical room.

Blade Usage	(\$ 10.00)
Labor:	(\$175.00)
Total:	(\$185.00)

Change Order #6





305 LEGION FIELD ROAD
MARSHALL, MN 56258

TEL / 507.537.9779
FAX / 507.537.9473

sussner@sussnerconstruction.com
www.sussnerconstruction.com

CHANGE ORDER REQUEST

DATE: 01/31/2024

PROJECT: River Bend Liquor Store Addition/Renovations
City of Windom, MN
575 2nd Avenue
Windom, MN 56101

ARCHITECT: TSP Architects
1112 N. West Ave.
Sioux Falls, SD 57104

RE: Snow Guards over Refrigeration Coils

Change Order #7

DISCRIPTION:

Install 2-12' long sections of snow guard on the roof to prevent snow/ice from crashing onto refrigeration coils.

System consists of 2" tall Dyna-Guard Snow Bar with color matched panel inserted into it to match the roof, snow dams at the flat of each panel to hold back snow and all the required hardware to attach to the high rib of the roof panels without any fasteners penetrating the roof system.

Materials	\$ 580.00
Labor	\$ 520.00
Margin	\$ 58.00
Total Cost	\$1,158.00

Change Order #7

