CITY COUNCIL MEETING
Tuesday, September 17, 2024
City Council Chamber
6:30 p.m.

CITY OF WINDOM, MN
444 Ninth Street, P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127
www.windom-mn.com

AGENDA

Call to Order

Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - Council Minutes – September 3, 2024
     - Telecom Commission – August 19, 2024
     - Utility Commission – August 21, 2024
     - EDA Commission – September 9, 2024
     - Community Center Commission – September 9, 2024
     - HRA Board – September 11, 2024
   - Regular Bills
2. Department Heads
3. 2023 City Audit Presentation – Schlenner Wenner & Co.
4. Windom Area Health – Audit Presentation – CliftonLarsonAllen LLP CLA
5. Resolutions Accepting Donations
   - Friends of the Library – Equipment for Windom Public Library
   - Windom Firemen's Relief Association – UTV for Fire Department
6. Annual Fire Relief Association Report
7. Street Closure Request – Tuesday, October 29th – Around Square - 3rd & 4th Avenues & 9th Street
8. Personnel
   - City Office – Administrative Assistant – Hiring Recommendation
   - IT Analyst/Billing/Payroll Clerk – Hiring Recommendation
9. Highway 60/71 – Update on Mayor/Council Letter
10. New Business
11. Old Business
12. Council Comments
13. Adjourn

Regular Council Meeting
City Hall, Council Chamber
September 3, 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, Marv Grunig, Jenny Quade, James Nelson and Scott Benson
Council Absent:	
City Staff Present:	Steve Nasby, Jason Sykora, Electric General Manager; Tiffany Lamb, EDA Director; Tim Snyder, Community Center Director; Donna Torkelson, Finance Director and Adam Laskey, Police Officer

3. Pledge of Allegiance

4. Consent Agenda:
   - Minutes
     - Council Minutes – August 20, 2024
     - Housing & Redevelopment Authority – August 14, 2024
     - Economic Development Authority – August 19, 2024
   - License Applications
     - Exempt Gambling Permit – BARC – October 15, 2024
     - Amplification Permit – Flood Volunteers Appreciation Event – September 20, 2024
   - Regular Bills

   Motion by Quade seconded by Benson approving the Consent Agenda. Motion carried 5 – 0.

5. Department Heads:
   None.

6. Resolution of Appreciation – Denise Nichols:
   Council Member Grunig introduced the Resolution No. 2024-36, entitled "A RESOLUTION EXPESSING SINCERE APPRECIATION TO DENISE NICHOLS FOR HONORABLE AND DEVOTED PUBLIC SERVICE TO THE CITY OF WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Benson, Esplan, Nelson, Quade and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

7. Resolution Accepting Donation – Windom Public Library
   Council Member Esplan introduced the Resolution No. 2024-37, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM PUBLIC LIBRARY" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Grunig, Esplan, Benson, Quade and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Public Hearing – Residential Property Tax Abatement – 1955 Bud Road:
Tiffany Lamb, EDA Director, said that Preferred Choice Homes, a local builder, is constructing a new home with an estimated value of $210,000 which is under the $320,000 tax abatement maximum. The anticipated abatement will be a five-year total of $6,050. This action is to hold the public hearing.

Jones opened the public hearing at 6:40 pm and asked if there were any comments from the public. Hearing none he asked if any written comments were received. Lamb said no. Jones closed the public hearing at 6:41 pm.

Council Member Grunig introduced the Resolution No. 2024-38, entitled "RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINNESOTA STATUTE 469.1813" and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Esplan, Nelson, Grunig, Benson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Jones noted that the first homes that were enrolled in this program will be coming off the abatement and back onto the tax roll next year. Lamb confirmed this is correct.

9. City of Windom – Cottonwood County Leases:
Nasby said there are two items, being the City's lease of space at the Law Enforcement Center (LEC) for the Windom PD and the second is a lease with the County for storage space at the old fire hall. He stated that the lease amount for the LEC is going up five percent in 2025 which is an additional $102.50 per month. That lease has a rate adjustment clause that states each two years the amount can change. The current rate is $2,050 per month for the LEC lease.

Motion by Esplan second by Grunig to approve the LEC lease amount with Cottonwood County for 2025 and 2026 as proposed. Motion carried 5 – 0.

Nasby said the second lease, where the County rents storage space from the City, was put into place in 2017 and was to be a short-term situation. The plan at that time was for the City to look at long-term re-use of that space for other functions such as relocation of the Windom PD, storage for Telecom or relocation of the Council Chamber\EDA\Building Offices. Pending the decision on any long-term reuse plans the space was utilized by Windom PD, Building Department and Telecom as storage. It also provided an opportunity to lease space to the Cottonwood County Sheriff's Department for storage of their ATV, Boat, etc.

Grunig said that due to costs for remodeling the old fire hall space into offices these plans were put on hold.

Nasby added that the discussion also included the future use or demolition of the old building currently used for the Council Chamber\Building\EDA and that was a sticking point for the Council. As such, the use of it for storage by the parties identified above has continued to present day. The lease between the City of Windom and Cottonwood County for that storage was presumed to be short-term so no rent adjustments had been built in and the rental rate has stayed the same since 2017 at $200 per month. As there are no current plans to re-assign the use of that space staff is requesting that the existing lease be amended to raise the rates as costs go up for maintenance and utilities. An amendment will not preclude future use of that space for City purposes as there is a 60-day termination clause contained within the agreement. He suggested a new rental rate of $225 – 250 per month as that would be similar to the percent of increase in the LEC lease since 2017.

Motion by Benson second by Grunig to contact Cottonwood County about amending the old fire hall space lease in the amount of $250 per month. Motion carried 4 – 1 (Nelson).

10. Airport:
Nasby said there are two items in the packet. First is the grant agreement between the City and State for funding in the amount of $132,290.00 including the City's $6,614.50 local match. This is for the 2024 capital improvement project of crack-filling and pavement management and is 90% Federal funds, 5% State funds and 5% local. The second item is approving the contract for the work to be completed by Fahrner Asphalt Sealers who were the low bidder on the project and approved by the engineers.

Council Member Esplan introduced the Resolution No. 2024-39, entitled "AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT PROJECT" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Quade, Nelson, Grunig, Esplan and Benson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Motion by Nelson second by Benson to approve the contract with Fahrner Asphalt Sealers as presented for the 2024 Airport Improvement Project. Motion carried 5 – 0.

11. Personnel:
Donna Torkelson, Finance Director, said that staff is recommending the hiring of Leesa Arndt for the Finance\Information Analyst position that is open following Denise Nichols' retirement. Leesa has worked for the City for 18 years and is the current Utility Billing\Payroll person. The new position would start on September 16th and be at Step 7. This will then open up the Utility Billing\Payroll position so that will now need to be filled.

Motion by Quade second by Benson to approve the hiring of Leesa Arndt for the Finance\Information Analyst position at Step 7 as presented. Motion carried 5 – 0.

Grunig said the Personnel Committee had met and discussed the extra-ordinary hours the supervisory staff put in during the flood. These employees do not get overtime, and while extra hours are expected from supervisors this was well in excess. The Personnel Committee discussion was to convert some of these extra hours to vacation at a rate of 75% and allow a waiver of the vacation cap until December 31, 2025.

Benson said he agrees with this action as many employees put in very long hours. He wants to make sure it is fair to employees who put in extra hours outside of the flooding. Jones said that there are flex time hours supervisors can use and added that the supervisors do not get time and a half and all the hours are calculated at straight one for one time.

Motion by Grunig second by Nelson to approve an extra-ordinary hour vacation credit of 75% to supervisors for work during the 2024 flood emergency and vacation cap waiver as recommended by the Personnel Committee. Motion carried 5 – 0.

12. City of Windom\Cottonwood County – Mutual Aid Agreement:
Nasby said that the City and County had entered into a mutual aid agreement during the 2019 flood as needed for FEMA reimbursement. Now with the 2024 flood in June\July that mutual aid agreement was used again, but the 2019 agreement had a 5-year term. The proposed renewal of the mutual aid agreement does not contain an end date, but has a 90-day termination clause for both parties. He noted

that both the City Attorney and County Attorney had reviewed the document and the County Board approved the agreement earlier today at their meeting.

Motion by Benson second by Quade to approve a new mutual aid agreement between the City of Windom and Cottonwood County as amended. Motion carried 5 – 0.

13. New Business:
None.

14. Old Business:
Jones said that he had gotten an email from MN DOT regarding the traffic light replacement project, which was handed out to the Council, but he wanted to read it into the record and will share it with the media. Jones read the email which stated that MN DOT requests the city approve the $420,000 local share for the traffic lights or select a future year the City will be able to pay for the lights which may cause a price increase. If the City does nothing MN DOT will proceed with the installation of stop signs on 10th Street leaving Highway 60/71 unimpeded which MN DOT estimates will cause local traffic delays. MN DOT offered to do a traffic analysis for the City to show the impacts of a stop sign project. Jones said he is tired of this from MN DOT and wants the City to get an answer on restoration of the 4-lanes in south Windom. He would also like Council approval to send a letter to the MN DOT State office and elected officials.

Nelson said he feels MN DOT is holding the City hostage to get what they want and state elected officials were at the June public hearing so they heard what the public wants for the highway.

Benson said he agrees that MN DOT is just trying to get their way. The Council voted for restoration of the 4-lanes and a local contribution of $177,000 for the traffic signals so now asking for $420,000 is out of hand. The City needs to go over the heads of the MN DOT office in Mankato.

Quade said that MN DOT had previously stated that they needed to comply with federal standards and that the compliance started years ago so why did MN DOT decide to implement them with the Windom project just now. The local contribution policy of legs of traffic is MN DOT policy and they said it may change in the future to traffic volume or something else so maybe the City waits for their contribution policy to change.

Esplan said the City was very generous to pay for the $177,000 match and he estimates the traffic count is 10 – 15 times higher on the highway than on 10th Street in the mornings. The $420,000 number is crazy.

Lamb said that the 2014 – 2024 MN DOT plan specifically listed the four-lane project in Windom as locally desired and the 2020 highway corridor study with the changes was completed. Additionally, the Windom EDA is working with MN DOT on easements they need at the Highway 60/71 and 6th Street intersection. As such, the City has been a good partner in the process.

Jones said that having stop signs only on 10th Street as MN DOT stated is not right. Traffic on the highway also needs to be slowed down and if MN DOT feels the City is a 50% partner on the cost of the lights, then MN DOT should not get 100% of the traffic flow rights if stop signs are installed. He said that he will call MN DOT and agrees with a letter being sent to higher authorities.

Nelson said MN DOT should look at the three-lane section during a holiday and see traffic backed up all the way into town.

Motion by Quade second by Nelson to authorize the Mayor to contact MN DOT and for the City of Windom to send a letter to the MN DOT Commissioner and elected officials regarding this situation. Motion carried 5 – 0.

15. Contractor Payment:
Jason Sykora, Electric General Manager, said that the generation project is 84% completed and that pay request #10 from Wilcon Construction has been approved for payment by the engineers and reviewed by the Utility Commission. There will be a change order upcoming which was expected as the coolant in the generators was unknown so when there is a final figure that will be via change order.

Motion by Grunig second by Nelson to approve Pay Request #10 for Wilcon Construction for the generation project in the amount of $704,094.31. Motion carried 5 – 0.

16. Council Comments:
Benson said that school is back in session which means kids walking and biking so be careful driving. He reiterated that the City needs to contact our state representatives about the traffic light situation. He also encouraged people to watch out for and care for neighbors.

Nelson said he is greatly disappointed in the MN DOT situation.

Grunig said that flood recovery is well underway and thanked Tiffany Lamb for all her work in getting FEMA information out to citizens.

Nasby asked the City Council if their schedules would allow for a Special meeting the week of September 23rd in case staff needs additional time to complete the preliminary budget as the preliminary levy number has to be done by September 30th. Council consensus that they are available.

Jones said that he attended the Cottonwood County public hearing on the conditional use permit for Revolve labs and there was a large turn-out. The decision was to enact a 60-day moratorium so more research could be done and they asked for an environmental assessment worksheet. Also, will touch base with the DNR on the earthen levee at Island Park as the cost for the modeling was about $20,000..

17. Adjournment:
Mayor Jones adjourned the meeting by unanimous consent at 7:41 p.m.

____________________________ Attest: ____________________________
Dominic Jones, Mayor Steve Nasby, City Administrator

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers or City Hall August 19th, 2024

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:05PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby
V President:	Josh Peterson	City Staff:	Jeff Dahna
Secretary:	*vacant*	Council Liaison:	Scott Benson
Commissioner:	Jayesun Sherman	Council Liaison:	Dennis Esplan
Commissioner:	Tim Hiley *Absent*	Commissioner:	Jake Voth *Absent*

III. Approval of Minutes from May 20th, 2024 meeting.

Motion by commissioner Sherman, to approve minutes from the May 20th, 2024 meeting. Seconded by commissioner Peterson. Motion approved 3 to 0.

IV. Project Updates: Dahna updated commissioners on the various projects.
- Migrations –Staff is working on the North side of town Customer Serving Area (CSA) subscribers to E7-2. New subscribers are migrated if applicable. Migration is at 78% complete.
- Outside Plant – Techs working to install fiber to the Landing Apts, splicing distribution fiber cable routes.
- NG911 System - NOC tech has completed SIP trunks and testing. Migrated 911 traffic to NG911 system.
- Storm damages – Techs worked several storm related subscriber troubles.

V. Manager's Report: Dahna reports:
Cable TV Headend – Maintaining as necessary.
- Inbound Long-Distance – Telecom GM met with Windom Area Health CEO and IT Mgr., Sanford Technical Support staff and Sanford's telecom system vendor to discuss Sanford's long-distance issues.
- Working with our billing vendor and Southern Fibernet to finish up the plugin for the billing system API.
- NOC and City Network – NOC Tech and IT professional making great progress with improvements and updates to the core infrastructure elements.
- Technicians are cycling through vacations.
-Zayo Bandwidth outages to Minneapolis.

VI. New Business: Telecom GM and commissioners discussed
- Zayo Bandwidth fiber transport outages. Telecom GM is looking into alternate fiber route to MPLS.
-NOC building roof repairs. GM will check 2024 budget for available funds to repair roof.

VII. Old Business: No Business to move on.
VIII. Commissioner's concerns and questions:
IX. Set Next Telecom meeting: September 16th, 2024 at 6:00 pm at the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:57 pm.

____
Dirk Abraham, Telecom Commission President

____
XXXX, Telecom Commission Secretary

Attest: ______________________________
Jeff Dahna, Telecom General Manager

UTILITY COMMISSION MINUTES
Council Chambers
August 21, 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 and Glen Francis
Member Absent: None
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

Arndt mentioned a correction to the August 2nd minutes, to read "Cottonwood County Planning Commission and County Board will be considering a Conditional Use Permit for the property" in reference to the Large User Tariff Proposal – Agreement.

Motion by Riordan second by Francis to approve the July 24, 2024 Minutes and the August 2, 2024 with the noted correction. Motion carried 3 – 0.

ELECTRIC ITEMS

Generation Plant Project Update
Sykora stated the project is on schedule with all major items being shipped or arriving on-site. Generators have been set. Sykora mentioned the stack corrections were carefully monitored and the additional 3 inches of pipe have been added for the needed extension where the exhaust enters the pier. He added the concrete additives in this correction were inspected by the engineering company. Stacks are set for placement on the 26th of this month.

Generation Plant Pay Request #10
Sykora stated the project is 84% complete.

Motion by Riordan second by Francis to approve Pay Request #10 in the amount of $704,094.31 for the Generation Plant Project. Motion carried 3 – 0.

Revolve Labs – Large Customer Tariff Agreement
Sykora said per request, the customer is needing $750,000 for construction costs. They asked for a 30-day time-frame and the City's proposal was 10 days. Sykora stated a $200,000 deposit was made and anticipates an additional $200,000 deposit was scheduled 14 days after the initial monies were deposited. Sykora added that these funds would off-set the purchased wire of $384,000.

Schwalbach asked if we had begun construction and would like to see the full deposit to be paid prior to work beginning. Sykora said that the Cottonwood County Planning Commission is holding a meeting next week to approve the conditional use permit.

Motion by Riordan second by Francis to approve the Large Customer Tariff Agreement with the Revolve Labs and the City of Windom, with modification of having the full deposit

timeline to 30 days and construction contingent upon full deposit received. Motion carried 3 – 0.

Schwalbach stated the County will be receiving information on sound studies.

Utility Easements
Sykora asked the Utility Commission to approve the needed utility easements for Collin Bennett (2,038 ft) and Jerad Morphew (660 ft) for access to the Revolve Labs location. The utility routes were reviewed and he proposed a rate of $5.00/linear foot.

Schwalbach asked if the proposed easements would include other utility services. The City Attorney will be contacted for clarification.

Sykora is working with the railroad company for an easement to cross their location. The railroad is requiring a 24" casing around the lines.

Motion by Francis second by Riordan to approve the easements with Collin Bennett ($10,190) and Jerad Morphew ($3,300) at $5.00/linear foot. Motion carried 3 – 0.

Other Electric Items
Sykora said he received a phone call that a solar company called and stated that they had an interested party asking for information. He referred the party to the department's website for the requested rate information.

Schwalbach found the power outage insert very informative.

WATER/WASTEWATER ITEMS
Excessive Water Bills – Flood Damaged Homes
Anderson had received a request from a customer who have had sewer backup and did not carry the separate insurance rider that would cover this type of damage. The Commission asked for the claim to be submitted to their private insurance, and upon a denial, the City would work on submitting to their insurance (League of Minnesota Cities).

Riordan noted that FEMA does not pay utility services but does provide a "emergency response" sum that can be used at the recipient discretion.

Motion by Riordan to forgive the overage costs of 25% or higher for water/sewer services that were related to the Federal, State, and Local Disaster Declaration of 2024. Motion died from lack of second.

Anderson will work with office personnel on a more solid figure of effected homes who had higher water bills related to the flooding event and present the findings at a future meeting.

Other Water/Wastewater Items
Anderson mentioned when the power was off at the Rolling Green lift station, the transformer switch quit working. The new switch control panel cost $4,000 and was turned into the League insurance.

Anderson said Voss Construction has bored the force main for the new development into the south main at Tegels Park. Upon doing so, it was discovered that the sewer line had been capped between the manholes. Anderson had Voss construction reassemble the line and stated that some cement repair work was done by the new shelter house.

REGULAR BILLS

None.

OLD BUSINESS

Sykora reminded the Commission to RSVP to the annual CMPAS meeting that will be held on September 18th at the Chankaska Creek Ranch & Winery.

NEW BUSINESS

The next regular meeting was set for September 25 at 10:00 AM in the City Council Chambers.

ADJOURN

Schwalbach adjourned the meeting at 11:18 AM.

____
Mike Schwalbach, Chairperson

Attest: ________________________
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SEPTEMBER 9, 2024

1. Call to Order: The meeting was called to order by President Wepplo at 12:03 p.m.

2. Roll Call & Guest Introductions:

   EDA Commissioners: Nancy Wepplo, Ryan McNamara, Stacie Sanow, and James Nelson
   Absent: Marv Grunig

   Also Present: EDA Staff – Tiffany Lamb, EDA Director, and Admin. Asst. Mary Hensen; Steve Nasby, City Administrator; Kevin Stevens, Cottonwood County Liaison; Scott Burdorf (Van Binsbergen & Associates – via Zoom), and Carl Dombek (U.S. Small Business Administration, Office of Disaster Recovery and Resilience).

3. Approval of Minutes: August 19, 2024:

   Motion by Commissioner Nelson, seconded by Commissioner McNamara, to approve the Minutes of the EDA Meeting held on August 19, 2024. Motion carried 4-0.

4. River Bluff Townhomes
   A. Annual Report – Van Binsbergen & Associates: Director Lamb introduced Scott Burdorf from Van Binsbergen & Associates who joined the meeting via Zoom. Mr. Burdorf had provided copies of the August 2024 Financial Statements for the Board. He reviewed those with the Board together with the comparisons with the August 2023 Financial Statements. He advised that the River Bluff Townhomes continue to do well. The Board had no questions concerning these statements.

   Mr. Burdorf reported that two furnaces had been replaced, on an emergency basis, in January 2024. The remaining furnaces are all original (2001) and will begin to fail or require significant repairs. He presented quotes (from earlier in the year) submitted by Elite Mechanical and Schwalbach Plumbing & Heating for replacement of the remaining furnaces with 80% efficiency gas, forced-air furnaces. There were some questions concerning the difference in the quotes provided and whether the specs on the furnaces are comparable. Mr. Burdorf will verify the date when State law requires all new furnaces to be rated as 92% efficient. If the date has been extended to 2026, Mr. Burdorf is recommending replacing 5 furnaces in 2024 and 5 furnaces in 2025. Commissioner Nelson recommended replacing air conditioning units at the same time as it may be more cost effective and more feasible to replace the A/C equipment as you are replacing the furnaces. In response to a question, Mr. Burdorf advised that he had run a simple analysis to determine how many years are required for a higher efficiency furnace to pay back as compared to the 80% efficiency. His preliminary calculations were 20-25 years. Mr. Burdorf agreed to secure updated quotes from both vendors for furnaces and air conditioners, information concerning specs for the products, and verify when the regulations for 92% efficiency furnaces are effective. He will provide the information to Tiffany. The consensus of the Board was to schedule a special meeting thereafter to discuss HVAC replacement in the remaining units.

   There was a discussion concerning past rent increases and a potential rent increase beginning in January 2025.

   Motion by Commissioner McNamara, seconded by Commissioner Sanow, to increase the rent for the River Bluff Townhomes by $10 per month for 2-bedroom units and $15 per month for 3-bedroom units effective January 1, 2025. Motion carried 4-0.

   Mr. Burdorf reviewed the management fees which were increased to $43 per month per unit in 2022 and $45 per month per unit in 2023. He is requesting an increase to $47 per month per unit in 2025.

Motion by Commissioner McNamara, seconded by Commissioner Nelson, to increase the management fee for the River Bluff Townhomes paid to Van Binsbergen & Associates to $47 per month per rented unit effective January 1, 2025. Motion carried 4-0.

5. Small Business Administration Presentation: Carl Dombek, Public Affairs Specialist, with the U.S. Small Business Administration's Office of Disaster Recovery and Resilience was in attendance at the meeting. He provided information concerning available SBA programs to assist businesses and individuals who were impacted by the 2024 Summer Flooding/Rainfall Events including business physical disaster loans, business economic injury disaster loans, and home disaster loans. The SBA offers low-interest loans to small businesses, homeowners, renters, and non-profits. Mr. Dombek provided an overview of items and types of damages that are eligible for SBA's loans. Borrower's credit history must be acceptable to SBA and the Borrower must have the ability to repay the loan. There is a one-year grace period on these loans during which no interest in paid. The term of the loans can be up to 30 years and the loans can be prepaid at any time. There may be a shorter repayment period for businesses that can access credit available elsewhere. There are no points, no origination costs, and no closing costs for these loans. SBA can also provide loans for mitigation against future disasters. The loan disbursements are made periodically similar to a construction loan as receipts are provided for eligible expenses. Mr. Dombek provided a map showing primary and contiguous counties that are eligible for these loans for Summer 2024 weather events. Applications can be submitted online or at a local Disaster Recovery Center. To contact SBA: 1-800-659-2955 or sba.gov/disaster. The application filing deadline for physical damage is September 30, 2024.

   Director Lamb announced that there will be a local Disaster Recovery Center in Windom for two weeks beginning on Friday, September 13th. The Center will be located in the building owned by the County that is situated on Highway 71 just north of the intersection of 4th/6th Avenues and Highway 71. (This is the former "PCA Office.)

   In response to a question, Director Lamb advised that there has been outreach to businesses through the Chamber concerning these SBA loan opportunities.

6. 2025 EDA S.M.A.R.T. Goals: Later in the fall, the EDA Board will be reviewing and approving the 2025 EDA S.M.A.R.T. Goals. Director Lamb indicated that child daycare and a second grocery store are topics on which she receives the most comments. Director Lamb is proposing to prepare two articles for the newspaper, possibly as guest columns, concerning the EDA's 2024 goals and the EDA's activities towards these goals. The EDA Board concurred with Director Lamb's plans concerning these articles. This would provide an opportunity for the public to contact the EDA regarding its S.M.A.R.T. Goals and EDA Meetings are open to the public to attend. There was a brief discussion concerning the process for review and adoption of the S.M.A.R.T. Goals which are then presented to the City Council. In response to a question, Director Lamb indicated that she had been in contact with representatives from BARC concerning BARC's "pod plan" for child daycare.

7. New Business: None.

8. Unfinished Business

   A. Staff Report: Director Lamb reported that Premium Iowa Pork (PIP) is hiring a plant manager for the Windom Plant and a general application form will be available soon. PIP participated in a career fair at Worthington for all of their plants (Luverne, Hospers, Iowa, and Windom). Company officials also started a Facebook page for PIP Windom to share public information. They hope to have the Windom Plant up and running in 2025.

Director Lamb updated the Board that DVK Diversified, LLC (owner of the South Cottonwood Lake Subdivision) has retained a real estate firm from Paynesville to sell lots in the subdivision. The contact information is on a sign on the property. The 11 lake lots are for sale for $130,000/lot, the 8 prairie lots are for sale for $45,000/lot, and the 4 duplex lots are for sale for $45,000/lot. A twin home or single-family home could also be constructed on a duplex lot. DVK is are working on finishing the infrastructure in the subdivision. Dan Van Schepen with DGR Engineering has been making inspections of the street installations on behalf of the City. The street in the subdivision was dedicated to the City at the time of platting. Ultimately, DVK will transfer the utility installations to the City and the City will then be in a position to accept the street dedication and open the new street.

Director Lamb advised that City officials will be meeting with FEMA concerning public expenses the City has incurred as a result of the 2024 Flood. The Disaster Recovery Center will be opening on Friday, September 13th, to provide individual assistance. The EDA/B&Z Offices will be providing information to individuals who were unable to make connections to FEMA officials at the fair or the mobile site.

County Emergency Management Director Paul Johnson and a representative from Des Moines Valley Health & Human Services are working on establishing a long-term recovery group that would be a non-profit organization. The organization would be able to apply for grants and coordinate with groups, such as Team Rubicon, Mennonite Disaster Service, and others, who could come into Windom to assist homeowners with repairs to flood-damaged properties. This would be a stand-alone organization which will be separate from the City and County. Anyone interested in participating in this group can also contact Director Lamb.

9. Miscellaneous Information:
   A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the July 2024 financial reports submitted by Van Binsbergen & Associates.

10. Adjourn: On consensus, President Wepplo adjourned the meeting at 1:05 p.m.

Attest: ______________________________ ______________________________

Tiffany Lamb, EDA Director Stacie Sanow, EDA Secretary-Treasurer

Community Center Commission Minutes

Monday, September 9, 2024

1. Call to Order: Acting President Lenny Thiner called the meeting to order at 5:30 p.m.

2. Present:

President:	Linda Stuckenbroker – Absent
CC Director:	Tim Snyder
Commission Members:	Mitch Voehl
	Lenny Thiner
	Jan Duscher
	Al Baloun - Absent
Commission Liaisons:	Scott Benson
	Jim Nelson
City Administrator:	Steve Nasby – Absent

3. Approval of Minutes: **Minutes from August 12, 2024, Meeting reviewed and approved. Motion made by Mitch Voehl; seconded by Lenny Thiner. Approved 3-0.**

4. Director Report:
   Personnel
   Fully Staffed
   - 3 full-time; 1 part-time, shared with Arena
   - One to work more at the Arena as seasons change

   Financial Report
   - Not available at this time; August deposits very good.

5. Old Business:
   A. Discussed a variety of issues at recent events
      (1) Extra cleanup and time for taking down at the end of the event.
      (2) Further discussion at October 14th meeting.

6. New Business:
   A. Discussed dance floor replacement in 2025
      (1) New in 1999. A Capitol Improvement Project. Director will begin looking for replacement.
   B. HVAC units have all been replaced except one unit.
   C. Discussed flooring replacement in Senior Center.
      (1) Hammers will give a proposal/quote for replacement.
   D. Discussed tipping policy at events – changed to reflect State of Minnesota rules; appreciation for bartenders at events.

7. Commissioners Comments:

Jan Duscher concerned that adding events in Senior Center won't be well attended.

Motion by Jan Duscher, seconded by Mitch Voehl, to adjourn meeting at 6:39 p.m. Motion approved 3-0.

Next Meeting: October 14th, 2024

ATTEST:

Lenny Thiner (Acting President for this meeting)	Mitch Voehl, Secretary

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN
September 11, 2024 at 8:30 a.m.

A regular meeting of the Board of Directors was held on September 11, 2024 at Riverview Apartments. Board Members present: Jean Fast, Linda Jaakola, Joel LaCanne and Tony Scott. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: Margaret McDonald-excused and City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:32 a.m. with the consent agenda which included minutes from the August meeting, the Agenda, Balance Report and Bills Report. (Jaakola/Scott)

Scheduled Guests: none

<u>Old Business consisted of:</u>

1. The Executive Director presented a quote for the windows at Hillside Manor. After some discussion a motion was made to approve the quote for A&E Services in the amount of $22,500, which will be covered by CFP20. (Scott/LaCanne)
2. The Executive Director reported all Windom HRA staff will be attending the Fall Conference on September 16th-18th in Brainerd.
3. The Executive Director reported that the water softeners at Riverview and Hillside have been installed.
4. The Executive Director reported Nielson Landscaping will be working on the riverbank behind Riverview, the end of this month. The embankment has been partially eroded.
5. The Executive Director reported the new washing machine has been installed at Riverview.

<u>New Business consists of:</u>

1. The Executive Director reported she will be on vacation September 20th-29th.
2. The Executive Director reported on the peeling of the balconies at Riverview. Chris from Sussner Construction came to look and suggested patching with the product we have left over from the original project. Maintenance will be addressing it.
3. The Executive Director reported the Minnesota Energy Service Choice Plan on the 957 River Road house.
4. The Executive Director reported Riverview public restrooms are in process of upgrade. We will be replacing the sink, flooring and painting walls.
5. The Executive Director discussed welfare wellness checks. Going forward, if we receive a call to perform a welfare/wellness check and cannot reach the tenant by phone, we will call the Police Department or advise the caller to call them. We will no longer be entering apartments for this. A new policy will be put in place for this.
6. The Executive Director reviewed the September overview.

Upcoming Board Meetings are scheduled for October 9th (HS) at 8:30 a.m. and November 13th (RV) at 8:30 a.m.

With no further business, the meeting was adjourned at 9:11 a.m. (Jaakola/Scott)

Jean Fast, Vice Chairman

Linda Loewen, Executive Director

Expense Approval Report
By Fund

Windom, MN

CITY OF WINDOM

Payment Dates 9/1/2024 - 9/13/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
NATHAN FETTERLEY	09-03-24	09/03/2024	2024 FLOOD REFUND CAMPI	100-34780	30.00
DEB HALL	09-03-24	09/03/2024	2024 FLOOD REFUND CAMPI	100-34780	40.00
TIM JENNIGES	09-03-24	09/03/2024	2024 FLOOD REFUND TEGELS	100-34780	135.00
					205.00
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	AUGUST 2024	09/05/2024	CIVIL/LEGAL FEES	100-41110-304	705.00
US BANK	US BANK AUG. 2024	09/05/2024	Zoom Meeting	100-41110-308	17.09
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41110-326	27.32
			Activity 41110 - Mayor & Council Total:		**749.41**
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	100-41310-131	3.60
INDOFF, INC	3747089	09/03/2024	CITY HALL/SUPPLIES	100-41310-200	2.29
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-41310-200	23.03
WEX Health Inc	0002018335-IN	09/11/2024	PARTICIPANT FEE	100-41310-217	153.50
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	100-41310-217	234.16
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41310-321	71.26
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	100-41310-322	350.74
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41310-326	302.76
			Activity 41310 - Administration Total:		**1,141.34**
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	100-41910-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-41910-200	25.03
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	100-41910-321	41.23
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41910-321	57.93
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	100-41910-322	35.15
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	PZ repairs & maint grounds	100-41910-404	138.29
US BANK	US BANK AUG. 2024	09/05/2024	int'l code council inc	100-41910-433	160.00
			Activity 41910 - Building & Zoning Total:		**459.43**
Activity: 41940 - City Hall					
COLE PAPERS INC.	10479049	09/03/2024	CITY HALL/CLEANING/SUPPLI	100-41940-211	389.17
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41940-381	524.45
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41940-382	60.39
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-41940-385	132.43
MELISSA PENAS	AUGUST 2024	09/03/2024	CITY HALL/CLEANING	100-41940-406	364.00
SANDRA HERDER	AUGUST 2024	09/03/2024	CITY HALL/CLEANING	100-41940-460	312.00
			Activity 41940 - City Hall Total:		**1,782.44**
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	100-42120-131	19.80
INDOFF, INC	3744930	08/21/2024	POLICE/SUPPLIES	100-42120-200	64.90
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-42120-200	25.03
KWIK TRIP INC & SUBSIDIARIE	AUGUST 2024	09/09/2024	FUEL	100-42120-212	1,398.47
STREICHER'S, INC	I1717063	09/10/2024	POLICE/UNIFORMS	100-42120-218	1,876.88
JACKSON COUNTY	2024-3	09/03/2024	COUNTY ATTORNEY/JULY-SEPT	100-42120-304	12,000.00
US BANK	US BANK AUG. 2024	09/05/2024	DMT -G CERT. TRAINING	100-42120-308	375.00
AT & T MOBILITY	287293102788X09032024	09/10/2024	POLICE/TELEPHONE	100-42120-321	663.79
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42120-321	27.66
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	100-42120-322	1.44
SECR REV FUND/CITY OF WD	SEPT 2024	09/11/2024	POLICE/PETTY CASH	100-42120-322	11.60
MIKE'S LLC	1105	09/05/2024	POLICE/RADIO UNITS	100-42120-323	2,745.46
LEASE FINANCE PARTNERS	3250 08-20-24	09/11/2024	POLICE/DATA PROCESSING	100-42120-326	398.00
US BANK	US BANK AUG. 2024	09/05/2024	Easy ID	100-42120-350	87.00
CRYSTAL CLEAN CAR WASH LL	1125	09/05/2024	POLICE/MAINTENANCE - VEHI	100-42120-405	49.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ALEX HAUGLID	1216	09/10/2024	POLICE/MAINTENANCE - VEHI	100-42120-405	250.00
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Garage area	100-42120-405	91.96
COTTONWOOD CO AUD/TREA	SEPT 2024	08/22/2024	SEPT RENT	100-42120-412	2,050.00
FLEET SERVICES DIVISION	2025010001	09/05/2024	POLICE/VEHICLE LEASE	100-42120-419	2,938.98
ENTERPRISE FM TRUST	FBN5134267	09/11/2024	POLICE/VEHICLE LEASE	100-42120-419	791.78
SECR REV FUND/CITY OF WD	SEPT 2024	09/11/2024	POLICE/PETTY CASH	100-42120-480	141.00
				Activity 42120 - Crime Control Total:	**26,007.75**
Activity: 42220 - Fire Fighting					
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Fire	100-42220-215	148.63
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	100-42220-215	125.00
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	100-42220-217	190.40
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42220-321	42.80
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42220-381	519.91
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42220-382	17.76
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS/FIRE	100-42220-383	188.49
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42220-385	41.10
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-42220-405	9.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Fire maint grounds	100-42220-405	4.32
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Fire maint vehicle	100-42220-405	7.59
				Activity 42220 - Fire Fighting Total:	**1,295.98**
Activity: 42500 - Civil Defense					
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-42500-381	33.84
				Activity 42500 - Civil Defense Total:	**33.84**
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	100-43100-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-43100-200	25.03
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	100-43100-217	58.05
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-217	70.00
UNIQUE PAVING MATERIALS C	81912	08/16/2024	STREET/STREET MAINTENANC	100-43100-224	1,634.00
COUNTRY PRIDE SERVICE	9035813	08/22/2024	STREET/MAINTENANCE MATE	100-43100-224	30.00
COUNTRY PRIDE SERVICE	9035894	08/26/2024	STREET/STREET MAINTENANC	100-43100-224	30.00
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Street	100-43100-224	28.14
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	100-43100-321	42.06
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-321	20.55
LANCE C DEFRIES	132676	09/03/2024	STREET/2022 CHEVROLET	100-43100-363	5,736.48
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-381	313.21
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-381	1,675.01
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-382	20.61
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-43100-385	45.75
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-43100-404	25.47
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-43100-404	-23.34
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-43100-405	31.98
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-43100-405	6.61
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	100-43100-405	6.61
				Activity 43100 - Streets Total:	**9,778.02**
Activity: 45120 - Recreation					
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-45120-200	25.03
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	100-45120-217	14.03
				Activity 45120 - Recreation Total:	**39.06**
Activity: 45202 - Park Areas					
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	100-45202-200	25.03
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park cleaning supplies-bathro	100-45202-211	25.95
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park cleaning supplies-bathro	100-45202-211	14.58
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park cleaning supplies-bathro	100-45202-211	5.99
COUNTRY PRIDE SERVICE	7014770	08/27/2024	STREET/CHEMICALS	100-45202-216	209.10
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Parks	100-45202-241	69.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park small tools	100-45202-241	29.99
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-45202-326	266.67
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-45202-381	572.31

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-45202-382	3,798.11
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	100-45202-385	199.38
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park main structure	100-45202-402	6.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Park main structure	100-45202-402	3.96
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Parks	100-45202-405	25.97
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Parks	100-45202-405	10.57
				Activity 45202 - Park Areas Total:	**5,264.57**
				Fund 100 - GENERAL Total:	**46,756.84**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-200	20.85
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-211	17.98
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	211-45501-217	92.77
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	211-45501-321	165.44
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	211-45501-326	70.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	211-45501-381	356.84
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	211-45501-382	21.02
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	211-45501-383	34.63
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	211-45501-385	47.07
VESTIS GROUP, INC	2560294127	09/03/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	44.65
SANDRA HERDER	AUGUST 2024	09/03/2024	LIBRARY CLEANING	211-45501-402	312.00
MELISSA PENAS	AUGUST 2024	09/03/2024	LIBRARY CLEANING	211-45501-402	364.00
US BANK	US BANK AUG. 2024	09/05/2024	Wave jk	211-45501-402	40.00
US BANK	US BANK AUG. 2024	09/05/2024	NATGEO MAG	211-45501-433	54.00
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	19.59
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	72.90
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	72.92
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	10.79
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	-10.79
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	19.96
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	5.57
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	211-45501-435	7.00
				Activity 45501 - Library Total:	**1,839.19**
				Fund 211 - LIBRARY Total:	**1,839.19**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	9/1/2024 READING	09/03/2024	AIRPORT/SERVICES	225-45127-200	127.20
RED ROCK RURAL WATER	9/1/2024 READING	09/03/2024	AIRPORT/SERVICES	225-45127-200	2.00
				Activity 45127 - Airport Total:	**129.20**
				Fund 225 - AIRPORT Total:	**129.20**
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	230-45124-217	14.03
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	230-45124-217	203.33
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	230-45124-321	61.97
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	230-45124-381	33.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	230-45124-382	20.23
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	230-45124-383	48.09
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	230-45124-385	52.58
				Activity 45124 - Pool Total:	**433.23**
				Fund 230 - POOL Total:	**433.23**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	235-42153-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	235-42153-200	25.04
ESPENSON GROUP LLC	1621	09/03/2024	AMBO/OPERATING SUPPLIES	235-42153-217	280.00
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	235-42153-217	56.11
US BANK	US BANK AUG. 2024	09/05/2024	aed superstore	235-42153-217	100.80

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AREA HEALTH	734-0024-08-2024-01	09/06/2024	AMBO/MEDICAL SUPPLIES	235-42153-261	71.30
AT & T MOBILITY	287304392280X09032024	09/06/2024	AMBO/TELEPHONE	235-42153-321	330.79
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	235-42153-321	28.54
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	235-42153-322	0.61
EXPERT BILLING LLC	12685	08/21/2024	AMBO/DATA PROCESSING	235-42153-326	2,320.00
KRISTEN PORATH	7-30-24 - 8-24-24	09/03/2024	AMBO/MILEAGE	235-42153-331	284.08
KRISTEN PORATH	7-30-24 - 8-24-24	09/03/2024	AMBO/MEALS	235-42153-334	59.21
JENNA VACHUSKA	8-20-24 - 8-31-24	09/03/2024	AMBO/MEALS	235-42153-334	134.76
JODI JOHNSON	8-22-24	09/03/2024	AMBO/MEALS	235-42153-334	14.59
JIM AXFORD	8-26-24 - 8-29-24	09/03/2024	AMBO/MEALS	235-42153-334	153.27
US BANK	US BANK AUG. 2024	09/05/2024	HyVee	235-42153-334	32.52
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	235-42153-381	346.60
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	235-42153-382	11.84
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS/AMBO	235-42153-383	125.66
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	235-42153-385	27.40
CUMMINGS TIRE & SERVICE	15119	09/10/2024	AMBO/2023 FORD/MAINTEN	235-42153-405	350.16
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Ambulance	235-42153-405	17.99
				Activity 42153 - Ambulance Total:	**4,773.07**
				Fund 235 - AMBULANCE Total:	**4,773.07**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	250-46520-200	25.03
US BANK	US BANK AUG. 2024	09/05/2024	Adobe	250-46520-200	21.36
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	250-46520-321	41.23
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	250-46520-321	57.93
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	250-46520-322	2.74
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	250-46520-381	52.40
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	EDA enterance sign	250-46520-402	8.59
US BANK	US BANK AUG. 2024	09/05/2024	Squarespace Inc.	250-46520-433	276.00
				Activity 46520 - EDA Total:	**485.28**
				Fund 250 - EDA GENERAL Total:	**485.28**
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
KULSETH LAWN LANDSCAPE	4949	09/03/2024	EDA/NWIP-MOWING	254-46520-406	218.00
				Activity 46520 - EDA Total:	**218.00**
				Fund 254 - NORTH IND PARK Total:	**218.00**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
HEIMAN FIRE EQUIP. CO	0934633-IN	09/05/2024	FIRE/WILDLAND TRUCK #25	401-49950-502	571.81
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	439.98
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	794.00
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	2,478.71
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	53.50
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	1,085.17
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	16.85
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck - amazon	401-49950-502	31.99
US BANK	US BANK AUG. 2024	09/05/2024	wildland truck-my-lor, inc	401-49950-502	59.99
CRYSTEEL MANUFACTURING,	LC00089986	09/11/2024	STREET/SNOW PLOW TRUCK	401-49950-504	78,487.00
ELECTRIC FUND	# 956	09/11/2024	EL/2024 FLOOD	401-49950-509	680.43
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	2024 flood	401-49950-509	6.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	2024 flood	401-49950-509	33.99
				Activity 49950 - Capital Outlay Total:	**84,740.41**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**84,740.41**
Fund: 601 - WATER					
Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	601-49400-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	601-49400-200	25.04
RED ROCK RURAL WATER	09-01-24	09/03/2024	WATER 104328 JOHNSON AU	601-49400-217	37.30

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	601-49400-217	116.87
US BANK	US BANK AUG. 2024	09/05/2024	UPS	601-49400-310	18.50
US BANK	US BANK AUG. 2024	09/05/2024	UPS	601-49400-310	16.61
GOPHER STATE ONE CALL	4080847	09/05/2024	LOCATES	601-49400-321	25.65
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	601-49400-321	91.24
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-321	51.30
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	601-49400-322	151.45
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-326	70.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-381	5,113.12
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-382	19.43
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	601-49400-383	275.86
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	601-49400-383	24.58
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-385	41.83
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	601-49400-386	1,314.83
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	601-49400-405	71.77
METRON FARNIER, LLC	100007969	09/06/2024	WATER/MAINTENANCE - DIST	601-49400-408	3,801.73
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Water	601-49400-408	17.99
US BANK	US BANK AUG. 2024	09/05/2024	grainger	601-49400-408	98.54
SW/WC SERVICE COOPERATIV	SEPT 2024	09/05/2024	HEALTH INSURANCE/LUND	601-49400-480	944.96
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	601-49400-480	1.80
				Activity 49400 - Water Total:	**12,332.20**
				Fund 601 - WATER Total:	**12,332.20**
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	602-49450-200	25.03
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	602-49450-217	118.33
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	sewer	602-49450-217	19.99
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Sewer	602-49450-217	6.99
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	sewer	602-49450-217	29.99
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Sewer	602-49450-217	93.97
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Sewer	602-49450-310	20.28
GOPHER STATE ONE CALL	4080847	09/05/2024	LOCATES	602-49450-321	25.65
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	602-49450-321	121.25
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	602-49450-321	177.14
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	602-49450-322	151.45
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	602-49450-326	70.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	602-49450-381	10,293.22
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	602-49450-382	150.32
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	602-49450-383	19.24
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	602-49450-383	28.01
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	602-49450-383	98.85
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	602-49450-383	18.00
				Activity 49450 - Sewer Total:	**11,467.71**
				Fund 602 - SEWER Total:	**11,467.71**
Fund: 604 - ELECTRIC					
ELECTRIC FUND	# 593 RETURN	09/05/2024	EL/INVENTORY	604-14200	7.01
BORDER STATES	928826507	08/22/2024	EL/INVENTORY	604-14200	276.54
BORDER STATES	928834555	08/22/2024	EL/INVENTORY	604-14200	420.05
J. H. LARSON	S103229119.001	09/05/2024	EL/INVENTORY	604-14200	9.76
J. H. LARSON	S103229990.001	09/05/2024	EL/INVENTORY	604-14200	21.63
J. H. LARSON	S103231585.001	09/05/2024	EL/INVENTORY	604-14200	-9.76
ELECTRIC FUND	# 953	09/05/2024	EL/BIT COIN MINING	604-16300	1,591.19
CEMSTONE PRODUCTS CO	7553983	09/05/2024	EL/BIT COIN	604-16300	927.50
WILCON CONSTRUCTION SER	PAYMENT #10	09/04/2024	EL/GENERATION PLANT	604-16480	704,094.31
					707,338.23
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	604-49550-131	1.80
ELECTRIC FUND	9-3-24	09/05/2024	EL/CAP LABOR/COUNTY SHOP	604-49550-150	16,719.12
AMAZON CAPITAL SERVICES, I	1C7R-J6X6-KCJH	08/22/2024	EL/SUPPLIES	604-49550-200	187.58

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	604-49550-200	25.04
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric office supplies	604-49550-200	11.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric cleaning supplies	604-49550-211	13.98
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Electric	604-49550-241	39.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric small tools all purpos	604-49550-241	44.97
US BANK	US BANK AUG. 2024	09/05/2024	Home Depot	604-49550-241	258.57
ZIESKE LAND SURVEYING	C 2424 S	09/03/2024	EL/BIT COIN	604-49550-303	268.50
SCHRAMEL LAW OFFICE	AUGUST 2024	09/05/2024	PUC/BIT COIN	604-49550-304	2,505.00
GOPHER STATE ONE CALL	4080847	09/05/2024	LOCATES	604-49550-321	25.65
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	604-49550-321	80.02
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	604-49550-321	51.44
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	604-49550-322	151.45
US BANK	US BANK AUG. 2024	09/05/2024	USPS	604-49550-322	10.72
OZ GROUP INC	5073176-090124	09/05/2024	EL/DISPATCHING	604-49550-325	66.26
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	604-49550-326	90.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	604-49550-381	136.55
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	604-49550-382	46.52
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	604-49550-383	18.01
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	604-49550-385	99.43
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint structure	604-49550-402	79.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint structure	604-49550-402	36.72
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Electric	604-49550-404	130.95
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint office fitting grs	604-49550-404	80.40
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Electric	604-49550-405	23.98
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Electric	604-49550-406	61.07
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint grounds	604-49550-406	22.99
ELECTRIC FUND	# 954	09/05/2024	EL/DISTRIBUTION	604-49550-408	3.56
ELECTRIC FUND	# 955	09/10/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	275.97
ELECTRIC FUND	# 957	09/11/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	304.93
ELECTRIC FUND	# 958	09/11/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	3.00
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint distribution	604-49550-408	27.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint distribution	604-49550-408	27.99
ELECTRIC FUND	# 951	09/05/2024	EL/ELECTRIC SHOP	604-49550-409	12.63
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Electric	604-49550-409	13.09
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint utilities	604-49550-409	25.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint utilities	604-49550-409	17.18
BORDER STATES	928899762	08/22/2024	EL/INVENTORY	604-49550-410	241.84
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint generation	604-49550-410	157.75
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint generation	604-49550-410	26.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Electric maint utilities	604-49550-410	76.46
ELECTRIC FUND	# 952	09/05/2024	EL/SUBSTATION	604-49550-411	49.95
WINDOM AREA DEVELOPME	SEPT 2024	09/04/2024	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	**23,754.01**
				Fund 604 - ELECTRIC Total:	**731,092.24**

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	609-49751-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	609-49751-200	25.04
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	609-49751-200	56.10
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	609-49751-200	13.88
US BANK	US BANK AUG. 2024	09/05/2024	Amazon	609-49751-200	13.87
VESTIS GROUP, INC	2560294129	09/03/2024	LIQUOR S/CLEANING/SUPPLIE	609-49751-211	69.07
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Liquor cleaning supplies	609-49751-211	4.59
BELLBOY CORP	0108775900	08/26/2024	LIQUOR S/OPERATING SUPPLI	609-49751-217	149.00
AH HERMEL COMPANY	C88600/C88600	08/13/2024	LIQUOR S/OPERATING SUPPLI	609-49751-217	-53.43
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	609-49751-217	56.11
BELLBOY CORP	0204740100	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,820.12
VINOCOPIA, INC	0356964-IN	09/06/2024	LIQUOR S/MERCHANDISE	609-49751-251	279.01
DOLL DISTRIBUTING, LLC	1573664	08/22/2024	LIQUOR S/MERCHANDISE	609-49751-251	108.00
DOLL DISTRIBUTING, LLC	1573666	08/22/2024	LIQUOR S/BEER/LIQUOR	609-49751-251	-47.76

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	1578615	08/23/2024	LIQUOR S/LIQUOR/BEER	609-49751-251	46.30
SOUTHERN GLAZER'S OF MN	2517249	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	4,927.73
SOUTHERN GLAZER'S OF MN	2517250	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	662.52
SOUTHERN GLAZER'S OF MN	2520050	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,333.81
JOHNSON BROS.	2613111	09/06/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	5,232.04
JOHNSON BROS.	2617537	09/06/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,169.29
PHILLIPS WINE & SPIRITS	6838568	09/09/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	3,666.79
PHILLIPS WINE & SPIRITS	6841981	09/09/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,150.55
DOLL DISTRIBUTING, LLC	1573664	08/22/2024	LIQUOR S/MERCHANDISE	609-49751-252	8,825.55
DOLL DISTRIBUTING, LLC	1573666	08/22/2024	LIQUOR S/BEER/LIQUOR	609-49751-252	613.15
DOLL DISTRIBUTING, LLC	1578613	08/23/2024	LIQUOR S/LIQUOR/BEER	609-49751-252	2,613.65
DOLL DISTRIBUTING, LLC	1578615	08/23/2024	LIQUOR S/LIQUOR/BEER	609-49751-252	35.93
ARTISAN BEER COMPANY	3707742	09/06/2024	LIQUOR S/BEER	609-49751-252	35.20
ARTISAN BEER COMPANY	3709473	09/06/2024	LIQUOR S/BEER	609-49751-252	104.60
VINOCOPIA, INC	0356964-IN	09/06/2024	LIQUOR S/MERCHANDISE	609-49751-253	96.00
DOLL DISTRIBUTING, LLC	1573664	08/22/2024	LIQUOR S/MERCHANDISE	609-49751-253	292.50
PAUSTIS WINE COMPANY	244680	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	1,122.00
SOUTHERN GLAZER'S OF MN	2520051	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	509.14
JOHNSON BROS.	2613112	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	372.75
JOHNSON BROS.	2617538	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	707.98
PHILLIPS WINE & SPIRITS	6838569	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	546.30
PHILLIPS WINE & SPIRITS	6841982	09/09/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-253	117.60
MORGAN CREEK VINEYARDS	7218	09/09/2024	LIQUOR S/WINE	609-49751-253	132.00
AH HERMEL COMPANY	1031823/1031823	08/08/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-254	81.17
AH HERMEL COMPANY	1034679/1034679	09/03/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-254	204.53
ATLANTIC COCA-COLA	4747729	09/03/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	280.00
ATLANTIC COCA-COLA	4747730	09/03/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-6.60
PHILLIPS WINE & SPIRITS	6841982	09/09/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-254	203.35
AH HERMEL COMPANY	C87321/C87321	08/13/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-2.21
AH HERMEL COMPANY	C87730/C87730	08/13/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-2.21
AH HERMEL COMPANY	C88426/C88426	08/13/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-31.99
AH HERMEL COMPANY	1034679/1034679	09/03/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-256	115.11
HOME CITY ICE COMPANY	7466240540	09/03/2024	LIQUOR S/ICE/FREIGHT	609-49751-257	293.72
HOME CITY ICE COMPANY	7466240562	09/03/2024	LIQUOR S/ICE/FREIGHT	609-49751-257	197.19
JOHNSON BROS.	2613113	09/09/2024	LIQUOR S/THC	609-49751-258	293.90
PHILLIPS WINE & SPIRITS	6838570	09/09/2024	LIQUOR S/THC	609-49751-258	207.55
DOLL DISTRIBUTING, LLC	1573664	08/22/2024	LIQUOR S/MERCHANDISE	609-49751-259	187.85
DOLL DISTRIBUTING, LLC	1578613	08/23/2024	LIQUOR S/LIQUOR/BEER	609-49751-259	98.05
AH HERMEL COMPANY	1034679/1034679	09/03/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-261	55.47
AH HERMEL COMPANY	C85423/C85423	08/13/2024	LIQUOR S/MERCHANDISE	609-49751-261	-5.65
AH HERMEL COMPANY	C87321/C87321	08/13/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-261	-0.93
AH HERMEL COMPANY	C87730/C87730	08/13/2024	LIQUOR S/MERCHADISE	609-49751-261	-1.86
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	609-49751-321	226.71
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	609-49751-322	0.57
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	609-49751-326	121.30
BELLBOY CORP	0108775900	08/26/2024	LIQUOR S/OPERATING SUPPLI	609-49751-333	6.71
BELLBOY CORP	0204740100	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	32.00
VINOCOPIA, INC	0356964-IN	09/06/2024	LIQUOR S/MERCHANDISE	609-49751-333	10.00
AH HERMEL COMPANY	1031823/1031823	08/08/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-333	8.95
AH HERMEL COMPANY	1034679/1034679	09/03/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-333	8.95
PAUSTIS WINE COMPANY	244680	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	16.50
SOUTHERN GLAZER'S OF MN	2517249	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	102.40
SOUTHERN GLAZER'S OF MN	2517250	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	21.01
SOUTHERN GLAZER'S OF MN	2520049	08/23/2024	LIQUOR S/FREIGHT	609-49751-333	8.20
SOUTHERN GLAZER'S OF MN	2520050	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	25.28
SOUTHERN GLAZER'S OF MN	2520051	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	14.35
JOHNSON BROS.	2613111	09/06/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	162.41
JOHNSON BROS.	2613112	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	14.21
JOHNSON BROS.	2617537	09/06/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	34.55
JOHNSON BROS.	2617538	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	27.76

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	6838568	09/09/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	69.02
PHILLIPS WINE & SPIRITS	6838569	09/09/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	18.27
PHILLIPS WINE & SPIRITS	6841981	09/09/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	18.27
PHILLIPS WINE & SPIRITS	6841982	09/09/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-333	14.21
HOME CITY ICE COMPANY	7466240540	09/03/2024	LIQUOR S/ICE/FREIGHT	609-49751-333	7.50
HOME CITY ICE COMPANY	7466240562	09/03/2024	LIQUOR S/ICE/FREIGHT	609-49751-333	7.50
UNIVERSAL PUBLICATIONS	165987	09/04/2024	LIQUOR S/ADVERTISING	609-49751-340	300.00
RADIO WORKS LLC	24080628	09/04/2024	LIQUOR S/ADVERTISING	609-49751-340	400.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	609-49751-381	159.97
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	609-49751-382	22.28
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	609-49751-383	92.04
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	609-49751-385	46.69
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Liquor maint structure	609-49751-404	6.00
US BANK	US BANK AUG. 2024	09/05/2024	city hive	609-49751-433	50.26
				Activity 49751 - Liquor Store Total:	**43,029.09**
				Fund 609 - LIQUOR STORE Total:	**43,029.09**

Fund: 614 - TELECOM

Activity: 49870 - Telecom

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	614-49870-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	614-49870-200	25.04
CITY LAUNDERING CO.	2037657	08/27/2024	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.91
HEARTLAND SECURITY SERVIC	803828	08/27/2024	TELECOM/OPERATING SUPPLI	614-49870-217	294.33
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	614-49870-217	60.80
US BANK	US BANK AUG. 2024	09/05/2024	DIGI KEY	614-49870-227	32.13
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Telecom small tools	614-49870-241	14.99
JONATHAN ENGSTROM	# 387	09/10/2024	TELECOM/ENG/SURVEYING F	614-49870-303	1,700.00
JONATHAN ENGSTROM	# 388	09/10/2024	TELECOM/ENG/SURVEYING F	614-49870-303	1,700.00
OLSEN THIELEN & CO.,LTD	88348	08/27/2024	TELECOM/LEGAL FEES	614-49870-304	130.00
OLSEN THIELEN & CO.,LTD	88357	08/27/2024	TELECOM/LEGAL FEES	614-49870-304	280.00
GOPHER STATE ONE CALL	4080847	09/05/2024	LOCATES	614-49870-321	25.65
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	614-49870-321	246.15
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	614-49870-321	218.12
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	614-49870-322	2.95
USPS-POC	08-28-2024	09/03/2024	POSTAGE MACHINE	614-49870-322	151.45
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	614-49870-381	4,090.98
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	614-49870-382	20.82
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	614-49870-385	42.14
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Telecom maint grounds	614-49870-405	-36.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Telecom maint vehicle	614-49870-405	36.99
KULSETH LAWN LANDSCAPE	4945	09/03/2024	TELECOM/MAINTENANCE - G	614-49870-406	440.00
ENTERPRISE FM TRUST	FBN5134267	09/11/2024	TELECOM/VEHICLE LEASE	614-49870-419	537.16
DISPLAY SYSTEMS INTERNATI	218092	09/03/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	198.44
NATIONAL CABLE TV COOP	24080399	09/10/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	45,451.32
MLB NETWORK	579114	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	356.40
SHOWTIME NETWORKS INC	83442	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	163.20
UNIVERSAL SERVICE ADMIN C	UBDI0001471583	09/05/2024	499A CONTRIBUTION	614-49870-443	1,939.45
WOODSTOCK COMMUNICATI	10301782	09/03/2024	TELECOM/SWITCH FEES	614-49870-445	205.10
ICONECTIV	L-10560095	09/03/2024	TELECOM/SWITCH FEES	614-49870-445	676.67
E-911 - INDEPENDENT EMERG	SEPT 03 2024	09/10/2024	TELECOM/SWITCH FEES	614-49870-445	40.00
HURRICANE ELECTRIC LLC	98515002-IN	09/03/2024	TELECOM/INTERNET EXPENSE	614-49870-447	4,100.00
US BANK	US BANK AUG. 2024	09/05/2024	Dream Host Web Hosting	614-49870-447	139.00
GOLDEN WEST TECH & INT SO	240800055	09/10/2024	TELECOM/ENG/ON CALL SUP	614-49870-448	121.58
				Activity 49870 - Telecom Total:	**63,427.58**
				Fund 614 - TELECOM Total:	**63,427.58**

Fund: 615 - ARENA

Activity: 49850 - Arena

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	615-49850-131	1.80
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	615-49850-200	25.03
JCL SOLUTIONS - JANITORS CL	1370510	09/09/2024	ARENA/CLEANING/SUPPLIES	615-49850-211	249.20

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JCL SOLUTIONS - JANITORS CL	1370510-1	09/11/2024	ARENA/CLEANING/SUPPLIES	615-49850-211	42.03
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena	615-49850-211	7.59
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Arena	615-49850-215	7.99
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Arena	615-49850-215	5.29
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena materials	615-49850-215	9.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena materials	615-49850-215	-9.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena materials	615-49850-215	31.98
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	615-49850-217	25.98
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	615-49850-217	21.99
WINDOM AUTO VALUE	AUG-24	09/05/2024	MAINTENANCE	615-49850-217	23.98
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	615-49850-217	28.86
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Arena	615-49850-217	-11.49
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	Arena	615-49850-217	26.85
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena operating supplies	615-49850-217	11.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena operating supplies	615-49850-217	41.96
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Arena operating supplies	615-49850-217	20.99
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	615-49850-321	74.47
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	615-49850-321	127.00
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	615-49850-326	433.00
US BANK	US BANK AUG. 2024	09/05/2024	Dynamic Media	615-49850-326	448.23
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	615-49850-381	2,749.34
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	615-49850-382	167.11
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	615-49850-383	127.82
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	615-49850-385	92.57
SW/WC SERVICE COOPERATIV	SEPT 2024	09/05/2024	HEALTH INSURANCE/BALOUN	615-49850-480	944.96
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	615-49850-480	1.80
				Activity 49850 - Arena Total:	**5,728.32**
				Fund 615 - ARENA Total:	**5,728.32**
Fund: 617 - M/P CENTER					
PEDRO MELGOZA	9-3-24	09/03/2024	WCC/DAMAGE DEPOSIT REFU	617-38510	375.00
CARMEN SIFUENTES	9-3-24	09/03/2024	RESERVATION CANCELLATION	617-38510	250.00
					625.00
Activity: 49860 - M/P Center					
SW/WC SERVICE COOPERATIV	SEPTEMBER 2024	09/05/2024	EAP	617-49860-131	1.80
INDOFF, INC	3747088	09/03/2024	WCC/SUPPLIES	617-49860-200	9.58
QUADIENT LEASING USA, INC	Q1477581	09/05/2024	LEASE PAYMENT 9-27-24 - 12-	617-49860-200	25.04
INDOFF, INC	3748524	09/03/2024	WCC/CLEANING/SUPPLIES	617-49860-211	55.99
US BANK	US BANK AUG. 2024	09/05/2024	staples	617-49860-211	240.76
US BANK	US BANK AUG. 2024	09/05/2024	Menards	617-49860-211	13.88
KWIK TRIP INC & SUBSIDIARIE	AUGUST 2024	09/09/2024	FUEL	617-49860-212	15.26
A & B BUSINESS	IN1188731	09/06/2024	MAINTENANCE	617-49860-217	56.11
US BANK	US BANK AUG. 2024	09/05/2024	hyvee	617-49860-217	20.99
DOLL DISTRIBUTING, LLC	0921251	08/23/2024	WCC/BEER	617-49860-252	-60.00
US BANK	US BANK AUG. 2024	09/05/2024	Hy-Vee	617-49860-254	56.95
US BANK	US BANK AUG. 2024	09/05/2024	Hyvee	617-49860-254	65.92
US BANK	US BANK AUG. 2024	09/05/2024	hyvee	617-49860-254	31.98
US BANK	US BANK AUG. 2024	09/05/2024	HyVee	617-49860-254	55.92
US BANK	US BANK AUG. 2024	09/05/2024	HyVee	617-49860-254	44.34
US BANK	US BANK AUG. 2024	09/05/2024	HyVee	617-49860-254	82.94
US BANK	US BANK AUG. 2024	09/05/2024	sams club	617-49860-259	17.12
US BANK	US BANK AUG. 2024	09/05/2024	HyVee	617-49860-259	28.97
US BANK	US BANK AUG. 2024	09/05/2024	hyvee	617-49860-259	55.68
US BANK	US BANK AUG. 2024	09/05/2024	Menards	617-49860-261	15.98
VERIZON WIRELESS	9972235786	09/05/2024	TELEPHONE	617-49860-321	41.23
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	617-49860-321	61.17
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	617-49860-326	403.33
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	617-49860-381	1,943.27
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	617-49860-382	67.77
MN ENERGY RESOURCES	5148276331	09/04/2024	GAS	617-49860-383	105.96

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	SEPT. 2024 CITY UTILITIES	09/09/2024	MONTHLY UTILITY	617-49860-385	149.45
US BANK	US BANK AUG. 2024	09/05/2024	Menards	617-49860-402	85.94
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Community Center	617-49860-404	158.29
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Community Center	617-49860-404	31.58
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	M/P maint/grounds	617-49860-406	31.48
RUNNINGS SUPPLY, INC	RUNNINGS AUGUST 2024	09/11/2024	M/P maint/grounds	617-49860-406	24.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 24	09/10/2024	Mp maint grounds	617-49860-406	31.99
				Activity 49860 - M/P Center Total:	**3,971.66**
				Fund 617 - M/P CENTER Total:	**4,596.66**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002488	09/06/2024	Federal Tax Withholding	700-21701	11,731.80
MN Department of Revenue -	INV0002489	09/06/2024	State Withholding	700-21702	5,922.01
Internal Revenue Service-Payr	INV0002488	09/06/2024	Social Security	700-21703	14,664.80
MN Pera	INV0002486	09/06/2024	PERA	700-21704	799.44
MN Pera	INV0002486	09/06/2024	PERA	700-21704	8,733.73
MN Pera	INV0002486	09/06/2024	PERA	700-21704	16,292.16
MN State Deferred	INV0002487	09/06/2024	Deferred Roth	700-21705	577.00
MN State Deferred	INV0002487	09/06/2024	Deferred Compensation	700-21705	5,804.00
SW/WC SERVICE COOPERATIV	SEPT 2024	09/05/2024	HEALTH INSURANCE	700-21706	37,684.90
LAW ENFORCEMENT LABOR S	SEPT 2024	09/09/2024	POLICE/UNION DUES	700-21708	564.00
Internal Revenue Service-Payr	INV0002488	09/06/2024	Medicare Withholding	700-21711	4,237.40
WEX Health Inc	8-27-2024	08/27/2024	FLEX SPENDING	700-21712	55.00
WEX Health Inc	8-28-2024	08/28/2024	FLEX SPENDING	700-21712	236.52
WEX Health Inc	8-29-2024	08/29/2024	FLEX SPENDING	700-21712	1,000.00
WEX Health Inc	8-30-2024	08/30/2024	FLEX SPENDING	700-21712	558.00
WEX Health Inc	9-3-2024	09/11/2024	FLEX SPENDING	700-21712	86.65
WEX Health Inc	9-4-2024	09/11/2024	FLEX SPENDING	700-21712	46.29
WEX Health Inc	INV0002485	09/06/2024	HSA Employee Contribution	700-21723	636.32
					109,630.02
				Fund 700 - PAYROLL Total:	**109,630.02**
				Grand Total:	**1,120,679.04**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	46,756.84
211 - LIBRARY	1,839.19
225 - AIRPORT	129.20
230 - POOL	433.23
235 - AMBULANCE	4,773.07
250 - EDA GENERAL	485.28
254 - NORTH IND PARK	218.00
401 - GENERAL CAPITAL PROJECTS	84,740.41
601 - WATER	12,332.20
602 - SEWER	11,467.71
604 - ELECTRIC	731,092.24
609 - LIQUOR STORE	43,029.09
614 - TELECOM	63,427.58
615 - ARENA	5,728.32
617 - M/P CENTER	4,596.66
700 - PAYROLL	109,630.02
Grand Total:	**1,120,679.04**

Account Summary

Account Number	Account Name	Payment Amount
100-34780	Park Fees	205.00
100-41110-304	Legal Fees	705.00
100-41110-308	Training & Registrations	17.09
100-41110-326	Data Processing	27.32
100-41310-131	Employer Paid Insurance	3.60
100-41310-200	Office Supplies	25.32
100-41310-217	Other Operating Supplie	387.66
100-41310-321	Telephone	71.26
100-41310-322	Postage	350.74
100-41310-326	Data Processing	302.76
100-41910-131	Employer Paid Insurance	1.80
100-41910-200	Office Supplies	25.03
100-41910-321	Telephone	99.16
100-41910-322	Postage	35.15
100-41910-404	Repairs & Maint - M&E	138.29
100-41910-433	Dues & Subscriptions	160.00
100-41940-211	Cleaning Supplies	389.17
100-41940-381	Electric Utility	524.45
100-41940-382	Water Utility	60.39
100-41940-385	Sewer Utility	132.43
100-41940-406	Repairs & Maint - Groun	364.00
100-41940-460	Miscellaneous Taxes	312.00
100-42120-131	Employer Paid Insurance	19.80
100-42120-200	Office Supplies	89.93
100-42120-212	Motor Fuels	1,398.47
100-42120-218	Uniforms	1,876.88
100-42120-304	Legal Fees	12,000.00
100-42120-308	Training & Registrations	375.00
100-42120-321	Telephone	691.45
100-42120-322	Postage	13.04
100-42120-323	Radio Units	2,745.46
100-42120-326	Data Processing	398.00
100-42120-350	Printing & Design	87.00
100-42120-405	Repairs & Maint - Vehicl	390.96
100-42120-412	Rentals - Building	2,050.00
100-42120-419	Vehicle Lease	3,730.76
100-42120-480	Other Miscellaneous	141.00

Account Summary

Account Number	Account Name	Payment Amount
100-42220-215	Materials & Equipment	273.63
100-42220-217	Other Operating Supplie	190.40
100-42220-321	Telephone	42.80
100-42220-381	Electric Utility	519.91
100-42220-382	Water Utility	17.76
100-42220-383	Gas Utility	188.49
100-42220-385	Sewer Utility	41.10
100-42220-405	Repairs & Maint - Vehicl	21.89
100-42500-381	Electric Utility	33.84
100-43100-131	Employer Paid Insurance	1.80
100-43100-200	Office Supplies	25.03
100-43100-217	Other Operating Supplie	128.05
100-43100-224	Street Maint Materials	1,722.14
100-43100-321	Telephone	62.61
100-43100-363	Insurance - Automotive	5,736.48
100-43100-381	Electric Utility	1,988.22
100-43100-382	Water Utility	20.61
100-43100-385	Sewer Utility	45.75
100-43100-404	Repairs & Maint - M&E	2.13
100-43100-405	Repairs & Maint - Vehicl	45.20
100-45120-200	Office Supplies	25.03
100-45120-217	Other Operating Supplie	14.03
100-45202-200	Office Supplies	25.03
100-45202-211	Cleaning Supplies	46.52
100-45202-216	Chemicals and Chemical	209.10
100-45202-241	Small Tools	99.97
100-45202-326	Data Processing	266.67
100-45202-381	Electric Utility	572.31
100-45202-382	Water Utility	3,798.11
100-45202-385	Sewer Utility	199.38
100-45202-402	Repairs & Maint - Struct	10.94
100-45202-405	Repairs & Maint - Vehicl	36.54
211-45501-200	Office Supplies	20.85
211-45501-211	Cleaning Supplies	17.98
211-45501-217	Other Operating Supplie	92.77
211-45501-321	Telephone	165.44
211-45501-326	Data Processing	70.00
211-45501-381	Electric Utility	356.84
211-45501-382	Water Utility	21.02
211-45501-383	Gas Utility	34.63
211-45501-385	Sewer Utility	47.07
211-45501-402	Repairs & Maint - Struct	760.65
211-45501-433	Dues & Subscriptions	54.00
211-45501-435	Books and Pamphlets	197.94
225-45127-200	Office Supplies	129.20
230-45124-217	Other Operating Supplie	217.36
230-45124-321	Telephone	61.97
230-45124-381	Electric Utility	33.00
230-45124-382	Water Utility	20.23
230-45124-383	Gas Utility	48.09
230-45124-385	Sewer Utility	52.58
235-42153-131	Employer Paid Insurance	1.80
235-42153-200	Office Supplies	25.04
235-42153-217	Other Operating Supplie	436.91
235-42153-261	Other Merchandise-Med	71.30
235-42153-321	Telephone	359.33
235-42153-322	Postage	0.61
235-42153-326	Data Processing	2,320.00

Account Summary

Account Number	Account Name	Payment Amount
235-42153-331	Travel Expense	284.08
235-42153-334	Meals/Lodging	394.35
235-42153-381	Electric Utility	346.60
235-42153-382	Water Utility	11.84
235-42153-383	Gas Utility	125.66
235-42153-385	Sewer Utility	27.40
235-42153-405	Repairs & Maint - Vehicl	368.15
250-46520-200	Office Supplies	46.39
250-46520-321	Telephone	99.16
250-46520-322	Postage	2.74
250-46520-381	Electric Utility	52.40
250-46520-402	Repairs & Maint - Struct	8.59
250-46520-433	Dues & Subscriptions	276.00
254-46520-406	Repairs & Maint - Groun	218.00
401-49950-502	Capital Outlay - Fire	5,532.00
401-49950-504	Capital Outlay - Parks	78,487.00
401-49950-509	Capital Outlay - Administ	721.41
601-49400-131	Employer Paid Insurance	1.80
601-49400-200	Office Supplies	25.04
601-49400-217	Other Operating Supplie	154.17
601-49400-310	Lab Testing	35.11
601-49400-321	Telephone	168.19
601-49400-322	Postage	151.45
601-49400-326	Data Processing	70.00
601-49400-381	Electric Utility	5,113.12
601-49400-382	Water Utility	19.43
601-49400-383	Gas Utility	300.44
601-49400-385	Sewer Utility	41.83
601-49400-386	Landfill	1,314.83
601-49400-405	Repairs & Maint - Vehicl	71.77
601-49400-408	Repairs & Maint - Distrib	3,918.26
601-49400-480	Other Miscellaneous	946.76
602-49450-200	Office Supplies	25.03
602-49450-217	Other Operating Supplie	269.27
602-49450-310	Lab Testing	20.28
602-49450-321	Telephone	324.04
602-49450-322	Postage	151.45
602-49450-326	Data Processing	70.00
602-49450-381	Electric Utility	10,293.22
602-49450-382	Water Utility	150.32
602-49450-383	Gas Utility	164.10
604-14200	Inventory	725.23
604-16300	Improvements Other Th	2,518.69
604-16480	CIP-Const in Progress	704,094.31
604-49550-131	Employer Paid Insurance	1.80
604-49550-150	Capitalized Labor	16,719.12
604-49550-200	Office Supplies	224.61
604-49550-211	Cleaning Supplies	13.98
604-49550-241	Small Tools	343.53
604-49550-303	Engineering and Surveyi	268.50
604-49550-304	Legal Fees	2,505.00
604-49550-321	Telephone	157.11
604-49550-322	Postage	162.17
604-49550-325	Dispatching	66.26
604-49550-326	Data Processing	90.00
604-49550-381	Electric Utility	136.55
604-49550-382	Water Utility	46.52
604-49550-383	Gas Utility	18.01

Account Summary

Account Number	Account Name	Payment Amount
604-49550-385	Sewer Utility	99.43
604-49550-402	Repairs & Maint - Struct	116.71
604-49550-404	Repairs & Maint - M&E	211.35
604-49550-405	Repairs & Maint - Vehicl	23.98
604-49550-406	Repairs & Maint - Groun	84.06
604-49550-408	Repairs & Maint - Distrib	643.44
604-49550-409	Repairs & Maint - Utilitie	68.89
604-49550-410	Repairs & Maint - Gener	503.04
604-49550-411	Repairs & Maint - Sub St	49.95
604-49550-491	Payments to Other Orga	1,200.00
609-49751-131	Employer Paid Insurance	1.80
609-49751-200	Office Supplies	108.89
609-49751-211	Cleaning Supplies	73.66
609-49751-217	Other Operating Supplie	151.68
609-49751-251	Liquor	22,348.40
609-49751-252	Beer	12,228.08
609-49751-253	Wine	3,896.27
609-49751-254	Soft Drinks & Mix	726.04
609-49751-256	Tobacco Products	115.11
609-49751-257	Ice	490.91
609-49751-258	Liquor Store THC	501.45
609-49751-259	Non- Alcholic	285.90
609-49751-261	Other Merchandise	47.03
609-49751-321	Telephone	226.71
609-49751-322	Postage	0.57
609-49751-326	Data Processing	121.30
609-49751-333	Freight and Express	628.05
609-49751-340	Advertising & Promotion	700.00
609-49751-381	Electric Utility	159.97
609-49751-382	Water Utility	22.28
609-49751-383	Gas Utility	92.04
609-49751-385	Sewer Utility	46.69
609-49751-404	Repairs & Maint - M&E	6.00
609-49751-433	Dues & Subscriptions	50.26
614-49870-131	Employer Paid Insurance	1.80
614-49870-200	Office Supplies	25.04
614-49870-211	Cleaning Supplies	21.91
614-49870-217	Other Operating Supplie	355.13
614-49870-227	Utility System Maint Sup	32.13
614-49870-241	Small Tools	14.99
614-49870-303	Engineering and Surveyi	3,400.00
614-49870-304	Legal Fees	410.00
614-49870-321	Telephone	489.92
614-49870-322	Postage	154.40
614-49870-381	Electric Utility	4,090.98
614-49870-382	Water Utility	20.82
614-49870-385	Sewer Utility	42.14
614-49870-405	Repairs & Maint - Vehicl	0.00
614-49870-406	Repairs & Maint - Groun	440.00
614-49870-419	Vehicle Lease	537.16
614-49870-442	Subscriber Fees	46,169.36
614-49870-443	Intergovernmental Fees	1,939.45
614-49870-445	Switch Fees	921.77
614-49870-447	Internet Expense	4,239.00
614-49870-448	On-Call Support	121.58
615-49850-131	Employer Paid Insurance	1.80
615-49850-200	Office Supplies	25.03
615-49850-211	Cleaning Supplies	298.82

Account Summary

Account Number	Account Name	Payment Amount
615-49850-215	Materials & Equipment	45.26
615-49850-217	Other Operating Supplie	191.11
615-49850-321	Telephone	201.47
615-49850-326	Data Processing	881.23
615-49850-381	Electric Utility	2,749.34
615-49850-382	Water Utility	167.11
615-49850-383	Gas Utility	127.82
615-49850-385	Sewer Utility	92.57
615-49850-480	Other Miscellaneous	946.76
617-38510	M/P Room Rent	625.00
617-49860-131	Employer Paid Insurance	1.80
617-49860-200	Office Supplies	34.62
617-49860-211	Cleaning Supplies	310.63
617-49860-212	Motor Fuels	15.26
617-49860-217	Other Operating Supplie	77.10
617-49860-252	Beer	-60.00
617-49860-254	Soft Drinks & Mix	338.05
617-49860-259	Non- Alcholic	101.77
617-49860-261	Other Merchandise	15.98
617-49860-321	Telephone	102.40
617-49860-326	Data Processing	403.33
617-49860-381	Electric Utility	1,943.27
617-49860-382	Water Utility	67.77
617-49860-383	Gas Utility	105.96
617-49860-385	Sewer Utility	149.45
617-49860-402	Repairs & Maint - Struct	85.94
617-49860-404	Repairs & Maint - M&E	189.87
617-49860-406	Repairs & Maint - Groun	88.46
700-21701	Federal Withholding	11,731.80
700-21702	State Withholding	5,922.01
700-21703	FICA Tax Withholding	14,664.80
700-21704	PERA Contributions	25,825.33
700-21705	Retirement	6,381.00
700-21706	Medical Insurance	37,684.90
700-21708	PD Union Dues	564.00
700-21711	Medicare Tax Withholdi	4,237.40
700-21712	Flex Account	1,982.46
700-21723	HSA Employee Contribu	636.32
	Grand Total:	**1,120,679.04**

Project Account Summary

Project Account Key		Payment Amount
None		1,120,679.04
	Grand Total:	**1,120,679.04** ✓

Donna Skelton

RESOLUTION #2024-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM PUBLIC LIBRARY

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

WHEREAS, the Friends of the Library are supporters of the City of Windom and specifically the Windom Public Library; and

WHEREAS, the City of Windom has received a donation of $409.00 from the Friends of the Library for the Windom Public Library; and

WHEREAS, the Donor requests that the donation be used for the purchase of an acrylic book display spinner for the library counter and to provide prizes for the Bingo Challenge which was part of the Adult Summer Reading Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of $409.00 offered by the Friends of the Library to be used for the specified equipment and prizes for the Windom Public Library.

Adopted by the Council this 17th day of September, 2024.

____
Dominic Jones, Mayor

Attest:____________________________
Steven Nasby, City Administrator

RESOLUTION #2024-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM FIREMEN'S RELIEF ASSOCIATION TO THE WINDOM FIRE DEPARTMENT

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

WHEREAS, the Windom Firemen's Relief Association is a supporter of the City of Windom and specifically the Windom Fire Department; and

WHEREAS, the City of Windom has received a donation of a custom 2024 Toro UTX Workman UTV and custom attachments/accessories from the Windom Firemen's Relief Association ("Relief Association") for the Windom Fire Department; and

WHEREAS, the UTV and attachments are valued at $60,832.99. The Relief Association applied for a grant through the Windom Toro plant and a grant with a value of $26,205.00 was awarded. The Relief Association then contributed the remaining $34,627.99 of the UTV's value.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of the 2024 Toro UTX Workman UTV and attachments/accessories, valued at $60,832.99, from the Windom Firemen's Relief Association, for the Windom Fire Department.

Adopted by the Council this 17th day of September, 2024.

____
Dominic Jones, Mayor

Attest:____________________________
Steven Nasby, City Administrator

WINDOM FIRE DEPARTMENT

938 5TH Avenue
WINDOM MN.56101

To: The City of Windom,

On behalf of the Windom Firemen's Relief Association we would like to donate a Custom 2024 Toro UTX Workman UTV with many custom features to the Windom Fire Department to be used to for search and rescue calls, grass fires, field fires, and wildland fires. Or any way the Windom Fire Department can use it to aid the Windom Fire Department.

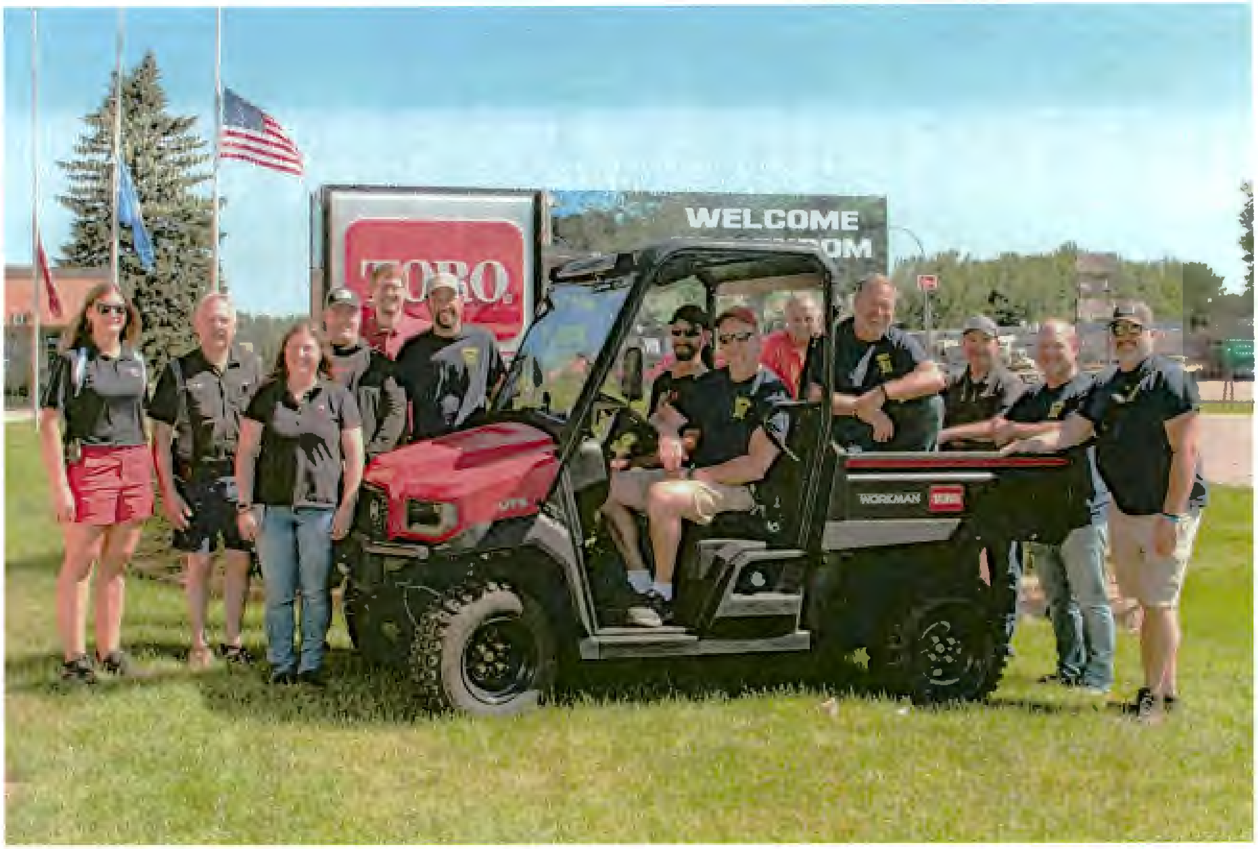
We formed a UTV committee in December of 2022 to start researching our need for a new UTV for the fire department. We applied for a grant from Toro for a Toro UTX Workman UTV. We continued to look at other UTVs and research what we need for this unit to best suit our needs.

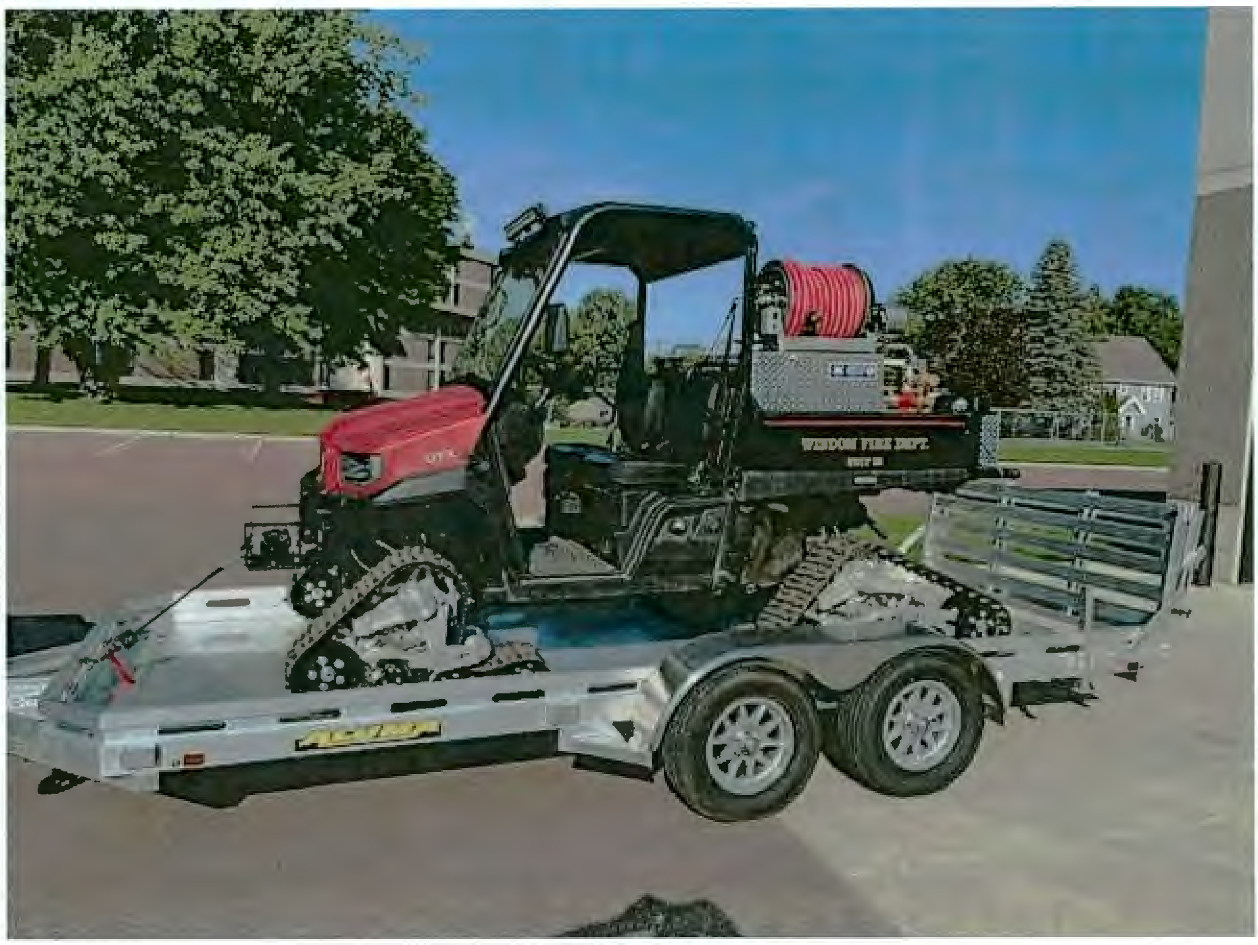
In March of 2024 we received notice that Toro approved our grant application for a Toro UTX Workman UTV. We started to place our orders for the other equipment needed to outfit this unit for our needs. On June 11th we met at Toro to receive and take possession of our UTV. Over the next few months as our accessories showed up, we installed them and transformed it into the unit it is now.

This custom Toro UTX Workman with all of the features the Fire Department needed on this UTV has a value of $60,832.99. We ask you to accept this donation from the Windom Firemen's Relief Association.

If you have any questions in regards to this donation, feel free to contact me.

Ben Derickson
Windom Fire Chief
507-832-8688
507-920-9003
WFD55@windommn.com


WELCOME
TORO
WORKMAN



Windom Fire Relief Association

2024 Schedule Form for Lump-Sum Pension Plans (SC-24)

Office of the State Auditor

Report created on 9/11/2024

Windom Fire Relief Association

2024 Schedule Form for Lump-Sum Pension Plans (Form SC-24)

Financial Projections

Calculation of Normal Cost		2024		2025
Total Active Mamber Liabilities		799,803		885,828
Total Deferred Member Liabilities		49,443		49,443
Total Unpaid Installments		0		0
Grand Total Special Fund Liability	A.	849,246	B.	935,271
Normal Cost (Cell B - Cell A)			C.	**86,025**

Projection of Net Assets for Year Ending December 31, 2024

Special Fund Assets at December 31, 2023 (FIRE-23 ending assets)			1.	1,372,352
Projected Income for 2024				
Fire State Aid	D.	50,618		
Supplemental State Aid (actual 2023 supplemental state aid)	E.	9,204		
Municipal / Independent Fire Dept. Contributions	F.	0		
Interest / Dividends	G.	25,000		
Appreciation / (Depreciation)	H.	0		
Member Dues	I.	0		
Other Revenues	J.	0		
Total Projected Income for 2024 (Add Lines D through J)			2.	84,822
Projected Expenses for 2024				
Service Pensions	K.	0		
Other Benefits	L.	0		
Administrative Expenses	M.	6,000		
Total Projected Expenses for 2024 (Add Lines K through M)			3.	6,000
Projected Net Assets at December 31, 2024 (Line 1 + Line 2 - Line 3)			4.	**1,451,174**

Projection of Surplus or (Deficit) as of December 31, 2024

Projected Assets (Line 4)	5.	1,451,174
2024 Accrued Liability (Page 4, cell A)	6.	849,246
Surplus or (Deficit) (Line 5 - Line 6)	7.	**601,928**

Windom Fire Relief Association

2024 Schedule Form for Lump-Sum Pension Plans (Form SC-24)

Calculation of Required Contribution

	Deficit Information - Original		Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2023	Original Amount	Amount Retired as of 12/31/2024	Amount Left to Retire 1/1/2025
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	0	0	0	0	0
2020	0	0	0	0	0
2021	0	0	0	0	0
2022	0	0	0	0	0
2023	0	0	0	0	0
2024			0	0	0
Totals	0	0	0	0	0

Normal Cost		8.	86,025
2023 Administrative Expense (FIRE-23)	2023	9.	11,100
2024 Projected Administrative Expense	2024		11,489
Amortization of Deficit (Total of Original Amount X 0.10)		10.	0
10% of Surplus		11.	60,193
Fire and Supplemental Aid		12.	59,822
Member Dues		13.	0
5% of Projected Assets at December 31st, 2024		14.	72,559
Required Contribution		15.	**0**

Windom Fire Relief Association

2024 Schedule Form for Lump-Sum Pension Plans (Form SC-24)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2024, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 24f5c116-8f1c-4f2c-bd9b-ec2215bfe19e displayed in the lower left corner of each page.

We, the officers of the Windom Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

1) The annual benefit level of $3,300 per year of service was approved by the Relief Association's board of trustees and, if required by Minn. Stat. § 424A.092, ratified by the affiliated municipal governing board or independent nonprofit firefighting corporation;

2) We understand that this form shows that the Relief Association has a projected SURPLUS of $601,928 and a projected funding ratio of 170.88 percent; and

3) The required 2025 contribution is **$0** based on the financial requirements of the Relief Association's Special Fund for the 2024 calendar year.

9438cf18-8b49-46a4-a894-d7bf6193eee3	Kjell	Turner	08/27/2024
Signature of President	First Name	Last Name	Date
04dc4672-20c3-44d8-ad23-d06b64e62c98	Roger	Winker	08/27/2024
Signature of Secretary	First Name	Last Name	Date
d1f1260f-bc69-4429-a1a2-0a79716beaff	Kristen	Porath	08/26/2024
Signature of Treasurer	First Name	Last Name	Date

Municipal Clerk / Independent Secretary Certification*

I received the completed Schedule Form from the Windom Fire Relief Association with Confirmation Id 24f5c116-8f1c-4f2c-bd9b-ec2215bfe19e displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

0e85b006-f3ea-4300-aef1-9f01e1f2deaa	Steve	Nasby	09/11/2024
Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	First Name	Last Name	Date

* See the form instructions for additional information about certification requirements.

ACTION ITEM

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

TO:	Steve Nasby and the City Council
FROM:	Jon Ketzenberg, Street and Parks Superintendent
DATE:	**September 11, 2024**
RE:	Street Closure on 4th Ave, 3rd Ave, & 9th Street around the Square
DEPT:	Street & Parks Department
CONTACT:	Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested:
The Windom Chamber has requested that the City close 4th Avenue, 3RD Avenue & 9th Street for Monster Mash Bash on October 29th from 3:30 to 6:30 pm. The Street Superintendent and Police Chief both approve of the street closures.

Issue Summary/Background:
Chamber and participating businesses will be doing a trunk or treat for the Monster Mash Bash. Some businesses plan to have their own activities such as cookie decorating, coloring contest, etc. The Street Department will bring barricades up for them and pick up the barricades.

Fiscal Impact:
None.

Attachments
None.

ACTION ITEM

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

TO: City Council
FROM: Donna Torkelson, Finance Director
DATE: **09/17/2024**
RE: Administrative Assistant – Hiring Recommendation
DEPT: Finance/Office
CONTACT: Donna Torkelson, Finance Director/Controller at donna.torkelson@windommn.com dt

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Hire Meghann Bergstrom to the Administrative Assistant position starting 9/30/2024 starting at Step 1, moving to Step 2 after satisfactory completion of a 6-month probationary period.

Issue Summary/Background

Mackenzie Cirksena previously held this position as a PT employee and resigned in July to take a FT position at the Community Center. The personnel committee approved this position to be changed to a FT position to allow for more stable coverage and cross training within the Administrative Office. The position was posted both internally and externally and 4 candidates were selected for interviews.

After interviewing the 4 selected candidates, staff recommends Meghann Bergstrom for the Administrative Assistant position effective 09/30/2024, starting at Step 1. Satisfactory completion of a 6-month probationary period will warrant an increase to Step 2 on the union scale. Meghann is excited to start her new role and looks forward to professional growth with the City of Windom.

Fiscal Impact

Funding for this position is only partially included in the 2024 City of Windom operational budget as this position went from PT to FT. This position will be included in the 2025 operational budget.

Attachments

1. None

ACTION ITEM

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

TO: City Council
FROM: Donna Torkelson, Finance Director
DATE: **09/17/2024**
RE: IT Analyst, Billing, Payroll Position – Hiring Recommendation
DEPT: Finance/Office
CONTACT: Donna Torkelson, Finance Director/Controller at donna.torkelson@windommn.com dt

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Hire Leslie Heffele to the IT Analyst, Billing, Payroll position starting 9/30/2024 starting at Step 7, moving to Step 8 after satisfactory completion of a 6-month probationary period.

Issue Summary/Background

Leesa Arndt previously held this position and was promoted to the Finance and Information Analyst earlier this month. The position was posted both internally and externally and 3 candidates were selected for interviews.

After interviewing the 3 selected candidates, staff recommends Leslie Heffele for the IT Analyst, Billing, Payroll position effective 09/30/2024, starting at Step 7. Satisfactory completion of a 6-month probationary period will warrant an increase to Step 8 on the union scale. Leslie has 25 years of experience working as a City Clerk for both the City of Butterfield and City of Sherburn. During those 25 years, she has gained experience with utility billing, payroll, and governmental accounting.

Fiscal Impact

Funding for this position is included in the 2024 City of Windom operational budget.

Attachments

1. None

September 5, 2024

Minnesota Department of Transportation
Commissioner Nancy Daubenberger
Minnesota Department of Transportation
395 John Ireland Blvd, St. Paul, MN 55155-1800

Honorable Commissioner Daubenberger:

The City of Windom is requesting your assistance with two important issues with Highway 60\US Highway 71 as it passes through our community. Our request for your involvement in these matters is unanimously supported by the City Council and myself. Outlined below is a short summary of the issues:

First, the City of Windom worked with District 7 on a highway corridor study (final August 2022) and during the study period a new Kwik Trip was build located at the intersection of US Highway 71 South and Highway 60 East. This site formerly was a farm Cooperative's gas station\tire shop. Due to the new Kwik Trip the staff at District 7 felt this was a change in use and with the highway corridor study being conducted there should be changes to the highway configuration to accommodate the anticipated Kwik Trip traffic. The District 7 staff worked with Kwik Trip and the City to come up with a plan for a re-configuration. The compromise was to **temporarily** re-configure the lanes of Highway 60/US Highway 71 down to 3-lanes instead of the current 4-lanes and evaluate its performance. This change was planned to be done through re-striping from the Des Moines River bridge south to the US Highway 71 South intersection. When the re-striping occurred the project area expanded north of the bridge to the Highway 62 intersection. This change was not adequately communicated to the City nor approved by the City prior to its completion. The reduction from 4-lanes to 3-lanes in this segment of the highway has caused confusion of motorists, drawn significant criticism from our citizens and created delays in traffic through town particularly at the Highway 62/6th Street intersection with vehicles trying to make left turns.

The second issue is tied to the first as one of the most recent proposals from the District 7 office was to create a re-striping plan for a 3-lane configuration all the way through town (like Luverne and Redwood Falls) along with the replacement of traffic signals containing a dedicated left turn signal. The traffic lights are very dated (1980s vintage) so this seemed like a good time to replace them and at that time (May 2024) the local match estimate was stated by MN DOT was to be $177,000. The MN DOT District 7 office did outreach to the public and provided the City with the official request for Municipal Consent on the re-striping and traffic signal replacement. As required, the City conducted the public hearing and the turn out was quite large. All of the comments were negative on the proposed re-striping to a 3-lane configuration through town. I can attest to the public's sentiments as the Council members and I all received comments. Following the public hearing the City Council voted on a Municipal Consent resolution to approve up to$177,000 for the local share of the traffic light replacement project, reject the 3-

lane restriping through town and request that the 4-lane configuration be restored on Highway 60/US Highway 71 South of the Highway 62/6th Street intersection. In our communications with the District 7 office, they have let us know they are studying the restoration of the 4-lane configuration, but that the cost for the local match for the traffic signals is now $420,000 due to new federal standards being adopted by MN DOT. The District 7 staff indicated that a possible cost increase via "good faith estimate" was communicated to the City in April 2024 when the municipal consent paperwork was sent. The City Council and I feel this is outrageous to put a 237% cost increase upon a small community. This is especially disturbing as MN DOT has known about the federal standards since 2015, MN DOT has been developing a new standard since 2016 and the federal compliance date was 2019. Please see emails from District 7 staff as Exhibit A.

The City has tried to be a good partner with MN DOT through participation in the highway corridor study, granting easements for MN DOT work, responding to information requests and willing to listen to options\alternatives. To many this price increase has the appearance of retaliation toward the City of Windom for not going along with District 7's plans for the re-striping of the highway.

We believe that the avenues for resolution of these matters (and others) have been exhausted and fall on deaf ears through the District 7 office. As such, we make this appeal to MN DOT Headquarters and your office for consideration and resolution. A fact sheet is attached to this letter to provide a basic history of the Highway 60 project and our communications (Exhibit B).

Our City staff and I are available to answer questions and able to meet with you (and\or staff) at your earliest convenience.

Sincerely,

Dominic Jones

Dominic Jones
Mayor, City of Windom

Cc: Governor Tim Walz office
Senator Bill Weber
Representative Marj Fogelman
Ron Schramel, City Attorney
Windom City Council
KDOM Radio
Cottonwood County Citizen Newspaper

Exhibit A

Steve Nasby

From:	Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>
Sent:	Thursday, August 29, 2024 8:42 AM
To:	Steve Nasby; Windommayor@windom-mn.com
Cc:	Tess, Zachary (DOT)
Subject:	RE: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Steve,

As previously discussed, MnDOT won't replace signal systems without the correct pro-rated cost participation that is determined by ownership of the intersection legs. Currently, the signal system replacement estimate is, $840,000, which requires a cost participation of $420,000 from the City and $420,000 from MnDOT. If the City cannot fund the project in 2025, MnDOT is willing to change the year of the project to a year when the City can fund their 50% portion of the signal; however, the $420,000 represents the estimate for 2025 construction. If the project moves out, we would likely see an increase in cost due to inflation and can provide that updated number to you if you identify an estimated year to plan for.

If the City won't pay for their portion of the signal, MnDOT will forgo the signal replacement at 10th St, and plan to install stop signs on 10th St while allowing Hwy 60 traffic to continue through the intersection unimpeded (2-way stop control intersection type). However, with this change in traffic control, MnDOT would anticipate an increased delay for users on 10th St. We can perform a traffic analysis to determine the expected delay and crash performance of the intersection under this scenario and then provide this information to the City to aid in your decision making.

I understand the City is frustrated with the increased cost associated with the new signal design standard; however, MnDOT must comply with the design requirements set by the Federal Highway Administration (FHWA).

Please let me know if the City would like the project moved to a different year to accommodate City funding or if we should proceed with the traffic analysis of the revised stop sign configuration above. Please note, we are planning to process the plan, specifications, and estimate (PS&E) package this winter and a timely response from the City is preferred to keep this project on schedule.

Please know we are a partner in this and want you to have the appropriate data to make an informed decision.

Thanks,
Mary Loeffler

MnDOT District 7 Project Manager
2151 Bassett Drive
Mankato, MN 56001
Phone: 507-740-0063

DEPARTMENT (
TRANSPORTAT

From: Steve Nasby <Steve.Nasby@windommn.com>
Sent: Tuesday, August 27, 2024 3:54 PM
To: Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>; Windommayor@windom-mn.com
Cc: Tess, Zachary (DOT) <zachary.tess@state.mn.us>
Subject: RE: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Mary –

The Mayor raised the issue with the additional funds for the traffic lights and it was not taken well by the Council. The Council took no action and are standing by the resolution that was passed (which I believe MN DOT has a copy) which stated the City is providing a maximum of $177,000 towards the traffic lights (see attached).

Thanks
Steve

From: Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>
Sent: Tuesday, August 27, 2024 3:15 PM
To: Steve Nasby <Steve.Nasby@windommn.com>; Windommayor@windom-mn.com
Cc: Tess, Zachary (DOT) <zachary.tess@state.mn.us>
Subject: RE: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Good Afternoon Steve,

I wanted to circle back to see if Council has had any further discussions about the 10th St signal replacement? MnDOT is continuing to develop the construction plans, which need to be turned in November 1st, 2024, so I'd like to connect with you soon.

Thanks,
Mary

From: Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>
Sent: Friday, August 9, 2024 9:28 AM
To: Steve Nasby <steve.nasby@windommn.com>; Windommayor@windom-mn.com
Cc: Tess, Zachary (DOT) <zachary.tess@state.mn.us>
Subject: Re: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Steve,

Thank you for the update.

As a reference, attached is the Municipal Consent package that MnDOT sent to the City on April 8th, 2024. When MnDOT sends a Municipal Consent package, we are required per Minnesota Statute 161.164 to send a "good-faith cost estimate". At the time the estimate was sent for the 10th St signal, MnDOT had not yet implemented a new signal design standard that adhered to the FHWA's Load Resistance Factor Design (LRFD) Specifications. We knew implementing the new signal design standard was a possibility for this project, which is why on page 4 of the Municipal Consent package we included a statement with the cost estimate that stated: "**This cost estimate is based on the current cost for the traffic signal system. A new traffic signal foundation design is being implemented at MnDOT for all traffic signals, which will likely result in an increase in cost for traffic signal systems. MnDOT will share a new cost estimate as soon as it is available."

I understand Council is frustrated with the increased cost, but a new signal design standard is something every State DOT has been implementing over the past few years to comply with FHWA and maintain federal funding eligibility. Unfortunately, the signal at 10th St must be removed or replaced due to the compromised structural integrity that comes with it being 39 years old and past the service life of 30 years.

To the best of our knowledge, no City or County statewide has refused to be responsible for their cost share of a signal system. Please let me know how Council would like MnDOT to proceed.

Thanks,
Mary (Kloos) Loeffler

MnDOT District 7 Project Manager
2151 Bassett Drive
Mankato, MN 56001
Phone: 507-740-0063

DEPARTMENT
TRANSPORTAT

From: Steve Nasby <Steve.Nasby@windommn.com>
Sent: Wednesday, August 7, 2024 2:41 PM
To: Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>
Subject: RE: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Thank you. The Mayor shared with the Council last night and it went as expected...poorly.

Steve

From: Loeffler, Mary (DOT) <Mary.Loeffler@state.mn.us>
Sent: Tuesday, August 6, 2024 10:52 AM
To: Steve Nasby <Steve.Nasby@windommn.com>; Windommayor@windom-mn.com
Cc: Tess, Zachary (DOT) <zachary.tess@state.mn.us>
Subject: Hwy 60 Windom - Signal Replacement Information (SP1703-94)

Good Morning Steve & Dominic,

Thanks for the discussion today regarding the signal replacement at TH60/10th St. I understand your frustration with the additional cost associated with MnDOT's new signal design, but the transition to the new signal design is a critical component for FHWA compliance and maintaining federal funding eligibility.

Here are a few of the reasons MnDOT has updated the signal design standards:

- Old Signal System Design Standard—Based on the 1990's AASHTO Standard
- New Signal System Design Standard—Based on the 2015 AASHTO published the 1st Edition of the LRFD (Load Resistance Factor Design) Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals
    - FHWA required all DOTs to comply with LRFD Specifications by the end of 2019
        - MnDOT began developing the new standard in 2016, but did not finalize the new standards and implement until 2024
    - To maintain federal funding eligibility, MnDOT must meet the LRFD specifications
        - Cities and Counties trying to get FHWA or State funding in the future will also need to meet LRFD specifications

MnDOT is requesting that the City pay for 50% of the signal replacement at TH60/10th St, or approximately $420,000 (includes signal replacement, 5% mobilization, 3% traffic control, 10% contingency). This cost estimate is still preliminary, as MnDOT continues to gather more information on the cost of the new signal designs.

Please reach out after Council has had an opportunity to discuss and let me know how you'd like to proceed in discussing the City's cost participation and MnDOT's new signal design standard.

Thanks,

Mary (Kloos) Loeffler

MnDOT District 7 Project Manager

2151 Bassett Drive

Mankato, MN 56001

Phone: 507-740-0063

DEPARTMENT O
TRANSPORTAT

Exhibit B

Windom Highway 60 Fact Sheet

- 1960: Local leaders and community members founded the Southwest Highway 60 Action Corporation to formally promote the regional desire for a full 4-lane Southwest Highway 60. This organized regional desire ultimately drove MN DOT's decision to expand Highway 60, when funds allowed.

- 2008: the Minnesota legislature mandated MN DOT to expand the entire Southwest Highway 60 corridor to four lanes, providing funds through an increase in the state fuel tax.

- 2014: MN DOT published that the Highway 60 4-lane expansion impacting Windom was a locally desired project in the MN DOT State Highway Investment Plan. This status of locally desired project has been reaffirmed before the Minnesota legislature.

- 2017: The last segment from Windom, Minnesota to Mountain Lake, Minnesota was expanded to four lanes, culminating 57 years of organized regional interest.

- 2019: Despite the 4-lane expansion being a locally desired project of regional significance, MN DOT began making reductions within two years of completion.

- Late 2019 to 2021: MN DOT conducted a corridor study to "shape a future reconstruction project." The public engagement portion of the corridor study was impacted heavily by COVID-19, skewing its results on a project that was always shaped through local public engagement. According to the August 2022 Final Report,

  > *With the lack of an in-person open house, some challenges were found with the effectiveness of the interaction, as well as number of attendees. As a result, the open house was enhanced with call-in office hours, for which there was zero response to four sessions, an in-person self-guided project review, as well as increased direct emailing and telephone call responses.*

  The outcome of this deficient corridor study was 3-lane restriping proposal, implementing a central 2-way left turn lane and only one through lane in each direction. This proposal would directly undo the 4-lane expansion spurred by 57 years of organized regional advocacy and an act of the Minnesota legislature.

- April 2024: MN DOT published its new Signal Design Manual.

- April 8, 2024: MN DOT staff requested municipal consent from the City of Windom for the project in entirety, including restriping the full Windom corridor and replacing traffic signals. The traffic signal cost share was listed as $177,000 for the City of Windom.

- May 15, 2024: Rani Engineering and KLJ's "60% Design Phase Submittal" was due to MN DOT. No potential cost adjustments or design changes were provided to the City of Windom based on this 60% design.

- June 3, 2024: The City of Windom was awarded a Carbon Reduction Program grant for $141,600 of the traffic signal replacement. This award was made contingent on the restriping of Highway 60 to 3 lanes with MN DOT staff stating there is no carbon reduction value without the lane reduction. However, the current signal design does not meet current standards for ADA compliance and is not accessible for many pedestrians or bicyclists. The replacement of the traffic signals to a more updated standard, combined with MN DOT's land acquisitions for increased space for pedestrians and bicyclists, will reduce carbon emissions by allowing local community members greater ability to cross Highway 60.

- June 4, 2024: More community members attended a MN DOT open house on the proposed restriping design than participated throughout the entire 2020 corridor study public engagement period. Local desire for a full 4-lane corridor clearly remains today, with a unanimous voice opposing restriping at the Windom City Council's Public Hearing directly following MN DOT's open house.

- June 12, 2024: MN DOT held a Utility Information and Design Meeting virtually, including several City of Windom staff members. No potential cost adjustments or design changes were mentioned in this meeting.

- June 18, 2024: Because a Highway 60 4-lane corridor remains a locally desired project, the Windom City Council passed a resolution rejecting the restriping proposal and requesting restoration of the full 4-lane corridor. In the same resolution, the Windom City Council provided municipal consent for the traffic signal project at Highway 60 and 10th Street at a cost-share of up to $177,000.

- August 6, 2024: MN DOT informed the City of Windom of the new signal design for the first time. This was the first contact about the cost-share of the traffic signals increasing to $420,000 or by 237%.

- August 19, 2024: The Economic Development Authority of Windom, part of the City of Windom, reviewed a proposed temporary easement for MN DOT. Cooperation was necessary to allow for MN DOT's traffic signal replacement project. The City of Windom values MN DOT as a partner and the EDA approved this temporary easement for MN DOT's benefit.

- August 29, 2024: The City of Windom received further communication stating that should municipal consent not be provided for the new cost-share of $420,000, MN DOT would remove the traffic signal altogether and install stop signs on 10th Street, allowing Highway 60 to flow unrestricted.