CITY COUNCIL MEETING
Tuesday, September 3, 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 – August 20, 2024
     - HRA Board – August 14, 2024
     - EDA Commission – August 19, 2024
   - License Applications
     - Exempt Gambling Permit - BARC – October 15, 2024
     - Amplification Permit – Flood Volunteers Appreciation Event – September 20, 2024 – Tegels Park Shelter House
   - Regular Bills
2. Department Heads
3. Resolution of Appreciation – Denise Nichols
4. Resolution Accepting Donation
   - Friends of the Library – Equipment for Windom Public Library
5. Public Hearing – Residential Tax Abatement – Gove Acres Subdivision – Lot 7, Block 2
6. City of Windom – Cottonwood County Leases
   - Law Enforcement Center – Police Department
   - Former Fire Hall – Garage
7. Airport
   - MnDOT – Aeronautics – Resolution – Grant – Concrete Pavement Repairs
   - Concrete Pavement Repairs – Contract – Fahrner Asphalt Sealers
8. Personnel
   - Finance/Information Analyst – Hiring Recommendation
   - Supervisory Personnel – Extraordinary Hours
9. City of Windom/Cottonwood County – Mutual Aid Agreement
10. New Business

11. Old Business

12. Contractor Payment
    - Electric Generation Building – Wilcon Construction – Pay Request No. 10 - $704,094.31

13. Council Comments

14. Adjourn

Regular Council Meeting
City Hall, Council Chamber
August 20, 2024
7:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Dominic Jones.

2. Roll Call:

Council Present:	Mayor Dominic Jones, Dennis Esplan, Marv Grunig, Jenny Quade, James Nelson and Scott Benson
Council Absent:	
City Staff Present:	Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jason Sykora, Electric General Manager and Tiffany Lamb, EDA Director

3. Pledge of Allegiance

4. Consent Agenda:

   - Minutes
     - Council Minutes – August 6, 2024
     - Joint Government Meeting – July 29, 2024
     - Utility Commission – July 24, 2024 and August 2, 2024
     - Community Center Commission – August 12, 2024
     - Library Board – August 13, 2024
   - Regular Bills

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

5. Department Heads:
   Tiffany Lamb, EDA Director, said that FEMA individual assistance was approved for Cottonwood County. FEMA has reported that sign-ups are going well in the community and they did door to door effort to get information out. FEMA is still planning a physical location in Windom, but it maybe 2-3 weeks away. The sign-up period runs through September 27th so she encouraged people to get their applications in. The timeline maybe extended, but we cannot count on that. Cottonwood County has requested MN VOAD assistance for recovery help to residents. There is also a need to form a long-term recovery group consisting of 12-15 community members to coordinate volunteers, etc. This group will also work on a long-term development plan. The National Flood Insurance Program staff is in contact with the City ensuring that the floodplain rules are followed for rebuilding. The City Building Office has identified 88 properties in the floodplain that were damaged and now the inspections to determine if there was substantial damage, which is more than 50% of the assessed home value.

   Benson asked that all groups working on rebuilding\repairs know that Building Codes need to be followed. Lamb said that they are aware and will be getting Building permits.

   Jason Sykora, Electric General Manager, said that at the last Council meeting payments were approved for the Generation Building project. All is going along well and is on schedule for substantial

completion by October 4th on the building. After that date CAT has 60 days to get the new generators connected, tested and into operation.
Benson asked if all the work was completed for the transmission line project. Sykora said there is a few bases that need some touch up landscaping. The work was done and his crew did a little work to make it better, but the heavy rains washed away some of the soil and seeding so there maybe some work yet needed.

Sykora said he also wanted to address some concerns he is hearing about the Revolve Labs project. He said the Windom electric system is in good shape and can handle the new load. We have two transformers to split the load, the new project is interruptible and our transmission provider ITC has enough capacity for this project, any new growth in Windom and adding back in the pork plant.

Grunig asked about the noise from the Revolve facility. Sykora said he toured the one in Glencoe and that one is too close to residential properties. He said the site in Windom is well away from homes and should be fine.

6. Call for a Public Hearing – Residential Property Tax Abatement – 1955 Bud Road:
Lamb said that Preferred Choice Homes, a local builder, is constructing a new home with an estimated value of $210,000 which is under the tax abatement maximum. The anticipated abatement will be $1,210 per year for a five-year total of $6,050. This action is just to call for the public hearing. She said the County approved setting a public hearing today as well and 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.

Council Member Grunig introduced the Resolution No. 2024-35, entitled "RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Grunig, Benson, Quade, Esplan and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

7. New Business:
None.

8. Old Business:
Jones said that he had a couple calls and a letter regarding the noise from this type of facility so he visited the Revolve Labs site in Glencoe. He got noise levels from the site and at various distances. He said the home shown in some Facebook video is 200-300 feet away and there is also an elevator in the Glencoe Industrial Park where the facility is located and the elevator is louder. He understands the noise concern, but the key will be the decibel level at distances and it's a humming.

Quade confirmed the same site is the property by Bennett's. Nasby said that is correct.

Nelson said that the property is not in City limits and is a county land use process so it is not a city issue.

9. Council Comments:
Benson encouraged people to help their neighbors. If you have extra garden produce maybe drop it off to elderly people or to a nursing home as they would enjoy it.

Quade thanked the Fair Board and Arena staff for their work at the Fair and felt it was a good event and attendance was good.

Jones said that he has kept in touch with DNR on the earthen levee at Island Park and asked Nasby to update the Council. Nasby said that SEH engineers that did our floodplain work did give him a quote to do hydraulic modeling for the proposed Island Park levee with an option of following the River bank to protect the park and having a levee run just behind the homes\businesses. The cost for the modeling was about $20,000. Also, DGR Engineering is working on a concept of a levee and the approximate amount of material needed to construct the levee. Jones said he had not heard back from DNR but would inquire about any assistance with the modeling.

10. Adjournment:
Mayor Jones adjourned the meeting by unanimous consent at 6:57 p.m.

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

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN
August 14, 2024 at 8:30 a.m.

A regular meeting of the Board of Directors was held on August 14, 2024 at Hillside Manor. Board Members present: Jean Fast, Linda Jaakola, Margaret McDonald, Joel LaCanne and Tony Scott. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: Margaret McDonald-excused, Joel LaCanne-excused and Tony Scott-excused, and City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:37 a.m. with the consent agenda which included minutes from the July meeting, the Agenda, Balance Report and Bills Report. (Jaakola/LaCanne Via email)

Scheduled Guests: none

Old Business consisted of:

1. The Executive Director reported the installation of Directv at RV/HS.
2. The Executive Director reported the CNC Policy will not be put into place due to probable cause after review by Law Enforcement and our Attorney.
3. The Executive Director reported that the roof at Hillside Manor will be addressed by Olsem Construction.
4. The Executive Director reported the RFP for window replacement at Hillside has been sent to the Architect for approval.
5. The Executive Director reported Olsem Construction will be addressing the egress window well for unit #113.

New Business consists of:

1. The Executive Director reported she had her Annual Review by the Jackson HRA board and with her raise, the Management Agreement will be increased to $5,802.95 monthly.
2. The Executive Director reported Dennis will be attending a training course on boilers September 11,2024.
3. The Executive Director reported the Windom HRA staff will be attending the Fall Conference on September 16th-18th in Brainerd.
4. The Executive Director reported receiving a check in the amount of $5,000.00 for the insurance claim at 957 River Road due to recent flooding. This was for the replacement and installation of the new furnace, which cost $4,300.00 plus require clean up.
5. The Executive Director Presented the quotes for replacement of the water softeners at Riverview and Hillside Manor. A motion was made to accept the quote to replace the water softeners in the amount of Hillside Manor $7,475.00 and Riverview $7,743.00. (Jaakola/LaCanne Via Email)
6. The Executive Director reported Nielson landscaping will be working on the riverbank behind Riverview. The embankment has been partially washed away. Cost for the repair will be $1,200.00.
7. The Executive Director presented an estimate for Audit services for the next 3 years. A motion was made to accept the increase of the ABDO contract cost as follows: FY25 $9,000, FY26 $10,000 and FY27 $10,500. (Jaakola/LaCanne via Email)
8. The Executive Director reported an SCDP loan has been paid in full.
9. The Executive Director reported on the update of appliances at Hillside Manor. CFP funds are available for the project. Cost for the refrigerators will be $499.00 and Ranges $599.00.
10. The Executive Director presented quotes on one washing machine as well as repair for a machine at RV from Town & Country. Repairing the washing machine will cost $1,089.96 replacing the damaged washing machine

will cost $2,949.99. A motion was made to purchase one new washing machine in the amount of $2,949.99. (Jaakola/LaCanne Via Email)

11. The Executive Director reported an increase on the roof rental from AT&T. The previous rental amount was $799.87. We are now currently receiving the amount of $919.85 monthly.
12. The Executive Director reported the MN Department of Labor inspected the HS elevator. There were no issues to report.
13. The Executive Director reviewed the August overview.

Upcoming Board Meetings are scheduled for September 11th (RV) 8:30 a.m. and October 9th (HS) at 8:30 a.m.

With no further business, the meeting was adjourned at 9:14 a.m.

Jean Fast, Vice Chairman

Linda Loewen, Executive Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
AUGUST 19, 2024

1. Call to Order: The meeting was called to order by President Wepplo at 12:00 p.m.

2. Roll Call & Guest Introductions:

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

   Also Present: EDA Staff – Tiffany Lamb, EDA Director, and Admin. Asst. Mary Hensen; Steve Nasby, City Administrator; and Kevin Stevens, Cottonwood County Liaison.

3. Approval of Minutes: July 8, 2024:

   Motion by Commissioner Grunig, seconded by Commissioner McNamara, to approve the Minutes of the EDA Meeting held on July 8, 2024. Motion carried 3-0.

4. Closed Session – Negotiations – Potential Land Sale
   A. Parcel No. 25-688-0220: Director Lamb provided the background concerning this property. This is the last lot that the EDA owned in Riverbluff Estates Subdivision. In 2022, the property was sold to Javier Portillo. Mr. Portillo had done a minimal amount of site preparation but did not fulfill his obligations concerning construction of a new home on this lot. Pursuant to the provisions in the Deed, the property reverted to the EDA. The City Attorney completed the proceedings in District Court to return fee simple title in the property to the EDA. Director Lamb explained the costs that the EDA has incurred over the last 2-3 years concerning this lot including cost for brush cleanup and grading of the lot (to help restore the condition of the lot so that it could be mowed), legal fees, and real estate taxes totaling over $8,000. Director Lamb advised that interest in the lot has been expressed by a local contractor who wishes to construct a single-family home on the property. Director Lamb further advised that the EDA Board needed to go into closed session to discuss the sales price for this lot.

   Motion by Commissioner Grunig, seconded by Commissioner McNamara, to authorize the EDA Board to go into closed session. Motion carried 3-0.

   President Wepplo closed the meeting to the public at 12:03 p.m. Present for the closed session were Commissioners Wepplo, McNamara, and Grunig; Director Lamb, City Admin. Nasby, County Liaison Stevens, and Admin. Asst. Hensen.

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

   President Wepplo reopened the meeting to the public at 12:10 p.m.

   Motion by Commissioner McNamara, seconded by Commissioner Grunig, to establish a sales price for Lot 2, Block 2, except the South 2 feet thereof, in Riverbluff Estates Subdivision in an amount to cover expenses incurred by the EDA in connection with this lot which are estimated at $8,500. The motion further states that any purchaser of the lot shall be required to construct a new home on the lot within 18 months from the date of sale. Motion carried 3-0.

5. Closed Session – Negotiations – Temporary Easement for MnDOT
   A. EDA Property – 6th Street/County Road 17: Director Lamb provided the background concerning the property. At the time that the EDA sold the northernmost area of the River Bend Center Property

(corner of Highway 60/71 and 6th Street), the EDA retained an easement on a portion of the 6th Street right-of-way. MnDOT is interested in establishing a 6-year temporary easement on a portion of the EDA's property. The purpose of the temporary easement is the traffic signal project at the 6th Street intersection. There is no City cost-share associated with this intersection's traffic signal replacement because three legs of the intersection are owned by MnDOT and the remaining leg is owned by Cottonwood County. MnDOT has conducted its research concerning title to the property, valuation of the property, comparables with similar properties, etc. Subsequently, MnDOT prepared a report which was provided to the EDA. Director Lamb provided an overview of the report. Even though the appraisal indicated a lesser amount, MnDOT's minimum payment for a temporary easement is the sum of $500; and this is the amount that MnDOT is offering the EDA as compensation for this temporary easement. Director Lamb advised that the EDA will need to go into closed session to discuss the proposed compensation offered by MnDOT for this temporary easement.

Motion by Commissioner McNamara, seconded by Commissioner Grunig, to authorize the EDA Board to go into closed session. Motion carried 3-0.

President Wepplo closed the meeting to the public at 12:11 p.m. Present for the closed session were Commissioners Wepplo, McNamara, and Grunig; Director Lamb, City Admin. Nasby, County Liaison Stevens, and Admin. Asst. Hensen.

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

President Wepplo reopened the meeting to the public at 12:16 p.m.

Motion by Commissioner Grunig, seconded by Commissioner McNamara, to approve MnDOT's Request for Temporary Easement on the EDA's property easement, which extends east from the intersection of 6th Street/County Road 17 and Highway 60/71 adjacent to the River Bend Center property, for the compensation of $500. Motion carried 3-0.

6. New Business: Director Lamb reported that on August 13th she and Mayor Jones met with MN Ag Commissioner Thom Peterson and his aide when they were passing through Windom. Topics in their discussion included area flooding, status of the Premium Iowa Pork project, plans for expansion by a local retail business, etc.

Director Lamb reported that the EDA has received another application for residential tax abatement and that project is making its way through the approval process by the various taxing entities.

7. Unfinished Business

A. Staff Report: In response to questions, there was a brief discussion concerning the status of restaurant properties that are available.

There was also a brief discussion concerning the status of the construction on the new Windom apartments. Two buildings are still under construction and have not received their certificates of occupancy at this time. The management company is anticipating holding an open house at the end of August.

Director Lamb reported that DVK is continuing site prep. in the new South Cottonwood Lake Subdivision.

Director Lamb updated the Board that flood recovery activities continued over last month. There is a group that will be assisting with funding to help local child care providers who were impacted by the flooding. Their assistance covers missed wages and damaged equipment, etc. The Southwest Initiative

Foundation is assisting with the program. The local child care providers experiencing damages were in-home providers and they should also be able to receive Individual Assistance or low-interest SBA loans for damage to their child care spaces.

Director Lamb advised the expectations are that FEMA will have a full service recovery center in place in Windom in the next 2-3 weeks. FEMA has had a mobile unit in place in Windom for the last few days. FEMA Staff also previously went door-to-door providing survivor assistance visits and assessing the damage. Director Lamb commented that the FEMA representatives who have been in Windom have been good to work with and the public have also expressed these comments.

City Staff are working to ensure that the requirements continue to be met concerning inspections of substantially-damaged properties prior to issuance of building permits for repairs on these properties.

In response to a question, Director Lamb confirmed that in order for property owners to receive Individual Assistance, FEMA could require those homeowners to purchase flood insurance for future events. She recommended that individuals ask these specific questions of the agents.

8. Miscellaneous Information:

A. TIF Disclosure Statement – Year Ending 12/31/2023: Each year the City/EDA are required to file TIF Reports with the Minnesota State Auditor's Office. Jeanne Vogt of Ehlers & Associates assists us with the preparation and filing of these detailed reports. A TIF Disclosure Statement is also prepared. This document is published in the local newspaper, provided to the Cottonwood County Auditor (along with copies of the TIF Reports), and forwarded to the County Coordinator as an informational item for the Cottonwood County Commissioners. The Commissioners received a copy of the TIF Disclosure Statement in the packet.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the June 2024 financial reports submitted by Van Binsbergen & Associates.

9. Adjourn: On consensus, President Wepplo adjourned the meeting at 12:50 p.m.

Attest: ____________________________ ____________________________

Tiffany Lamb, EDA Director Nancy Wepplo, EDA President

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Business, Arts and Recreation Center, Inc.
Previous Gambling Permit Number: X- (on original appl.)

Minnesota Tax ID Number, if any: (on original appl.)
Federal Employer ID Number (FEIN), if any: (on original appl.)

Mailing Address: PO BOX 123

City: WINDOM State: MN Zip: 56101 County: COTTONWOOD

Name of Chief Executive Officer (CEO): ASHLEY JOHNSON

CEO Daytime Phone: 507-822-0764 CEO Email: ashley @engagedhomecare.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): barc.ed@windomnet.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Business, Arts and Recreation Center, Inc. (BARC)

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

Check one:

☑ City: Windom Zip: 56101 County: Cottonwood

☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): October 15, 2024

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

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

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

LG220 Application for Exempt Permit

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

CITY APPROVAL for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: ______________________________

Signature of City Personnel:

____

Title: ______________________ Date: ______________

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

COUNTY APPROVAL for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: ______________________________

Signature of County Personnel:

____

Title: ______________________ Date: ______________

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

Print Township Name: ______________________________

Signature of Township Officer: ______________________________

Title: ______________________ Date: ______________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Ashley Johnson Date: 8/26/24
(Signature must be CEO's signature; designee may not sign)

Print Name: ASHLEY JOHNSON

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

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

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

Permit Application for use of Amplification Equipment in Public : Entry # 7271

Date of Event

09/20/2024

Location of Event

Tegels Shelter - Cottonwood Lake

Start Time

05:00 pm

End Time

11:00 pm

Type of Event

Community Appreciation - "Flood Volunteers Appreciation Event"

Applicant Information

Applicant Name

Miranda Hogan

Address

2740 Country Club Dr
Windom, Minnesota 56101
United States
Map It

Phone

(507) 227-0810

Federal ID # - FEIN # or SSN #

(Included on original of Application)

Permit Application for use of Amplification Equipment in Public : Entry # 7271

MN ID #

NA

Email

mirandahogan21@gmail.com

Would you like a copy of this form?

- Yes

Notes

Admin Notification (ID: 51c04db03948c)
added August 15, 2024 at 8:10 pm

WordPress successfully passed the notification email to the sending server.

(ID: 537cd5b32b5ae)
added August 15, 2024 at 8:10 pm

WordPress successfully passed the notification email to the sending server.

Street/Park Superintendent recommends X Approval ____ Denial X ____________
Jon Ketzenberg, Street/Park Superintendent

Police Chief recommends X Approval ____ Denial X Scott ____________
Scott Peterson, Police Chief

Application ____ APPROVED ____ DENIED by the Windom City Council on September 3, 2024.

Attest for City Council ____________
Steven Nasby, City Administrator

Windom, MN

Expense Approval Report
By Fund

Payment Dates 8/17/2024 - 8/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
WINDOM AREA HEALTH	734-0046-08-2024-01	08/16/2024	LIVE WELL PROGRAM	100-11506	480.00
KAYDEN PAPLOW	26670-4	08/26/2024	CREDIT REFUND	100-20191	153.05
LEONARD JR KALLSEN	29486-6	08/26/2024	CREDIT REFUND	100-20191	4.57
DOMITILA MOHEDANO BAHE	3842-4	08/26/2024	CREDIT REFUND	100-20191	220.04
NICHOLAS A MENDOZA	5423-1	08/26/2024	CREDIT REFUND	100-20191	89.30
STATE OF MN - NETWORK	56071-2	08/26/2024	CREDIT REFUND	100-20191	48.39
JAMES CLARK	9492-2	08/26/2024	CREDIT REFUND	100-20191	57.02
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	100-20202	50.00
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	100-20202	94.00
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	100-20202	26,169.20
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	100-20202	5,662.00
					33,027.57
Activity: 41110 - Mayor & Council					
US BANK	US BANK JULY 2024	08/19/2024	Zoom Meeting	100-41110-308	17.09
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	CLOSED AD	100-41110-350	130.80
CONVENT. & VISITOR BUREAU	AUGUST 2024	08/22/2024	LODGING TAX-AMERICINN	100-41110-491	4,928.42
CONVENT. & VISITOR BUREAU	AUGUST 2024	08/22/2024	LODGING TAX-RED CARPET IN	100-41110-491	854.83
			Activity 41110 - Mayor & Council Total:		**5,931.14**
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	100-41310-131	3.60
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	100-41310-133	72.00
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	INSERTS	100-41310-200	6.00
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	100-41310-301	1,754.44
SECR REV FUND/CITY OF WD	08-26-24	08/27/2024	PETTY CASH	100-41310-322	6.75
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	FINANCE/ADMIN ASSIST	100-41310-350	1,860.69
			Activity 41310 - Administration Total:		**3,703.48**
Activity: 41410 - Elections					
LEESA ARNDT	8-14-24	08/20/2024	SCOTCH TAPE FOR ELECTIONS	100-41410-103	4.25
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	FILING NOTICES	100-41410-350	833.70
			Activity 41410 - Elections Total:		**837.95**
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	100-41910-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	100-41910-133	24.00
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	PZ repairs & maint grounds	100-41910-200	26.99
US BANK	US BANK JULY 2024	08/19/2024	MN Dept of Labor License Fee	100-41910-443	338.25
			Activity 41910 - Building & Zoning Total:		**391.04**
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	100-42120-131	16.20
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	100-42120-133	160.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	100-42120-212	893.11
WEX BANK	98815572	08/19/2024	MOTOR FUELS	100-42120-212	-25.93
US BANK	US BANK JULY 2024	08/19/2024	Kwik Trip	100-42120-212	23.29
US BANK	US BANK JULY 2024	08/19/2024	Kwik Trip	100-42120-212	30.33
US BANK	US BANK JULY 2024	08/19/2024	Kwik Trip	100-42120-212	43.99
STREICHER'S, INC	I1711207	08/21/2024	POLICE/UNIFORMS	100-42120-218	708.92
STREICHER'S, INC	I1714086	08/20/2024	POLICE/UNIFORMS	100-42120-218	77.99
US BANK	US BANK JULY 2024	08/19/2024	WPSG Officer Store	100-42120-218	60.91
LANGUAGE LINE SERVICES, IN	11368971	08/20/2024	POLICE/MEDICAL FEES	100-42120-305	160.19
SECR REV FUND/CITY OF WD	08-26-24	08/27/2024	PETTY CASH	100-42120-322	78.83
ALPHA WIRELESS - MANKATO	26464	08/08/2024	POLICE/RADIO UNITS	100-42120-323	108.00
TRITECH SOFTWARE SYSTEMS	417980	08/21/2024	POLICE/DATA PROCESSING	100-42120-326	240.00
US BANK	US BANK JULY 2024	08/19/2024	Buffalo Tap & Grill	100-42120-334	46.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	POLICE	100-42120-340	80.00
CRYSTAL CLEAN CAR WASH LL	1119	08/08/2024	POLICE/MAINTENANCE - VEHI	100-42120-405	89.00
PAUL MARSH	31949	08/21/2024	POLICE/UNIT 201/MAINTENA	100-42120-405	102.84
US BANK	US BANK JULY 2024	08/19/2024	Post board licensing	100-42120-433	91.94
WDR - DEPUTY REGISTRAR #5	8-21-2024	08/21/2024	TITLING 6 FORFEITURE VEHIC	100-42120-480	200.00
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Police other maint	100-42120-480	7.98
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Police other maint	100-42120-480	19.99
			Activity 42120 - Crime Control Total:		**3,213.82**
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560287062	08/16/2024	FIRE/OPERATING SUPPLIES	100-42220-211	34.95
WEX BANK	98815572	08/19/2024	MOTOR FUELS	100-42220-212	457.85
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Fire cleaning supplies	100-42220-215	14.14
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Fire operating supplies	100-42220-215	47.97
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Fire materials	100-42220-215	37.99
US BANK	US BANK JULY 2024	08/19/2024	Amazon	100-42220-215	196.40
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	FD SHOPPER & CITIZEN	100-42220-350	634.80
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Fire	100-42220-404	77.98
PAUL MARSH	31997	08/16/2024	FIRE/#22/MAINTENANCE - VE	100-42220-405	145.00
O'REILLY AUTOMOTIVE, INC	4425-410590	08/16/2024	FIRE/UNIT 21/MAINTENANCE	100-42220-405	44.98
O'REILLY AUTOMOTIVE, INC	4425-410944	08/16/2024	FIRE/UNIT 20/MAINTENANCE	100-42220-405	19.98
O'REILLY AUTOMOTIVE, INC	4425-411949	08/26/2024	FIRE/UNIT 23/MAINTENANCE	100-42220-405	6.60
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Fire maint vehicle	100-42220-405	13.58
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Fire maint grounds	100-42220-406	49.99
			Activity 42220 - Fire Fighting Total:		**1,782.21**
Activity: 42500 - Civil Defense					
US GEOLOGICAL SURVEY	91176590	08/01/2024	GAGE ON THE DES MOINES RI	100-42500-215	5,616.00
			Activity 42500 - Civil Defense Total:		**5,616.00**
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	100-43100-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	100-43100-133	80.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	100-43100-212	-14.41
WEX BANK	98815572	08/19/2024	MOTOR FUELS	100-43100-212	496.18
ATCO INTERNATIONAL CO	I0632931	08/16/2024	STREET/STREET MAINTENANC	100-43100-224	499.21
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Street maint materials	100-43100-224	17.18
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Shop	100-43100-241	14.99
GMS INDUSTRIAL SUPPLIES, I	115131	08/26/2024	STREET/MAINTENANCE - OFFI	100-43100-404	379.06
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	100-43100-404	59.95
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	100-43100-404	53.93
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	100-43100-404	27.96
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	100-43100-404	-27.96
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Street maint office	100-43100-404	67.99
ZIEGLER, INC.	SI000525893	08/16/2024	STREET/CAT SKID	100-43100-404	725.27
			Activity 43100 - Streets Total:		**2,381.15**
Activity: 45120 - Recreation					
BEACON ATHLETICS	0595563-IN	08/27/2024	ARENA/OPERATING SUPPLIES	100-45120-217	250.00
US BANK	US BANK JULY 2024	08/19/2024	Playpass Business	100-45120-217	9.50
US BANK	US BANK JULY 2024	08/19/2024	Playpass Business	100-45120-217	9.50
GLOBAL PAYMENTS INC.	1015020.1	08/20/2024	DATA PROCESSING	100-45120-326	1,636.68
			Activity 45120 - Recreation Total:		**1,905.68**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	100-45202-133	16.00
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-216	29.99
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-216	29.99
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-216	31.96
CARQUEST - SMITH AUTO SUP	JULY 2024	08/26/2024	MAINTENANCE	100-45202-241	42.60
CARQUEST - SMITH AUTO SUP	JULY 2024	08/26/2024	MAINTENANCE	100-45202-241	33.77
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-241	25.99
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-241	29.99
ASCAP	100006420744	08/23/2024	LICENSE FEES	100-45202-326	7.77

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHILLING SUPPLY COMPANY	973361-00	08/20/2024	STREET/MAINTENANCE - STR	100-45202-402	325.82
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-402	9.58
MTI DISTRIBUTING, INC	1443148-00	08/16/2024	STREET/MAINTENANCE - OFFI	100-45202-404	570.53
ATCO INTERNATIONAL CO	I0632815	08/16/2024	STREET/MAINTENANCE - VEHI	100-45202-405	175.00
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Parks	100-45202-406	50.98
				Activity 45202 - Park Areas Total:	**1,379.97**
				Fund 100 - GENERAL Total:	**60,170.01**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	211-45501-133	16.00
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-200	29.89
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Library ofice supplies	211-45501-211	66.56
US BANK	US BANK JULY 2024	08/19/2024	Hy-Vee	211-45501-211	24.61
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-211	47.98
US BANK	US BANK JULY 2024	08/19/2024	Amazon - Supplies	211-45501-211	35.37
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-211	25.92
US BANK	US BANK JULY 2024	08/19/2024	Hy-Vee	211-45501-217	27.94
NANCY SAJBAN	8-6-24	08/20/2024	CAMP READ A LOT CONFEREN	211-45501-308	133.36
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	DID YOU KNOW	211-45501-350	87.75
VESTIS GROUP, INC	2560270434	08/22/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	44.65
VESTIS GROUP, INC	2560289401	08/20/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	44.65
US BANK	US BANK JULY 2024	08/19/2024	Ann Country	211-45501-433	40.00
US BANK	US BANK JULY 2024	08/19/2024	Ann Country	211-45501-433	36.00
US BANK	US BANK JULY 2024	08/19/2024	people magazine	211-45501-433	-135.00
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	57.08
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	16.69
US BANK	US BANK JULY 2024	08/19/2024	Amazon Credit	211-45501-435	-19.96
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	19.96
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	19.96
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	9.00
US BANK	US BANK JULY 2024	08/19/2024	Amazon	211-45501-435	20.91
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	211-45501-480	603.09
				Activity 45501 - Library Total:	**1,252.41**
				Fund 211 - LIBRARY Total:	**1,252.41**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Airport	225-45127-200	9.59
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Airport operating supplies	225-45127-217	11.98
BEST OIL COMPANY	58412	08/23/2024	JET FUEL	225-45127-264	13,197.00
SOUTHWEST MN BROADBAN	08-15-2024	08/20/2024	TELEPHONE	225-45127-321	31.86
SOUTH CENTRAL ELECTRIC	07-01-24 - 07-31-24	08/26/2024	AIRPORT/ELECTRIC	225-45127-381	251.00
SOUTH CENTRAL ELECTRIC	07-01-24 - 07-31-24	08/26/2024	AIRPORT/ELECTRIC	225-45127-381	147.93
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	225-45127-404	-18.00
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	225-45127-480	603.09
				Activity 45127 - Airport Total:	**14,234.45**
Activity: 49950 - Capital Outlay					
SEH	471296	08/22/2024	WINDOM 23 RWY 12/30 ENV	225-49950-500	7,260.00
				Activity 49950 - Capital Outlay Total:	**7,260.00**
				Fund 225 - AIRPORT Total:	**21,494.45**
Fund: 230 - POOL					
Activity: 45124 - Pool					
ATLANTIC COCA-COLA	4587131	08/20/2024	CONCESSIONS	230-45124-260	406.80
ATLANTIC COCA-COLA	4598727	08/20/2024	CONCESSIONS	230-45124-260	125.92
GLOBAL PAYMENTS INC.	1015020.1	08/20/2024	DATA PROCESSING	230-45124-326	1,636.66
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	230-45124-480	603.09
				Activity 45124 - Pool Total:	**2,772.47**
				Fund 230 - POOL Total:	**2,772.47**

Expense Approval Report Payment Dates: 8/17/2024 - 8/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	235-42153-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	235-42153-133	16.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	235-42153-212	-79.61
WEX BANK	98815572	08/19/2024	MOTOR FUELS	235-42153-212	2,742.06
VESTIS GROUP, INC	2560287062	08/16/2024	AMBO/OPERATING SUPPLIES	235-42153-217	34.95
US BANK	US BANK JULY 2024	08/19/2024	aed superstore	235-42153-217	126.00
US BANK	US BANK JULY 2024	08/19/2024	sensormed+c	235-42153-217	230.00
LEWIS FAMILY DRUG, LLC	07-31-2024	08/16/2024	AMBO/MERCHANDISE-MEDIC	235-42153-261	454.56
LINDE GAS & EQUIPMENT INC	44416547	08/12/2024	AMBO/OTHER MERCHANDISE	235-42153-261	613.16
WINDOM AREA HEALTH	734-0024-07-2024-02	08/12/2024	AMBO/NURSING	235-42153-312	3,398.31
SECR REV FUND/CITY OF WD	08-26-24	08/27/2024	PETTY CASH	235-42153-322	2.31
CYNDI HANSEN	8-14-24 - 8-16-24	08/21/2024	AMBO/MEALS	235-42153-334	36.25
AMBER SVOBODA	8-7-24	08/21/2024	AMBO/MEALS	235-42153-334	21.31
JUSTIN HARRINGTON	8-8-24	08/21/2024	AMBO/MEALS	235-42153-334	5.55
KRISTEN PORATH	8-8-24 - 8-14-24	08/21/2024	AMBO/MEALS	235-42153-334	121.52
US BANK	US BANK JULY 2024	08/19/2024	SAMS CLUB	235-42153-334	90.24
US BANK	US BANK JULY 2024	08/19/2024	HyVee	235-42153-334	49.34
US BANK	US BANK JULY 2024	08/19/2024	COSTCO	235-42153-334	212.32
STRYKER SALES, LLC	9206810862	08/13/2024	AMBO/MAINTENANCE - OFFI	235-42153-404	3,848.00
US BANK	US BANK JULY 2024	08/19/2024	LC Ready	235-42153-435	149.00
MN REVENUE	8-26-24	08/26/2024	MN CARE TAX 2024 QUARTER	235-42153-460	1,800.00
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	235-42153-480	603.09
				Activity 42153 - Ambulance Total:	**14,476.16**
				Fund 235 - AMBULANCE Total:	**14,476.16**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	250-46520-133	24.00
US BANK	US BANK JULY 2024	08/19/2024	Adobe	250-46520-200	21.36
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	250-46520-301	3,251.74
EHLERS & ASSOC., INC.	98812	08/21/2024	EDA/CONSULTING & AUDITIN	250-46520-301	285.00
EHLERS & ASSOC., INC.	98813	08/21/2024	EDA/CONSULTING & AUDITIN	250-46520-301	6,256.25
DGR ENGINEERING	00269787	08/16/2024	SOUTH COTTONWOOD LAKE	250-46520-439	1,224.00
				Activity 46520 - EDA Total:	**11,062.35**
				Fund 250 - EDA GENERAL Total:	**11,062.35**
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	07-01-24 - 07-31-24	08/26/2024	EDA/ELECTRIC	254-46520-381	130.20
				Activity 46520 - EDA Total:	**130.20**
				Fund 254 - NORTH IND PARK Total:	**130.20**
Fund: 309 - 2025 STREET PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00269779	08/16/2024	2024 STREET IMPROVEMENTS	309-41000-303	510.00
				Activity 41000 - General Government Total:	**510.00**
				Fund 309 - 2025 STREET PROJECT Total:	**510.00**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
HEIMAN FIRE EQUIP. CO	0934249-IN	08/22/2024	FIRE/2023 CIP WILDLAND TRU	401-49950-502	838.04
HEIMAN FIRE EQUIP. CO	0934388-IN	08/22/2024	FIRE/2023 CIP WILDLAND TRU	401-49950-502	249.91
HEIMAN FIRE EQUIP. CO	0934420-IN	08/27/2024	FIRE/UNIT 25/2023 CIP WILDL	401-49950-502	1,099.63
HEIMAN FIRE EQUIP. CO	0934455-IN	08/19/2024	FIRE/UNIT 25/2023 CIP WILDL	401-49950-502	241.58
SNOWY RIVER HAULING & GR	1124	08/22/2024	2024 FLOOD/HAULING CLAY	401-49950-509	6,196.25
SNOWY RIVER HAULING & GR	1131	08/22/2024	2024 FLOOD/SAND BAGS	401-49950-509	2,975.00
ASCO POWER SERVICES INC	1779075	08/21/2024	SEWER/2024 FLOOD	401-49950-509	3,902.98
DISASTER RELIEF & INNOVATI	20240808	08/21/2024	2024 FLOOD	401-49950-509	39,060.00
CITY OF MARSHALL	24-0188	08/21/2024	REMOVAL OF SANDBAGS - 20	401-49950-509	5,181.61
SCOTT VEENKER	30818	08/12/2024	2024 FLOOD/SILT FENCE	401-49950-509	971.25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE-FLOOD	401-49950-509	59.88
R A MUECKE SAND & GRAVEL	87723	08/20/2024	GRAVEL FOR 2024 FLOOD RO	401-49950-509	693.54
R A MUECKE SAND & GRAVEL	87745	08/20/2024	GRAVEL FOR 2024 FLOOD RO	401-49950-509	1,050.43
R A MUECKE SAND & GRAVEL	87771	08/20/2024	GRAVEL FOR 2024 FLOOD RO	401-49950-509	347.46
WEX BANK	98815572	08/19/2024	MOTOR FUELS/WATER-FLOOD	401-49950-509	1,181.72
WEX BANK	98815572	08/19/2024	MOTOR FUELS/STREET-FLOOD	401-49950-509	2,280.28
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Capital Administration	401-49950-509	-5.98
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Capital Administration	401-49950-509	5.98
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Capital Outlay-street	401-49950-509	9.18
				Activity 49950 - Capital Outlay Total:	**66,338.74**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**66,338.74**

Fund: 601 - WATER

Activity: 49400 - Water

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	601-49400-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	601-49400-133	48.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	601-49400-212	185.30
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	601-49400-301	1,754.44
MN VALLEY TESTING	1265622	08/13/2024	WATER/LAB TESTING	601-49400-310	77.50
US BANK	US BANK JULY 2024	08/19/2024	UPS	601-49400-310	16.54
SECR REV FUND/CITY OF WD	08-26-24	08/27/2024	PETTY CASH	601-49400-322	5.80
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	POSTAGE	601-49400-322	257.85
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	601-49400-326	849.69
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	PROCESSING	601-49400-326	159.60
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	INSERTS	601-49400-350	296.18
MN VALLEY TESTING	1266790	08/22/2024	WATER/REFUSE DISPOSAL	601-49400-384	1,530.00
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Water	601-49400-386	52.99
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	601-49400-405	70.31
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	601-49400-405	100.58
SCOTT VEENKER	30842	08/26/2024	WATER/3RD AVE & 14TH ST	601-49400-408	692.50
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	601-49400-480	1.80
SW/WC SERVICE COOPERATIV	AUGUST-24	08/20/2024	HEALTH INSURANCE-LUND	601-49400-480	944.96
				Activity 49400 - Water Total:	**7,563.34**
				Fund 601 - WATER Total:	**7,563.34**

Fund: 602 - SEWER

Activity: 49450 - Sewer

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	602-49450-133	32.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	602-49450-212	722.92
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	sewer	602-49450-217	0.99
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Sewer	602-49450-217	16.98
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	602-49450-301	1,754.44
MN VALLEY TESTING	1264041	08/08/2024	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1264057	08/08/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1264229	08/08/2024	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1264278	08/08/2024	SEWER/LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1264485	08/08/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1265220	08/12/2024	SEWER/LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1265365	08/12/2024	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1265367	08/12/2024	SEWER/LAB TESTING	602-49450-310	32.00
MN VALLEY TESTING	1265559	08/13/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1266156	08/22/2024	SEWER/LAB TESTING	602-49450-310	234.80
MN VALLEY TESTING	1266605	08/22/2024	SEWER/LAB TESTING	602-49450-310	158.00
MN VALLEY TESTING	1266658	08/22/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1266817	08/22/2024	SEWER/LAB TESTING	602-49450-310	141.60
MN VALLEY TESTING	1267284	08/22/2024	SEWER/LAB TESTING	602-49450-310	234.80
MN VALLEY TESTING	1267747	08/26/2024	SEWER/LAB TESTING	602-49450-310	202.80
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Sewer	602-49450-310	45.37
CITY OF WORTHINGTON	WWTF - 24160	08/13/2024	SEWER/LAB TESTING	602-49450-310	20.70
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	POSTAGE	602-49450-322	257.85

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	602-49450-326	849.70
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	PROCESSING	602-49450-326	159.60
SOUTH CENTRAL ELECTRIC	07-01-24 - 07-31-24	08/26/2024	SEWER/ELECTRIC	602-49450-381	134.94
ERIC'S ELECTRIC MOTOR REPA	55571	08/20/2024	SEWER/MAINTENANCE - OFFI	602-49450-404	198.95
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Sewer	602-49450-404	33.04
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Sewer	602-49450-404	20.97
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Sewer maint office	602-49450-404	35.97
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Sewer maint office	602-49450-404	38.97
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	602-49450-405	21.98
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	602-49450-405	29.99
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	602-49450-406	41.84
WENNER HOLDINGS LLC	4208	08/21/2024	SEWER/INSPECTION-MAINTE	602-49450-408	20,823.75
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Sewer	602-49450-408	1,241.94
				Activity 49450 - Sewer Total:	**29,739.99**
				Fund 602 - SEWER Total:	**29,739.99**
Fund: 604 - ELECTRIC					
ELECTRIC FUND	# 590 RETURN	08/22/2024	EL/1105 1ST AVE NORTH	604-14200	356.86
ELECTRIC FUND	# 591 RETURN	08/26/2024	EL/INVENTORY	604-14200	73.35
RESCO - RURAL ELECTRIC SUP	3042464	08/20/2024	EL/INVENTORY	604-14200	199.48
WESCO DISTRIBUTION, INC	431784	08/20/2024	EL/INVENTORY	604-14200	650.76
IRBY ELECTRICAL DISTRIBUTO	S013999854.001	08/20/2024	EL/INVENTORY	604-14200	32,666.40
DAKOTA SUPPLY GROUP	S103907083.001	08/20/2024	EL/INVENTORY	604-14200	6,928.01
ELECTRIC FUND	# 945	08/22/2024	EL/COUNTRY RD 15/CAPITAL	604-16300	5,426.79
US BANK	US BANK JULY 2024	08/19/2024	capital-flex core-current trans	604-16300	3,854.06
US BANK	US BANK JULY 2024	08/19/2024	Flex-Core-capital/current tran	604-16300	3,853.00
AMERICAN ENGINEERING TES	INV-206083	08/21/2024	EL/GENERATION ADDITION	604-16480	3,570.50
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	604-20202	174.00
TERRI ANN JOHNSON	28462-6	08/26/2024	DEPOSIT REFUND	604-22000	300.00
MARIA GARCIA	29998-5	08/26/2024	DEPOSIT REFUND	604-22000	133.83
NASH NASH TOBACCO	32557-9	08/26/2024	DEPOSIT REFUND	604-22000	300.00
KIARA TOMASSINI REYES	32813-0	08/26/2024	DEPOSIT REFUND	604-22000	300.00
ANDREW S GALLAGHER	52269-2	08/26/2024	DEPOSIT REFUND	604-22000	300.00
					59,087.04
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	604-49550-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	604-49550-133	88.00
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric office supplies	604-49550-200	66.99
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric office supplies	604-49550-200	15.98
WEX BANK	98815572	08/19/2024	MOTOR FUELS	604-49550-212	875.54
AMARIL UNIFORM COMPANY	IV263921	08/20/2024	EL/UNIFORMS	604-49550-218	193.05
AMARIL UNIFORM COMPANY	IV264063	08/20/2024	EL/UNIFORMS	604-49550-218	253.34
US BANK	US BANK JULY 2024	08/19/2024	Frank's Shoe Repair	604-49550-218	215.00
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Electric	604-49550-241	28.47
DEPARTMENT OF ENERGY	BFPB000800724	08/13/2024	EL/MERCHANDISE FOR RESAL	604-49550-263	96,754.64
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	604-49550-301	1,754.44
BOARDMAN & CLARK LLP	288483	08/20/2024	REVIEW LABS AGREEMENTS	604-49550-304	1,911.00
SECR REV FUND/CITY OF WD	08-26-24	08/27/2024	PETTY CASH	604-49550-322	23.00
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	POSTAGE	604-49550-322	257.85
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	604-49550-326	1,694.29
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	PROCESSING	604-49550-326	159.60
US BANK	US BANK JULY 2024	08/19/2024	USPS	604-49550-333	12.90
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Electric	604-49550-402	8.08
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Electric	604-49550-402	70.35
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint structure	604-49550-402	193.49
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint structure	604-49550-402	11.99
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint structure	604-49550-402	57.16
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint structure	604-49550-402	25.77

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint structure	604-49550-402	142.97
O'REILLY AUTOMOTIVE, INC	4425-412245	08/27/2024	EL/MAINTENANCE - OFFICE	604-49550-404	13.99
CARQUEST - SMITH AUTO SUP	JULY 2024	08/26/2024	MAINTENANCE	604-49550-404	23.91
CARQUEST - SMITH AUTO SUP	JULY 2024	08/26/2024	MAINTENANCE	604-49550-404	9.70
CARQUEST - SMITH AUTO SUP	JULY 2024	08/26/2024	MAINTENANCE	604-49550-404	1.88
RD OFFUTT COMPANY.	P3126004	08/20/2024	EL/MAINTENANCE - OFFICE	604-49550-404	451.43
RD OFFUTT COMPANY	P3163604	08/20/2024	EL/MAINTENANCE - OFFICE	604-49550-404	-312.92
ALTEC INDUSTRIES, INC.	51486142	08/20/2024	EL/MAINTENANCE - VEHICLE	604-49550-405	1,168.26
ALTEC INDUSTRIES, INC.	51486153	08/20/2024	EL/MAINTENANCE - VEHICLE	604-49550-405	2,546.07
ELECTRIC FUND	# 944	08/20/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	1,153.29
ELECTRIC FUND	# 947	08/26/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	16,327.63
ELECTRIC FUND	# 948	08/26/2024	EL/MAINTENANCE - DISTRIBU	604-49550-408	59.11
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Electric maint utilities	604-49550-409	20.00
ELECTRIC FUND	# 950	08/27/2024	EL/GENERATION PLANT	604-49550-410	483.54
ELECTRIC FUND	# 946	08/22/2024	EL/INTERNAL ELECTIC DEPT	604-49550-411	34.85
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	604-49550-460	107.00
US BANK	US BANK JULY 2024	08/19/2024	Hy-Vee	604-49550-480	46.93
				Activity 49550 - Electric Total:	**127,985.37**
				Fund 604 - ELECTRIC Total:	**187,072.41**

Fund: 609 - LIQUOR STORE

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	609-20202	19,505.55
					19,505.55

Activity: 49751 - Liquor Store

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	609-49751-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	609-49751-133	48.00
US BANK	US BANK JULY 2024	08/19/2024	Sam's Club	609-49751-200	105.65
VESTIS GROUP, INC	2560289403	08/20/2024	LIQUOR S/CLEANING/SUPPLIE	609-49751-211	69.07
US BANK	US BANK JULY 2024	08/19/2024	Amazon	609-49751-211	11.35
O'MALLEY'S STORAGE AND RE	3893	08/26/2024	LIQUOR S/OPERATING SUPPLI	609-49751-217	100.00
US BANK	US BANK JULY 2024	08/19/2024	Amazon	609-49751-217	84.57
BELLBOY CORP	0204477800	08/01/2024	LIQUOR S/LIQUOR/THC	609-49751-251	752.20
BREAKTHRU BEVERAGE MN	117247230	08/22/2024	TELECOM/MERCHANDISE	609-49751-251	2,482.86
DOLL DISTRIBUTING, LLC	1568584	08/13/2024	LIQUOR S/BEER/LIQUOR/NON	609-49751-251	76.68
JOHNSON BROS.	2603691	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	5,047.94
JOHNSON BROS.	2608278	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	3,200.44
BEVERAGE WHOLESALERS	343485	08/26/2024	LIQUOR S/MERCHANDISE	609-49751-251	1,315.00
PHILLIPS WINE & SPIRITS	527293	08/26/2024	LIQUOR S/LIQUOR	609-49751-251	-11.20
PHILLIPS WINE & SPIRITS	6831124	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,937.39
PHILLIPS WINE & SPIRITS	6834781	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,474.50
LOST SANITY BREWING LLC	000852	08/20/2024	LIQUOR S/BEER	609-49751-252	619.00
BREAKTHRU BEVERAGE MN	117244981	08/22/2024	LIQUOR S/BEER	609-49751-252	262.50
DOLL DISTRIBUTING, LLC	1568583	08/13/2024	LIQUOR S/BEER	609-49751-252	566.55
DOLL DISTRIBUTING, LLC	1568584	08/13/2024	LIQUOR S/BEER/LIQUOR/NON	609-49751-252	11,254.78
DOLL DISTRIBUTING, LLC	1569745	08/13/2024	LIQUOR S/BEER	609-49751-252	338.10
BRAU BROTHERS BREWING C	233196484	08/13/2024	LIQUOR S/BEER	609-49751-252	75.00
BEVERAGE WHOLESALERS	333353-C	08/26/2024	LIQUOR S/BEER	609-49751-252	-30.60
BEVERAGE WHOLESALERS	340140	08/01/2024	LIQUOR S/MERCHANDISE	609-49751-252	11,399.10
BEVERAGE WHOLESALERS	341301	08/13/2024	LIQUOR S/BEER/NON-ALCHOL	609-49751-252	16,326.85
BEVERAGE WHOLESALERS	341301-C	08/13/2024	LIQUOR S/BEER	609-49751-252	-27.30
BEVERAGE WHOLESALERS	342365	08/22/2024	LIQUOR S/BEER/NON-ALCHOL	609-49751-252	7,696.90
BEVERAGE WHOLESALERS	343485	08/26/2024	LIQUOR S/MERCHANDISE	609-49751-252	9,207.33
BEVERAGE WHOLESALERS	343485-C	08/26/2024	LIQUOR S/BEER	609-49751-252	-12.60
BEVERAGE WHOLESALERS	344182	08/26/2024	LIQUOR S/BEER	609-49751-252	177.00
BEVERAGE WHOLESALERS	344183	08/26/2024	LIQUOR S/BEER	609-49751-252	369.60
ARTISAN BEER COMPANY	3704075	08/22/2024	LIQUOR S/BEER	609-49751-252	30.75
ARTISAN BEER COMPANY	3705800	08/26/2024	LIQUOR S/BEER	609-49751-252	36.90
BEVERAGE WHOLESALERS	733065	08/22/2024	LIQUOR S/BEER	609-49751-252	1,338.40
BREAKTHRU BEVERAGE MN	117247230	08/22/2024	TELECOM/MERCHANDISE	609-49751-253	692.00
JOHNSON BROS.	2603692	08/22/2024	LIQUOR S/WINE/MERCH/FREI	609-49751-253	664.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	2608279	08/26/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-253	358.50
BREAKTHRU BEVERAGE MN	412632454	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	-240.00
PHILLIPS WINE & SPIRITS	6831125	08/22/2024	LIQUOR S/WINE/NON-ALCHO	609-49751-253	434.16
PHILLIPS WINE & SPIRITS	6834782	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-253	104.00
WINE MERCHANTS	7484582	08/22/2024	LIQUOR S/WINE/FREIGHT	609-49751-253	128.00
WINE MERCHANTS	755018	08/26/2024	LIQUOR S/BEER	609-49751-253	-10.00
BREAKTHRU BEVERAGE MN	117247230	08/22/2024	TELECOM/MERCHANDISE	609-49751-254	30.11
JOHNSON BROS.	2603692	08/22/2024	LIQUOR S/WINE/MERCH/FREI	609-49751-254	48.00
JOHNSON BROS.	2608279	08/26/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-254	37.00
BEVERAGE WHOLESALERS	340140	08/01/2024	LIQUOR S/MERCHANDISE	609-49751-254	-30.00
BEVERAGE WHOLESALERS	343485	08/26/2024	LIQUOR S/MERCHANDISE	609-49751-254	187.50
RED BULL DISTRIBUTION CO, I	5012478245	08/13/2024	LIQUOR S/SOFT DRINKS & MI	609-49751-254	168.00
BELLBOY CORP	0204477800	08/01/2024	LIQUOR S/LIQUOR/THC	609-49751-258	690.00
DOLL DISTRIBUTING, LLC	1568584	08/13/2024	LIQUOR S/BEER/LIQUOR/NON	609-49751-259	188.65
BEVERAGE WHOLESALERS	340140	08/01/2024	LIQUOR S/MERCHANDISE	609-49751-259	96.20
BEVERAGE WHOLESALERS	341301	08/13/2024	LIQUOR S/BEER/NON-ALCHOL	609-49751-259	97.80
BEVERAGE WHOLESALERS	342365	08/22/2024	LIQUOR S/BEER/NON-ALCHOL	609-49751-259	29.95
BEVERAGE WHOLESALERS	343485	08/26/2024	LIQUOR S/MERCHANDISE	609-49751-259	90.55
PHILLIPS WINE & SPIRITS	6831125	08/22/2024	LIQUOR S/WINE/NON-ALCHO	609-49751-259	88.00
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	609-49751-301	1,754.44
BREAKTHRU BEVERAGE MN	117247230	08/22/2024	TELECOM/MERCHANDISE	609-49751-333	46.44
JOHNSON BROS.	2603691	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	135.54
JOHNSON BROS.	2603692	08/22/2024	LIQUOR S/WINE/MERCH/FREI	609-49751-333	20.30
JOHNSON BROS.	2608278	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	65.48
JOHNSON BROS.	2608279	08/26/2024	LIQUOR S/MERCHANDISE/FRE	609-49751-333	16.24
BREAKTHRU BEVERAGE MN	412632454	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	-1.85
PHILLIPS WINE & SPIRITS	6831124	08/22/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	42.32
PHILLIPS WINE & SPIRITS	6831125	08/22/2024	LIQUOR S/WINE/NON-ALCHO	609-49751-333	20.98
PHILLIPS WINE & SPIRITS	6834781	08/23/2024	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	24.87
PHILLIPS WINE & SPIRITS	6834782	08/26/2024	LIQUOR S/BEER/FREIGHT	609-49751-333	2.03
WINE MERCHANTS	7484582	08/22/2024	LIQUOR S/WINE/FREIGHT	609-49751-333	2.03
NEXT STEP BROADCASTING IN	24070397	08/08/2024	LIQUOR S/AM ADVERTISING	609-49751-340	268.46
NEXT STEP BROADCASTING IN	24070398	08/08/2024	LIQUOR S/AM ADVERTISING	609-49751-340	51.00
NEXT STEP BROADCASTING IN	24070399	08/08/2024	LIQUOR S/FM ADVERTISING	609-49751-340	204.00
CITIZEN PUBLISHING CO	7-31-24	08/20/2024	LIQUOR S/ADVERTISING	609-49751-340	1,585.85
LUCAN COMMUNITY TV INC	1895	08/20/2024	LIQUOR S/ELECTRONIC SAFE L	609-49751-404	290.00
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Liquor maint structure	609-49751-404	3.80
US BANK	US BANK JULY 2024	08/19/2024	city hive	609-49751-433	50.73
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	609-49751-460	16.25
				Activity 49751 - Liquor Store Total:	**85,775.84**
				Fund 609 - LIQUOR STORE Total:	**105,281.39**

Fund: 614 - TELECOM

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INTERNAL REVENUE SERVICE	AUG-24	08/23/2024	EXCISE TAX POSTING	614-20201	500.00
INTERNAL REVENUE SERVICE	JUL-24 FINAL	08/23/2024	EXCISE TAX POSTING	614-20201	262.99
MN 9-1-1 PROGRAM	JULY 2024	08/26/2024	911 SERVICES	614-20206	861.81
					1,624.80

Activity: 49870 - Telecom

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	614-49870-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	614-49870-133	80.00
WEX BANK	98815572	08/19/2024	MOTOR FUELS	614-49870-212	209.84
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Telecom operating supplies	614-49870-217	41.99
US BANK	US BANK JULY 2024	08/19/2024	EBAY	614-49870-217	59.24
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Telecom utility system	614-49870-227	108.93
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Telecom utility system	614-49870-227	33.96
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Telecom utility system	614-49870-227	3.59
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	614-49870-301	1,754.44
JONATHAN ENGSTROM	383	08/27/2024	TELECOM/ENG/SURVEYING F	614-49870-303	1,700.00
JONATHAN ENGSTROM	385	07/26/2024	TELECOM/ENG/SURVEYING F	614-49870-303	1,700.00
JONATHAN ENGSTROM	386	08/27/2024	TELECOM/ENG/SURVEYING F	614-49870-303	1,700.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INTERSTATE TRS FUND	82580760080-0824	08/20/2024	514b Obligation Interstate/Int	614-49870-304	1.93
INTERSTATE TRS FUND	82580760080-0824	08/20/2024	514a Obligation Total 499 Rev	614-49870-304	696.33
CENTURY LINK	AUG 16 2024	08/27/2024	SERVICE/507-831-1075	614-49870-321	91.72
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	POSTAGE	614-49870-322	257.85
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	614-49870-326	1,694.29
INNOVATIVE SYSTEMS LLC	INV-19345	08/20/2024	DATA PROCESSING	614-49870-326	997.11
INNOVATIVE SYSTEMS LLC	INV-19614	08/20/2024	PROCESSING	614-49870-326	159.60
NEUSTAR, INC.	L-0000047550	08/16/2024	TELECOM/DATA PROCESSING	614-49870-326	19.25
NEXT STEP BROADCASTING IN	24070472	08/08/2024	TELECOM/AM ADVERTISING	614-49870-340	151.98
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	TELECOM SHOPPER & CITIZEN	614-49870-350	245.25
CENTURY LINK	7242105D-D-24230	08/27/2024	CABS	614-49870-441	38.84
CENTURY LINK	LX017082024235	08/26/2024	DIRECTORY LISTING	614-49870-441	271.55
BIG TEN NETWORK, LLC	312162	08/26/2024	TELECOM/JUNE 2024/SUBSCR	614-49870-442	1,335.84
BIG TEN NETWORK, LLC	320066	08/21/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	1,321.32
FOX TELEVISION STATIONS, LL	320067	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	241.41
FOX TELEVISION STATIONS, LL	320068	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	3,095.00
NEXSTAR BROADCASTING GR	578287	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	213.19
BALLY SPORTS NORTH	W10171	08/16/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	6,436.80
US BANK	US BANK JULY 2024	08/19/2024	Dept. of Labor	614-49870-444	188.00
1623 FARNAM LLC	00009726	08/08/2024	TELECOM/INTERNET EXPENSE	614-49870-447	200.00
MANKATO NETWORKS, LLC	390226	08/16/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,662.50
MANKATO NETWORKS, LLC	390240	08/16/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,242.46
MANKATO NETWORKS, LLC	390242	08/27/2024	TELECOM/INTERNET EXPENSE	614-49870-447	8,672.22
US BANK	US BANK JULY 2024	08/19/2024	Dream Host Web Hosting	614-49870-447	139.00
CONSOLIDATED CALL CENTER	25676	08/06/2024	TELECOM/CALL COMPLETION	614-49870-451	121.95
ONVOY, LLC dba INTELIQUENT	473458	08/08/2024	TELECOM/CALL COMPLETION	614-49870-451	2,309.64
ONVOY, LLC dba INTELIQUENT	473523	08/08/2024	TELECOM/CALL COMPLETION	614-49870-451	359.88
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	614-49870-460	167.00
				Activity 49870 - Telecom Total:	**40,760.70**
				Fund 614 - TELECOM Total:	**42,385.50**

Fund: 615 - ARENA

Activity: 49850 - Arena

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	615-49850-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	615-49850-133	32.00
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Arena office supplies	615-49850-200	22.99
JCL SOLUTIONS - JANITORS CL	1368502	08/20/2024	ARENA/CLEANING/SUPPLIES	615-49850-211	355.77
VESTIS GROUP, INC	2560272990	08/20/2024	ARENA/CLEANING/SUPPLIES	615-49850-211	63.47
WEX BANK	98815572	08/19/2024	MOTOR FUELS	615-49850-212	138.63
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Arena	615-49850-215	173.24
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	Arena	615-49850-217	286.20
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Arena operating supplies	615-49850-217	45.97
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Arena operating supplies	615-49850-217	20.99
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	615-49850-301	603.09
ASCAP	100006420744	08/23/2024	LICENSE FEES	615-49850-326	7.78
GLOBAL PAYMENTS INC.	1015020.1	08/20/2024	DATA PROCESSING	615-49850-326	1,636.66
ROYAL GLASS LLC	2459	08/20/2024	ARENA/DOOR	615-49850-402	247.00
WINDOM AUTO VALUE	7-25-2024	08/20/2024	MAINTENANCE	615-49850-404	6.28
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	615-49850-480	1.80
SW/WC SERVICE COOPERATIV	AUGUST-24	08/20/2024	HEALTH INSURANCE-BALOUN	615-49850-480	944.96
				Activity 49850 - Arena Total:	**4,588.63**
				Fund 615 - ARENA Total:	**4,588.63**

Fund: 617 - M/P CENTER

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	617-20202	265.00
					265.00

Activity: 49860 - M/P Center

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	AUGUST 2024	08/20/2024	EAP	617-49860-131	1.80
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	617-49860-133	48.00
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	M/P Building	617-49860-211	10.88

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	US BANK JULY 2024	08/19/2024	Sanitary Supply Corp.	617-49860-211	270.19
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	MP operating supplies	617-49860-217	70.95
DOLL DISTRIBUTING, LLC	1553334	08/20/2024	WCC/LIQUOR	617-49860-251	118.15
DOLL DISTRIBUTING, LLC	1558548	08/20/2024	WCC/LIQUOR	617-49860-251	75.80
DOLL DISTRIBUTING, LLC	1563549	08/20/2024	WCC/LIQUOR	617-49860-251	153.80
BEVERAGE WHOLESALERS	340139	08/20/2024	WCC/LIQUOR/BEER	617-49860-251	33.80
BEVERAGE WHOLESALERS	341300	08/22/2024	WCC/BEER/LIQUOR	617-49860-251	159.10
BEVERAGE WHOLESALERS	342364	08/22/2024	WCC/MERCHANDISE	617-49860-251	223.35
DOLL DISTRIBUTING, LLC	1533680	08/20/2024	WCC/BEER	617-49860-252	151.00
DOLL DISTRIBUTING, LLC	1548056	08/20/2024	WCC/BEER	617-49860-252	302.00
DOLL DISTRIBUTING, LLC	1553335	08/20/2024	WCC/BEER	617-49860-252	111.00
DOLL DISTRIBUTING, LLC	1563548	08/20/2024	WCC/BEER	617-49860-252	313.70
DOLL DISTRIBUTING, LLC	1563550	08/20/2024	WCC/BEER	617-49860-252	23.00
BEVERAGE WHOLESALERS	339038	08/20/2024	WCC/BEER	617-49860-252	354.75
BEVERAGE WHOLESALERS	340139	08/20/2024	WCC/LIQUOR/BEER	617-49860-252	118.85
BEVERAGE WHOLESALERS	341300	08/22/2024	WCC/BEER/LIQUOR	617-49860-252	109.95
BEVERAGE WHOLESALERS	342364	08/22/2024	WCC/MERCHANDISE	617-49860-252	67.60
BEVERAGE WHOLESALERS	342364	08/22/2024	WCC/MERCHANDISE	617-49860-254	36.40
US BANK	US BANK JULY 2024	08/19/2024	HyVee	617-49860-254	26.37
US BANK	US BANK JULY 2024	08/19/2024	Hy-Vee	617-49860-254	53.50
US BANK	US BANK JULY 2024	08/19/2024	HyVee- Variety of water & so	617-49860-254	106.68
US BANK	US BANK JULY 2024	08/19/2024	HyVee- Variety of water & so	617-49860-254	32.38
US BANK	US BANK JULY 2024	08/19/2024	Hyvee	617-49860-254	44.79
US BANK	US BANK JULY 2024	08/19/2024	trio Supply Company	617-49860-261	166.03
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	617-49860-301	603.09
ASCAP	100006420744	08/23/2024	LICENSE FEES	617-49860-326	7.78
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	WCC DIGITAL & ONLINE	617-49860-340	245.25
CITIZEN PUBLISHING CO	7-31-2024	08/16/2024	WCC HELP WANTED	617-49860-340	331.20
SCHWALBACH HARDWARE	SCHWALBACH'S JULY 24	08/19/2024	Community Center	617-49860-404	203.29
JOHNSON HARDWARE	3435960	08/20/2024	WCC/MAINTENANCE - GROU	617-49860-406	32.14
STATE CHEMICAL SOLUTIONS	903365164	08/16/2024	WCC/MAINTENANCE - GROU	617-49860-406	260.99
RUNNINGS SUPPLY, INC	Runnings July 2024	08/19/2024	M/P maint/grounds	617-49860-406	37.98
US BANK	US BANK JULY 2024	08/19/2024	runnings	617-49860-406	244.95
MN REVENUE	JULY 2024	08/20/2024	SALES TAX	617-49860-460	982.00
ESPENSON GROUP LLC	1617	08/06/2024	WCC/TABLE CLOTHS	617-49860-480	100.00
				Activity 49860 - M/P Center Total:	**6,232.49**
				Fund 617 - M/P CENTER Total:	**6,497.49**

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHLENNER WENNER & CO	322039	08/16/2024	AUDIT SERVICES	651-46520-480	603.08
				Activity 46520 - EDA Total:	**603.08**
				Fund 651 - RIVERLBUFF TOWNHOMES Total:	**603.08**

Fund: 700 - PAYROLL

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Internal Revenue Service-Payr	INV0002483	08/23/2024	Federal Tax Withholding	700-21701	11,843.38
MN Department of Revenue -	INV0002484	08/23/2024	State Withholding	700-21702	5,947.94
Internal Revenue Service-Payr	INV0002483	08/23/2024	Social Security	700-21703	14,896.14
MN Pera	INV0002481	08/23/2024	PERA	700-21704	855.82
MN Pera	INV0002481	08/23/2024	PERA	700-21704	8,635.82
MN Pera	INV0002481	08/23/2024	PERA	700-21704	16,322.96
MN State Deferred	INV0002482	08/23/2024	Deferred Compensation	700-21705	5,804.00
MN State Deferred	INV0002482	08/23/2024	Deferred Roth	700-21705	577.00
SW/WC SERVICE COOPERATIV	AUGUST-24	08/20/2024	HEALTH INSURANCE	700-21706	35,794.98
LOCAL UNION #949	AUGUST 2024	08/20/2024	UNION DUES	700-21707	1,817.36
Internal Revenue Service-Payr	INV0002483	08/23/2024	Medicare Withholding	700-21711	4,280.66
WEX Health Inc	8-13-2024	08/20/2024	FLEX SPENDING	700-21712	486.75
WEX Health Inc	8-13-24	08/20/2024	FLEX SPENDING	700-21712	177.00
WEX Health Inc	8-16-2024	08/20/2024	FLEX SPENDING	700-21712	30.37
WEX Health Inc	8-8-2024	08/20/2024	FLEX SPENDING	700-21712	57.00
WEX Health Inc	8-8-24	08/20/2024	FLEX SPENDING	700-21712	77.23

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AFLAC	046347	08/20/2024	INSURANCE AUGUST	700-21715	499.73
AFLAC	046347	08/20/2024	INSURANCE AUGUST	700-21716	704.23
MN BENEFIT ASSOCIATION	2024-0279488	08/16/2024	INSURANCE-SMESTAD	700-21717	5.84
NCPERS MINNESOTA	SEPT 2024	08/22/2024	INSURANCE	700-21718	16.00
MN BENEFIT ASSOCIATION	2024-0279488	08/16/2024	INSURANCE-DAHNA	700-21719	657.86
WEX Health Inc	INV0002480	08/23/2024	VEBA Employer Contribution	700-21720	1,696.61
WEX Health Inc	INV0002479	08/23/2024	HSA Employer Contribution	700-21722	1,217.37
WEX Health Inc	INV0002478	08/23/2024	HSA Employee Contribution	700-21723	636.32
					113,038.37
				Fund 700 - PAYROLL Total:	**113,038.37**
				Grand Total:	**674,976.99**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	60,170.01
211 - LIBRARY	1,252.41
225 - AIRPORT	21,494.45
230 - POOL	2,772.47
235 - AMBULANCE	14,476.16
250 - EDA GENERAL	11,062.35
254 - NORTH IND PARK	130.20
309 - 2025 STREET PROJECT	510.00
401 - GENERAL CAPITAL PROJECTS	66,338.74
601 - WATER	7,563.34
602 - SEWER	29,739.99
604 - ELECTRIC	187,072.41
609 - LIQUOR STORE	105,281.39
614 - TELECOM	42,385.50
615 - ARENA	4,588.63
617 - M/P CENTER	6,497.49
651 - RIVERLBUFF TOWNHOMES	603.08
700 - PAYROLL	113,038.37
Grand Total:	**674,976.99**

Account Summary

Account Number	Account Name	Payment Amount
100-11506	Accounts Receivable - Ac	480.00
100-20191	Unapplied Cash	572.37
100-20202	Sales Tax Payable	31,975.20
100-41110-308	Training & Registrations	17.09
100-41110-350	Printing & Design	130.80
100-41110-491	Payments to Other Orga	5,783.25
100-41310-131	Employer Paid Insurance	3.60
100-41310-133	Employer Paid Insurance	72.00
100-41310-200	Office Supplies	6.00
100-41310-301	Auditing & Consulting Se	1,754.44
100-41310-322	Postage	6.75
100-41310-350	Printing & Design	1,860.69
100-41410-103	Part-Time Employees	4.25
100-41410-350	Printing & Design	833.70
100-41910-131	Employer Paid Insurance	1.80
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	26.99
100-41910-443	Intergovernmental Fees	338.25
100-42120-131	Employer Paid Insurance	16.20
100-42120-133	Employer Paid Insurance	160.00
100-42120-212	Motor Fuels	964.79
100-42120-218	Uniforms	847.82
100-42120-305	Medical & Dental Fees	160.19
100-42120-322	Postage	78.83
100-42120-323	Radio Units	108.00
100-42120-326	Data Processing	240.00
100-42120-334	Meals/Lodging	46.24
100-42120-340	Advertising & Promotion	80.00
100-42120-405	Repairs & Maint - Vehicl	191.84
100-42120-433	Dues & Subscriptions	91.94
100-42120-480	Other Miscellaneous	227.97
100-42220-211	Cleaning Supplies	34.95
100-42220-212	Motor Fuels	457.85
100-42220-215	Materials & Equipment	296.50
100-42220-350	Printing & Design	634.80

Account Summary

Account Number	Account Name	Payment Amount
100-42220-404	Repairs & Maint - M&E	77.98
100-42220-405	Repairs & Maint - Vehicl	230.14
100-42220-406	Repairs & Maint - Groun	49.99
100-42500-215	Materials & Equipment	5,616.00
100-43100-131	Employer Paid Insurance	1.80
100-43100-133	Employer Paid Insurance	80.00
100-43100-212	Motor Fuels	481.77
100-43100-224	Street Maint Materials	516.39
100-43100-241	Small Tools	14.99
100-43100-404	Repairs & Maint - M&E	1,286.20
100-45120-217	Other Operating Supplie	269.00
100-45120-326	Data Processing	1,636.68
100-45202-133	Employer Paid Insurance	16.00
100-45202-216	Chemicals and Chemical	91.94
100-45202-241	Small Tools	132.35
100-45202-326	Data Processing	7.77
100-45202-402	Repairs & Maint - Struct	335.40
100-45202-404	Repairs & Maint - M&E	570.53
100-45202-405	Repairs & Maint - Vehicl	175.00
100-45202-406	Repairs & Maint - Groun	50.98
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	29.89
211-45501-211	Cleaning Supplies	200.44
211-45501-217	Other Operating Supplie	27.94
211-45501-308	Training & Registrations	133.36
211-45501-350	Printing & Design	87.75
211-45501-402	Repairs & Maint - Struct	89.30
211-45501-433	Dues & Subscriptions	-59.00
211-45501-435	Books and Pamphlets	123.64
211-45501-480	Other Miscellaneous	603.09
225-45127-200	Office Supplies	9.59
225-45127-217	Other Operating Supplie	11.98
225-45127-264	Merchandise For Resale	13,197.00
225-45127-321	Telephone	31.86
225-45127-381	Electric Utility	398.93
225-45127-404	Repairs & Maint - M&E	-18.00
225-45127-480	Other Miscellaneous	603.09
225-49950-500	Capital Outlay	7,260.00
230-45124-260	Concessions	532.72
230-45124-326	Data Processing	1,636.66
230-45124-480	Other Miscellaneous	603.09
235-42153-131	Employer Paid Insurance	1.80
235-42153-133	Employer Paid Insurance	16.00
235-42153-212	Motor Fuels	2,662.45
235-42153-217	Other Operating Supplie	390.95
235-42153-261	Other Merchandise-Med	1,067.72
235-42153-312	Nursing	3,398.31
235-42153-322	Postage	2.31
235-42153-334	Meals/Lodging	536.53
235-42153-404	Repairs & Maint - M&E	3,848.00
235-42153-435	Books and Pamphlets	149.00
235-42153-460	Miscellaneous Taxes	1,800.00
235-42153-480	Other Miscellaneous	603.09
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	21.36
250-46520-301	Auditing & Consulting Se	9,792.99
250-46520-439	Special Projects	1,224.00
254-46520-381	Electric Utility	130.20

Account Summary

Account Number	Account Name	Payment Amount
309-41000-303	Engineering and Surveyi	510.00
401-49950-502	Capital Outlay - Fire	2,429.16
401-49950-509	Capital Outlay - Administ	63,909.58
601-49400-131	Employer Paid Insurance	1.80
601-49400-133	Employer Paid Insurance	48.00
601-49400-212	Motor Fuels	185.30
601-49400-301	Auditing & Consulting Se	1,754.44
601-49400-310	Lab Testing	94.04
601-49400-322	Postage	263.65
601-49400-326	Data Processing	1,526.79
601-49400-350	Printing & Design	296.18
601-49400-384	Refuse Disposal	1,530.00
601-49400-386	Landfill	52.99
601-49400-405	Repairs & Maint - Vehicl	170.89
601-49400-408	Repairs & Maint - Distrib	692.50
601-49400-480	Other Miscellaneous	946.76
602-49450-133	Employer Paid Insurance	32.00
602-49450-212	Motor Fuels	722.92
602-49450-217	Other Operating Supplie	17.97
602-49450-301	Auditing & Consulting Se	1,754.44
602-49450-310	Lab Testing	2,805.67
602-49450-322	Postage	257.85
602-49450-326	Data Processing	1,526.80
602-49450-381	Electric Utility	134.94
602-49450-404	Repairs & Maint - M&E	327.90
602-49450-405	Repairs & Maint - Vehicl	51.97
602-49450-406	Repairs & Maint - Groun	41.84
602-49450-408	Repairs & Maint - Distrib	22,065.69
604-14200	Inventory	40,874.86
604-16300	Improvements Other Th	13,133.85
604-16480	CIP-Const in Progress	3,570.50
604-20202	Sales Tax Payable	174.00
604-22000	Prepayments	1,333.83
604-49550-131	Employer Paid Insurance	1.80
604-49550-133	Employer Paid Insurance	88.00
604-49550-200	Office Supplies	82.97
604-49550-212	Motor Fuels	875.54
604-49550-218	Uniforms	661.39
604-49550-241	Small Tools	28.47
604-49550-263	Merchandise for Resale -	96,754.64
604-49550-301	Auditing & Consulting Se	1,754.44
604-49550-304	Legal Fees	1,911.00
604-49550-322	Postage	280.85
604-49550-326	Data Processing	2,888.89
604-49550-333	Freight and Express	12.90
604-49550-402	Repairs & Maint - Struct	509.81
604-49550-404	Repairs & Maint - M&E	187.99
604-49550-405	Repairs & Maint - Vehicl	3,714.33
604-49550-408	Repairs & Maint - Distrib	17,540.03
604-49550-409	Repairs & Maint - Utilitie	20.00
604-49550-410	Repairs & Maint - Gener	483.54
604-49550-411	Repairs & Maint - Sub St	34.85
604-49550-460	Miscellaneous Taxes	107.00
604-49550-480	Other Miscellaneous	46.93
609-20202	Sales Tax Payable	19,505.55
609-49751-131	Employer Paid Insurance	1.80
609-49751-133	Employer Paid Insurance	48.00
609-49751-200	Office Supplies	105.65

Account Summary

Account Number	Account Name	Payment Amount
609-49751-211	Cleaning Supplies	80.42
609-49751-217	Other Operating Supplie	184.57
609-49751-251	Liquor	17,275.81
609-49751-252	Beer	59,628.26
609-49751-253	Wine	2,130.66
609-49751-254	Soft Drinks & Mix	440.61
609-49751-258	Liquor Store THC	690.00
609-49751-259	Non- Alcholic	591.15
609-49751-301	Auditing & Consulting Se	1,754.44
609-49751-333	Freight and Express	374.38
609-49751-340	Advertising & Promotion	2,109.31
609-49751-404	Repairs & Maint - M&E	293.80
609-49751-433	Dues & Subscriptions	50.73
609-49751-460	Miscellaneous Taxes	16.25
614-20201	Excise Tax Payable	762.99
614-20206	911 988 TAP & TACIP Fe	861.81
614-49870-131	Employer Paid Insurance	1.80
614-49870-133	Employer Paid Insurance	80.00
614-49870-212	Motor Fuels	209.84
614-49870-217	Other Operating Supplie	101.23
614-49870-227	Utility System Maint Sup	146.48
614-49870-301	Auditing & Consulting Se	1,754.44
614-49870-303	Engineering and Surveyi	5,100.00
614-49870-304	Legal Fees	698.26
614-49870-321	Telephone	91.72
614-49870-322	Postage	257.85
614-49870-326	Data Processing	3,905.25
614-49870-340	Advertising & Promotion	151.98
614-49870-350	Printing & Design	245.25
614-49870-441	Transmission Fees	310.39
614-49870-442	Subscriber Fees	12,643.56
614-49870-444	License Fees	188.00
614-49870-447	Internet Expense	11,916.18
614-49870-451	Call Completion	2,791.47
614-49870-460	Miscellaneous Taxes	167.00
615-49850-131	Employer Paid Insurance	1.80
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	22.99
615-49850-211	Cleaning Supplies	419.24
615-49850-212	Motor Fuels	138.63
615-49850-215	Materials & Equipment	173.24
615-49850-217	Other Operating Supplie	353.16
615-49850-301	Auditing & Consulting Se	603.09
615-49850-326	Data Processing	1,644.44
615-49850-402	Repairs & Maint - Struct	247.00
615-49850-404	Repairs & Maint - M&E	6.28
615-49850-480	Other Miscellaneous	946.76
617-20202	Sales Tax Payable	265.00
617-49860-131	Employer Paid Insurance	1.80
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	281.07
617-49860-217	Other Operating Supplie	70.95
617-49860-251	Liquor	764.00
617-49860-252	Beer	1,551.85
617-49860-254	Soft Drinks & Mix	300.12
617-49860-261	Other Merchandise	166.03
617-49860-301	Auditing & Consulting Se	603.09
617-49860-326	Data Processing	7.78

Account Summary

Account Number	Account Name	Payment Amount
617-49860-340	Advertising & Promotion	576.45
617-49860-404	Repairs & Maint - M&E	203.29
617-49860-406	Repairs & Maint - Groun	576.06
617-49860-460	Miscellaneous Taxes	982.00
617-49860-480	Other Miscellaneous	100.00
651-46520-480	Other Miscellaneous	603.08
700-21701	Federal Withholding	11,843.38
700-21702	State Withholding	5,947.94
700-21703	FICA Tax Withholding	14,896.14
700-21704	PERA Contributions	25,814.60
700-21705	Retirement	6,381.00
700-21706	Medical Insurance	35,794.98
700-21707	Union Dues	1,817.36
700-21711	Medicare Tax Withholdi	4,280.66
700-21712	Flex Account	828.35
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	704.23
700-21717	Individual Insurance-MB	5.84
700-21718	Individual Insurance-NC	16.00
700-21719	Individual Insurance-MB	657.86
700-21720	VEBA Contributions	1,696.61
700-21722	HSA Contribution	1,217.37
700-21723	HSA Employee Contribu	636.32
	Grand Total:	**674,976.99**

Project Account Summary

Project Account Key		Payment Amount
None		674,976.99
	Grand Total:	**674,976.99**

Balanced to 3 expense Reports

RESOLUTION #2024-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

A RESOLUTION EXPRESSING SINCERE APPRECIATION TO DENISE NICHOLS FOR HONORABLE AND DEVOTED PUBLIC SERVICE TO THE CITY OF WINDOM, MINNESOTA

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **DENISE NICHOLS** for her untiring and valuable service faithfully rendered to the City of Windom commencing in June 1998 and ending in September 2024.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community, extends to **DENISE NICHOLS** its expressions of appreciation for serving the City well, and its best wishes for the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Denise Nichols.

Adopted this 3rd 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 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 $64.11 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 a storage table for a cricut crafting machine and supplies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of $64.11 offered by the Friends of the Library to be used for the specified equipment for the Windom Public Library.

Adopted by the Council this 3rd day of September, 2024.

____
Dominic Jones, Mayor

Attest:____________________________
Steven Nasby, City Administrator

ACTION ITEM

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

TO:	CITY COUNCIL
FROM:	EDA
MEETING DATE:	September 3, 2024
RE:	Public Hearing – Residential Tax Abatement – 1955 Bud Road
DEPT:	EDA
CONTACT:	Tiffany Lamb, EDA Director, at 832-8661 or tiffany.lamb@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a request for tax abatement:

1. Hold Public Hearing on the proposed residential tax abatement.
2. Adopt the attached RESOLUTION approving the tax abatement for a new home to be constructed at 1955 Bud Road, Windom, MN 56101.

Issue Summary/Background

On August 20, 2024, the Windom City Council adopted a resolution calling for a Public Hearing to be held on September 3, 2024, to discuss the Cottonwood County Home Initiative Application for a new single-family home to be constructed at 1955 Bud Road, Windom, MN 56101.

The Applicant has met all statutory requirements outlined in Minnesota Statutes §469.1813 and the County's Home Initiative Guidelines necessary for approval of the tax abatement request.

Background: Minnesota Statutes give authority to Cities to grant an abatement of taxes imposed by the City if certain criteria are met.

In 2022, Cottonwood County renewed its "home initiative program" which provides guidelines and a program through which the County, City, and School can grant abatement of real estate taxes for new residential housing. The purpose of this initiative is to provide incentives to encourage construction of new owner-occupied and rental residential housing units including single-family homes, duplexes, and multi-family complexes.

On December 20, 2022, the City of Windom adopted a resolution approving the revised Cottonwood County Home Initiative Guidelines, renewing its participation in the Cottonwood County Home Initiative Program, and establishing a cap of $320,000 as the maximum value per new single-family home on which the City may grant tax abatement.

The program provides for a five-year abatement of property taxes on the increased market value of the property generated by the new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable for the full assessed value of the new home, duplex or multi-family complex. The abatement does not include the property taxes on the land or any special assessments on the property.

Fiscal Impact

If the tax abatement is granted following the public hearing, the estimated abatement of property taxes by the City for this property for the five-year period is $6,050.75. (However this is only an estimate because construction on the home has not yet begun and the tax rates will change each year.)

Attachments

1. Resolution Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. §469.1813;
2. Public Hearing Notice;
3. Cottonwood County Home Initiative Application Packet – 1955 Bud Road, Windom, MN.

TL:mah

RESOLUTION #2024-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM, MINNESOTA

RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. §469.1813

WHEREAS, Minnesota Statutes §469.1813 gives authority to the City of Windom to grant an abatement of property taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 20, 2022, the City Council of the City of Windom adopted Resolution #2022-77 approving the updated Cottonwood County Home Initiative Guidelines (for 2023-2025 application period), renewing the City's participation in the Cottonwood County Home Initiative Program, and establishing a cap of $320,000 as the maximum value per new single-family home on which the City may grant tax abatement; and

WHEREAS, Preferred Choice Homes, LLC, a Minnesota limited liability company, ("Preferred Choice") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 25-320-1700

Address of Property: 1955 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 7, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, Preferred Choice proposes to a construct a new home on this property; and

WHEREAS, Preferred Choice has made application to the City of Windom (the "City") for the abatement of taxes as to the above-described parcel; and

WHEREAS, Preferred Choice has met the statutory requirements outlined under Minnesota Statutes §469.1813 Subdivision 1(1) and Subdivision 1(2)(i) as well as the Cottonwood County Home Initiative Guidelines for tax abatement; and

WHEREAS, the City of Windom expects the benefits to the City of the proposed abatement agreement to at least equal the costs to the City of the proposed agreement and finds that the proposed abatement is in the public interest because it will increase or preserve the tax base.

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

1. The City of Windom does hereby grant an abatement to **PREFERRED CHOICE HOMES, LLC, a Minnesota limited liability company,** of the City of Windom's share of property taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.

2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvement (new home) as outlined in Cottonwood County Home Initiative Guidelines.

3. The City shall provide the awarded abatement payment following payment by the property owners of the property taxes due annually. One single payment of the City's share of the abatement shall be made to the property owner(s) of record by December 30th of that calendar year.

4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.

5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if property taxes are not paid on or before the respective annual payment deadlines.

Adopted by the City Council this 3rd day of September, 2024.

____
Dominic Jones, Mayor

Attest: ______________________________
Steven Nasby, City Administrator

PUBLIC HEARING NOTICE

CITY OF WINDOM, MINNESOTA

RESIDENTIAL PROPERTY TAX ABATEMENT

A Public Hearing will be held by the Windom City Council on Tuesday, September 3, 2024, at the City Council Meeting which begins at 6:30 P.M. in the City Council Chamber at the City Hall, 444 Ninth Street, Windom, Minnesota, to consider granting a residential property tax abatement pursuant to Minnesota Statutes §469.1813.

Request submitted by Preferred Choice Homes, LLC. Abatement period – 5 years commencing on first year of taxes payable for the full assessed value related to the new home. Based on 2024 tax rates, **estimated** total abatement could be approximately $6,050.75.

Property Address: 1955 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 7, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota;

Parcel No.: 25-320-1700

All parties interested in commenting on this proposed abatement may attend the public hearing or submit written comments to the address below prior to the hearing.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator
444 Ninth Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: August 21, 2024
(COTTONWOOD COUNTY CITIZEN)

August 13 , 2024

To: Cottonwood County Home Initiative Administrator

c/o Tiffany Lamb, Executive Director
Economic Development Authority of Windom
444 Ninth Street
P. O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Tiffany:

We plan to construct a new single-family home on Lot 7, Block 2 of Gove Acres Subdivision in Windom. On behalf of "Preferred Choice Homes, LLC" (the property owner), we are requesting residential tax abatement for the new home pursuant to the Cottonwood County Home Initiative Program. Our plans are to begin construction of the new home this year.

Our application includes:

1. This letter requesting abatement;
2. Legal description, address, and Parcel ID No. of the property;
3. Aerial or plat map showing the lot lines of the property;
4. A site plan showing the proposed location and dimensions of the new home on the property;
5. Floor plans for the new home;
6. Estimated market value of the new home.

A copy of the Building Permit issued by the Windom Building & Zoning Office will be provided when available.

Should you have any questions or need additional information, please contact us.

Sincerely,

PREFERRED CHOICE HOMES, LLC

Lindsey A. Cartwright, Member & CEO

Gerald L. Bauer, Member & CFO

Applicant: Preferred Choice Homes, LLC
Contact Address: 247 Buckwheat Ave, Windom, MN 56101
Contact Phone Nos.: Cartwright - 507-830-1305 Bauer - 507-822-3700

ATTACHMENT

to

COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

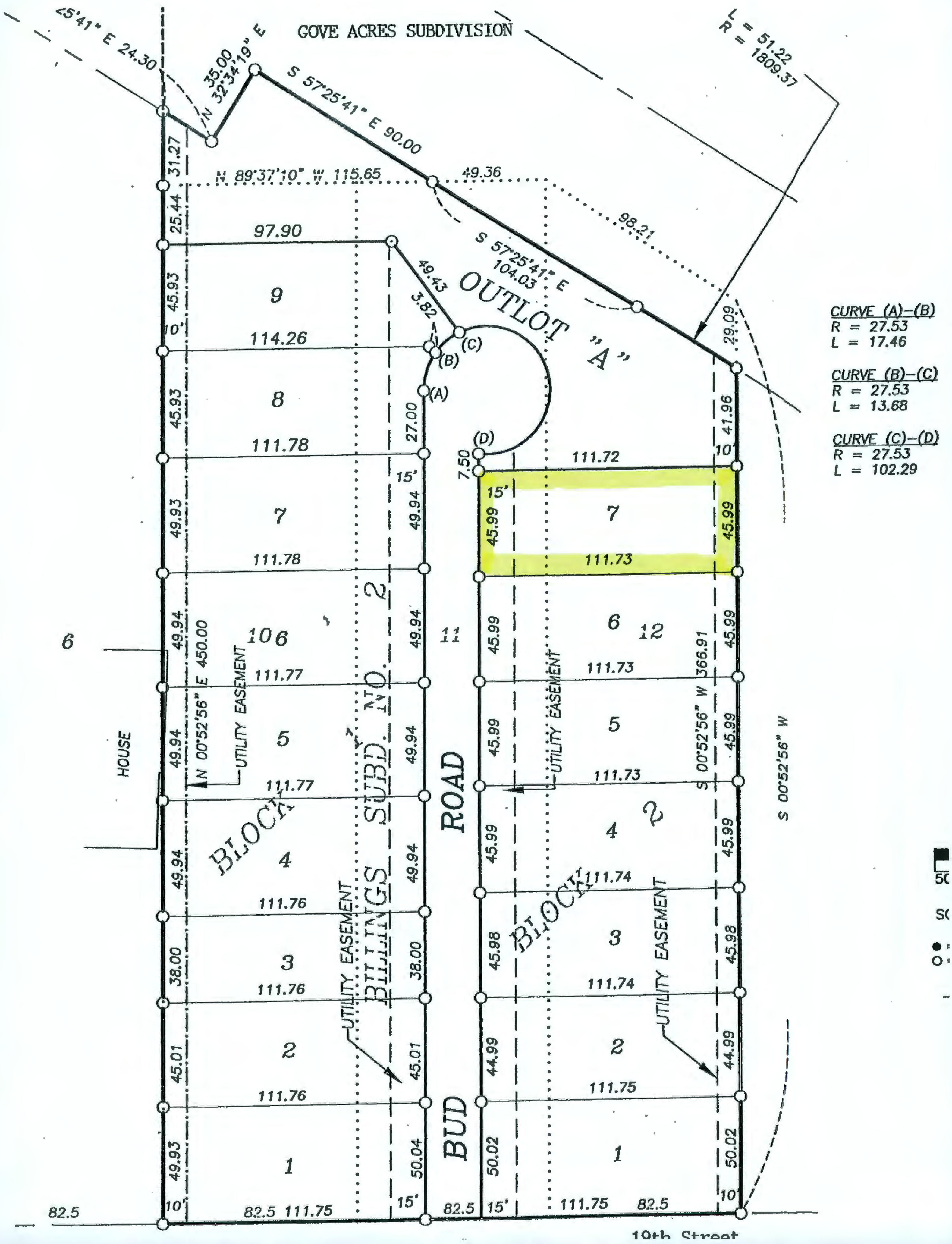
Applicant: Preferred Choice Homes, LLC

Parcel ID No.: 25.320.1700

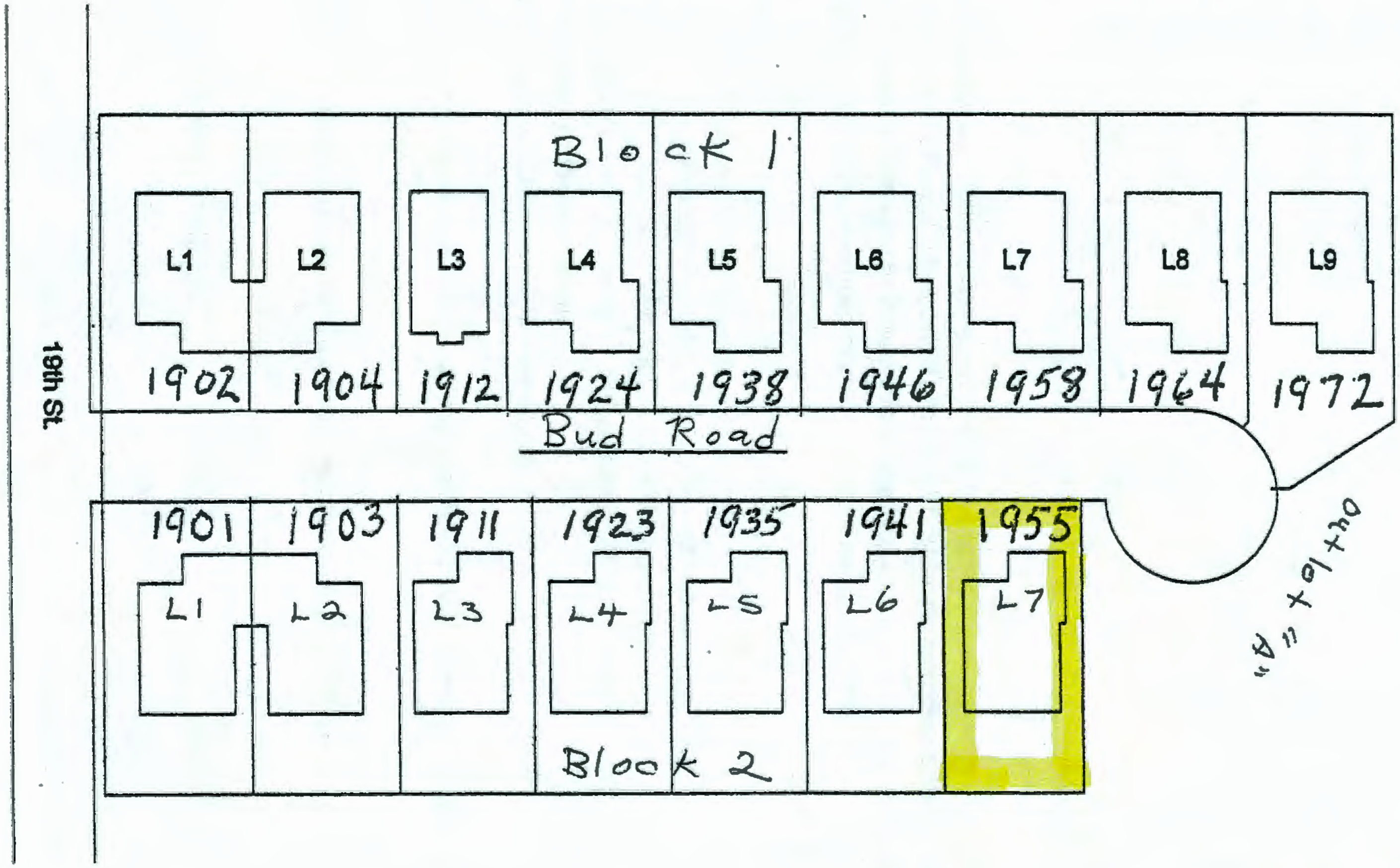
Address of the Property: 1955 Bud Road, Windom, Minnesota 56101

Legal Description of the Property: Lot 7, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota.

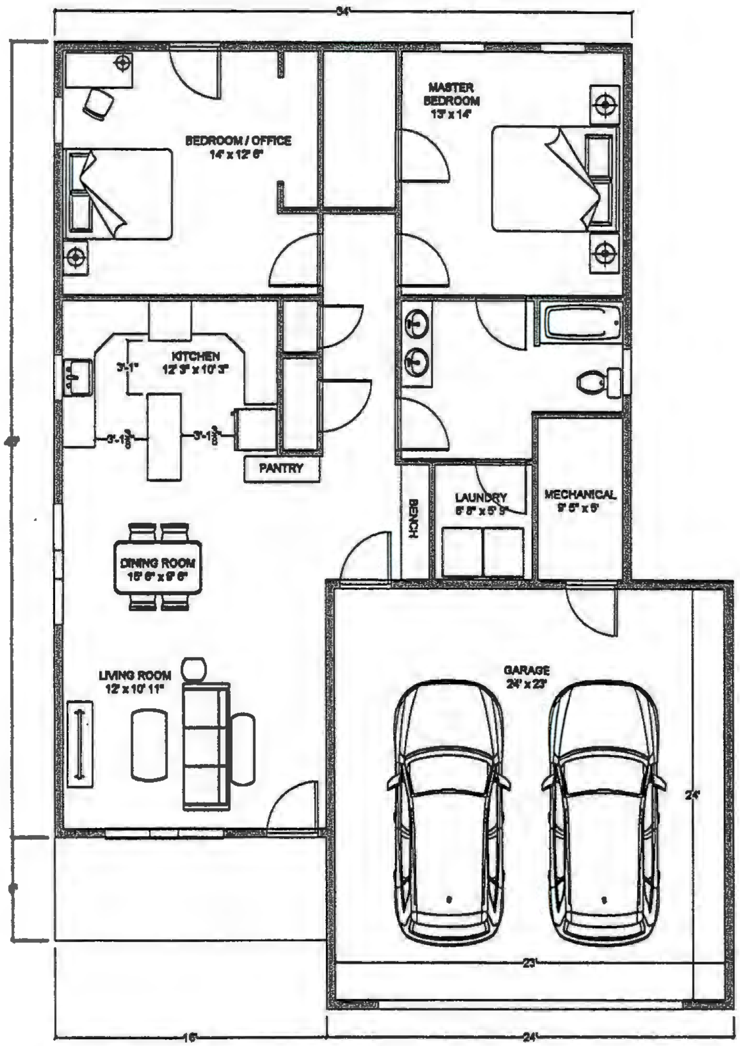
Estimated Market Value of the New Home: $210,000

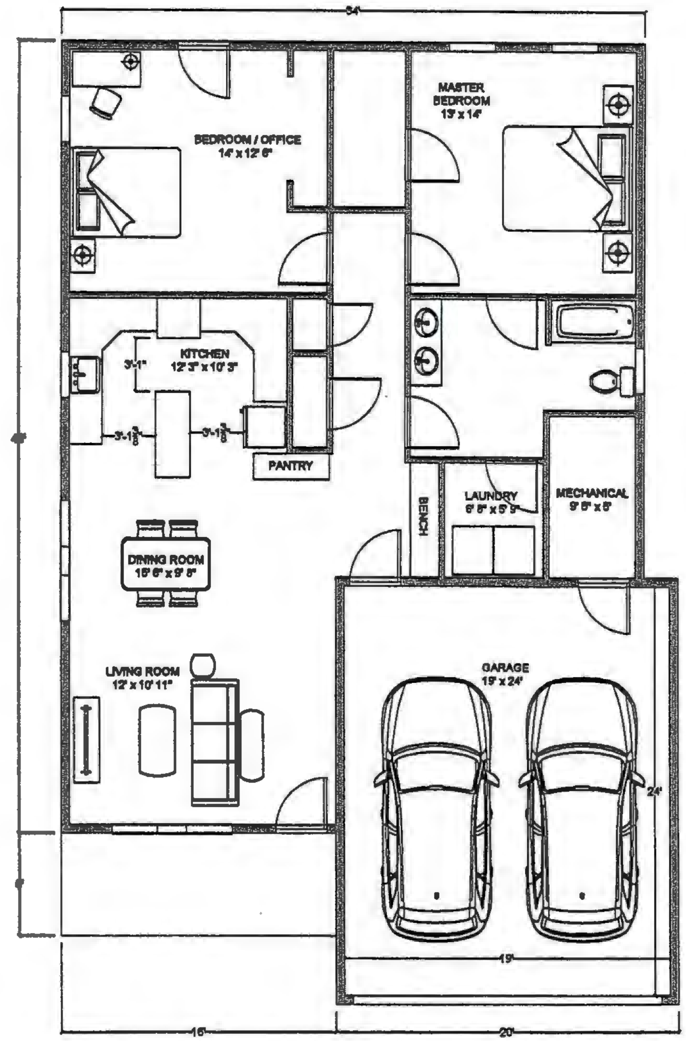

GOVE ACRES SUBDIVISION
OUTLOT "A"
BUD ROAD
BLOCK 1
BLOCK 2
BILLINGS SUBD. NO. 2
UTILITY EASEMENT
HOUSE
19th Street
N 00°52'56" E 450.00
S 00°52'56" W 366.91
S 00°52'56" W
N 89°37'10" W 115.65
S 57°25'41" E 90.00
S 57°25'41" E 104.03
N 32°34'19" E 35.00
L = 51.22
R = 1809.37
CURVE (A)-(B)
R = 27.53
L = 17.46
CURVE (B)-(C)
R = 27.53
L = 13.68
CURVE (C)-(D)
R = 27.53
L = 102.29

Addresses Gove Acres



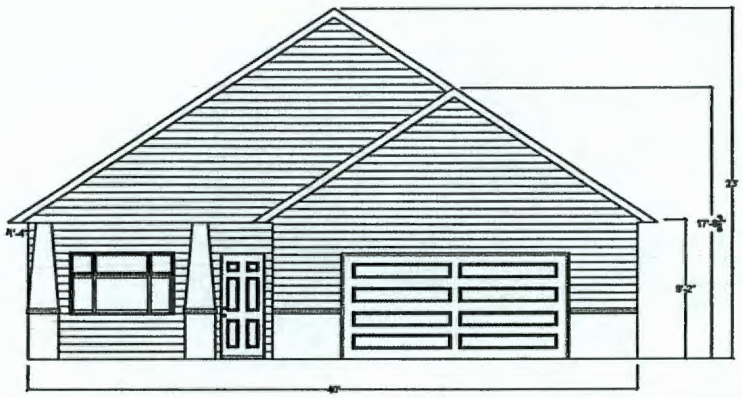
Approved By:	Issue Date: 10-28-2020	Project: Senior Cottage PUD
		Plan: Lot Layout
PREFERRED CHOICE HOMES	Contact: Lindsey Cartwright Phone: 507-830-1305	Set: Approval Set 2
		Scale: 1/32" = 1'-0" — Sheet: LOT
	Contact: Jerry Bauer Phone: 507-622-3700	Drawn By: MC
		Page: —



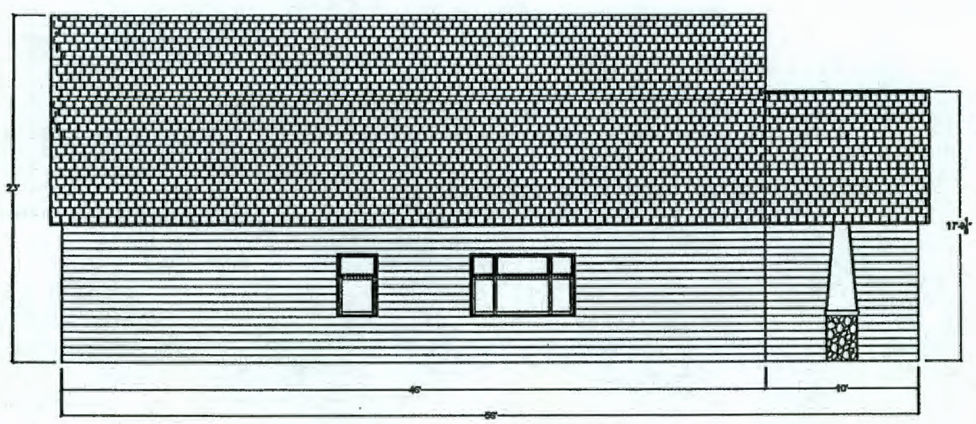


0/1 FURNITURE PLANS
SCALE: 3/16" = 1'-0"

Approved By:	Issue Date: 10-28-2020	Project: Senior Cottage PUD
		Plan: Furniture Plan
PREFERRED CHOICE HOMES	Contact: Lindsey Cartwright Phone: 507-630-1305	Set: Approval Set 2
		Scale: 3/16" = 1'-0"
	Contact: Jerry Bauer Phone: 507-622-3700	Drawn By: MC
		Page: —
		Sheet: 0



B/1 ELEVATION
SCALE: 1/8" = 1'-0"



B/2 ELEVATION
SCALE: 1/8" = 1'-0"

Approved By:	Issue Date: 9-29-2020	Project: Senior Cottage PUD	
		Plan: Cottage Plan	
PREFERRED CHOICE HOMES	Contact: Lindsey Cartwright Phone: 507-830-1305	Set: Preliminary 1	
		Scale: 3/16" = 1'-0"	Sheet: B
	Contact: Jerry Bauer Phone: 507-822-3700	Drawn By: MC	
		Page: 2 of 6	

ACTION ITEM

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

TO: City Council
FROM: City Administrator
DATE: August 22, 2024
RE: Law Enforcement Center Lease – Windom PD
DEPT: Police
CONTACT: Steve Nasby, City Administrator: Steve.Nasby@windommn.com

Steve

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Renew lease agreement rate for space at the Cottonwood County Law Enforcement Center (LEC) for 2025 and 2026.

Issue Summary/Background

In 2012 the City and Cottonwood County entered into a 20-year lease for office space at the LEC. The terms of this lease amended in 2015 permit the renegotiation of the rent every two years. Below is a history of the rental rate changes.

2012-1013	10%	2013-2014	0%	2014-2015	12%
2015-2016	1.35%	2016	0%	2017-2018	1.33%
2018-2019	1.32%	2019-2020	1.3%	2021-2022	0%
2023-2024	5.13%	2025-2026	5% proposed		

Fiscal Impact

The LEC rental rate in 2024 was $2,050 per month and the proposed 5% increase will result in a new rate of $2,152.50 per month or $1,230 per year for 2025 and 2026.

Attachments

1. Memorandum of Understanding – LEC Lease Rental Rate Adjustment

Memorandum of Understanding
Between
Cottonwood County and
City of Windom

2025 Lease of Law Enforcement Center
for usage by the Windom Police Department

IT IS HEREBY AGREED by and between Cottonwood County (Lessor) and the City of Windom (Lessee) that the following shall constitute the understanding reached between the parties with respect to revision of the lease agreement commencing May 1, 2012 with a termination date of the last day of December 2032.

WHEREAS, the parties agree to renegotiate a new rental amount every two (2) years, beginning January 1, 2015.

NOW, THEREFORE, the Lessor and Lessee have agreed to a monthly rental rate of $2,152.50 for 2025.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year below.

CITY OF WINDOM	COUNTY OF COTTONWOOD
By ____________	By [signature]
Its ____________	Its Board Chair
Dated ____________	Dated 8-20-24
By ____________	By [signature]
Its ____________	Its Auditor/Treasurer
Dated ____________	Dated 8-20-24

ACTION ITEM

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

TO: City Council
FROM: City Administrator
DATE: August 22, 2024
RE: City Lease of Old Fire Hall Space to Cottonwood County
DEPT: Administration
CONTACT: Steve Nasby, City Administrator: Steve.Nasby@windomn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Consider amending the 2017 lease with Cottonwood County to include a provision for periodic rental rate adjustments.

Issue Summary/Background

In 2017 after the Windom Fire Department moved into the new Emergency Services Facility there was space available in the old fire hall and ambulance garages attached to City Hall. 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.

Due to costs and competing needs for the old fire hall space 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.

Fiscal Impact

Current rental rate of $200/month could be raised to $225 – $250\month thus generating a bit of additional revenue amounting to $300 – 600 per year.

Attachments

1. 2017 Lease Agreement between City of Windom and Cottonwood County

COMMERCIAL LEASE

THIS LEASE AGREEMENT ("Lease"), is made and entered into as of October 1, 2017 , by and between the City of Windom, a home rural charter city under the laws of the State of Minnesota, (hereinafter **"Landlord"**), and Cottonwood County a political subdivision of the State of Minnesota (hereinafter **"Tenant"**). **Landlord** and **Tenant** are referred to in this Lease individually as a "Party" and collectively as the "Parties".

1. **LEASED PREMISES. Landlord** hereby leases to **Tenant** and **Tenant** hereby leases from **Landlord** storage bays 4 and 5 (bay door count starting from the south) of the former City of Windom Fire Hall Building which is located at 444 9th Street in the City of Windom, Minnesota. These 2 storage bays cover an approximate 26 foot by 36 foot area which encompasses approximately 936 square feet.

   The above-described 2 storage bays shall hereinafter be referred to in this Lease as the **"Leased Premises"**.

2. **TERM.** The initial term of this Lease shall run from October 1, 2017, through September 30, 2018. This Lease shall automatically renew on a year-to-year basis. The annual terms shall run from October 1st through September 30th. However, notwithstanding the fact that this is a year to year lease, either Party may terminate this Lease prior to the expiration of the then current annual term by delivering a written lease termination notice to the other Party. If a written lease termination notice is delivered this Lease shall terminate on the last day of the month immediately following the expiration of 60 calendar days.

   For example, if Landlord delivers a written lease termination notice to Tenant on May 15th this Lease will terminate at midnight on July 31st.

3. **RENT AMOUNT.** The rent amount shall be $200.00 per month.

   The rent shall be due on the first day of each month starting on October 1, 2017.

4. **PAYMENT OF UTILITIES. Landlord** shall pay 100% of all utility expenses incurred for the Leased Premises. Utilities include, but are not limited to electricity, natural gas, sewer, water, garbage removal and heating fuel. No use of utilities, as defined herein, is anticipated by Tenant.

5. **PAYMENT OF REAL ESTATE TAXES. Landlord** shall pay 100% of any and all real estate taxes and special assessments.

6. **SNOW REMOVAL. Landlord** shall be solely responsible to remove all snow and ice from the sidewalks which border the Leased Premises and shall pay all costs associated therewith.

7. **ACCESS. Tenant** will be provided 24 hour a day access through a secured walk through door which is located on the North side of the former fire hall building.

8. **MANUAL DOORS. Tenant** hereby acknowledges that the garage doors are manual and that **Landlord** will <u>not</u> be providing any automatic garage door openers to **Tenant.**

9. **HAZARDOUS SUBSTANCES. Tenant** and **Tenant's** agents, invitees, employees, and contractors shall not handle, use, manufacture, or store any "Hazard Substances" in, on, or under the Leased Premises.

   The words "Hazardous Substances" as used in this Lease shall be defined to mean materials that, because of their quantity, concentration or physical, chemical or infectious characteristics, may cause or pose a present or potential hazard to human health or the environment when improperly used, treated, stored, disposed of, generated, manufactured, transported or otherwise handled. The words "Hazardous Substances" shall be interpreted in their very broadest sense and include without limitation any and all hazardous or toxic substances, materials or waste as defined by or listed under the "Environmental Laws." The term "Hazardous Substances" also includes without limitation, petroleum and petroleum by-products or any fraction thereof and asbestos.

   The words "Environmental Laws" as used in this Lease shall mean any and all state, federal and local statutes, regulations and ordinances relating to the protection of human health or the environment, including without limitation the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et. seq. ("CERCLA"), the Superfund Amendments and Reauthorization Act of 1986, Pub. L. No. 99-499 ("SARA"), the Hazardous Materials Transportation Act, 49 U.S.C. Section 1801, et. seq. the Resource Conservation and Recovery Act, 42 U.S.C., Section 6901, et. seq., or other applicable state or federal laws, rules, or regulations adopted pursuant thereto, or common law, and shall also include pollutants, contaminants, polychlorinated, biphenyls, asbestos, urea formaldehyde, petroleum and petroleum products, and agricultural chemicals.

10. **LOCKS AND KEYS. Tenant** shall not add to or change any locks to the Leased Premises without first obtaining **Landlord's** prior <u>written</u> consent. If **Landlord** gives consent to change the locks, **Landlord** reserves the right to require his designated locksmith to install a designated type or lock at **Tenant's** expense. **Landlord** shall have the right to maintain a duplicate key unless **Landlord** in its sole discretion elects otherwise.

    Tenant shall pay to replace any lost keys that are not returned at the end of this Lease.

11. **LIGHTING AND DOORS. Landlord** shall be solely responsible to pay all costs of labor and materials to replace and/or repair any defective ballast, wiring, and any other equipment required to keep any lighting fixtures located on the Leased Premises in working order.

Landlord shall be solely responsible for all costs of labor and materials to replace any light bulbs.

Landlord shall be solely responsible to pay all costs of materials and labor to maintain all door entrances in a good, sound and useable condition.

12. **WINDOWS.** **Landlord** shall be solely responsible to pay all costs of labor and materials to replace and/or repair any windows which leak or break.

13. **HVAC/WALLS/ROOF.** **Landlord** shall be solely responsible to pay all costs of labor and materials to maintain the roof and exterior walls of the Leased Premises in a good, sound, and useable condition. **Landlord** shall be solely responsible to pay all costs of labor and materials to maintain all electric components, and all plumbing, heating, ventilation, and cooling systems which service the Leased Premises.

    Landlord shall be solely responsible to pay all costs of labor and materials to maintain the interior walls, ceiling and floor of the Leased Premises. Furthermore, **Landlord** shall be solely and exclusively responsible to pay all costs to maintain all other portions of the Leased Premises which are not specifically the responsibility of **Tenant** pursuant to the terms of this Lease.

14. **REMODELING/IMPROVEMENTS.** **Tenant** shall not make any changes whatsoever to the exterior walls, interior walls, roof, floor, ceiling and/or the interior of the Leased Premises without **Landlord's** prior written consent. This includes but is not limited to painting, wall papering, placing signage, drilling holes, remodeling, and/or changing the flooring.

    If **Landlord authorizes** any changes, alterations, or remodeling to the exterior and/or interior of the Leased Premises, **Tenant** shall not start any construction work without first placing into escrow and amount equal to 1.5 times the estimated cost of the work. The escrow account shall be managed by **Landlord** or a person designated by **Landlord**. All work shall be done at such times and in such a manner as **Landlord** shall designate. If a Mechanic's Lien is placed against the Leased Premises as a result of any repairs or improvements made by **Tenant**, the Mechanic's Lien shall be satisfied by **Tenant** within 10 days after the Mechanic's Lien is filed at **Tenant's** sole cost and expense.

15. **OWNERSHIP OF ALTERATIONS UPON EXPIRATION OF LEASE.** Any improvements, which become permanently attached to the interior or exterior of the Leased Premises, and all wall coverings and flooring shall become the property of **Landlord** as soon as the improvements are placed on the Leased Premises and shall remain with the Leased Premises at the termination of the Lease.

16. **NO SMOKING ALLOWED.** **Tenant** shall not smoke nor permit any employee(s), customer(s), or any individual(s) to smoke on the Leased Premises.

"Smoking" shall be defined as the inhaling, exhaling, breathing, carrying, or possession of any lighted cigarette, cigar, pipe, or any other product containing any amount of tobacco or other similar lighted product.

17. **NO ANIMALS. Tenant** shall **not** keep or allow any animals on the Leased Premises. This includes but is not limited to dogs, cats, fish, birds, and reptiles.

18. **NO ASSIGNMENT OR SUBLETTING. Tenant** shall not assign any interest **Tenant** has in this Lease and/or sublet all or any portion of the Leased Premises without **Landlord's** prior written consent. Any assignment or sublease without **Landlord's** prior written consent shall be null and void. The consent by **Landlord** of any assignment or sublease shall not be deemed consent to any future assignment or sublease.

19. **CONDITION OF LEASED PREMISES. Tenant** hereby acknowledges that **Tenant** has examined the Leased Premises prior to signing this lease, or knowingly waives said examination. **Tenant** acknowledges that **Tenant** has not relied on any representations made by **Landlord** or **Landlord's** agents regarding the condition of the Leased Premises and that **Tenant** takes the Leased Premises in its **"AS IS"** condition, with no express or implied warranties or representations beyond those contained herein or required by applicable Minnesota law.

20. **LIABILITY INSURANCE. Tenant** shall, during the entire term of this Lease, maintain at **Tenant's** sole expense, general liability insurance, including broad form contractual coverage against bodily injury, death or property damage occurring in, on, or about the Leased Premises. The minimum amount of liability coverage carried under the insurance policy shall be Five Hundred Thousand Dollars ($500,000.00) per occurrence, and One Million Dollars ($1,000,000.00) aggregate. The insurance company shall be reputable and licensed to do business in the State of Minnesota. The insurance policy shall name **Landlord** as an additional insured, and provide for at least thirty (30) days written notice to **Landlord**, prior to cancellation or modification of the insurance policy. **Tenant** shall provide **Landlord** with certificates evidencing this required liability insurance coverage within 48 hours of **Landlord**'s written demand.

21. **HAZARD INSURANCE. Landlord** shall maintain at **Landlord**'s sole cost and expense, insurance which insures the Leased Premises against loss by fire, vandalism, malicious mischief, and other such casualties as are covered by an extended coverage policy for the full replacement cost of the Leased Premises. **Landlord** shall procure the insurance from a reputable insurance company licensed to do business in the State of Minnesota.

22. **PERSONAL PROPERTY INSURANCE. Tenant** shall be solely and exclusively responsible to obtain insurance on **Tenant's** motor vehicles and personal property, which insures said property against loss by fire, flood, theft, water damage, vandalism, and any other casualty.

23. **FAILURE TO PROVIDE INSURANCE.** If **Tenant** or **Landlord** fail, refuse or neglect to obtain the appropriate insurance required by this Lease, then the other party shall have the right, but not the obligation to obtain such insurance.

If **Tenant** obtains insurance, which is the **Landlord**'s responsibility, **Tenant** shall be allowed to deduct the full amount of the premium from any rent, which becomes due.

If **Landlord** obtains insurance, which is the **Tenant's** responsibility, **Tenant** shall indemnify **Landlord** within ten (10) days after **Landlord** pays the premium.

24. **INDEMNIFICATION AND HOLD HARMLESS:** Tenant hereby agrees to pay all of Landlord's reasonable attorneys' fees and costs of litigation, and to indemnify and hold Landlord harmless from and against any and all claims, demands, suits, actions, and judgments of any kind or nature and from damages whether compensatory, punitive or otherwise, resulting from or in connection with loss of life, bodily or personal injury or property damage arising, directly or indirectly, out of or from or an account of any occurrence in upon, or from the Leased Premises or occasioned through the use and occupancy of the Leased Premises, or by any act, omission or negligence of Tenant or Tenant's agents, employees, customers, family, contractors or invitees, in upon, at or from the Leased Premises, or any part thereof.

25. **DAMAGE TO PREMISES NOT CAUSED BY TENANT.** If through no fault of **Tenant** and/or **Tenant's** guest, employees, customers, and/or invitees the Leased Premises are damaged by reason of fire, casualty, or other cause, so as to be wholly or partially unfit for occupancy, then **Tenant** shall promptly notify **Landlord** thereof in writing, and **Landlord** shall promptly repair, rebuild and restore the Leased Premises to substantially its condition preceding the fire or casualty with all reasonable diligence.

During the time of repair or restoration, rent as well as any other expenses **Tenant** is obligated to pay, shall abate proportionally with the amount of the Leased Premises rendered unusable. If the repair or restoration will take more than 180 days to accomplish from the date of the condition causing the damage, then **Tenant** shall have the right to terminate this Lease by delivery of written notice thereof to **Landlord** within sixty (60) days of such damage. Upon such written notice, this Lease shall terminate, **Landlord** shall receive all insurance proceeds relating to the Leased Premises, **Landlord** and **Tenant** shall have no further rights or obligations hereunder, and the rent and additional monetary obligations under this Lease shall be pro-rated as of the date of such damage. If **Tenant** does not terminate this Lease, then **Landlord** shall promptly commence repair and/or restoration.

26. **DAMAGE TO PREMISES CAUSED BY TENANT.** Notwithstanding any other terms or conditions of the Lease to the contrary, if the Leased Premises are damaged due to **Tenant** or **Tenant's** guest, employees, customers, and/or invitees negligence or intentional acts then all terms and conditions of this Lease shall remain in full force and effect and **Tenant** shall be required to continue to pay the rent and all additional

monetary obligations under this Lease notwithstanding the fact that the Leased Premises may be wholly or partially unfit for occupancy.

Notwithstanding any other terms of this Lease to the contrary, **Tenant** agrees to be solely responsible to pay for any damages caused by the negligent or intentional acts of **Tenant** and/or any of **Tenant's** invitees, customers, employees, licensees, and/or guests. If such damages are incurred, **Tenant** shall pay for any resulting repairs at the same time and in addition to the next month's base rent payment, with consequences for non-payment identical to those for non-payment of rent described herein.

27. **AMENDMENT.** No amendment, modification, or alteration of the terms hereof, shall be binding, unless the same shall be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

28. **NOTICES.** All notices, demands, requests, and other communications which may be given or which are required to be given by any Party under this Lease, must be in writing, and must be sent by regular U S first class mail, U S certified or registered mail, or by any nationally recognized courier service. Notice shall be considered delivered on the date the notice is deposited with the U S postal service or any nationally recognized courier service.

29. **SUCCESSORS AND/OR ASSIGNS.** This Lease shall be binding upon and inure to the benefit of the Parties hereto, and their respective successors, and/or assigns. However, nothing in this paragraph shall be construed to alter **Tenant**'s obligation to receive **Landlord**'s prior written consent before assigning or subletting all or a part of the Leased Premises as required by Paragraph 18 of this Lease.

30. **TIME OF THE ESSENCE.** Time is of the essence in the performance by **Landlord** and **Tenant** of all their obligations under this Lease.

31. **ENTIRE AGREEMENT.** This Lease constitutes the entire agreement of the Parties, with respect to the subject matter hereof, and all prior correspondence, memoranda, agreements, or understand, (written or oral) are hereby merged into this Lease.

32. **SEVERABILITY.** If any term or provision of this Lease, or the application thereof to any person or circumstance shall be invalid or unenforceable, the remainder of this Lease, or the application of such provision to persons or circumstances, shall not be affected thereby and each remaining provision of this Lease shall be valid and shall be enforceable to the extent permitted by law.

33. **SURRENDER OF PREMISES. Tenant** shall surrender the Leased Premises at the end of the term of this Lease in the same condition as when **Tenant** took possession, allowing for usual wear and tear.

34. **WAIVER OF SUBROGATION.** Neither **Landlord** nor **Tenant** shall be liable to the other for any business interruption or any loss or damage to the property or injury to or death of persons occurring on the Leased Premises, or in any manner growing out of or in connection with **Tenant**'s use and occupancy of said premises caused by the negligence or other fault of **Landlord** or **Tenant** or their respective agents, employees, sub-lessees, licensees, or assigns to the extent that such business interruption or loss or damage to property or injury to or death of persons is covered by or indemnified by proceeds received from insurance carried by the other Party (regardless of whether such insurance is payable to or protects **Landlord** or **Tenant** or both), or for which such Party is otherwise reimbursed. **Landlord** and **Tenant** each hereby respectively waive all rights of recovery against the other, its agents, employees, sub-lessees, licensees, or assigns, for any such loss or damage to the extent the same is covered or indemnified by the proceeds received by such insurance, or from which reimbursement is otherwise received. Nothing in this section contained shall be construed to impose any other or greater liability upon either **Landlord** or **Tenant**, than would have existed in the absence of this section.
35. **LANDLORD'S ACCESS. Landlord** shall have the right to enter the Leased Premises at any and all times, and without giving advanced notice to **Tenant**.

36. **GOVERNING LAW/JURISDICTION/VENUE.** This entire Lease shall be governed by and construed in accordance with the laws of the State of Minnesota.

    Landlord and **Tenant** hereby agree that the Cottonwood County, Minnesota, District Court shall have exclusive personal jurisdiction over both **Landlord** and **Tenant** for all legal actions and disputes which arise out of this Lease. **Landlord** and **Tenant** further agree that the sole venue for any legal actions or disputes which arise out of this Agreement shall be the Cottonwood County, Minnesota, District Court.

37. **AUTHORITY TO SIGN. Tenant** and **Landlord** warrant and covenant that he/it has full right and authority to execute, deliver, and perform this Lease.

38. **RIGHT OF RE-ENTRY.** If **Tenant** fails to make the above-mentioned payment of rent, and/or fails to fulfill any of the covenants contained in this Lease, then Landlord may re-enter and take possession of the Leased Premises and hold and enjoy the same without such re-entering working a forfeiture of the rents to be paid by Tenant for the full term of this Lease.

39. **REMEDIES NOT EXCLUSIVE.** The remedies and rights contained in this Lease are cumulative and are not exclusive of other rights, remedies and benefits allowed by applicable Minnesota Law.

40. **MATERIAL VIOLATIONS OF LEASE.** A violation of any term or condition of this Lease by **Tenant** shall be considered a material violation of this Lease.

41. **PARAGRAPH HEADINGS.** The paragraph headings are for convenience only. They are not part of this Lease and shall not be used in the construction thereof.

42. **COUNTERPARTS.** This Lease may be executed by facsimile or PDF signature and in one or more counterparts, each of which shall be deemed an original, all of which together shall constitute one and the same instrument.

The undersigned hereby agree to all the aforementioned terms and conditions of this Lease.

Cottonwood County

By:______________________
Thomas Appel, Chairperson of the Board of Commissioners

By:______________________
Jan Johnson, Cottonwood County Auditor/Treasurer

I hereby certify that this Lease was approved by the Cottonwood County Board of Commissioners on October 3, 2017.

Kelly Thongvivong

Kelly Thongvivong, Cottonwood County Coordinator

THIS INSTRUMENT WAS DRAFTED BY:
Ronald J. Schramel
Atty. Reg. No. 254757
Schramel Law Office
910 Fourth Avenue - PO Box 505
Windom, MN 56101
P – 507-831-1301 F – 507-831-4200
schramellaw@windomnet.com

The undersigned hereby agree to all the aforementioned terms and conditions of this Lease.

City of Windom

By: Dominic Jones
Dominic Jones, its Mayor

By: ____________________
Steve Nasby, its City Administrator

I hereby certify that this Lease was approved by the Windom City Council on Sept 19, 2017.

____
Steve Nasby, its City Administrator

RESOLUTION #2024-

INTRODUCED:
SECONDED:
VOTED: **Aye:**
Nay:
Absent:

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT PROJECT

WHEREAS, the City of Windom (City) has received a grant from the State of Minnesota Department of Transportation, Office of Aeronautics, for State Project No. A1701-46 (airport concrete repairs) at the Windom municipal airport and;

WHEREAS, this project is comprised of three funding sources: Federal funds of $119,061.00 which represent ninety percent (90%) of the allowable project costs; five percent (5%) of the project costs in an amount not to exceed $6,614.50 from the State of Minnesota Department of Transportation (Office of Aeronautics); and the sum of $6,614.50 which represents five percent (5%) of the project costs as the City of Windom's share which funds have been committed for the project.

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

1. The City Council accepts the grant from the State of Minnesota Department of Transportation (Office of Aeronautics) for State Project No. A1701-46 for the Windom Municipal Airport as set forth in Grant Agreement No. 1057715.

2. The City Council approves Grant Agreement No.1057715, agrees to the terms and conditions of said agreement, and authorizes the Mayor and City Administrator to execute said Grant Agreement and any future amendments on behalf of the City of Windom.

Adopted by the Council this 3rd day of September, 2024.

____
Dominic Jones, Mayor

Attest:______________________________
Steven Nasby, City Administrator

CERTIFICATION

STATE OF MINNESOTA :
: ss
COUNTY OF COTTONWOOD :

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the Windom City Council at an authorized meeting held on the 3rd day of September, 2024, as shown by the Minutes of the meeting in my possession.

____
Steven Nasby, City Administrator

____
Notary Public
My Commission Expires: _______________

DEPARTMENT OF TRANSPORTATION
AERONAUTICS

STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the **City of Windom 444 Ninth Street P.O. Box 38, Windom MN, 56101** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to Minn.Stat.§16B.98, Subd.1, Grantee agrees to minimize administrative costs as a condition of this agreement.

AGREEMENT TERMS

1 **Term of Agreement, Survival of Terms, and Incorporation of Exhibits**

1.1 **Effective Date.** This agreement will be effective on August 2, 2024, or the date the State obtains all required signatures under Minn. Stat.§16B.98, Subd. 5, whichever is later. As required by Minn.Stat.§16B.98 Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration Date.** This agreement will expire on December 31, 2029, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

1.4 **Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project **SP A1701-46**, which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.

1.5 **Exhibits: Exhibit 'A'** – Grant Request Letter, **Exhibit 'B'** – Credit Application, and **Exhibit 'C'** – Cost split.

2 **Grantee's Duties**

2.1 Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State's Office of Aeronautics. Any changes to the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Grantee and the State. Subject to the availability of funds, the State may prepare an amendment to this Agreement to reimburse the Grantee for the allowable costs of qualifying change orders.

2.2 If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, the Grantee elects not to have such services performed by a registered engineer, then the Grantee will designate another responsible person to oversee such work.

2.3 Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project.

2.4 Grantee will comply with all required grants management policies and procedures set forth through Minn.Stat.§16B.97, Subd. 4 (a) (1).

DEPARTMENT OF TRANSPORTATION
AERONAUTICS

2.5 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

2.6 **Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (d) (1), the Grantee will operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of **20 years** from the date the Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property that is purchased or improved with State funds. If the State approves such a transfer or change in use, the Grantee must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.

3 Time

3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 Cost and Payment

4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

Item Description		Federal Share	State Share	Grantee Share
Concrete Pavement .Crack & Joint Repair				
AIP	$132,290.00	90.00%	5.0%	5.0%

Federal Committed:	$ **119,061.00**
State:	**$ 6,614.50**
Grantee:	**$ 6,614.50**

Federal funds are not committed and are only available after being made so by the U.S. Government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Grantee has complied with all terms of this Agreement and furnished all necessary records.

4.2 **Travel Expenses.** No travel Expenses are authorized for this project. The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state at the current Minnesota Department of Transportation Reimbursement Rates for Travel Expenses.

4.3 **Sufficiency of Funds**. Pursuant to Minnesota Rules 8800.2500, the Grantee certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Grantee has the legal authority to engage in the Project as proposed.

4.4 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed $ **6,614.50.**

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AERONAUTICS

4.5 **Payment**

4.5.1 **Invoices.** Grantee will submit invoices for payment by Credit Application, Exhibit **'B',** which is attached and incorporated into this agreement and can also be found at http://www.dot.state.mn.us/aero/airportdevelopment/documents/creditappinteractive.pdf, is the form grantee will use to submit invoices. The State's Authorized Representative, as named in this agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices will be submitted timely and according to the following schedule:
As work progresses on a monthly schedule.

4.5.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.5.3 **State's Payment Requirements**. State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days of receipt of such invoice.

4.5.4 **Grantee Payment Requirements.** Grantee must pay all contractors under this agreement promptly. Grantee will make undisputed payments no later than 30 days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within 30 days of receipt of such invoice.

4.5.5 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.5.5.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.5.5.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.5.5.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.5.6 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.5.7 **Closeout Deliverables.** At the close of the Project, the Grantee must provide the following deliverables to the State before the final payment due under this Agreement will be released by the State: (1) Electronic files of construction plans as a PDF and in a MicroStation compatible format; and (2) Electronic files of as-builts as a PDF and in a MicroStation compatible format. (3) Electronic files of planning documents (Airport Layout Plans – ALP) and Airport Zoning as a PDF and in a MicroStation compatible format and in GIS.

4.6 **Contracting and Bidding Requirements.** Prior to publication, Grantee will submit to State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to State all contracts and subcontracts funded by this agreement between Grantee and third parties. State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten business days.

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5 **Conditions of Payment**

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. In addition, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

6 **Authorized Representatives**

6.1 The State's Authorized Representative are:
Luke Bourassa, South Region Airports Engineer; (luke.bourassa@state.mn.us) (651)508-0448 and/or
Brian Conklin, Regional Airport Specialist Sr.; (brian.conklin@state.mn.us) (651)252-7658, or his successor.
State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:
Steve Nasby City Administrator; (507) 831-6129
Steve.Nasby@windommn.com
City of Windom
444 Ninth Street
P.O.Box 38
Windom, MN 56106

If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 **Assignment Amendments, Waiver, and Grant Agreement Complete**

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

7.2 **Amendments.** Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office. Notwithstanding the foregoing, when FAA issues a Letter Amendment on a federal grant agreement that results in an increase in federal funds beyond the total amount in this grant agreement (i.e., federal amendment), MnDOT's receipt of the Letter Amendment from FAA has the effect of amending the total amount in this grant agreement.

7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 **Liability**

In the performance of this agreement, and to the extent permitted by law, Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for the State's failure to fulfill its obligations under this agreement.

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9 **State Audits**

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 **Government Date Practices and Intellectual Property Rights**

Government Data Practices. Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to in this section 10.1, Grantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. Grantee's response to the request shall comply with applicable law.

10.1 **Intellectual Property Rights.**

Intellectual Property Rights. State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.1.1 **Obligations**

10.1.1.1**Notification**. Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this agreement, Grantee will immediately give State's Authorized Representative written notice thereof and must promptly furnish State's Authorized Representative with complete information and/or disclosure thereon.

10.1.2 **Representation**. Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless State, at Grantee's expense, from any action or claim brought against State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in Grantee's or State's opinion is likely to arise, Grantee must, at State's discretion, either procure for State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11 **Workers Compensation**
The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the Grantee's website when practicable.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**
Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination; Suspension**

14.1 **Termination.** The State or Commissioner of Administration may unilaterally terminate this agreement at any time, with or without cause, upon written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 **Suspension.** The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

DEPARTMENT OF TRANSPORTATION
AERONAUTICS

15 **Data Disclosure**
Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 **Fund Use Prohibited.** The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17 **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

18 **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

19 **Telecommunications Certification**. By signing this agreement, Contractor certifies that, consistent with Section 889of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

20 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making

DEPARTMENT OF TRANSPORTATION
AERONAUTICS

Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

21 **Additional Provisions**
[Intentionally left blank.]

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15 and § 16C.05.

Signed:______________________________

Date:______________________________

SWIFT Contract/PO No(s).____________________

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:______________________________

Title:______________________________

Date:______________________________

By:______________________________

Title;______________________________

Date:______________________________

DEPARTMENT OF TRANSPORTATION

By:______________________________
(with delegated authority)

Title:______________________________

Date:______________________________

DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT

By:______________________________

Date:______________________________

Exhibit 'A'

May 21, 2024

CITY OF WINDOM

RE: Windom Municipal Airport (MWM)
FY 2024 AIP Grant Request

Travis Haskell
Regional Airport Engineer
Minnesota Department of Transportation
Office of Aeronautics
222 East Plato Blvd.
St. Paul, MN 55107

SP A1701-46 AIP 3-27-0113-021-2024
Contract No. 1057715

Dear Mr. Haskell:

The City of Windom is requesting an Airport Improvement Program (AIP) grant from the Federal Aviation Administration (FAA) for the 2024 Joint and Crack Repairs – Concrete Pavement project at Windom Municipal Airport. Associated costs with this project are as follows:

ITEM DESCRIPTION	TOTAL COSTS	FAA (90%)	STATE (5%)	LOCAL (5%)
Joint and Crack Repairs (Astech)	$97,090.00	$87,381.00	$4,854.50	$4,854.50
Engineering Design and Construction Administration Services (SEH)	$33,200.00	$29,880.00	$1,660.00	$1,660.00
Administration (City of Windom)	$2,000.00	$1,800.00	$100.00	$100.00
TOTAL PROJECT COSTS:	**$132,290.00**	**$119,061.00**	**$6,614.50**	**$6,614.50**

The City of Windom is requesting federal participation for these projects at 90%, for a total grant request of **$132,290.00**. Additionally, the City is requesting funding from MnDOT Aeronautics at five percent of the total project costs, or approximately $6,614.50.

Thank you for your continued support of Windom Municipal Airport. Please contact me if you have any questions.

Sincerely,

Steve Nasby, City Administrator
City of Windom, Minnesota

See Attached Cost Split Spread Sheet for Funding Rates.

star city FOR ECONOMIC DEVELOPMENT

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

EXHIBIT "B"

Rev. 9/02

MINNESOTA DEPARTMENT OF TRANSPORTATION
OFFICE OF AERONAUTICS
395 JOHN IRELAND BOULEVARD, MS 410
ST. PAUL, MINNESOTA 55155-1800
airportdevelopment@state.mn.us

Airport Name ____________________

State Project No. ____________________

Federal Project No. ____________________

Mn/DOT Agreement No. ____________________

CREDIT APPLICATION

TO THE DIRECTOR, OFFICE OF AERONAUTICS:

Itemized statement of cash expenditures for which credit is claimed:

For period beginning ______________________________, 20____ ; ending ______________________________, 20____.

Warrant Number	Date Issued	Name or Description	Unit	Rate	Total Time or Quantity	Amount
					Total Expenditures	

***FINAL/PARTIAL (CIRCLE ONE)**

NOTE: PLEASE SEPARATE ENGINEERING COSTS FROM OTHER COSTS.

Municipality ____________________

By ____________________

Title ____________________

*FOR ALL ITEMS INCLUDED IN THIS AGREEMENT

(Complete Form On Reverse Side)

STATE OF ______________________

COUNTY OF ____________________

____, being first duly sworn, deposes and says that he/she is the ________________________________ of the Municipality of ____________________________________, in the County of ____, State of Minnesota; that he/she has prepared the foregoing Credit Application, knows the contents thereof, that the same is a true and accurate record of disbursements made, and that the same is true of his/her own knowledge; and that this application is made by authority of the municipal council (or board) of said Municipality.

____
Signature

Subscribed and sworn to before me

this __________ day of _____________, 20____.

____
NOTARY PUBLIC

My Commission Expires:_____________________

EXHIBIT "C"

Airport: Windom MWM
Sponsor: City of Windom
UEI: M2CMGMRBJZZ6
State Project: A1701-46
State Agreement #:
Fed Project: 3-27-0113-20-24 AIP
Description: AIP Crack & Joint Repair on Concrete Pavement
Version: 12/14/2023

			Funding Rates				
Construction	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	Astech - Concrete Pavement Crack & Joint Repair	$ 97,090.00	90%	5.0%	$ 87,381.00	$ 4,854.50	$ 4,854.50
	CONSTRUCTION SUBTOTAL	**$ 97,090.00**			**$ 87,381.00**	**$ 4,854.50**	**$ 4,854.50**
Engineering	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	Engineering S.E.H. 2024 Crack & Joint Repair - Concrete Pavement	$ 33,200.00	90%	5.0%	$ 29,880.00	$ 1,660.00	$ 1,660.00
					$ -	$ -	$ -
					$ -	$ -	$ -
	ENGINEERING SUBTOTAL	**$ 33,200.00**			**$ 29,880.00**	**$ 1,660.00**	**$ 1,660.00**
Administration	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	City of Windom Administration	$ 2,000.00	90%	5.0%	$ 1,800.00	$ 100.00	$ 100.00
	ADMINISTRATION SUBTOTAL	**$ 2,000.00**			**$ 1,800.00**	**$ 100.00**	**$ 100.00**
	Total (before adjustments)	$ 132,290.00			$ 119,061.00	$ 6,614.50	$ 6,614.50
	Grant Amounts	**$ 132,290.00**			**$ 119,061.00**	**$ 6,614.50**	**$ 6,614.50**
	Overall Share Percentages				**90.00%**	**5.00%**	**5.00%**

CONTRACT
2024 Joint & Crack Repairs – Concrete Pavement Project

THIS AGREEMENT, made this 19 day of August , 2024, by and between the **City of Windom** (hereinafter called Owner) and Fahrner Asphalt Sealers (hereinafter called Contractor) to complete 2024 Joint & Crack Repairs – Concrete Pavement (hereinafter called Project).

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, the CONTRACTOR hereby agrees with the OWNER to commence and complete the construction described as:

The Owner shall pay the Contractor for completion of the Work in accordance with the Contract Documents and subject to conditions and deductions, as found in *EJCDC C-700 Standard General Conditions of the Construction Contracts*. The Owner agrees substantially to the sum of $97,090.00 . Work includes all extra work in connection therewith, under the terms as stated in the Requirements for Quotation and specifications, and at their own proper cost and expense to furnish all the materials, supplies, machinery, equipment tools, superintendence, labor, insurance, and other accessories and services necessary to complete the PROJECT. The Contract Documents, as prepared by Short Elliott Hendrickson, Inc., hereinafter called ENGINEER, all of which are made a part hereof and collectively evidence and constitute the CONTRACT. The Contract Documents consist of the entire quote package including all referenced documents and drawings.

The CONTRACTOR hereby agrees to commence the Work under this CONTRACT on or before the date specified in the Schedule submitted with the Quotation and to fully complete the PROJECT by the date specified for completion or the days specified for completion. If work is not completed in the specified time, liquidated damages will apply as specified below:

Contractor and Owner recognize that time is of the essence and that Owner will suffer financial loss if the Work is not completed within the times specified. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner **$2,000 for each day** that expires after the time (as duly adjusted pursuant to the Contract) specified for Substantial Completion until the Work is substantially complete.
2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner **$250.00 for each day** that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

In order to induce OWNER to enter into this Contract, Contractor makes the following representations:

1. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
2. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

3. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

4. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

5. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

6. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

7. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

8. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

9. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

10. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

IN WITNESS WHEREOF, the parties to these presents have executed this CONTRACT in three counterparts, each of which shall be deemed an original, in the year and day first above mentioned.

OWNER: **City of Windom**	CONTRACTOR:
By: ____________________	By: ____________________
Title: ____________________	Title: Vice President
Attest: ____________________	Attest: ____________________

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 dt
DATE: **09/03/2024**
RE: Finance and Information Analyst Position – Hiring Recommendation
DEPT: Finance/Office
CONTACT: Donna Torkelson, Finance Director/Controller at donna.torkelson@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Promote Leesa Arndt to the Finance and Information Analyst position 9/16/2024 starting at Step 7.

Issue Summary/Background

Denise Nichols, previous Finance and Information Analyst, retired from her position in July. The position was posted both internally and externally and 6 candidates were selected for interviews.

After interviewing the 6 selected candidates, staff recommends Leesa Arndt for the Finance and Information Analyst position effective 09/16/2024, starting at Step 7. Leesa has been with the City of Windom for the past 18 years and has been a very valuable member of the administrative staff. She is interested in continuing her professional growth within the administrative office, and this promotion is an opportunity for her to advance while gaining additional skills and knowledge. Leesa will transition into the new role as time allows until we are able to backfill her position.

Fiscal Impact

Funding for this position is included in the City of Windom 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: Personnel Committee
DATE: August 14, 2024
RE: Flood Response – Department Heads
DEPT: Administration
CONTACT: Steve Nasby, City Administrator: Steve.Nasby@windomn.com

Recommendations/Options/Action Requested

The Personnel Committee recommends that the City Council take the following action:

1. Approve the conversion of extraordinary work time performed by Department Heads primarily engaged in the 2024 flood and waive the vacation accrual cap until December 31, 2025.

Issue Summary/Background

During the recent flooding both State and Federal declarations were issued. The City's locally declared flood emergency, by the Mayor and City Council, was from June 21 to July 17. During this period City staff put in extraordinary hours to respond to the flooding emergency. Non-supervisory staff are all eligible and receive overtime pay or comp time at their discretion. Supervisor time is not accounted for in the same manner as they are salaried employees. The Personnel Committee acknowledges that Supervisory staff are salaried and there is an expectation that more than 40 hours/week is typical; however, responding to a major event like the 2024 flood is beyond normal. As such, due to the large numbers of hours worked by some supervisory employees during the locally declared emergency period the Personnel Committee is recommending that they be awarded additional vacation time at a rate of 75% based on the additional hours worked, less any time taken off. To allow these employees time to use the vacation the Personnel Committee is recommending that the 230 cap on vacation accrual be lifted for these employees until December 31, 2025.

Ryan Anderson	*63.5 hours*	*Jon Ketzenberg*	*66.2 hours*
Tim Hogan	*49.5 hours*	*Tiffany Lamb*	*25.0 hours*
Kristen Porath	*1.1 hours*	*Steve Nasby*	*71.6 hours*
Todd Severson	*8.6 hours*		

Fiscal Impact

Additional vacation time may cause some intermittent overtime by other staff to cover tasks\duties.

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: Steve Nasby, City Administrator
DATE: August 26, 2024
RE: Mutual Aid Agreement between the City of Windom and Cottonwood County
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approve the Mutual Aid Agreement, as presented, between the City of Windom and Cottonwood County.

Issue Summary/Background

During the June 2024 flooding event Cottonwood County provided assistance to the City of Windom. To complete some of the FEMA paperwork for reimbursement of costs they require a mutual aid agreement between the parties. The City\County current mutual aid agreement expired in July 2024 so a new agreement is needed.

The assistance for the flood was generally public works personnel and equipment; however, the City and County also help each other as needed in other areas such as law enforcement, Fire or Emergency Services, public utilities or with other equipment. As such it makes sense to include these other areas in an agreement.

The agreement is modeled after the League of Minnesota Cities template. There are only minor revisions in the new agreement regarding duration. The prior agreement had been reviewed by both the City Attorney and County Attorney.

Fiscal Impact

At present, if we do not execute a mutual aid agreement the City could lose the ability to have costs covered by FEMA. Those costs would then be borne by local taxpayers.

Attachments

1. 2024 Mutual Aid Agreement

City of Windom, Minnesota
And Cottonwood County Mutual Aid Agreement

Purpose

This Agreement is made pursuant to Minnesota Statutes, Section 471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this Agreement is to make equipment, personnel and other resources available to governmental units from other governmental units.

Definitions

1. "Party" means a governmental unit as defined by Minnesota Statues, Section 471.59, subd. 1. "Parties" shall collectively mean more than one Party.
2. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. "Requesting Party" means a Party that requests Assistance from other Parties.
4. "Responding Official" means the person designated by a Party who is responsible to determine whether and to what extent that Party should provide Assistance to a Requesting Party.
5. "Responding Party" means a Party that provides Assistance to a Requesting Party.
6. "Assistance" means:
    - Public works personnel and equipment: **As needed.**
    - Fire and/or emergency medical services personnel and equipment: **As needed.**
    - Law enforcement personnel and equipment: **As needed.**
    - Utility personnel and equipment: **As needed.**
    - Other personnel and equipment as listed: **Landfill, Engineering and Emergency Management**

Procedure

1. **Request for Assistance**. Whenever, in the opinion of a Requesting Official, there is a need for Assistance from other Parties, the Requesting Official may call upon the Responding Official of any other Party to furnish Assistance.
2. **Response to Request**. Upon the request for Assistance from a Requesting Party, the Responding Official may authorize and direct that Party's personnel to provide Assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of resources.
3. **Recall of Assistance**. The Responding Official may at any time recall such Assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.
4. **Command of Scene.** The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws Assistance.

Workers' compensation
Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own employees or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Damage to equipment
Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Liability
1. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. § 466.01, subd. 6) of the Requesting Party.
2. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of Assistance in responding to a request for Assistance by the Requesting Party pursuant to this Agreement.

   For purposes of determining total liability for damages pursuant to Minn. Stat. § 471.59, subd. 1a(b), the Parties are considered a single governmental unit and the total liability of the Parties shall not exceed the limits on governmental liability for a single governmental unit as specified in Minn. Stat. § 466.04, subd. 1.

   The intent of this subdivision is to impose on each Requesting Party a duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
3. No party to this Agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish Assistance to any other Party, or for recalling Assistance, both as described in this Agreement.

Charges to the Requesting Party
1. No charges will be levied by a Responding Party to this Agreement for Assistance rendered to a Requesting Party under the terms of this Agreement unless that Assistance continues for a period of more than 8 hours. If Assistance provided under this Agreement continues for more than 8 hours, the Responding Party will submit to the Requesting Party an itemized bill for the actual cost of any Assistance provided after the initial 8-hour period, including salaries, overtime, materials and supplies and other necessary expenses. The Requesting Party will reimburse the Party providing the Assistance for that amount.
2. Such charges are not contingent upon the availability of federal or state government funds.

Duration
This Agreement will be in force from the date of execution and shall remain in place until superseded by an updated agreement or terminated as agreed upon herein. Any Party may withdraw from this Agreement upon ninety (90) days written notice to the other Party or Parties to the Agreement.

Execution
Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

Date: ________ Entity: Cottonwood County, MN
By: ________
Title: Board Chairperson

Date: ________ Entity: City of Windom, MN
By: ________
Title: Mayor

PAY ESTIMATE No. 10
CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 6/30/2024 To: 8/5/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023

DGR ENGINEERING

SUMMARY

VALUE OF WORK COMPLETED TO DATE		$4,892,773.82
LESS RETAINAGE...(5%)		$244,638.69
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT		$4,648,135.13
LESS ESTIMATES PREVIOUSLY APPROVED	Pay Estimate No. 1	$218,220.30
	Pay Estimate No. 2	$265,352.04
	Pay Estimate No. 3	$164,064.76
	Pay Estimate No. 4	$140,030.00
	Pay Estimate No. 5	$818,756.17
	Pay Estimate No. 6	$640,015.00
	Pay Estimate No. 7	$735,836.75
	Pay Estimate No. 8	$450,844.35
	Pay Estimate No. 9	$510,921.45
	Pay Estimate No. 10	
	Pay Estimate No. 11	
	Pay Estimate No. 12	
TOTAL AMOUNT DUE THIS ESTIMATE		$704,094.31

ORIGINAL CONTRACT PRICE	$5,563,762.48
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)	$5,563,762.48
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT	$4,648,135.13
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT	$915,627.35
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT	84%

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

By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By John Hoffman Date 8.8.24

CERTIFICATE

THE AMOUNT OF $704,094.31 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

Comission Approved
8-21-24

By ______

Title ______

Date ______

DGR ENGINEERING, Engineer

By Travis Zid

Title Project Engineer

Date 8/8/2024

PAY ESTIMATE No. 10
CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 6/30/2024 To: 8/5/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023

DGR ENGINEERING

			UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
D1	Removal of the existing vehicle storage building above grade (as req'd)	1	$ 25,912.00	$ 12,088.00	$ 38,000.00	$ 38,000.00	1	100%	$ 38,000.00			$ -
D2	Removal of existing concrete, including vehicle storage slab and fdtns (cu. yd.) (refer to drawing S1)	320	$ 65.87	$ 65.87	$ 131.74	$ 42,156.80	320	100%	$ 42,156.80			$ -
C1	Embankment Borrow (cu. yd.)	2,200	$ 28.83	$ 28.83	$ 57.66	$ 126,852.00	2,200	100%	$ 126,852.00	880	40%	$ 50,740.80
C2	Building Subsoils Core-out & Disposal (cu. yd.)	1,880	$ 22.65	$ 22.65	$ 45.30	$ 85,164.00	1,880	100%	$ 85,164.00			$ -
C3	12" Subgrade Preparation (sq. yd.)	620	$ 2.94	$ 2.94	$ 5.88	$ 3,645.60	620	100%	$ 3,645.60	620	100%	$ 3,645.60
C4	Class 5 Base (tons)	100	$ 17.65	$ 17.65	$ 35.30	$ 3,530.00	100	100%	$ 3,530.00	100	100%	$ 3,530.00
C5	7" PCC Surfacing (sq. yd.)	620	$ 36.22	$ 49.28	$ 85.50	$ 53,010.00	533	86%	$ 45,600.00	533	86%	$ 45,600.00
C6	6" PCC Sidewalk (sq. yd.)	30	$ 36.22	$ 49.28	$ 85.50	$ 2,565.00	30	100%	$ 2,565.00	30	100%	$ 2,565.00
C7	Landscaping Rock (tons)	15	$ 103.00	$ 103.00	$ 206.00	$ 3,090.00			$ -			$ -
C8	Crushed Substation Rock (tons)	15	$ 75.30	$ 75.30	$ 150.60	$ 2,259.00			$ -			$ -
C9	Pavement Removal (sq. yd.)	790	$ 4.70	$ 4.70	$ 9.40	$ 7,426.00	790	100%	$ 7,426.00			$ -
C10	Sanitary Sewer Service (ln. ft.)	50	$ 76.47	$ 76.47	$ 152.94	$ 7,647.00	50	100%	$ 7,647.00			$ -
C11	Roof Drainline (ln. ft.)	160	$ 55.88	$ 55.88	$ 111.76	$ 17,881.60	160	100%	$ 17,881.60			$ -
C12	4" Perforated Subdrain (ln. ft.)	100	$ 17.65	$ 17.65	$ 35.30	$ 3,530.00	100	100%	$ 3,530.00	100	100%	$ 3,530.00
C13	Sanitary Sewer Cleanout (ea.)	1	$ 835.29	$ 835.29	$ 1,670.58	$ 1,670.58	1	100%	$ 1,670.58			$ -
C14	Storm Sewer Cleanout (ea.)	3	$ 1,175.88	$ 1,175.88	$ 2,351.76	$ 7,055.28	3	100%	$ 7,055.28			$ -
C15	Connect to Existing Sanitary Sewer (ea.)	1	$ 2,344.70	$ 2,344.70	$ 4,689.40	$ 4,689.40	1	100%	$ 4,689.40			$ -
C16	Connect to Existing Storm Sewer (ea.)	1	$ 1,877.00	$ 1,877.00	$ 3,754.00	$ 3,754.00	1	100%	$ 3,754.00			$ -
C17	Pipe Bollard (ea.)	14	$ 506.25	$ 1,125.00	$ 1,631.25	$ 22,837.50	10	71%	$ 16,312.50	10	71%	$ 16,312.50
C18	PCC Stairs with Railings (ea.)	1	$ 5,760.00	$ 5,850.00	$ 11,610.00	$ 11,610.00			$ -			$ -
C19	Silt fence/wattles/rock socks (ln. ft.)	50	$ 7.06	$ 7.06	$ 14.12	$ 706.00	50	100%	$ 706.00			$ -
C20	SWPPP management (ea.)	1	$ 5,441.76	$ 5,441.76	$ 10,883.52	$ 10,883.52	0.70	70%	$ 7,625.05	0.10	10%	$ 1,090.00
C21	Seeding, Fertilizing and Mulching (as req.)	1	$ 4,275.00	$ 2,018.75	$ 6,293.75	$ 6,293.75			$ -			$ -

PAY ESTIMATE No. 10
CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 6/30/2024 To: 8/5/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023

DGR ENGINEERING

			UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C22	Clearing and Grubbing (as req.)	1	$ 735.30	$ 735.30	$ 1,470.60	$ 1,470.60	1	100%	$ 1,470.60			$ -
A1	Building envelope components (as req'd)	1	$ 141,072.00	$ 261,990.00	$ 403,062.00	$ 403,062.00	0.97	97%	$ 389,959.99			$ -
A2	Interior components (as req'd)	1	$ 375,172.00	$ 202,015.00	$ 577,187.00	$ 577,187.00	0.80	80%	$ 461,738.42	0.11	11%	$ 63,500.00
A3	Temporary Enclosure (as req'd)	1	$ 14,117.00	$ 9,822.00	$ 23,939.00	$ 23,939.00	1	100%	$ 23,939.00			$ -
S1	Foundation, bldg footings, fdtn walls, trenches, slab, and engine fdtns (as req'd.)	1	$ 26,065.00	$ 26,065.00	$ 52,130.00	$ 52,130.00	1	100%	$ 52,130.00			$ -
S2	Foundation, Transformer Manhole (as req'd)	1	$ 26,065.00	$ 26,065.00	$ 52,130.00	$ 52,130.00	1.00	100%	$ 52,130.00	0.86	86%	$ 44,630.00
S3	Foundation, Exhaust Stacks (as req'd)	2	$ 13,032.00	$ 13,032.00	$ 26,064.00	$ 52,128.00	2	100%	$ 52,128.00			$ -
S4	Trench covers and assocatied steel supports (as req'd)	2	$ 13,032.00	$ 13,032.00	$ 26,064.00	$ 52,128.00	1.80	90%	$ 46,920.00			$ -
S5	Concrete masonry walls and masonry wall modification (as req'd)	1	$ 34,100.00	$ 34,100.00	$ 68,200.00	$ 68,200.00	1	100%	$ 68,200.00			$ -
S6	Installation of the floor opening, hoist, and hoist support structure (as req'd)	1	$ 8,823.00	$ 12,352.00	$ 21,175.00	$ 21,175.00	1	100%	$ 21,175.00			$ -
S7	Structural Steel and metal deck (as req'd)	1	$ 241,334.00	$ 606,373.00	$ 847,707.00	$ 847,707.00	1	100%	$ 847,707.00			$ -
M1	Plumbing System (as req'd)	1	$ 111,705.00	$ 208,811.00	$ 320,516.00	$ 320,516.00	0.98	98%	$ 313,340.00	0.03	3%	$ 10,600.00
M2	HVAC System, Office Area (as req'd)	1	$ 87,799.00	$ 154,176.00	$ 241,975.00	$ 241,975.00	0.96	96%	$ 232,560.00			$ -
M3	Building Ventilation System, Generation Plant (as req'd)	1	$ 40,000.00	$ 467,694.00	$ 507,694.00	$ 507,694.00	0.996	99.6%	$ 505,840.00	0.004	0.4%	$ 1,980.00
M4	Compressed Air System (as req'd)	1	$ 15,588.00	$ 38,235.00	$ 53,823.00	$ 53,823.00	0.84	84%	$ 45,010.00	0.73	73%	$ 39,500.00
M5	Engine Cooling System (as req'd)	2	$ 36,170.00	$ 61,323.00	$ 97,493.00	$ 194,986.00	1.77	88%	$ 172,100.00	0.77	38%	$ 75,000.00
M6	Engine Exhaust System (as req'd)	2	$ 23,294.00	$ 32,776.00	$ 56,070.00	$ 112,140.00	1.63	82%	$ 91,481.00	0.66	33%	$ 37,200.00
M7	Fuel System (as req'd)	1	$ 32,352.00	$ 21,470.00	$ 53,822.00	$ 53,822.00	0.56	56%	$ 30,320.00			$ -
M8	Urea System (as req'd)	1	$ 19,505.00	$ 26,176.00	$ 45,681.00	$ 45,681.00	0.74	74%	$ 33,810.00	0.45	45%	$ 20,400.00
E1	Control Panel Modifications (as req'd)	1	$ 3,529.00	$ 8,824.00	$ 12,353.00	$ 12,353.00	0.67	67%	$ 8,230.00	0.38	38%	$ 4,700.00
E2	Station service transformer installation (each)	1	$ 22,059.00	$ 20,588.00	$ 42,647.00	$ 42,647.00	0.89	89%	$ 37,750.00	0.17	17%	$ 7,400.00
E3	Switchgear room electrical equipment (as req'd)	1	$ 7,294.00	$ 22,941.00	$ 30,235.00	$ 30,235.00	0.86	86%	$ 26,100.00	0.25	25%	$ 7,500.00
E4	Generator room and roof electrical equipment (as req'd)	1	$ 17,647.00	$ 32,352.00	$ 49,999.00	$ 49,999.00	0.91	91%	$ 45,375.00	0.24	24%	$ 12,000.00
E5	Existing generation plant modifications (as req'd)	1	$ 5,882.00	$ 5,647.00	$ 11,529.00	$ 11,529.00	0.82	82%	$ 9,410.00	0.52	52%	$ 6,000.00

PAY ESTIMATE No. 10
CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 6/30/2024 To: 8/5/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023

DGR ENGINEERING

			UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E6	Office building modifications (as req'd)	1	$ 23,529.00	$ 11,176.00	$ 34,705.00	$ 34,705.00	1	100%	$ 34,705.00			$ -
E7	Substation fence modifications (as req'd)	1	$ 5,294.00	$ 8,235.00	$ 13,529.00	$ 13,529.00			$ -			$ -
E8	Generation plant lighting and power (as req'd)	1	$ 66,176.00	$ 34,000.00	$ 100,176.00	$ 100,176.00	1.00	100%	$ 100,176.00	0.15	15%	$ 15,086.00
E9	Cable tray additions (as req'd)	1	$ 52,941.00	$ 26,471.00	$ 79,412.00	$ 79,412.00	1.00	100%	$ 79,412.00	0.11	11%	$ 8,942.00
E10	Grounding additions (as req'd)	1	$ 20,588.00	$ 10,118.00	$ 30,706.00	$ 30,706.00	0.87	87%	$ 26,730.00	0.31	31%	$ 9,600.00
E11	Neutral grounding reactors (each)	2	$ 7,353.00	$ 16,706.00	$ 24,059.00	$ 48,118.00			$ -			$ -
E12	Generator power cable 15 kV (3) 1/0 AWG Cu. (ft.)	380	$ 12.35	$ 42.35	$ 54.70	$ 20,786.00	337	89%	$ 18,435.00	126	33%	$ 6,900.00
E13	Generator neutral cable 15 kV (1) 1/0 AWG Cu. (ft.)	50	$ 10.00	$ 22.65	$ 32.65	$ 1,632.50			$ -			$ -
E14	Generator neutral cable 600 V (1) 1/0 AWG Cu. (ft.)	360	$ 5.60	$ 22.65	$ 28.25	$ 10,170.00	264	73%	$ 7,460.00	212	59%	$ 6,000.00
E15	Primary station service cable, 15 kV, (3) 1/0 Str. Al. (ft.)	210	$ 16.18	$ 47.35	$ 63.53	$ 13,341.30	174	83%	$ 11,060.00			$ -
E16	Secondary station service cable, 600 V, (4) #350 Str. Cu. (ft.)	150	$ 17.65	$ 48.82	$ 66.47	$ 9,970.50	126	84%	$ 8,350.00	126	84%	$ 8,350.00
E17	Secondary station service cable, 600 V, (4) #4/0 Str. Cu. (ft.)	75	$ 16.47	$ 46.77	$ 63.24	$ 4,743.00	55	74%	$ 3,500.00	55	74%	$ 3,500.00
E18	(4) Conductor #4/0, 4/C-4/0 (ft.)	60	$ 16.47	$ 46.77	$ 63.24	$ 3,794.40	41	69%	$ 2,600.00	41	69%	$ 2,600.00
E19	(4) Conductor #2/0, 4/C-2/0 (ft.)	60	$ 14.12	$ 43.00	$ 57.12	$ 3,427.20	44	73%	$ 2,500.00	44	73%	$ 2,500.00
E20	(4) Conductor #1/0, 4/C-1/0 (ft.)	60	$ 12.94	$ 41.00	$ 53.94	$ 3,236.40	39	65%	$ 2,100.00	39	65%	$ 2,100.00
E21	(4) Conductor #2, 4/C-2 VFD (ft.)	700	$ 7.06	$ 14.71	$ 21.77	$ 15,239.00	469	67%	$ 10,200.00	469	67%	$ 10,200.00
E22	(4) Conductor #4, 4/C-4 (ft.)	260	$ 5.88	$ 17.35	$ 23.23	$ 6,039.80	207	79%	$ 4,800.00	207	79%	$ 4,800.00
E23	(4) Conductor #4, 4/C-4 VFD (ft.)	380	$ 5.88	$ 17.35	$ 23.23	$ 8,827.40	303	80%	$ 7,050.00	303	80%	$ 7,050.00
E24	(4) Conductor #6, 4/C-6 (ft.)	120	$ 5.88	$ 16.30	$ 22.18	$ 2,661.60	63	53%	$ 1,400.00	63	53%	$ 1,400.00
E25	(4) Conductor #6, 4/C-6 VFD (ft.)	640	$ 5.88	$ 16.30	$ 22.18	$ 14,195.20	431	67%	$ 9,550.00	431	67%	$ 9,550.00
E26	(2) Conductor #8, 2/C-8 (ft.)	170	$ 3.53	$ 15.00	$ 18.53	$ 3,150.10	135	79%	$ 2,500.00	135	79%	$ 2,500.00
E27	(4) Conductor #8, 4/C-8 (ft.)	215	$ 4.71	$ 15.00	$ 19.71	$ 4,237.65	178	83%	$ 3,500.00	178	83%	$ 3,500.00
E28	(2) Conductor #12, 2/C-12 (ft.)	680	$ 3.53	$ 12.00	$ 15.53	$ 10,560.40	457	67%	$ 7,100.00	457	67%	$ 7,100.00
E29	(3) Conductor #12, 3/C-12 (ft.)	5,685	$ 3.53	$ 14.71	$ 18.24	$ 103,694.40	3,180	56%	$ 58,000.00	3,180	56%	$ 58,000.00

PAY ESTIMATE No. 10
CONSTRUCTION OF A GENERATION PLANT
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DGR Project Number 425305

For Period From: 6/30/2024 To: 8/5/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023

DGR ENGINEERING

			UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E30	(4) Conductor #12, 4/C-12 (ft.)	450	$ 4.71	$ 16.71	$ 21.42	$ 9,639.00	163	36%	$ 3,500.00	163	36%	$ 3,500.00
E31	(2) Conductor #14, 2/C-14 (ft.)	3,810	$ 2.36	$ 12.06	$ 14.42	$ 54,940.20	2,698	71%	$ 38,900.00	2,698	71%	$ 38,900.00
E32	(12) Conductor #14, 12/C-14 (ft.)	1,420	$ 8.24	$ 12.06	$ 20.30	$ 28,826.00	951	67%	$ 19,300.00	951	67%	$ 19,300.00
E33	(2) Conductor #16 Shielded, 2/C-16S (ft.)	780	$ 2.36	$ 9.65	$ 12.01	$ 9,367.80	495	64%	$ 5,950.00	495	64%	$ 5,950.00
E34	(3) Conductor #16 Shielded, 3/C-16S (ft.)	640	$ 2.95	$ 3.35	$ 6.30	$ 4,032.00	206	32%	$ 1,300.00	206	32%	$ 1,300.00
E35	Cat 6 cables (as req'd)	1	$ 206.00	$ 2,530.00	$ 2,736.00	$ 2,736.00	0.44	44%	$ 1,200.00	0.44	44%	$ 1,200.00
G1	General conditions (as req'd)	1	$ 438,812.00		$ 438,812.00	$ 438,812.00	0.80	80%	$ 351,070.00	0.10	10%	$ 43,900.00
G2	Mobilization (as req'd)	1	$ 74,143.00		$ 74,143.00	$ 74,143.00	1	100%	$ 74,143.00			$ -
G3	General construction allowance (as req'd.)	1	$ 100,000.00		$ 100,000.00	$ 100,000.00	0.02	2%	$ 1,648.00			$ -

TOTAL CONTRACT PRICE: $5,563,762.48 TOTAL TO DATE: $4,892,773.82 CONTRACT TOTAL THIS PERIOD: $741,151.90