



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

CITY COUNCIL MEETING

July 1, 2025

City Council Chamber

6:30 p.m.

AGENDA

Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – June 17, 2025
 - Regular Bills
2. Department Heads
3. Street Closure Request – Chamber Hot Dog Night
4. Alley Vacation – Public Hearing and Resolution Approving Vacation
5. 2025 Street Project Bid Award Resolution
6. New Business
7. Old Business
8. Council Comments
9. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
June 17, 2025
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

Council Present: Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson and Scott Benson

Council Absent: Jayesun Sherman

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jon Ketzenberg, Streets & Parks Superintendent; John Nelson, Liquor Store Manager; Tim Snyder, Community Center Director; Kari Hanson, Library Director; Matt Fast, Building Official and Mary Hensen, Administrative Assistant

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – June 3, 2025 and June 10, 2025
 - Community Center Commission – June 11, 2025
 - Economic Development Authority – June 9, 2025
 - Housing & Redevelopment Authority – June 11, 2025
 - Library Board – June 10, 2025
 - Planning Commission – June 10, 2025
 - Telecom Commission – May 19, 2025
- Amplification Permit – American Lutheran Church – June 13, 2025
- Exempt Gambling Permit – St. Francis Xavier Church – September 21, 2025
- Solicitation Permit – Matthew Steffen
- Regular Bills

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

5. Department Heads:

Kari Hanson, Library Director, said the summer reading program is underway for all ages. The Zoo Man held an event last Friday and there were 140 attendees.

6. Resolution Establishing Rates – Windom Library – Friends of the Library:

Council Member Esplan introduced the Resolution No. 2025-26, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM PUBLIC LIBRARY” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Benson, Quade and Esplan. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

Mathis thanked the Friends of the Library for the generous \$1,688.28 donation for the purchase of STEM materials.

7. Resolution Awarding a Bid – Airport – 2025 Taxiway Widening Project:

Nasby said this is part of the Airport's Capital Improvement Project and has been designed and bid by the City's Airport engineers. There was only one bid on the project, but the recommendation from the engineers is to approve the bid. This is funded 90% FAA, 5% State and 5% local.

Benson said he would abstain as he is the Airport Manager.

Council Member Nelson introduced the Resolution No. 2025-27, entitled "A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED 'AIRPORT 2025 TAXILANE WIDENING PROJECT'" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Esplan, Nelson and Quade. Nay: None. Absent: Sherman. Abstain: Benson. Resolution passed 3 – 0.

8. Resolutions Approving Plans & Specs and Ordering Advertisement for Bids – 2025 Street Project:

Nasby said that the Council had previously had a feasibility study done, held a public hearing and called for plans and specifications to be done for the 2025 Street Project. This step is to approve the plans and call for bids. He expects that the City Council will be considering the award of a bid at the July 1 or 15 meeting. The plans and specifications were provided in the Council packet.

Council Member Quade introduced the Resolution No. 2025-28, entitled "RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2025 STREET PROJECT" and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Quade, Esplan, Nelson and Benson. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 – 0.

9. Planning Commission Recommendation:

Matt Fast, Building Official, said that the Planning Commission discussed a possible moratorium on conditional use permits for billboards due to the recent actions on these items. They felt the rules and regulations needed to be studied and information collected from other communities on how their ordinances are designed. The City Attorney has been consulted and a moratorium is possible, but needs to be one through enactment of an ordinance by the City Council. As such, the Planning Commission is seeking Council permission to draft a moratorium ordinance lasting six months.

Quade asked if an application were dropped off now would it be processed? Nasby replied that his understanding is that anything filed now would be on-hold if the Council approves the drafting of an ordinance implementing a moratorium. If the Council approves the moratorium the application would hold as pending, but if the Council were to vote down a moratorium any pending application would be processed.

Motion by Benson second by Nelson to approve the Planning Commission to draft a moratorium ordinance related to conditional use permits for billboards. Motion carried 4 – 0.

10. Land Lease Agreement – Windom Police Department:

Scott Peterson, Police Chief, said that they had been working on finding a spot close to town for a firing\training range. He has been talking with Tim, Cindy, Jon and Kirsten Ketzenberg about a site near the airport. This property is in close proximity so his officers could practice\train during shift and it also allows all of the staff to train together. He said that the City Administrator and City Attorney worked on the lease.

Motion by Benson second by Nelson to approve a lease between the City of Windom and Tim, Cindy, Jon and Kirsten Ketzenberg for property to be used for training and firearms. Motion carried 4 – 0.

11. Community Center – Decorative Wall:

Tim Snyder, Community Development Director, said that the Board is recommending a quote from Masters' Landscaping for the construction of a decorative wall to enhance their outdoor patio. The fencing has recently been completed. The cost is \$9,600.00.

Mathis asked if the funds for the project were coming from the Robert Byers donation. Snyder said it is and that there are still donated funds left for other activities. The outdoor structure was put up primarily with donated monies from Daisy Jacobs.

Motion by Nelson second by Benson to approve accepting the quote from Masters Landscaping for \$9,600.00 for the construction of the decorative wall as presented. Motion carried 4 – 0.

12. Declaration of Surplus Equipment – Riverbend Liquor Sign:

John Nelson, Liquor Store Manager, said that the Daktronics LED sign was not working and the unit is at the end of its useful 10-year life. Cost to replace the sign is \$52,000 to \$70,000. The Liquor Committee discussed and is recommending not to replace the sign, but sell it. The new addition included signage at the rear of the store and new signage was done in the front so the LED sign is not needed. Additionally, the pylon pole signs sustained damage on one side in a recent windstorm. Insurance would cover about 60% of the replacement cost of \$11,850. Due to the new additional signage the Liquor Committee is also recommending that this pylon pole sign be removed and sold.

Motion by Benson second by Esplan to declare the Liquor store LED sign, pylon pole and signs as surplus and approve their sale. Motion carried 4 – 0.

13. Personnel:

John Nelson said they had some turnover of part-time employees. He advertised and interviewed for both part-time union and non-union jobs. He is recommending to hire Chelsea Stevens for the part-time union liquor clerk position starting at Step 4 with a move to Step 5 at the end of the probationary period of six months.

Motion by Benson second by Quade to approve the hiring of Chelsea Stevens for the part-time, union liquor clerk position. Motion carried 4 – 0.

John Nelson said that he is recommending two part-time, non-union hires for liquor clerks to be Ryan Taylor and Connie Lubben, both at a starting rate of \$13.75/hour.

Motion by Benson second by Quade to approve the hiring of Ryan Taylor and Connie Lubben as part-time, non-union liquor clerks. Motion carried 4 – 0.

Hanson said that she has a vacant part-time Assistant Librarian position due to a resignation. Advertising and interviews were completed and she is recommending the hiring of Wendy Newman for the part-time, Assistant Librarian position at Step 3. The position has been budgeted.

Motion by Benson second by Quade to hire Wendy Newman for the part-time Assistant Librarian position as presented. Motion carried 4 – 0.

Quade asked when Newman was starting her duties. Hanson replied that Newman could come in and start some training, but she would be fully put on the work schedule starting in mid to late August.

Mathis asked Nasby to review the hiring recommendation for the EDA Director position as Councilmember Sherman is absent.

Nasby said that the position had been advertised and ten applications were received. The hiring committee consisted of the Council Personnel Committee and EDA Board Chair Nancy Wepplo. Four interviews were conducted and the hiring committee is recommending Sonya Wilt. Ms. Wilt has experience as a small business owner and former municipal finance director. Her experience with TIFs, city financing rules and being a small business owner were factors the committee used to make their recommendation. The terms of her employment are included in the Council packet. Ms. Wilt would be able to start on July 7, 2025.

Quade said she thinks Wilt will be a good fit for the community and the position.

Mathis said she looks forward to having Wilt on staff and has high hopes.

Motion by Benson second by Quade to hire Sonya Wilt as EDA Director under the terms presented. Motion carried 4 – 0.

Mathis said there are two Recreation department hiring recommendations for seasonal workers. The two are Soren Nielsen and Mattie Buckentin.

Motion by Quade second by Benson to hire Soren Nielson and Mattie Buckentin as seasonal workers in the Recreation Department. Motion carried 4 – 0.

14. Employee Recognition Policy - Updates:

Nasby said that the Employee Recognition Policy was done in 2012 and set guidelines for small recognition gifts for employees reaching milestones such as 5, 10, 15, 20 or more years of service. Prices for goods and the event meal have gone up so he is proposing an increase in the amount allocated for the event. Total cost is capped at \$2,500 and the event has come in under budget. He is proposing a limit of \$3,000 as the policy probably will not be changed for another 10 years.

Motion by Benson second by Quade to approve the revised Employee Recognition Policy as presented. Motion carried 4 – 0.

15. New Business:

None.

16. Old Business:

Nasby said the City Council needs to pick a date for completion of the City facility tours. The liquor store, Arena, Community Center and Pool are left. The Windom Area Hospital is hosting a public tour on June 19th.

Motion by Benson second by Quade to set a Special City Council meeting for July 29, 2025 at 5:00 pm for the completion of the City facility tours. Motion carried 4 – 0.

17. Council Comments:

Nelson thanked the Friends of the Library for their donation.

Quade said that Riverfest will go down as memorable and the Council entry braved the rainstorm. She noted the new Medical Office Building at Windom Area Health will have a public open house on June 19th starting at 2:30 pm. She also thanked the Friends of the Library for their donation.

Preliminary

Benson thanked everyone who worked to put on the Riverfest event. He said a lot of people work hard to put on the event. There were hiccups and not everything went as planned, but the community does not need the negativity.

Mathis said that she appreciates all the donations to the City and volunteers. The Chamber hosts the Riverfest event and many volunteers and City departments help out. She acknowledged there were problems and negative social media other comments are not helpful and try to turn the conversations positive. She thanked the Street Department for the pick-up and trailer for the Council float and Jon Ketzenberg for driving. Mathis said that many other City departments help out too and thanked them. She said that KEYC TV was in town today doing a story on the Windom flooding from 2024 and what has changed in the past year.

18. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 7:21 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator



Windom, MN

Expense Approval Report

By Fund

Payment Dates 6/14/2025 - 6/27/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	100-20202	5,810.00
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	100-20202	20.00
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	100-20202	117.00
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	100-20202	22,777.00
					28,724.00
Activity: 41110 - Mayor & Council					
CONVENT. & VISITOR BUREAU	JUNE 2025	06/25/2025	LODGING TAX	100-41110-491	3,729.76
Activity 41110 - Mayor & Council Total:					3,729.76
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	100-41310-131	3.60
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	100-41310-133	120.00
WEX Health Inc	0002174133-IN	06/23/2025	CITY HALL-OTHER OPERATING	100-41310-217	145.25
Activity 41310 - Administration Total:					268.85
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	100-41910-133	24.00
CENTURY BUSINESS PRODUCT	795669	06/12/2025	EDA/P&Z- SUPPLIES	100-41910-200	16.81
CENTURY BUSINESS PRODUCT	796177	06/18/2025	EDA/P&Z-MAINTENANCE - OF	100-41910-404	200.00
Activity 41910 - Building & Zoning Total:					240.81
Activity: 41940 - City Hall					
HOMETOWN SANITATION SER	0000614413	06/12/2025	CITY HALL-DISPOSAL	100-41940-384	124.98
CRISTINA MAZARIEGOS	5/28/25 - 6/5/25	06/12/2025	CITY HALL-LIBRARY- CLEANIN	100-41940-406	375.00
CRISTINA MAZARIEGOS	6/9/25-6/20/25	06/25/2025	LIBRARY-CITY HALL-CLEANING	100-41940-406	450.00
Activity 41940 - City Hall Total:					949.98
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	100-42120-131	16.20
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	100-42120-133	160.00
AMAZON CAPITAL SERVICES, I	164J-4KCJ-VYW7	06/12/2025	POLICE-SUPPLIES	100-42120-200	99.99
INDOFF, INC	3801826	06/12/2025	POLICE-SUPPLIES	100-42120-200	235.98
INDOFF, INC	3802894	06/23/2025	POLICE-SUPPLIES	100-42120-200	64.90
STREICHER'S, INC	I1762364	06/23/2025	POLICE-UNIFROMS	100-42120-218	214.00
STREICHER'S, INC	I1766562	06/23/2025	POLICE-UNIFORMS	100-42120-218	1,158.80
STREICHER'S, INC	I1766859	06/23/2025	POLICE-UNIFROMS	100-42120-218	23.98
RURAL HEALTH CARE INC.	1	06/23/2025	POLICE-MEDICAL FEES	100-42120-305	174.00
WINDOM AREA HEALTH	325087159	06/12/2025	POLICE-MEDICAL FEES	100-42120-305	65.00
AMAZON CAPITAL SERVICES, I	19KM-HCVF-HPC3	06/12/2025	POLICE-TELEPHONE	100-42120-321	27.31
LANGUAGE LINE SERVICES, IN	11622119	06/23/2025	POLICE-INTERPRETATION FEES	100-42120-327	55.00
COTTONWOOD CO AUD/TREA	JULY 2025	06/17/2025	POLICE-RENTAL BUILDINGS	100-42120-412	2,152.50
FLEET SERVICES DIVISION	2025110001	06/23/2025	POLICE-VEHICLE LEASE	100-42120-419	3,801.83
ENTERPRISE FM TRUST	613153-060525	06/18/2025	POLICE/TELECOM-VEHICLE LE	100-42120-419	517.69
ENTERPRISE FM TRUST	613153-060525	06/18/2025	POLICE/TELECOM-VEHICLE LE	100-42120-419	274.09
Activity 42120 - Crime Control Total:					9,041.27
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560391210	06/17/2025	FIRE-AMBO-SUPPLIES	100-42220-211	39.50
HEIMAN FIRE EQUIP. CO	0942916-IN	06/18/2025	FIRE DEPT-SUPPLIES	100-42220-217	79.80
HEIMAN FIRE EQUIP. CO	0943086-IN	06/18/2025	FIRE DEPT- SUPPLIES	100-42220-217	24.00
HEIMAN FIRE EQUIP. CO	0943293-IN	06/18/2025	FIRE DEPT-SUPPLIES	100-42220-217	83.27
MES SERVICE COMPANY LLC	IN2271635	06/12/2025	FIRE-UNIFORMS	100-42220-218	270.10
HOMETOWN SANITATION SER	0000614473	06/12/2025	EMS - DISPOSAL	100-42220-384	50.00
HEIMAN FIRE EQUIP. CO	0938224-CM	06/18/2025	FIRE DEPT-MAINTENANCE - V	100-42220-405	-51.58
O'REILLY AUTOMOTIVE, INC	4425-437704	06/17/2025	FIRE DEPT-MAINT. VEHICLE	100-42220-405	36.98
O'REILLY AUTOMOTIVE, INC	4425-437793	06/17/2025	FIRE DEPT- MAINTENANCE - V	100-42220-405	40.96

Expense Approval Report

Payment Dates: 6/14/2025 - 6/27/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PAUL MARSH	034493	06/12/2025	FIRE-AMBO-MAINTENANCE -	100-42220-406	244.68
Activity 42220 - Fire Fighting Total:					817.71
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	100-43100-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	100-43100-133	80.00
COTTONWOOD CO SOLID WA	2571458	06/12/2025	STREET-STREET MAINTENANC	100-43100-224	10.00
US LBM OPERATING CO 3009	3165382-019	06/17/2025	STREET-MATERIALS	100-43100-224	56.54
HOMETOWN SANITATION SER	0000614414	06/12/2025	STREET- DISPOSAL	100-43100-384	126.98
WINDOM AUTO VALUE	34317122	06/12/2025	STREET-MAINTENANCE - OFFI	100-43100-404	52.94
WINDOM AUTO VALUE	34317255	06/12/2025	STREET-MAINTENANCE - OFFI	100-43100-404	60.99
WINDOM AUTO VALUE	34317300	06/12/2025	STREET-MAINTENANCE - OFFI	100-43100-404	18.96
WINDOM AUTO VALUE	34317305	06/12/2025	STREET-MAINTENANCE - OFFI	100-43100-404	4.50
Activity 43100 - Streets Total:					412.71
Activity: 43210 - Sanitation					
HOMETOWN SANITATION SER	0000614449	06/12/2025	CITY WIDE CLEAN UP	100-43210-384	10,130.20
Activity 43210 - Sanitation Total:					10,130.20
Activity: 45120 - Recreation					
BEACON ATHLETICS	0611751-IN	06/23/2025	REC- SUPPLIES	100-45120-217	2,509.20
Activity 45120 - Recreation Total:					2,509.20
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	100-45202-133	16.00
COUNTRY PRIDE SERVICE	1804412	06/12/2025	PARKS-MOTOR FUELS	100-45202-212	890.12
HOMETOWN SANITATION SER	0000614415	06/12/2025	SQUARE-DISPOSAL	100-45202-384	74.99
HOMETOWN SANITATION SER	0000614433	06/12/2025	ISLAND PARKO DISPOSAL	100-45202-384	101.96
HOMETOWN SANITATION SER	0000614434	06/12/2025	TEGELS PARK - DISPOSAL	100-45202-384	208.22
HOMETOWN SANITATION SER	0000614435	06/12/2025	WRA-DISPOSAL	100-45202-384	104.98
HOMETOWN SANITATION SER	0000614436	06/12/2025	KASTLE KINGDOM- DISPOSAL	100-45202-384	89.98
HOMETOWN SANITATION SER	0000614450	06/12/2025	MAYFLOWER PARK- DISPOSAL	100-45202-384	51.98
HOMETOWN SANITATION SER	0000614479	06/12/2025	ABBY PARK- DISPOSAL	100-45202-384	24.98
COTTONWOOD CO SOLID WA	2571568	06/12/2025	STREET/MAINTENANCE - GRO	100-45202-406	10.00
Activity 45202 - Park Areas Total:					1,573.21
Fund 100 - GENERAL Total:					58,397.70
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	211-45501-133	16.00
INDOFF, INC	3802896	06/17/2025	LIBRARY-SUPPLIES	211-45501-200	82.89
DEMCO INC	7657123	06/12/2025	LIBRARY-SUPPLIES	211-45501-200	133.65
KARI HANSON	5/19/2025	06/17/2025	LIBRARY-OTHER	211-45501-217	52.37
WINDOM AREA SCHOOLS	3195	06/17/2025	LIBRARY-PRINTING	211-45501-350	55.00
VESTIS GROUP, INC	2560393421	06/23/2025	LIBRARY-MAINTENANCE - STR	211-45501-402	44.65
CRISTINA MAZARIEGOS	5/28/25 - 6/5/25	06/12/2025	CITY HALL-LIBRARY- CLEANIN	211-45501-402	300.00
CRISTINA MAZARIEGOS	6/9/25-6/20/25	06/25/2025	LIBRARY-CITY HALL-CLEANING	211-45501-402	300.00
DEMCO INC	7657420	06/12/2025	LIBRARY-SUPPLIES	211-45501-480	186.96
Activity 45501 - Library Total:					1,171.52
Fund 211 - LIBRARY Total:					1,171.52
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	6/15/25-7/14/25	06/17/2025	AIRPORT-TELEPHONE	225-45127-321	31.00
DAN LARSON ENTERPRISE	0219792	06/17/2025	AIRPORT-MAINTENANCE - FU	225-45127-404	659.21
Activity 45127 - Airport Total:					690.21
Fund 225 - AIRPORT Total:					690.21
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	235-42153-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	235-42153-133	16.00
VESTIS GROUP, INC	2560391210	06/17/2025	FIRE-AMBO-SUPPLIES	235-42153-217	39.50
WINDOM AREA HEALTH	734-0024-05-2025-02	06/12/2025	AMBO-NURSING	235-42153-312	3,255.43

Expense Approval Report

Payment Dates: 6/14/2025 - 6/27/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
REBEKAH ELLINGSON	6/10/25-6/12/25	06/23/2025	AMBO/MEALS	235-42153-334	76.87
KRISTEN PORATH	6/16/25-6/18/2025	06/23/2025	AMBO/MEALS	235-42153-334	50.95
JUSTIN HARRINGTON	6/17/25-6/18/25	06/23/2025	AMBO/ MEALS	235-42153-334	21.53
LEESA ARNDT	6/19/25-6/22/25	06/23/2025	AMBO/MEALS	235-42153-334	81.95
JENNA VACHUSKA	6/7/25-6/11/25	06/23/2025	AMBO/MEALS	235-42153-334	27.57
HOMETOWN SANITATION SER	0000614473	06/12/2025	EMS - DISPOSAL	235-42153-384	49.99
O'REILLY AUTOMOTIVE, INC	4425-437791	06/18/2025	AMBO-MAINTENANCE - VEHI	235-42153-405	43.46
PAUL MARSH	034493	06/12/2025	FIRE-AMBO-MAINTENANCE -	235-42153-406	244.67
Activity 42153 - Ambulance Total:					3,909.72
Fund 235 - AMBULANCE Total:					3,909.72

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	250-46520-133	8.00
CENTURY BUSINESS PRODUCT	795669	06/12/2025	EDA/P&Z- SUPPLIES	250-46520-200	16.82
CENTURY BUSINESS PRODUCT	796177	06/18/2025	EDA/P&Z-MAINTENANCE - OF	250-46520-404	200.00
Activity 46520 - EDA Total:					224.82
Fund 250 - EDA GENERAL Total:					224.82

Fund: 305 - 2009 STREET IMPROVEMENT

Activity: 47000 - Debt Service

EHLERS & ASSOC., INC.	101492	06/17/2025	BOND ABRITRAGE MONITOR	305-47000-480	3,000.00
Activity 47000 - Debt Service Total:					3,000.00
Fund 305 - 2009 STREET IMPROVEMENT Total:					3,000.00

Fund: 309 - 2025 STREET PROJECT

Activity: 41000 - General Government

DGR ENGINEERING	00276091	06/17/2025	2025 ALLEY IMPROVEMENTS	309-41000-303	19,776.10
FINANCE & COMMERCE, INC.	745791043	06/17/2025	2025 ALLEY IMPROVEMENTS	309-41000-480	349.32
Activity 41000 - General Government Total:					20,125.42
Fund 309 - 2025 STREET PROJECT Total:					20,125.42

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

DGR ENGINEERING	00276100	06/17/2025	ISLAND PARK BERM GRADING	401-49950-508	1,435.50
Activity 49950 - Capital Outlay Total:					1,435.50
Fund 401 - GENERAL CAPITAL PROJECTS Total:					1,435.50

Fund: 601 - WATER

Activity: 49400 - Water

SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	601-49400-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	601-49400-133	48.00
HAWKINS, INC	7088137	06/12/2025	WATER-CHEMICALS	601-49400-216	6,244.80
BENESCH, FRIEDLANDER, COP	6/13/2025	06/25/2025	RETAINER - KEVIN M CAPUZZI	601-49400-304	1,000.00
MN VALLEY TESTING	1308966	06/12/2025	WATER-LAB TESTING	601-49400-310	77.50
UNITED SYSTEMS & SOFTWARE	115255	06/17/2025	WATER/MAINTENANCE - DIST	601-49400-408	2,620.06
GOPHER STATE ONE CALL	5050853	06/12/2025	WATER-SEWER-MAINTENANC	601-49400-408	41.17
CORE & MAIN LP	X034970	06/23/2025	WATER-MAINTENANCE - DIST	601-49400-408	2,692.00
MN RURAL WATER ASSOC	6/17/2025	06/23/2025	WATER-SEWER-DUES	601-49400-433	250.00
Activity 49400 - Water Total:					12,975.33

Activity: 49950 - Capital Outlay

ELITE MECHANICAL SYSTEMS	32490	06/12/2025	WATER-CAP LABOR	601-49950-500	7,325.00
Activity 49950 - Capital Outlay Total:					7,325.00
Fund 601 - WATER Total:					20,300.33

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	602-49450-133	32.00
HAWKINS, INC	7088138	06/12/2025	SEWER/ CHEMICALS	602-49450-216	1,126.28
HAWKINS, INC	7099865	06/17/2025	WATER/ CHEMICALS	602-49450-216	10.00
BENESCH, FRIEDLANDER, COP	6/13/2025	06/25/2025	RETAINER - KEVIN M CAPUZZI	602-49450-304	2,000.00
MN VALLEY TESTING	1308716	06/12/2025	SEWER- LAB TESTING	602-49450-310	266.80

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1308750	06/12/2025	SEWER-LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1308911	06/12/2025	SEWER-LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1309597	06/12/2025	SEWER/ LAB TESTING	602-49450-310	15.20
MN VALLEY TESTING	1309709	06/12/2025	SEWER/ LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1309752	06/12/2025	SEWER/ LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1310227	06/17/2025	WATER/ LAB TESTING	602-49450-310	141.60
MN VALLEY TESTING	1310636	06/23/2025	SEWER- LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1310740	06/23/2025	SEWER- LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1310918	06/23/2025	SEWER-LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1311104	06/23/2025	SEWER-LAB TESTING	602-49450-310	134.00
MN VALLEY TESTING	1311108	06/23/2025	SEWER- LAB TESTING	602-49450-310	146.80
MN VALLEY TESTING	1311148	06/23/2025	SEWER-LAB TESTING	602-49450-310	170.80
HOMETOWN SANITATION SER	0000614417	06/12/2025	WASTEWATER/ DISPOSAL	602-49450-384	131.99
GOPHER STATE ONE CALL	5050853	06/12/2025	WATER-SEWER-MAINTENANC	602-49450-408	41.18
MN RURAL WATER ASSOC	6/17/2025	06/23/2025	WATER-SEWER-DUES	602-49450-433	250.00
Activity 49450 - Sewer Total:					5,719.85
Fund 602 - SEWER Total:					5,719.85

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 663 RETURN	06/12/2025	ELECTRIC-INVENTORY	604-14200	1,678.98
ELECTRIC FUND	# 665 RETURN	06/18/2025	ELECTRIC- INVENTORY	604-14200	13.68
BORDER STATES	930546760	06/17/2025	ELECTRIC-INVENTORY	604-14200	100.20
J. H. LARSON	S103404520.001	06/23/2025	ELECTRIC- INVENTORY	604-14200	819.07
J. H. LARSON	S103404520.002	06/18/2025	ELECTRIC-INVENTORY	604-14200	42.42
J. H. LARSON	S103404520.003	06/23/2025	ELECTRIC-INVENTORY	604-14200	14.14
J. H. LARSON	S103405415.001	06/23/2025	ELECTRIC - INVENTORY	604-14200	4,464.53
J. H. LARSON	S103407427.001	06/23/2025	ELECTRIC-INVENTORY	604-14200	-32.11
ELECTRIC FUND	# 1051	06/12/2025	ELECTRIC-IMPROVEMENTS	604-16300	500.61
ELECTRIC FUND	# 1053	06/23/2025	ALLEYWAY CAPITAL 2025	604-16300	90.36
ELECTRIC FUND	# 1056	06/25/2025	ELECTRIC-ALLEYWAY CAPITAL	604-16300	68.52
ELECTRIC FUND	6/9/25-6/22/25	06/25/2025	ELECTRIC-2025 ALLEYS	604-16300	15,210.00
SHIRLEY FISHER	12/17/2024	12/17/2024	ELECTRIC PREPAYMENT REFU	604-22000	13.52
					22,983.92

Activity: 49550 - Electric

SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	604-49550-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	604-49550-133	88.00
AMAZON CAPITAL SERVICES, I	1HX4-VTKC-LQ7P	06/17/2025	ELECTRIC- SUPPLIES	604-49550-200	319.98
AMAZON CAPITAL SERVICES, I	1MR1-3MKL-HM6Y	06/17/2025	ELECTRIC-SUPPLIES	604-49550-200	179.99
SKARSHAUG TESTING LAB	286935	06/12/2025	ELECTRIC- OTHER OPERATING	604-49550-217	471.06
BORDER STATES	930555403	06/17/2025	ELECTRIC-OPERATING SUPPLI	604-49550-217	210.95
CMP - CENTRAL MUNICIPAL P	7961	06/12/2025	ELECTRIC-ENERGY	604-49550-263	31,113.09
CMP - CENTRAL MUNICIPAL P	7961	06/12/2025	ELECTRIC-TRANSMISSON	604-49550-263	166,127.79
DEPARTMENT OF ENERGY	MAY 2025	06/12/2025	ELECTRIC-MERCHANDISE FOR	604-49550-263	104,172.50
BENESCH, FRIEDLANDER, COP	6/13/2025	06/25/2025	RETAINER - KEVIN M CAPUZZI	604-49550-304	2,000.00
STEVE NASBY	6/12/2025	06/17/2025	ELECTRIC-TRAVEL EXPENSE	604-49550-331	161.70
HOMETOWN SANITATION SER	0000614418	06/12/2025	ELECTRIC-DISPOSAL	604-49550-384	127.99
CARQUEST - SMITH AUTO SUP	2444	06/12/2025	ELECTRIC-MAINTENANCE - OF	604-49550-404	279.94
RD OFFUTT COMPANY	P3877404	06/17/2025	ELECTRIC-MAINTENANCE - OF	604-49550-404	306.80
ELECTRIC FUND	# 1052	06/12/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	3.62
SCOTT VEENKER	31503	06/17/2025	ELECTRIC-MAINTENANCE - DE	604-49550-408	70.00
SCOTT VEENKER	31503	06/17/2025	ELECTRIC-MAINTENANCE - BL	604-49550-408	323.10
MINNESOTA PETROLEUM SER	0000160181	06/25/2025	ELECTRIC-MAINTENANCE - GE	604-49550-410	1,376.52
MN DEPT OF COMMERCE	1000053572	06/12/2025	ELECTRIC-DUES	604-49550-433	368.16
MN DEPT OF COMMERCE	1000053572	06/12/2025	ELECTRIC-CONSERVATION - E	604-49550-450	787.62
CMP - CENTRAL MUNICIPAL P	7961	06/12/2025	ELECTRIC-CIP	604-49550-450	3,599.92
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	604-49550-460	435.00
WINDOM AREA DEVELOPME	JULY 2025	06/17/2025	ELECTRIC- PAYMENTS TO OTH	604-49550-491	1,200.00
Activity 49550 - Electric Total:					313,725.53
Fund 604 - ELECTRIC Total:					336,709.45

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 609 - LIQUOR STORE					
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	609-20202	20,837.00
					20,837.00
Activity: 49751 - Liquor Store					
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	609-49751-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	609-49751-133	48.00
VESTIS GROUP, INC	2560393423	06/23/2025	LIQUOR STORE-SUPPLIES	609-49751-211	57.05
BELLBOY CORP	0208066500	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	285.04
BREAKTHRU BEVERAGE MINN	121991176	06/23/2025	LIQUOR STORE-LIQUOR	609-49751-251	166.50
BREAKTHRU BEVERAGE MN	121992687	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-251	2,263.84
DOLL DISTRIBUTING, LLC	1782591	06/17/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-251	-156.00
DOLL DISTRIBUTING, LLC	1782630	06/17/2025	LIQUOR STORE-LIQUOR	609-49751-251	35.40
SOUTHERN GLAZER'S OF MN	2635097	06/17/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	5,037.12
SOUTHERN GLAZER'S OF MN	2637829	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	2,389.16
JOHNSON BROS.	2809334	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	3,321.12
JOHNSON BROS.	2814473	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	10,090.14
BEVERAGE WHOLESALERS	386649	06/23/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-251	382.00
SOUTHERN GLAZER'S OF MN	5125788	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	2,798.75
PHILLIPS WINE & SPIRITS	6984841	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-251	99.25
PHILLIPS WINE & SPIRITS	6992475	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	483.45
PHILLIPS WINE & SPIRITS	6996346	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	3,378.42
BREAKTHRU BEVERAGE MINN	121991175	06/23/2025	LIQUOR STORE-BEER	609-49751-252	292.50
DOLL DISTRIBUTING, LLC	1782589	06/17/2025	LIQUOR STORE-BEER-WINE-S	609-49751-252	1,891.45
DOLL DISTRIBUTING, LLC	1782591	06/17/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-252	-69.90
DOLL DISTRIBUTING, LLC	1788011	06/23/2025	LIQUOR STORE-BEER-FREIGHT	609-49751-252	149.00
DOLL DISTRIBUTING, LLC	1788012	06/23/2025	LIQUOR STORE-BEER-WINE-N	609-49751-252	5,306.80
DOLL DISTRIBUTING, LLC	1788013	06/23/2025	LIQUOR STORE-BEER	609-49751-252	95.00
DOLL DISTRIBUTING, LLC	1788014	06/23/2025	LIQUOR STORE-BEER	609-49751-252	2,153.10
DOLL DISTRIBUTING, LLC	1788016	06/23/2025	LIQUOR STORE-BEER	609-49751-252	35.00
DOLL DISTRIBUTING, LLC	1788017	06/23/2025	LIQUOR STORE-BEER	609-49751-252	-90.85
DOLL DISTRIBUTING, LLC	1791154	06/25/2025	LIQUOR STORE-BEER	609-49751-252	-6.45
ARTISAN BEER COMPANY	3774125	06/17/2025	LIQUOR STORE-BEER	609-49751-252	84.65
ARTISAN BEER COMPANY	3775799	06/23/2025	LIQUOR STORE-BEER	609-49751-252	30.40
BEVERAGE WHOLESALERS	385521	06/17/2025	LIQUOR STORE-BEER-NON-AL	609-49751-252	11,545.35
BEVERAGE WHOLESALERS	386649	06/23/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-252	7,310.85
BREAKTHRU BEVERAGE MN	121992687	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-253	1,319.00
DOLL DISTRIBUTING, LLC	1782589	06/17/2025	LIQUOR STORE-BEER-WINE-S	609-49751-253	33.60
DOLL DISTRIBUTING, LLC	1788012	06/23/2025	LIQUOR STORE-BEER-WINE-N	609-49751-253	63.60
SOUTHERN GLAZER'S OF MN	2635098	06/17/2025	LIQUOR STORE- WINE-FREIGH	609-49751-253	721.12
SOUTHERN GLAZER'S OF MN	2637830	06/23/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	444.94
PAUSTIS WINE COMPANY	268594	06/25/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	231.00
JOHNSON BROS.	2809335	06/17/2025	LIQUOR STOR-WINE-SOFT DRI	609-49751-253	255.90
JOHNSON BROS.	2814474	06/23/2025	LIQUOR STORE-WINE-SOFT D	609-49751-253	476.00
PHILLIPS WINE & SPIRITS	551656	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	-152.00
PHILLIPS WINE & SPIRITS	551657	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	-152.00
PHILLIPS WINE & SPIRITS	6984841	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-253	145.16
PHILLIPS WINE & SPIRITS	6992476	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	311.60
PHILLIPS WINE & SPIRITS	6996347	06/23/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	955.60
AH HERMEL COMPANY	1073699	06/23/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-254	47.41
BREAKTHRU BEVERAGE MN	121992687	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-254	165.98
DOLL DISTRIBUTING, LLC	1782589	06/17/2025	LIQUOR STORE-BEER-WINE-S	609-49751-254	108.00
JOHNSON BROS.	2809335	06/17/2025	LIQUOR STOR-WINE-SOFT DRI	609-49751-254	74.00
JOHNSON BROS.	2814474	06/23/2025	LIQUOR STORE-WINE-SOFT D	609-49751-254	17.73
ATLANTIC COCA-COLA	5246427	06/23/2025	LIQUOR STORE-SOFT DRINKS	609-49751-254	252.00
PHILLIPS WINE & SPIRITS	6984841	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-254	108.25
HOME CITY ICE COMPANY	7997250139	06/17/2025	LIQUOR STORE- ICE	609-49751-257	374.00
JOHNSON BROS.	2814475	06/23/2025	LIQUOR STORE-THC	609-49751-258	83.05
PHILLIPS WINE & SPIRITS	6996348	06/23/2025	LIQUOR STORE-THC	609-49751-258	156.80
DOLL DISTRIBUTING, LLC	1782589	06/17/2025	LIQUOR STORE-BEER-WINE-S	609-49751-259	173.00
DOLL DISTRIBUTING, LLC	1788012	06/23/2025	LIQUOR STORE-BEER-WINE-N	609-49751-259	272.80

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BEVERAGE WHOLESALERS	385521	06/17/2025	LIQUOR STORE-BEER-NON-AL	609-49751-259	32.00
BEVERAGE WHOLESALERS	386649	06/23/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-259	310.05
AH HERMEL COMPANY	1073699	06/23/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-261	34.31
BELLBOY CORP	0208066500	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	6.00
AH HERMEL COMPANY	1073699	06/23/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	121992687	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-333	66.75
DOLL DISTRIBUTING, LLC	1782587	06/17/2025	LIQUOR STORE-FREIGHT	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	1788011	06/23/2025	LIQUOR STORE-BEER-FREIGHT	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2635096	06/17/2025	LIQUOR STORE- FREIGHT	609-49751-333	2.87
SOUTHERN GLAZER'S OF MN	2635097	06/17/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	117.65
SOUTHERN GLAZER'S OF MN	2635098	06/17/2025	LIQUOR STORE- WINE-FREIGH	609-49751-333	21.18
SOUTHERN GLAZER'S OF MN	2637829	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	32.18
SOUTHERN GLAZER'S OF MN	2637830	06/23/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	8.37
PAUSTIS WINE COMPANY	268594	06/25/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	8.00
JOHNSON BROS.	2809334	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	60.81
JOHNSON BROS.	2809335	06/17/2025	LIQUOR STOR-WINE-SOFT DRI	609-49751-333	12.30
JOHNSON BROS.	2814473	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	189.79
JOHNSON BROS.	2814474	06/23/2025	LIQUOR STORE-WINE-SOFT D	609-49751-333	27.16
SOUTHERN GLAZER'S OF MN	5125788	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	63.55
PHILLIPS WINE & SPIRITS	551656	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	-2.05
PHILLIPS WINE & SPIRITS	551657	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	-2.05
PHILLIPS WINE & SPIRITS	6984841	06/23/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-333	10.59
PHILLIPS WINE & SPIRITS	6992475	06/17/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	5.13
PHILLIPS WINE & SPIRITS	6992476	06/17/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	8.20
PHILLIPS WINE & SPIRITS	6996346	06/23/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	43.56
PHILLIPS WINE & SPIRITS	6996347	06/23/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	28.70
HOME CITY ICE COMPANY	7997250139	06/17/2025	LIQUOR STORE- ICE	609-49751-333	4.00
LEAGUE OF MN CITIES INS TR	9731	06/23/2025	LIQUOR STORE-INSURANCE	609-49751-361	1,000.00
HOMETOWN SANITATION SER	0000614416	06/12/2025	LIQUOR STORE-DISPOSAL	609-49751-384	210.98
MN MUNICIPAL BEVERAGE AS	JULY 2025-JULY 2026	06/25/2025	LIQUOR STORE-DUES	609-49751-433	1,700.00
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	609-49751-460	79.00
O'MALLEY'S STORAGE AND RE	4780	06/17/2025	LIQUOR STORE-MISC	609-49751-480	100.00

Activity 49751 - Liquor Store Total: 70,096.46

Fund 609 - LIQUOR STORE Total: 90,933.46

Fund: 614 - TELECOM

INTERNAL REVENUE SERVICE	JUNE 2025	06/23/2025	EXCISE TAX POSTING	614-20201	500.00
INTERNAL REVENUE SERVICE	MAY 2025 - FINAL	06/23/2025	EXCISE TAX POSTING	614-20201	175.52
MN 9-1-1 PROGRAM	MAY 2025	06/23/2025	911 SERVICE	614-20206	908.62
					1,584.14

Activity: 49870 - Telecom

SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	614-49870-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	614-49870-133	80.00
AMAZON CAPITAL SERVICES, I	1FYM-CDK7-QC4C	06/12/2025	TELECOM-SUPPLIES	614-49870-200	63.92
CITY LAUNDERING CO.	2130679	06/23/2025	TELECOM-CLEANING SUPPLIE	614-49870-211	28.92
INTERSTATE TRS FUND	PAYMENT # 11	06/23/2025	TELECOM-LEGAL FEES	614-49870-304	698.26
NEUSTAR, INC.	L-0000050715	06/12/2025	TELECOM-DATA PROCESSING	614-49870-326	1.25
HOMETOWN SANITATION SER	0000614419	06/12/2025	TELECOM-DISPOSAL	614-49870-384	115.98
ENTERPRISE FM TRUST	613153-060525	06/18/2025	POLICE/TELECOM-VEHICLE LE	614-49870-419	537.16
CENTURY LINK	7242105D-D-25168	06/23/2025	CABS	614-49870-441	24.16
CENTURY LINK	LX017082025173	06/25/2025	TELECOM-TRANSMISSION FEE	614-49870-441	687.00
AZAR COMPUTER SOFTWARE	142742	06/12/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	2,145.00
CONSOLIDATED COMMUNICA	507-151-0204/0 6/1/2025	06/12/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	1,444.95
UNIVERSAL SERVICE ADMIN C	4278747	06/23/2025	TELECOM-INTER GOVT FEE	614-49870-443	2,114.15
CONSOLIDATED CALL CENTER	27253	06/12/2025	TELECOM-SWITCH FEES	614-49870-445	106.85
FIBER MINNESOTA LLC	3341	06/12/2025	TELECOM-SWITCH FEES	614-49870-445	300.00
1623 FARNAM LLC	00011297	06/12/2025	TELECOM-INTERNET EXPENSE	614-49870-447	200.00
ZAYO GROUP, LLC	2025050027696	05/06/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,950.00
ZAYO GROUP, LLC	2025060027696	06/17/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,950.00
JONATHAN ENGSTROM	456	06/12/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,700.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JONATHAN ENGSTROM	458	06/12/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,700.00
GOLDEN WEST TECH & INT SO	250500053	06/12/2025	TELECOM-ON CALL SUPPORT	614-49870-448	257.58
ONVOY, LLC dba INTELIGUENT	561523	06/12/2025	TELECOM-CALL COMPLETION	614-49870-451	2,487.60
ONVOY, LLC dba INTELIGUENT	561585	06/12/2025	TELECOM-CALL COMPLETION	614-49870-451	567.92
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	614-49870-460	601.00
Activity 49870 - Telecom Total:					19,763.50

Fund 614 - TELECOM Total: 21,347.64**Fund: 615 - ARENA****Activity: 49850 - Arena**

SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	615-49850-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	615-49850-133	32.00
SCOTT VEENKER	31471	06/12/2025	AREANA-MATERIALS	615-49850-215	1,387.92
SCOTT VEENKER	31480	06/12/2025	ARENA-MATERIALS	615-49850-215	349.18
KP NEGEN ENTERPRISES LLC	6/9/2025	06/12/2025	ARENA- MATERIALS	615-49850-215	125.00
HOMETOWN SANITATION SER	0000614420	06/12/2025	ARENA - DISPOSAL	615-49850-384	193.04
SW/WC SERVICE COOPERATIV	JULY 2025	06/23/2025	HEALTH INSURANCE	615-49850-480	1,019.62
SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	615-49850-480	1.80

Activity 49850 - Arena Total: 3,110.36**Fund 615 - ARENA Total: 3,110.36****Fund: 617 - M/P CENTER**

DOLL DISTRIBUTING, LLC	1782598	06/18/2025	WCC/KEG RETURN	617-38521	-179.00
					-179.00

Activity: 49860 - M/P Center

SW/WC SERVICE COOPERATIV	JULY 2025 EAP	06/23/2025	EAP	617-49860-131	1.80
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	617-49860-133	48.00
VESTIS GROUP, INC	256007798	06/18/2025	WCC/SUPPLIES	617-49860-217	86.65
HOMETOWN SANITATION SER	0000614421	06/12/2025	WCC/DISPOSAL	617-49860-384	91.00
KULSETH LAWN LANDSCAPE	5474	06/23/2025	WCC/MAINTENANCE - GROU	617-49860-406	450.00
NATHAN BRUGMAN	2504	06/18/2025	WCC/SPECIAL PROJECTS	617-49860-439	2,738.55
MATTHEW L MASTERS	6/18/2025	06/23/2025	WCC-SPECIAL PROJECTS	617-49860-439	4,800.00
MN REVENUE	MAY 2025	06/23/2025	SALES TAX	617-49860-460	230.00

Activity 49860 - M/P Center Total: 8,446.00**Fund 617 - M/P CENTER Total: 8,267.00****Fund: 700 - PAYROLL**

Internal Revenue Service-Payr	INV0002621	06/27/2025	Federal Tax Withholding	700-21701	371.24
Internal Revenue Service-Payr	INV0002628	06/27/2025	Federal Tax Withholding	700-21701	12,837.23
MN Department of Revenue -	INV0002622	06/27/2025	State Withholding	700-21702	263.25
MN Department of Revenue -	INV0002629	06/27/2025	State Withholding	700-21702	6,737.02
Internal Revenue Service-Payr	INV0002621	06/27/2025	Social Security	700-21703	1,178.72
Internal Revenue Service-Payr	INV0002628	06/27/2025	Social Security	700-21703	15,212.68
MN Pera	INV0002620	06/27/2025	PERA	700-21704	453.24
MN Pera	INV0002626	06/27/2025	PERA	700-21704	11,112.24
MN Pera	INV0002626	06/27/2025	PERA	700-21704	16,722.71
MN Pera	INV0002626	06/27/2025	PERA	700-21704	852.30
MN State Deferred	INV0002627	06/27/2025	Deferred Roth	700-21705	902.00
MN State Deferred	INV0002627	06/27/2025	Deferred Compensation	700-21705	3,804.00
SW/WC SERVICE COOPERATIV	JULY 2025	06/23/2025	HEALTH INSURANCE	700-21706	37,603.30
LOCAL UNION #949	JUNE 25	06/25/2025	UNION DUES	700-21707	1,801.29
Internal Revenue Service-Payr	INV0002621	06/27/2025	Medicare Withholding	700-21711	275.70
Internal Revenue Service-Payr	INV0002628	06/27/2025	Medicare Withholding	700-21711	4,682.00
AFLAC	382021	06/23/2025	INSURANCE JULY 2025	700-21715	499.73
AFLAC	382021	06/23/2025	INSURANCE JULY 2025	700-21716	526.79
NCPERS MINNESOTA	JUL-25	06/12/2025	INSURANCE	700-21718	16.00
MN BENEFIT ASSOCIATION	2025-0335840	06/17/2025	INDIVIDUAL INSURANCE	700-21719	705.45
WEX Health Inc	INV0002625	06/27/2025	VEBA Employer Contribution	700-21720	2,093.79
WEX Health Inc	INV0002624	06/27/2025	HSA Employer Contribution	700-21722	1,093.77

Expense Approval Report

Payment Dates: 6/14/2025 - 6/27/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX Health Inc	INV0002623	06/27/2025	HSA Employee Contribution	700-21723	1,011.14
					120,755.59
				Fund 700 - PAYROLL Total:	120,755.59
				Grand Total:	696,098.57

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	58,397.70
211 - LIBRARY	1,171.52
225 - AIRPORT	690.21
235 - AMBULANCE	3,909.72
250 - EDA GENERAL	224.82
305 - 2009 STREET IMPROVEMENT	3,000.00
309 - 2025 STREET PROJECT	20,125.42
401 - GENERAL CAPITAL PROJECTS	1,435.50
601 - WATER	20,300.33
602 - SEWER	5,719.85
604 - ELECTRIC	336,709.45
609 - LIQUOR STORE	90,933.46
614 - TELECOM	21,347.64
615 - ARENA	3,110.36
617 - M/P CENTER	8,267.00
700 - PAYROLL	120,755.59
Grand Total:	696,098.57

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	28,724.00
100-41110-491	Payments to Other Orga	3,729.76
100-41310-131	Employer Paid Insurance	3.60
100-41310-133	Employer Paid Insurance	120.00
100-41310-217	Other Operating Supplie	145.25
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	16.81
100-41910-404	Repairs & Maint - M&E	200.00
100-41940-384	Refuse Disposal	124.98
100-41940-406	Repairs & Maint - Groun	825.00
100-42120-131	Employer Paid Insurance	16.20
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	400.87
100-42120-218	Uniforms	1,396.78
100-42120-305	Medical & Dental Fees	239.00
100-42120-321	Telephone	27.31
100-42120-327	Interpretation Fees	55.00
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	4,593.61
100-42220-211	Cleaning Supplies	39.50
100-42220-217	Other Operating Supplie	187.07
100-42220-218	Uniforms	270.10
100-42220-384	Refuse Disposal	50.00
100-42220-405	Repairs & Maint - Vehicl	26.36
100-42220-406	Repairs & Maint - Groun	244.68
100-43100-131	Employer Paid Insurance	1.80
100-43100-133	Employer Paid Insurance	80.00
100-43100-224	Street Maint Materials	66.54
100-43100-384	Refuse Disposal	126.98
100-43100-404	Repairs & Maint - M&E	137.39
100-43210-384	Refuse Disposal	10,130.20
100-45120-217	Other Operating Supplie	2,509.20
100-45202-133	Employer Paid Insurance	16.00
100-45202-212	Motor Fuels	890.12
100-45202-384	Refuse Disposal	657.09
100-45202-406	Repairs & Maint - Groun	10.00
211-45501-133	Employer Paid Insurance	16.00

Account Summary

Account Number	Account Name	Payment Amount
211-45501-200	Office Supplies	216.54
211-45501-217	Other Operating Supplie	52.37
211-45501-350	Printing & Design	55.00
211-45501-402	Repairs & Maint - Struct	644.65
211-45501-480	Other Miscellaneous	186.96
225-45127-321	Telephone	31.00
225-45127-404	Repairs & Maint - M&E	659.21
235-42153-131	Employer Paid Insurance	1.80
235-42153-133	Employer Paid Insurance	16.00
235-42153-217	Other Operating Supplie	39.50
235-42153-312	Nursing	3,255.43
235-42153-334	Meals/Lodging	258.87
235-42153-384	Refuse Disposal	49.99
235-42153-405	Repairs & Maint - Vehicl	43.46
235-42153-406	Repairs & Maint - Groun	244.67
250-46520-133	Employer Paid Insurance	8.00
250-46520-200	Office Supplies	16.82
250-46520-404	Repairs & Maint - M&E	200.00
305-47000-480	Other Miscellaneous	3,000.00
309-41000-303	Engineering and Surveyi	19,776.10
309-41000-480	Other Miscellaneous	349.32
401-49950-508	Capital Outlay - Island Pa	1,435.50
601-49400-131	Employer Paid Insurance	1.80
601-49400-133	Employer Paid Insurance	48.00
601-49400-216	Chemicals and Chemical	6,244.80
601-49400-304	Legal Fees	1,000.00
601-49400-310	Lab Testing	77.50
601-49400-408	Repairs & Maint - Distrib	5,353.23
601-49400-433	Dues & Subscriptions	250.00
601-49950-500	Capital Outlay	7,325.00
602-49450-133	Employer Paid Insurance	32.00
602-49450-216	Chemicals and Chemical	1,136.28
602-49450-304	Legal Fees	2,000.00
602-49450-310	Lab Testing	2,128.40
602-49450-384	Refuse Disposal	131.99
602-49450-408	Repairs & Maint - Distrib	41.18
602-49450-433	Dues & Subscriptions	250.00
604-14200	Inventory	7,100.91
604-16300	Improvements Other Th	15,869.49
604-22000	Prepayments	13.52
604-49550-131	Employer Paid Insurance	1.80
604-49550-133	Employer Paid Insurance	88.00
604-49550-200	Office Supplies	499.97
604-49550-217	Other Operating Supplie	682.01
604-49550-263	Merchandise for Resale -	301,413.38
604-49550-304	Legal Fees	2,000.00
604-49550-331	Travel Expense	161.70
604-49550-384	Refuse Disposal	127.99
604-49550-404	Repairs & Maint - M&E	586.74
604-49550-408	Repairs & Maint - Distrib	396.72
604-49550-410	Repairs & Maint - Gener	1,376.52
604-49550-433	Dues & Subscriptions	368.16
604-49550-450	Conservation	4,387.54
604-49550-460	Miscellaneous Taxes	435.00
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	20,837.00
609-49751-131	Employer Paid Insurance	1.80
609-49751-133	Employer Paid Insurance	48.00

Account Summary

Account Number	Account Name	Payment Amount
609-49751-211	Cleaning Supplies	57.05
609-49751-251	Liquor	30,574.19
609-49751-252	Beer	28,726.90
609-49751-253	Wine	4,653.52
609-49751-254	Soft Drinks & Mix	773.37
609-49751-257	Ice	374.00
609-49751-258	Liquor Store THC	239.85
609-49751-259	Non- Alcoholic	787.85
609-49751-261	Other Merchandise	34.31
609-49751-333	Freight and Express	735.64
609-49751-361	Insurance - General Liabi	1,000.00
609-49751-384	Refuse Disposal	210.98
609-49751-433	Dues & Subscriptions	1,700.00
609-49751-460	Miscellaneous Taxes	79.00
609-49751-480	Other Miscellaneous	100.00
614-20201	Excise Tax Payable	675.52
614-20206	911 988 TAP & TACIP Fe	908.62
614-49870-131	Employer Paid Insurance	1.80
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	63.92
614-49870-211	Cleaning Supplies	28.92
614-49870-304	Legal Fees	698.26
614-49870-326	Data Processing	1.25
614-49870-384	Refuse Disposal	115.98
614-49870-419	Vehicle Lease	537.16
614-49870-441	Transmission Fees	711.16
614-49870-442	Subscriber Fees	3,589.95
614-49870-443	Intergovernmental Fees	2,114.15
614-49870-445	Switch Fees	406.85
614-49870-447	Internet Expense	7,500.00
614-49870-448	On-Call Support	257.58
614-49870-451	Call Completion	3,055.52
614-49870-460	Miscellaneous Taxes	601.00
615-49850-131	Employer Paid Insurance	1.80
615-49850-133	Employer Paid Insurance	32.00
615-49850-215	Materials & Equipment	1,862.10
615-49850-384	Refuse Disposal	193.04
615-49850-480	Other Miscellaneous	1,021.42
617-38521	M/P Beer Sales	-179.00
617-49860-131	Employer Paid Insurance	1.80
617-49860-133	Employer Paid Insurance	48.00
617-49860-217	Other Operating Supplie	86.65
617-49860-384	Refuse Disposal	91.00
617-49860-406	Repairs & Maint - Groun	450.00
617-49860-439	Special Projects	7,538.55
617-49860-460	Miscellaneous Taxes	230.00
700-21701	Federal Withholding	13,208.47
700-21702	State Withholding	7,000.27
700-21703	FICA Tax Withholding	16,391.40
700-21704	PERA Contributions	29,140.49
700-21705	Retirement	4,706.00
700-21706	Medical Insurance	37,603.30
700-21707	Union Dues	1,801.29
700-21711	Medicare Tax Withholdi	4,957.70
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	526.79
700-21718	Individual Insurance-NC	16.00
700-21719	Individual Insurance-MB	705.45

Account Summary

Account Number	Account Name	Payment Amount
700-21720	VEBA Contributions	2,093.79
700-21722	HSA Contribution	1,093.77
700-21723	HSA Employee Contribu	1,011.14
	Grand Total:	<u>696,098.57</u>

Project Account Summary

Project Account Key	Payment Amount
None	696,098.57
Grand Total:	<u>696,098.57</u> ✓

MB
6/27/25

Dan McKelbon

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: Jon Ketzenberg, Streets and Parks Superintendent
DATE: June 26, 2025
RE: Request for Street Closure Windom Chamber of Commerce
DEPT: Street
CONTACT: Jon Ketzenberg Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested

The Windom Chamber is requesting closing 4th Avenue from 10th Street to 9th Street, 9th street from 3rd Ave to 4th Ave & 4th Ave from 10th to 9th street on Thursday July 17th, 2025 for Hotdog Night on the downtown square. The time of the street closure would be from 4:00-7:00 pm.

Issue Summary/Background

Hotdog meals along with an Ice Cream Social. Karz & Trucks will be having a car show. The Street Department will drop off barricades and pick them up. Police Chief Scott Peterson is fine with the request.

Fiscal Impact

None

Attachments

None

**CITY OF WINDOM, MINNESOTA
PUBLIC HEARING NOTICE
PROPOSED VACATION OF ALLEY**

Notice is hereby given that the City Council of the City of Windom, Minnesota, (the “City Council”) will hold a public hearing, pursuant to Minnesota law, in the **Council Chamber at City Hall, 444 Ninth Street, Windom, Minnesota, on Tuesday, July 1, 2025, during the regular City Council Meeting which begins at 6:30 p.m.**

At that time, the City Council will consider, and possibly adopt, a Resolution to vacate an alley located between 8th Street and 9th Street that runs from the South line of 9th Street to the North line of the alley running between 3rd and 4th Avenues. The alley is approximately 15 feet wide by 159 feet long and is legally described as: **The alley between Lots 7 and 8 in Block 12 of the Original Townsite to the City of Windom, Cottonwood County, Minnesota.**

Those persons wishing to be heard on the proposed vacation of this alley are requested to attend this meeting.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator

444 9th Street

P. O. Box 38

Windom, MN 56101

Phone: 507-831-6129

Published: June 18 & 25, 2025 (COTTONWOOD COUNTY CITIZEN)



Date created: 5/29/2025

Last Data Uploaded: 5/29/2025 4:44:58 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

RESOLUTION # 2025

INTRODUCED:

SECONDED:

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

A RESOLUTION APPROVING THE VACATING OF AN ALLEY DESCRIBED HEREIN

WHEREAS, on May 20, 2025, the City of Windom called for vacation of the alley between 8th Street and 9th Street that runs from the South line of 9th Street to the North line of the alley running between 3rd Avenue and 4th Avenue);

LEGAL DESCRIPTION OF ALLEY TO BE VACATED:

The alley between Lots 7 and 8 in Block 12 of the Original Townsite to the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, on June 3, 2025, the City Council adopted a resolution setting a public hearing on said vacation to be held on July 1, 2025; and

WHEREAS, the City Administrator of the City of Windom caused written notice of said hearing to be mailed to each of the property owners affected by the proposed vacation at least 10 days before the hearing; and

WHEREAS, the City Administrator caused said written notice of the hearing to be published in the official newspaper on June 18 and June 25, 2025, and posted at least 10 days before said hearing; and

WHEREAS, a public hearing on the proposed vacation was held on July 1, 2025, in the Council Chambers in City Hall, Windom, Minnesota; and

WHEREAS, the City Council for the City of Windom believes it to be in the best interest of the City of Windom and its citizens to vacate the aforementioned Alley.

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

1. That it is in the best interest of the City of Windom and its citizens to vacate the alley between 8th Street and 9th Street that runs from the South line of 9th Street to the North line of the alley running between 3rd Avenue and 4th Avenue), and therefore the vacation of the aforementioned alley is hereby approved.
2. The City of Windom hereby reserves a utility easement over, across and under the aforementioned vacated alley right-of-way.
3. The City Administrator for the City of Windom shall prepare a Notice of Completion of the proceedings which shall contain the name of the city, identification of the vacation, a statement of the time of completion thereof, and a description of the real estate and lands affected. Further, the City Administrator shall present the same to the Cottonwood County Auditor for the purpose of entering the same into the transfer records for the County of Cottonwood and recording the same with the County Recorder.

Adopted this 1st day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2025

INTRODUCED:

SECONDED:

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

A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED “2025 ALLEY IMPROVEMENT PROJECT”

WHEREAS, pursuant to an advertisement for bids for the project entitled “2025 Alley Improvement Project”, bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	Project Bid	Alternate
Crow River Construction	\$803,360.75	\$90,257.50
Svoboda Excavating Inc	\$749,924.00	\$92,565.00
Duininck Inc	\$509,329.30	\$36,951.00

AND WHEREAS, it appears that the lowest responsible bidder for the project is as follows:

	Project Bid	Alternate
Duininck Inc	\$509,329.30	\$36,951.00

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

1. Pursuant to the bid advertisement, the low bids submitted by Duininck Inc are hereby approved for award; and the Mayor and City Administrator are hereby authorized and directed, on behalf of the City of Windom, to enter into contracts with the above contractor for completion of these components of the project, entitled “2025 Alley Improvement Project”, according to the plans and specifications heretofore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contracts have been signed.

Adopted by the City Council this 1st day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator



June 25, 2025

Steven Nasby, City Administrator
City of Windom
444 9th Street
P.O. Box 38
Windom, MN 56101-0038

**Re: 2025 Alley Improvements
Windom, Minnesota
DGR Project No. 373179**

Dear Steve:

Duininck, Inc. of Prinsburg, MN is the low bidder for the above referenced project with a base bid plus alternate of **\$546,280.30**, the Engineer's estimate was \$820,000. DGR recommends the City Council award the construction contract to the low bidder, including the alternate subject to receipt of all contract documents in proper form.

Please feel free to call me if you have any questions.

Sincerely,

DGR Engineering

A handwritten signature in blue ink, appearing to read 'Dan Van Schepen', written over a light blue horizontal line.

Dan L. Van Schepen, P.E.

cc: Duininck, Inc.