



CITY COUNCIL MEETING

May 20, 2025

City Council Chamber

6:30 p.m.

AGENDA

CITY OF WINDOM, MN

444 Ninth Street, P. O. Box 38

Windom, MN 56101

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Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – April 29, 2025 City Facilities Tour
 - Council Minutes – May 6, 2025 & May 6th 2025 Board of Review
 - Community Center Commission – May 11, 2025
 - Library Board – May 12, 2025
 - EDA – May 12, 2025
 - Planning Commission – May 13, 2025
 - Street Committee – May 15, 2025
- Liquor License – Windom Baseball Association
 - Wine On-Sale
 - Beer On-Sale
 - Strong Beer Authorization
- Regular Bills

2. Department Heads

3. Public Comment – Mike Lohre

4. Resolution Accepting Donation – Windom Municipal Airport – Lorri Cole

5. Planning Commission Recommendations

- CUP Application – Billboard – 2270 Highway 60 (Hotel Property)
- CUP Application – Billboard – 195 13th Street (Culligan Property)
- CUP Application – Billboard – 1375 First Avenue (Salon Property)

6. Resolution Declaring Intent to Reimburse from Bond Proceeds – 2025 Street Project

7. Resolution Proposing Street Vacation and Preparation of Notice

8. Community Center – Patio Fencing

9. Library

- Roof Replacement Quotes
- Saturday Closure Proposal

10. Declaration of Surplus – Island Park Log Cabin

11. Personnel – Hiring Recommendations

- Windom Community Center – Administrative Assistant
- Seasonal Employees – Summer Park/Recreation Programs
- EDA Administrative Assistant – Temporary Compensation Adjustment

12. New Business

13. Old Business

14. Council Comments

15. City Facilities Tour – Continuation

- Windom Library
- WindomNet
- Emergency Services Facility

16. Adjourn

**Special Council Meeting
City Hall, Council Chamber
April 29, 2025
5:00 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, Scott Benson and Jayesun Sherman

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric General Manager; Jon Ketzenberg, Streets & Parks Superintendent; and Ryan Anderson, Water\Wastewater Superintendent

3. Facility Tours:

The City Council and staff carpooled with staff to the tour sites consisting of the Electric Power Plant, Wastewater Plant, Water Plant, Street Department and Airport.

Electric Department

Jason Sykora, Electric General Manager, provided a brief history of the municipal electric utility which started in 1895. The group toured the newly renovated offices and operations space, the new generator building containing the two new 3.1 MW CAT generators, viewed the substation, and walked through the existing generation room containing three 1.8 MW CAT generators and the basement. The tour continued with the new truck garage addition on the north side of the facility.

Wastewater Treatment Plant

Ryan Anderson, Water\Wastewater Superintendent, lead the Council on a walking tour of the facility pointing out the new buildings completed in 2019-21, existing plant infrastructure from the 1990s and provided a description of the process the plant uses from the collection of wastewaters through the treatment process to eventual discharge. He noted the numerous State regulations and testing requirements.

Water Treatment Plant

Anderson walked the City Council through the water plant starting with the office and testing lab. He traced the process from water coming in from the City's wells then being processed into drinking water. This process includes filters, chemical additives and clarification basins.

Street Department

Jon Ketzenberg, Streets & Parks Superintendent, started the tour in the Street Shop office, parts room, wood shop, sign room and mechanic bays. Ketzenberg then proceeded to the cold storage part of the building where the snow plows, grader, payloaders, mowers and other equipment is stored. He continued the tour with the salt\sand shed, storage building and grounds.

Airport

Scott Benson, Airport Manager, started the tour with the Arrival\Departure building and noted the facilities for the pilots and the manager's office. He showed the Council the fuel systems, large

Preliminary

hanger, multi-bay hangers, taxiway and runway. Benson noted the AWOS tower that is scheduled to be replaced by MN DOT and briefly reviewed the plans for the addition of a crosswind runway in the future.

The City Council and staff then proceeded back to City Hall via carpool.

4. Adjournment:

At City Hall, Mayor Mathis adjourned the meeting by unanimous consent at 8:45 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
May 6, 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, Scott Benson and Jayesun Sherman

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jason Sykora, Electric General Manager; Jeff Dahna, Windomnet General Manager; Jon Ketzenberg, Streets & Parks Superintendent; Kirsten Porath, Ambulance Director; Tim Hogan, Recreation Director and Donna Torkelson, Finance Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – April 15, 2025
 - Community Center Commission – April 16, 2025
 - Economic Development Authority – April 14, 2025
 - Housing & Redevelopment Authority – April 9, 2025
 - Parks & Recreation Commission – April 9, 2025
 - Telecom Commission – April 21, 2025
 - Utility Commission – April 24, 2025
- Gambling Permits
 - Windom Lion's Club – December 6, 2025
- Regular Bills

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

5. Department Heads:

Kirsten Porath, Ambulance Director, said that the Windom Ambulance had gotten a State award for Clinical Excellence. This is given to services meeting 80%+ on performance measures set by the State. She is working on a couple tech upgrade projects for the Department regarding iPads, cell phones and wi-fi. Also, she is 3rd Assistant Fire Chief and wanted to note the Community Appreciation Day hosted by Windom Fire for May 17th from 11 am to 3 pm with a meal served from 11 am – 2 pm as freewill donation. They will also be drawing raffle winners that day.

Nasby said that the Airport had the markings on the runway and taxiways done this week via State paid project. Also, the Arrival\Departure building interior will be painted as it is 20 years old and needing a refresh. Lorri Cole Painting is doing the work and will be donating her labor in memory of her father John Lockken.

6. Public Comment:

Darci Jones introduced herself as Chamber Director. She wanted to talk about Riverfest and the need for collaboration with the Chamber, City and businesses. This is a privately organized event but brings many people to town which she estimates at 6,000 to 8,000. The Chamber is only staffed with one person and volunteers are needed for Riverfest and they are asking for more help. Logistics are complex with many events and costs keep going up. She wants others to help and is looking for volunteers and funding from the City. She reviewed a PowerPoint presentation that highlighted the Chamber's mission and how Riverfest meets these goals. The community's wants and needs are increasing and she is only one person and cannot do it alone.

Benson said the Chamber needs volunteer help and encouraged anyone willing to step up. He said it can be things like helping move picnic tables or place parade barricades.

Sherman said there could be a funding discussion in the future.

Mathis said that she is willing to help out and locate volunteers. She thanked the Chamber and Riverfest for all the work they do and is open to talking about this more in-depth after the event.

7. Proclamations

Council Member Quade introduced the Resolution No. 2025-16, entitled "2025 NATIONAL HOSPITAL WEEK PROCLAMATION" and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Nelson, Sherman, Esplan, Benson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Council Member Benson introduced the Resolution No. 2025-17, entitled "CITY OF WINDOM 2025 EMS WEEK PROCLAMATION" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Benson, Quade, Nelson, Sherman and Esplan. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Council Member Sherman introduced the Resolution No. 2025-18, entitled "CITY OF WINDOM PROCLAMATION RECOGNIZING LAW ENFORCEMENT OFFICERS" and moved its adoption. The Resolution was seconded by Esplan and on roll call vote: Aye: Quade, Nelson, Sherman, Esplan and Benson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. 2025 Street Project:

Jon Ketzenberg, Streets & Parks Superintendent and Dan Van Schepen, DGR Engineering introduced themselves. Van Schepen said the Street Committee started discussion in 2023 on possible projects and the Council selected an option at their last meeting. The cost estimates show current pricing based on best estimates from recently bid projects. There are three options consisting of alley reconstruction with storm sewer, alley rehab with pavement only and a concrete reconstruction. The work would cover about three blocks of alleys and the existing condition is that of about 1.5 to 2 inches of asphalt and poor drainage. The intent is to remove the pavement, install a 15-inch storm sewer and 12-inch gravel base then repave with four inches of asphalt. Roof drains from building adjacent to the alley would be connected to the storm sewer but buildings that are off-set away from abutting the alley would have some property owner expense if they wanted to connect as the work would be on private property. Sidewalks in the project area would be done to meet ADA standards and any driveway aprons would also be replaced. The estimated life of the alley would be 20-25 years and could be as long as 40 with periodic seal coatings. The improved drainage is key to maintaining the alleys. The areas of concern for property owners during construction would be traffic access, public safety access

and handling garbage\recycling. The project will maintain limited access through out the construction but there will be some closures. The project will be paid for by City bonding and special assessments with the assessments making up about 30-35% of project costs. The City is paying for half of the paving and all the storm sewer costs. The total project is expected to be \$990,000. Property tax records from the County were used to identify the parcels, footage and contact information. The City Council had selected the asphalt option with a storm sewer. There was a concrete option but that was not selected due to additional cost and increased downtime of 2-3 weeks for construction. He noted that bids have been coming in good so far this year so the hope is that the project cost is lower than the estimated initial assessments that were shown in the letters. During the project DGR will do a weekly newsletter on progress and be available for comments and questions.

Mathis opened the Special Assessment Public Hearing for the 2025 Street Project at 7:06 pm.

Dewayne Pigman and Kevin Bristow said they own the building housing the USDA and had a few questions. First, is there going to be any new curb and gutter or just replacing what is existing. Van Schepen said the plan shows just replacing the existing curb and gutter. Second, is there storm sewer now and why put it in as there is 3-4 feet of fall on this alley. Van Schepen said there is not existing storm sewer but they are planning on installing it to provide sub-grade drainage which will improve the longevity of the alley and provide drainage for roof drain connections. Third question, why is there going to be four inches of asphalt when there is only 1-2 inches now? Van Schepen replied that four inches of asphalt will allow for a future mill and overlay vs a completed re-do which in the long term saves money. Additionally, the thicker paving provides more strength.

Joel and Shannon LaCanne said they have 314, 326 and 328 10th Street properties and they want to do some additional work behind their buildings and can that be coordinated with the contractor? Van Schepen replied that they can help them coordinate with the contractor to do the work directly for them outside of the assessments. Shannon said she appreciates the communication needed as they will be getting deliveries. Joel asked about the roof drains and costs. Van Schepen said that if the building is right on the alley, it would be included in the assessment, but if the building is set back there would be additional cost to the property owner as it is work on private property and not in a public right of way.

Jeremy Janssen said he has the 1044 10th Street property and wanted to know why these alleys are a priority as there are City streets needing attention such as 1st Avenue. Quade said the Street Committee has discussed a number of projects and 1st Avenue is a priority, but with the timing and work needed to get a project moved along in 2025 they decided to get the alleys done and focus on 1st Avenue for 2026. The Street Committee and Council also have 10th Street as a priority but due to the high cost the City is looking for grant funding to help off-set those costs. Janssen said that there is a parking area on his property used by his building and others and wanted to know if that could be removed from the project scope. Van Schepen replied that it could be taken out, but the cost savings would only be about 10% of his assessment. Janssen said he preferred to keep it in for such a small savings. Janssen asked about a sidewalk that goes by Dennis Rick's property that has three side doors and if the sidewalk is being re-done and if both properties are paying for it. Van Schepen said that it is being done and yes, it is included in the property assessments. Van Schepen said that the assessment estimates are worst case and the maximum a property owner pays, but they are hoping the costs come in lower. When the project is finalized the actual costs will be divided and notices sent to owners.

Cassandra Lustfield said she has the law office building at 332 10th Street and did not get a notification letter. Van Schepen said the tax roll information was gotten from the County. She would like to be included in future mailings.

Dewayne Pigman and Kevin Bristow said they had one more question on the alley that runs N\S along their building and if it could be closed and vacated. Ketzenberg said that he spoke to their tenant in the back and that access is important to them. Pigman said if they can get the tenant to access from another point would the City consider closing it? Ketzenberg said it is a pain to snow plow as it is very narrow, but that request is up to the City Council and Street Committee.

Esplan said that if the alley is closed the property owners would be responsible for it. Nasby said that generally a vacated alley is divided between the adjacent property owners. Esplan noted that a vacation requires notice and a public hearing. Nasby concurred that is the process and legal consultation is needed too so Council could not act on anything tonight. Quade asked how it should be handled with the Street project plans if the alley is kept open or closed. Nasby suggested having the alley by the USDA building as a add alternate on the project plans so this can go to bid and provide the Council time to look at the vacation request. Van Schepen agreed that the add alternate is the way to keep moving ahead and keep the options open.

Joel LaCanne asked about the special assessment interest rate and terms. Nasby replied that the City Council sets these, but practice has been to do 2% over the bond interest rate and either 10 or 15 years. The bond market is now about 4-4.5% so the interest rate would be 6-6.5% on the assessments and the last street project had a 15-year term. As such, he expects this to be what is done for this project.

Mathis closed the public hearing at 7:30 pm.

Council Member Esplan introduced the Resolution No. 2025-19, entitled “RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLNS FOR THE 2025 STREET\ALLEY IMPROVEMENT PROJECT” and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Esplan, Nelson, Sherman, Benson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Street Closure Requests – Riverfest – June 9 – 15th:

Mathis said there were multiple requests for Street Closures and that the Street Superintendent and Police Chief had reviewed and approved. She asked if the Council wanted to vote on them individually or as a group. Consensus was to do all together. Mathis said the closure requests are as follows:

- 4th Avenue from 5 – 7 pm on June 9th
- 4th Avenue and 9th Street from 5 – 830 pm on June 12th
- 3rd Avenue, 4th Avenue and 9th Street from 7 am to the end of the Parade on June 14th
- Parade Route as presented from 6 pm to the end of the Parade on June 14th
- Cottonwood Lake Drive between 16th to 24th Streets from 7 am to 4 pm on June 15th

Motion by Sherman second by Benson to approve the Street Closures requested by the Chamber for Riverfest activities as presented. Motion carried 5 – 0.

10. Electric Department – Meter Replacement Contract:

Jason Sykora, Electric General Manager, said that the Department has planned to replace all the electric meters in town as the existing meters are 10-11 years old. Specifications were published and one bid received. The Utility Commission is recommending accepting the bid from Tantalus in the amount of \$767,172.24. This will replace all of the electric meters in town with Automated Meter Infrastructure which enhances the department’s capabilities to do remote reads, remote shut-offs, real-time power monitoring, outage notifications and meter tampering alarms. In the future the meter portal will allow customers to monitor real time power use, load control, track pre-paid options will

enable the adoption of real time power rates if/when that becomes necessary. There were two options in the bid to do either the full system replacement or do 1/3 each year over the next three years. The Utility Commission wanted to do the whole town replacement at this time due to price increases in the future and operation of the system. The new electric meters will also help us more fully utilize the capabilities of the water meters we already have in place.

Esplan asked if all meters are changed out and if they need to access properties. Sykora said they would only need to access the meter box on the outside of the homes or businesses.

Sherman asked if there is any resale or value in the old meters. Sykora replied that the life expectancy is 15 years on the meters and we have 10-11 years on them so not a lot of value. Another city with an older system has reached out to possibly buy some of our old meters.

Quade asked about the timing on the meter replacements. Sykora said that they would order the equipment and meters and probably start replacements in Fall 2025 and finish in Spring 2026.

Motion by Benson second by Quade to approve the contract between the City of Windom and Tantalus for \$767,172.24 for the electric meter replacement project. Motion carried 5 – 0.

11. Ambulance Service:

Porath said that the Windom Ambulance Service is changing billing vendors. The current vendor is phasing out and research has gotten us to EMS|MC who is a nationwide company but does a number of services in Minnesota. The new billing platform will provide the City with additional access to information and enable us to have a customer portal as well. The City Attorney is currently reviewing both the billing contract and the collections contract with EMS|MC.

Motion by Benson second by Sherman to approve the billing and collections contracts between the City of Windom and EMS|MC subject to City Attorney approval. Motion carried 5 – 0.

Porath said the second item is accepting a quote for replacement of the Ambulance Service radios. The quote includes \$3,000 in programming from Alpha Wireless and \$119,373.84 from Motorola for the radios. The new radios are the latest model and some will have the option for encryption in the future if the State mandates it. The existing radios are over 10 years old so finding parts and getting support for them is difficult. The Windom Fire Department and Police replaced their radios in 2023. There was one-time funding from the State to EMS services so she is requesting to use those State funds for this project as the funding is in excess of the costs. The radios are on the State contract so it did not need to be bid.

Motion by Benson second by Quade to accept the Alpha Wireless and Motorola quotes for the radios and programming as presented. Motion carried 5 – 0.

Sherman asked about the life expectancy for the new radio units. Porath said these are the latest models and the company offers support for five years after a new model comes out so she is anticipating 7 – 10 years.

12. Telecom Department – Resolution Establishing Telecom Rates:

Jeff Dahna, Windomnet General Manager, said that the Telecom Commission is recommending a 15% rate increase in cable tv rates. Television programming subscription rates continue to go up every year and new channels have been added such as the Twins Channel this year. A rate increase has not been done for a number of years and is due.

Sherman said that this is a modest increase given the costs of programming and the new rates still do not cover all the costs. Dahna said the new rates come closer to covering the programming costs but do not cover labor and other related expenses.

Benson asked if the new Twins channel can be put on a higher tier so not everyone has to pay for it. Dahna replied that the contract requires the channel to be carried on the largest user tier which is Basic. The other option would have been to have people wanting that channel subscribe individually and that cost is \$19.99 per month. He hopes to see the Twins channel increase their level of content. Benson said he thinks we will lose customers due to the higher rates. Dahna said that Telecom cannot keep absorbing the losses from cable tv and the last increase was 2017 and there is a \$50 discount on triple play packages and \$20 on double play packages.

Sherman asked about streaming video updates? Dahna replied that the provider, Southern Fiber Net, is working on a new interface platform and would like Windom to wait and roll out the new version.

Benson asked about the progress on conversion of giga-centers. Dahna said they are at 86% and it is all done in-house.

Council Member Esplan introduced the Resolution No. 2025-20, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS ENTERPRISE FUND” and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Sherman, Esplan and Quade. Nay: Nelson and Benson. Absent: None. Abstain: None. Resolution passed 3 – 2.

13. Island Park – Log Cabin Update:

Ketzenberg said that he got an email from Ken Kruse at Fort Belmont in Jackson and they are wanting the cabin. They are working on securing the location and process for moving it. They are excited to have the cabin back in Jackson County as that is where it was originally.

Sherman said he is thankful the cabin found a home and thanked Ketzenberg for all his work.

Quade asked about some more details on the timing of the move, location and coordination. Ketzenberg said all he has is the letter of intent but has been in touch with Shawn Colbert who is helping raise the funds for the move. Quade said with all the activities in Island Park this year including the berm, shelter, ball games and playground there needs to be good communication and coordination on the effort to move the log cabin.

Benson said he too is glad the cabin found a home, but it was close to demolition. This had been talked about for some time and it came down to the wire with a lot of people getting upset.

14. Personnel:

Donna Torkelson, Finance Director, said that Amy Kelly had resigned as Administrative Assistant in the City office. The position was advertised and seven applications received of which five persons were interviewed. She is recommending Kaylee Grove be hired for the City office Administrative Assistant position at step 1 with advancement to step 2 upon completion of the probation period. Ms. Grove has been at The Toro Company for 15 years and has nine years of customer service experience.

Motion by Quade second by Sherman to approve the hiring of Kaylee Grove as Administrative Assistant in the City office. Motion carried 5 – 0.

Tim Hogan, Recreation Director, said that the Recreation Department have seasonal help each year. He is recommending that Jake Tauer be hired for seasonal help at a rate of \$13.00/hour. Hogan said he

is very excited about the summer baseball programs as they have three collegiate players working this summer and they can bring a high level of teaching and skill building to the program. Hogan added that he will have a list of seasonal hires for the next City Council meeting.

Motion by Benson second by Sherman to hire Jake Tauer as seasonal help at the Recreation Department. Motion carried 5 – 0.

15. Mayor Appointments:

Mathis said that the WAH Board is requesting that Rick Fredrickson and Dan Ortmann be re-appointed to the board. She has talked to both and they are willing to serve another term. Mathis reminded the Council that the recent by-law changes for the WAH Board is now for five-year terms.

Motion by Sherman second by Nelson to approve the re-appointments of Rick Fredrickson and Dan Ortmann to the WAH Board of Directors. Motion carried 5 – 0.

16. New Business:

None.

17. Old Business:

Mathis said the Council needed to select dates for the MN DOT workshop on the south Highway 60/71 roundabout and the City Council facility tours.

Motion by Quade second by Sherman to set a Special City Council meeting for June 10, 2025 starting at 5:00 pm for the MN DOT workshop regarding the roundabout concepts. Motion carried 5 – 0.

Council discussion on continuing the City facility tours. The Council consensus is to do one or two at the end of the May 20th City Council meeting such as the ESF, Telecom, Library, PD or City Hall and then see how that works. Another date will be needed for the facilities that require transportation so they suggested doing the Community Center, Arena, Hospital and Liquor Store as a group. Nasby noted the Hospital open house is June 19th but the Council cannot have an official meeting that date as it is Juneteenth and State law prohibits public meetings on holidays.

18. Council Comments:

Benson asked residents not to put out city clean-up items too early as the pick-up is May 17th. People should also pick up after their pets if out on walks and asked people to watch out for kids and pedestrians who are out on the streets enjoying the nice weather.

Quade wished her mother and all mothers a Happy Mother's Day this upcoming weekend and good luck to anglers for the fishing opener. She also acknowledged the May 17th clean-up day and empathized the 10 bulky item limits on curbside collection. Other smaller items can be taken to the drop off at the drop site at Tegel's Park. Electronics, appliances and old tires will not be picked up or collected. There are rules for the pick-up which are advertised, please abide by them. Last she noted the Fire Department's Community Appreciation Day on May 17th with a meal from 11 am to 2 pm.

Sherman wished happy birthday to his wife.

Nelson said the 15% cable tv rate increase is a lot and he got some phone calls from citizens. He also wished all moms a Happy Mother's Day.

Mathis said the Council's facility tour is wonderful and she appreciates the work being done for the community. She noted the Citywide clean-up notice is in English and Spanish and encouraged people to share it so everyone knows the rules.

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19. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 8:32 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special Council Meeting
Board of Review
City Hall, Council Chambers
May 6, 2025
4:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis at 4:30 p.m.

2. Roll Call:

Council Present: Mayor Hilary Mathis, Dennis Esplan, Jenny Quade,
Scott Benson and James Nelson (4:35 pm)

Council Absent: Jayesun Sherman

City Staff Present: Steve Nasby, City Administrator

3. Pledge of Allegiance

4. Board of Review:

Mathis said that Dave Grev, County Assessor and his staff were present to discuss tax valuations and City Council would hear from property owners. She noted that the City Council could make recommendations only and property owners are required to be on record to preserve their rights to appeal valuations to the County Board.

David Grev, County Assessor, introduced his staff. He said that the Ag Tier limit is \$3.5 million and that is taxed at .5% and values over that threshold are taxed at 1%. This had an impact on the valuation for Ag land along with a reduction in value of 8.65%. This had the effect of shifting some of the tax burden onto residential and commercial\industrial properties.

Grev said the 2024 valuation was \$409,835,600 including new construction which is down 4%. He added that the State homestead credit and the first 40% of value is excluded up to \$95,000 in value then phased out as the value increases. The State requires the sales ratio to be 90 – 105% and Windom had 66 good residential sales. This ratio was 101.6% so they made no changes in overall residential valuations. He noted the spreadsheet containing all the sale information and the range of ratios which went from 195% down to 57%.

Depending on the neighborhood they saw larger or smaller differences between the sales price and tax assessed valuation. Overall, residential values were down 5%. There were some commercial sales but not enough to meet the State thresholds on adjustments.

Benson asked about trends so far this year. Grev replied that there have been 30 sales and no trend data yet as the State gives that information, but from what they see in the office the estimate is showing a 104% valuation.

Preliminary

Grev reminded the City Council that they need to have at least one trained person on the Council to conduct these Board of Review meetings and Councilmember Quade is the only one at this time. His office is willing to help guide anyone through the training. He would really like to see at least one more person as if the City loses the ability to hold the hearing that responsibility goes to the County Board and the City is losing it for two years.

Benson asked about impacts from flood damage. Grev said that there was some credit given on the tax statements from a State credit, but if the damage was not major the property owner likely did not get a very big credit.

Mathis opened the public comment portion of the meeting and asked each speaker to give their name, address and parcel number for the record. There were no members of the public present at the meeting. No public comments were given to the City Council.

5. Council Action on Properties for Consideration:

Grev said that he has two recommended changes for valuations. The first one is for parcel #25-036-0800 which is a coding error on the Baptist Church parsonage. The tax value is \$230,300 and it should be listed as “exempt” or \$0 valuation.

Motion by Benson second by Quade to make the County Auditor’s requested change to “exempt” for Parcel #25-710-0110 due to a coding error. Motion carried 4 – 0.

Grev said parcel #25-291-0060 owned by Bill Fredin had not been inspected and the owner requested an inspection. The new inspection showed a valuation increase from \$154,600 to \$177,800

Motion by Benson second by Esplan to increase the valuation for Parcel #25-291-0060 from \$154,600 to \$177,800 as requested by the County Assessor’s Office. Motion carried 4 – 0.

Mathis asked again if there was any one from the public that wished to address the Board of Review. No comments were offered.

Motion by Benson second by Quade to accept all other valuations as recommended by the County Assessor’s Office. Motion carried 4 – 0.

Nelson asked about the school vote and its impact on taxes. Grev said it will vary by property class and each valuation so he cannot give an amount or percent change. Esplan said the information he has shown it would raise his home’s taxes by \$10 a month.

6. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 5:10 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes

Wednesday, May 11th, 2025

1. Call to Order: Linda Stuckenbroker called the meeting to order at 5:30 p.m.

2. Present:

President:	Linda Stuckenbroker
CC Director:	Tim Snyder
Commission Members:	Mitch Voehl Jan Duscher Al Baloun William Hanson
Commission Liaisons:	Scott Benson -- Absent Jim Nelson
City Administrator:	Steve Nasby – Absent
Guests:	None

3. Approval of Minutes: **Minutes from April 16th, 2025, Meeting reviewed and approved. Motion made by Wm Hanson; seconded by Mitch Voehl. Approved 4-0.**

4. Director Report:

Personnel

- Jennifer Nauman was offered the position and has accepted. City Council approval pending May 20th. First day will be May 27th. Very good candidates and interviews were conducted; tough decision. Thank you to all applicants for their interest in the position.

Financial Report

- March and April financial reports reviewed.
- December wedding booked ; first for Community Center.

5. Old Business:

- A. Interview Team conducted interviews on May 7th. Very good candidates;
- B. Fence/Wall Bids-Director got 2 –Bids: Nelson Fencing Co. and Brugman Fencing. Another Wall bid was received from Total Landscaping of Madelia.
- C. LMCIT – Engineer report has arrived with repair options.
- D. Rental price of \$400.00 set by Board for Riverfest Family Fun Day; exterior grounds and building will be open and staffed for this event.

6. New Business:

- A. Interview team recommends the hiring of Jennifer Nauman; City Council approval May 20th Council meeting with start day of May 27th.
- B. Wall quote was reviewed and tabled to June 11th meeting due to lack of specifics and scope of work to be completed for project. Fencing project: Finish fencing around patio. Board recommends Brugman Fencing at a cost of \$6,738.55; funds from Byers donation. Motion by Hanson and seconded by Duscher, vote 4-0.

- C. Discussed Roof damage from winds. LMCIT has proposed 2 options. Option 1-½ roof repair; piecing new membrane into existing membrane or replacing entire roof. Motion by Hanson, 2nd by Baloun to replace entire roof. Schwickert's has filed their bid for a full roof replacement. LMCIT is requiring a 2nd bid for this project. They will pay for architect/engineer to draw up specs for bidding process based on their (LMCIT) engineers report. Director will contact 2 other companies seeking bids for full roof repair. Concerns expressed about this pushing timeline for project out and potential damage due to excess rains as well as scheduling project around summer events.

7. Commissioners Comments:

- A. Positive comments on Toilet upgrade in Women's bathroom.

Motion by Jan Duscher, seconded by Al Baloun, to adjourn meeting at 6:08 p.m. Motion approved 4-0.

Next Meeting: Wednesday, June 11th, 2025

ATTEST:

Linda Stuckenbroker

Mitch Voehl, Secretary

Windom Library Board Meeting

Monday, May 12, 2025

5:05 PM

Call to order – Called to order @ 5:05 PM by John Duscher

Roll Call –

Present – Steve Fresk, Anita Winkel, Kari Scheitel, John Duscher, Fran Swenson, Chris Wolf

Absent –Wade Pfeiffer

Library Staff present – Kari Hanson

City Council present – Dennis Esplan

Agenda & Minutes – Motion to accept agenda and minutes by S. Fresk & second by F. Swenson.
Motion carried

Financial Report – Balance sheet handed out. Kari stated she will email out her detailed financial report when done.

Motion to approve financial report by K. Schietel & second by A. Winkel. Motion carried

Librarians Report –

- Nancy resigned April 24, 2025, effective immediately. Ad was placed in the paper & the deadline is May 19, 2025 for applications.
- Planning is underway for the Summer Reading Program. Lana the Iguana is making her way around the square again this summer. The Summer Reading Program is for infants up to adults. Adults will have a BINGO sheet to fill and children to teens will have to keep track of the minutes read.
- Patty Wetterling Event on April 23rd had a wonderful turn out! There were about 125-130 people that attended and it was very emotional & inspiring.
- On call staff started, a little bit here & there. Vonda Sellers (who is an ASL interpreter during the school year) and Kelsey Huft (she is an online school senior).
- A parent volunteered to do story time for the month of May. Very appreciative.

Motion to accept librarian's report by F. Swenson & second by C. Wolf. Motion carried.

Old Business – None

New Business –

- A. The two roof repair estimates were discussed.
 - a. \$43,250.00 (Laraway Roofing - New Ulm Company)
 - b. \$32,294 .00 (Schwickerts, stayed the same as 2024 estimate)

Motion to approve the Schwickerts estimate made by S. Fresk, second by C. Wolf.
Motion carried.

- B. With only having two regular staff members, it is increasingly difficult to staff these hours. Kari checked with other Plum Creek libraries and there are 13 or 14 libraries that are closed on Saturdays. 2025 Memorial Day to Labor Day, the library will be closed on Saturdays.

Motion to close on Saturdays between Memorial Day weekend and Labor Day 2025 made by S. Fresk & second by A. Winkel. Motion carried.

Book Suggestions – NONE

Adjourn – Meeting adjourned by John Duscher at 5:25 PM

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
MAY 12, 2025

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, Stacie Sanow, James Nelson, and Jenny Quade

Also Present: EDA Staff – Admin. Asst. Mary Hensen; City Administrator Steve Nasby; Mayor Hilary Mathis; and Loren Liepold (Citizen).

3. Approval of Minutes: April 14, 2025

Motion by Commissioner McNamara, seconded by Commissioner Sanow, to approve the Minutes of the EDA Meeting held on April 14, 2025. Motion carried 5-0.

4. EDA Director

A. Update on Application Process & Next Steps: City Admin. Nasby reported that the position was advertised in the Citizen, on KDOM, and also on the “League of Cities” sites for Minnesota, South Dakota, and Iowa. The application period closes at 5:00 p.m. on Monday, May 12th. City Admin. Nasby reported that as of now, they have received 11 applications. In the past, the Personnel Committee and one EDA Commissioner participated in the review of the applications and interviews of the selected candidates. Currently Jenny Quade is a City Councilmember and EDA Commissioner on the Personnel Committee. President Wepplo advised that she would be happy to participate on the Committee unless another Commissioner would like to participate. After a brief discussion, the following action was taken.

Motion by Commissioner Sanow, seconded by Commissioner McNamara, appointing EDA President Nancy Wepplo to the participate with the Personnel Committee in the review of the applications for the EDA Director and interviews of the selected candidates. Motion carried 4-0-1 (President Wepplo abstained.)

There was a brief discussion of the anticipated timeline for the process. City Admin. Nasby indicated that he would send out the applications to the Committee in the next day or two and begin the process. It is anticipated that the selection process will be completed in June.

5. Windom Apartments LLC

A. Update on Discussion with Property Owner: City Admin. Nasby reported that on April 15th, he and Admin. Asst. Hensen met with City Attorney Ron Schramel, Rod Hamilton, and Windom Apartments LLC’s representatives Mike Hoagberg and Dan Kersten. The Minnesota Department of Employment and Economic Development (“DEED”) has been administering the funds from the special appropriation approved by the Minnesota Legislature. Windom Apartments LLC (“Developer”) is working on gathering documentation for the final draw request of the remaining funds (approximately \$650,000). The draw request needs to be approved by DEED and paid before June 30, 2025. The funds will be deposited in City Attorney Ron Schramel’s Trust Account. He will pay the contractors/suppliers who have filed mechanics’ liens against the property and obtain the lien releases for filing at the Courthouse. The Developer is also working on refinancing or paying off the primary loan from Bell Bank on this property and the potential restructuring of its loan agreements with the City. Final Certificates of Occupancy have been issued on 5 of the 6 apartment buildings. A temporary certificate of occupancy

for 5 units in the final building was issued in April 2025. The contractor is hoping to complete the final building by the end of May. At least 28 of the apartments in the complex have been rented. The Developer owns the spec building on the property which has been used for storage. There are limitations on the allowable use of this building as the property was rezoned to R-3 Multi-Family.

6. Premium Iowa Pork

A. Preliminary Discussion – Documentation – Special Appropriation Funds: As part of the Minnesota Legislature’s Special Appropriation Funds (after closure of HyLife Foods), the sum of \$1M was allocated for recruitment by a successor meat packing company. These funds need to be disbursed by June 30, 2025. Premium Iowa Pork has incurred eligible expenses for the use of these funds. City Admin. Nasby is working on a draft of a loan agreement and has been in contact with Dan Paquin concerning additional information to finish preparation of the agreement. EDA Staff is in the process of assembling the other required documents for loan of these funds as a business subsidy to Premium Iowa Pork. These documents will come to the EDA for review and then to the City Council for final review and approval. Mr. Paquin advised that some operations, such as grinding, have started at the plant.

7. Commercial Rehab Loan Program

A. Loan Application – 801 Fourth Avenue: Scott Rocker has sold his construction office at 801 Fourth Avenue to Wendy Carpio and Jose Castro Bautista. Wendy plans to open “Natalia Beauty Salon” at this location. The interior of the building needs to be remodeled and new plumbing installed to convert the use to a beauty salon. The EDA has received an application from the new property owners for a commercial rehab loan to assist with the costs for the new plumbing and interior remodeling. The property owners have obtained estimates for the plumbing from Schwalbach’s and also for materials for drywall, ceiling replacement, vinyl flooring, etc. The property owners plan to do the remodeling work themselves. EDA Staff have reviewed the Application, estimates submitted, the required insurance information, and the Warranty Deed for the property; and the documentation complies with the program’s guidelines. The loan from the EDA would be in the amount of two-thirds of the final costs of the project up to a maximum loan of \$10,000. (Half of the EDA loan would be forgivable and the remaining half would be repayable over a 5-year period and accrues 1 percent interest). The property owners will pay the balance of the costs. After a brief discussion, the following action was taken.

Motion by Commissioner McNamara, seconded by Commissioner Sanow, to approve the loan for two-thirds of the eligible rehab costs, up to \$10,000, from the EDA’s Commercial Rehab Loan Program to Wendy Carpio and Jose Castro Bautista for remodeling the interior of the building at 801 Fourth Avenue. Motion carried 5-0.

8. Small Business Façade Improvement Program

A. Loan Application – 801 Fourth Avenue: The purpose of the Windom Small Business Façade Improvement Program is to provide incentives to improve and revitalize small businesses by improving the appearance of building facades and at the same time, stimulate private investment. Wendy Carpio and Jose Castro Bautista have submitted an application in the program to assist with eligible costs for painting and new signage on the exterior of the building and landscaping at 801 Fourth Avenue. The estimated costs are in the range of \$3,000. The loan from the EDA would be in the amount of one-half of the actual project costs. This loan is forgivable over the period of 5 years if the property owners continue to own the property and comply with the other terms of the mortgage. There is an equal match from the property owners and any additional costs will be paid by the property owners. EDA Staff have reviewed the application and it complies with the EDA’s program requirements.

Motion by Commissioner Quade, seconded by Commissioner Sanow, to approve the loan for one-half of the façade improvement costs, up to \$3,000, from the EDA’s Small Business Façade

Improvement Program to Wendy Carpio and Jose Castro Bautista for eligible exterior improvements at 801 Fourth Avenue. Motion carried 5-0.

9. New Business

A. Tentative Date(s) for Special Meeting: The Board discussed possible dates for a special meeting to review the proposed documents between the City and Premium Iowa Pork concerning a business subsidy.

10. Unfinished Business

A. Staff Report: City Admin. Nasby briefed the Board concerning a pending action in HyLife's bankruptcy proceedings.

City Admin. Nasby also updated the Board that the speed signs have arrived and MnDOT will be installing those signs.

There was a brief discussion concerning the status of vacant restaurant buildings around the Square.

City Admin. Nasby advised that the City Council approved the Street Project for 2025 which includes 2 alleys in the downtown area. Commissioner Sanow asked about the timetable for repairing First Avenue. City Admin. Nasby indicated that it is on the Street Committee's list as a future project.

11. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial statements for the month of March 2025 provided by Van Binsbergen & Associates.

12. Adjourn: On consensus, President Wepplo adjourned the meeting at 12:30 p.m.

Attest: _____
Nancy Wepplo, EDA President

Stacie Sanow, EDA Secretary-Treasurer

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
MAY 13, 2025**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:04 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Carol Hartman, Jared Baloun, Ben Byam, Lorri Cole, Matt Miller, and Tom Tegels.

Absent: Brandon Pletcher.

Also Present: B&Z Staff: Zoning Admin. Matt Fast and Admin. Asst. Mary Hensen;
City Council Liaison Jayesun Sherman.

Public Present: Tom Wicks (Summit Locations LLC) – via Zoom and Marv Grunig.

3. Approval of Minutes: April 8, 2025:

Motion by Commissioner Hartman, seconded by Commissioner Miller, to approve the Planning Commission Minutes for the Meeting held on April 8, 2025, as sent. Motion carried 6-0-1. (Commissioner Byam abstained.)

4. Review, Discussion, and Recommendations

A. Zoning Application – Conditional Use Permit – Billboard – 2270 Highway 60
Applicants: Summit Locations LLC & Property Owner – Windstream Inns LLC

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. Summit Locations LLC of Gordon, Ohio, submitted a conditional use permit application for a billboard to be placed on the property owned by Windstream Inns LLC which is the location of the AmericInn Hotel. The property owner also signed the application. The property is located in the B-2 Highway Business District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit.

The public hearing was held on April 8th. The Planning Commission tabled its review and recommendations to the May meeting to allow the stake to be placed for the billboard support pole and review of the location by MnDOT and City staff. The stake has been placed and reviewed by MnDOT.

Emily Eichner from MnDOT has notified B&Z Staff that the location is outside of MnDOT's right-of-way and that this proposed billboard application meets all of MnDOT's standards and regulations. However, she advised that MnDOT will leave the final decision to the City as to whether or not to approve this proposed billboard.

Tom Wicks, a representative from Summit Locations, is participating in the meeting via Zoom.

The Building & Zoning Office received comments from the property owner at the Cottonwood County Vet Clinic. He believes the traffic is travelling too fast in that area and that the billboard would create a distraction for drivers. Since that time, the Building & Zoning Office has not received any subsequent comments concerning this proposed billboard location from the public or from City Department Heads.

Commissioner Hartman said that the driveway to the Vet Clinic is higher than the driveway for the AmericInn Hotel. This makes the billboard appear lower from the Vet Clinic driveway and it's not as clear (sight line).

In response to a question, Zoning Admin. Fast confirmed that the top of this billboard is 32 feet from the ground.

Zoning Admin. Fast read the following findings of fact which are set forth in City Code Section 152.546(B):

Findings of Fact for Conditional Use Permit:

- (1) As stated in the narrative herein.**
- (2) The proposed use is not in conflict with the City’s comprehensive plan.**
- (3) The proposed use is not in conflict with the stated intent of the zoning district (B-2) in which it is to be located.**
- (4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.**
- (5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.**
- (6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.**
- (7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.**

Each of the Commissioners had also received a copy of these Findings of Fact set forth in City Code Section 152.546(B).

Commissioner Hartman commented that the City has no control over the content of the ads on the billboard signs. The signs might be directing traffic to businesses in Spirit Lake or Sioux Falls and could direct people to drive through Windom to those other places.

After a brief discussion, the following action was taken.

Motion by Commissioner Baloun, seconded by Commissioner Hartman, to recommend that the City Council deny the application, submitted by Summit Locations LLC and Windstream Inns LLC (property owner), requesting a conditional use permit to place a billboard on the property where the AmericInn Hotel is located.

The property is located at 2270 Highway 60 in Windom and is briefly described as: All vacated Arlington Avenue between Blocks 1 and 3; all of Block 1; Lots 1, 2, 3, of Block 3 Except DOT Parcel 207E; All of Block 5; the vacated alley between Blocks 3 and 5; the West half of vacated Ash Street in Tibodeau’s Center in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-752-0020.)

The motion includes that the jurisdictional documents be made a part of the hearing record.

The motion also includes that the proposed use does not comply with the following Findings of Fact for approval of a conditional use permit application as set forth in City Code Section 152.546(B):

Criteria No. (4): The proposed use could be affecting traffic movement and could affect health and safety of drivers in that area of Highway 60 and Criteria No. (7): The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties could adversely affect vehicular movement in that area of Highway 60.

Vote: Initially by voice vote and then Vote by roll call (because of Zoom call). Ayes to recommend denial of application: Commissioners Byam, Cole, Tegels, Mattson, Baloun, Hartman, and Miller; Nay: None; Absent: Commissioner Pletcher. Motion carried 7-0.

Chairman Mattson stated that this recommendation will go to the City Council next Tuesday for final decision on the conditional use permit application.

B. Zoning Application – Conditional Use Permit – Billboard – 195 13th Street

Applicants: Summit Locations LLC & Property Owner – Richie G LLC

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. Summit Locations LLC of Gordon, Ohio, submitted a conditional use permit application for a billboard to be placed on the property owned by Richie G LLC located at 195 13th Street. This is the location of the Culligan Store. The property owner also signed the application. The property is located in the B-2 Highway Business District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit.

Tom Wicks, a representative from Summit Locations, is participating in the meeting via Zoom.

The public hearing was held on April 8th. The Planning Commission tabled its review and recommendations to the May meeting to allow the stake to be placed for the billboard support pole and review of the location by MnDOT and City staff. The stake has been placed and reviewed by MnDOT.

Emily Eichner from MnDOT has notified B&Z Staff that this location is outside of MnDOT's right-of-way and that this proposed billboard application meets all of MnDOT's standards and regulations. However, she advised that MnDOT will leave the final decision to the City as to whether or not to approve this proposed billboard.

Members of the public who spoke at the Public Hearing on April 8, 2025, on this CUP Application were Marv Grunig, Robyn Galer, and Vicki Zimmer. Their comments were set forth in more detail in the Minutes for the April 8th Meeting.

In summary, Mr. Grunig made reference to the Highway Beautification Act of 1965 which was adopted by Congress and signed into law by President Lyndon Johnson. Note: The original law included language placing various restrictions on billboards, screening of junkyards, and encouraging landscaping and scenic improvements along interstates and federal primary highways. Mr. Grunig expressed that it is his view that this proposed billboard is disrespectful of the Veterans' Memorial Park across the street and its many area contributors. He recapped his observations concerning the difficulty of motorists, particularly semis that cannot track as well, to always stay in their own lane through the stretch of highway in this area.

Ms. Galer lives on a street just west of this area and confirmed her observations of the same tendency for people in that curve to not always stay in their own lane. She enjoys the beauty of that area and its amenities and doesn't want to look out of her living room window and see a billboard.

Mrs. Zimmer said that they spend a lot of time outdoors and she doesn't want to look at a billboard there. Since the time of the hearing, two additional neighbors (Renee Giefer and Mary Lee Raverty) have contacted B&Z Staff and advised of their opposition to this proposed billboard.

Councilmember Scott Benson has also contacted the B&Z Staff concerning comments he has received in opposition to this proposed billboard due to its location in relation to the Veterans' Memorial Park, the change in alignment of the highway in this location, and the potential for distracted driving.

All of the comments received by the B&Z Office have been in opposition to this proposed billboard due to its location in relation to the Veterans Memorial Park and highway safety concerns.

There is a change in alignment of Highways 60/71 as they pass through that area. Several people have commented on the potential for distracted driving if the billboard is installed on the Culligan property.

Commissioner Hartman reported that she had heard from some of the residents in that area. The residents will see the back side of the billboard, it will obstruct their view, and it's a safety concern.

Commissioner Cole stated that studies have been done in cities across the county with billboards regarding the effect a billboard has on property values. The studies reported an effect of from \$1,000 to \$30,000 on resale value based on the direction the community wants to go. Commissioner Cole said that, as a person who has had a real estate license in three states, she would be mortified if her real estate value went down that much. In addition to a potential drop in real estate value for properties in the area of a billboard, Commissioner Cole

believes that the billboard might compete with attention for the Veteran's Memorial Park and believes that is disrespectful to the veterans. It is her opinion that a billboard in that area is not good.

Admin. Asst. Hensen read City Code Section 152.546(A) which states that "no conditional use permit shall be granted unless the Planning Commission finds the following criteria have been met by a development proposal."

Zoning Admin. Fast read the findings of fact set forth in City Code (as listed above under Agenda Item 4.A.).

Admin. Asst. Hensen read the following summaries of comments from the public and the Commissioners at the Planning Commission Meeting held on April 8th and also summaries of comments from the Commissioners at this meeting as they relate to specific findings of fact:

(4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.

There is an alignment change of the highway in the area of the Culligan Property. Observations (by witnesses) have been expressed to the Commission regarding the tendency of vehicles travelling in this stretch of highway to not always remain in their own lane. Concerns have been raised regarding the safety of the public travelling through this area due to the potential of distracted driving caused by the placement of a billboard on the Culligan property.

(5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.

Evidence has not been provided that the placement of a billboard on the Culligan Property would create a beneficial environment on that property. Residents on adjoining properties have expressed their opposition to the placement of a billboard in this location. They have expressed that improvements have been made to the park across the highway to create a new Veteran's Memorial Park. An eagle was placed on the Culligan Property by former owners of that property. The residents believe that improvements have been made that enhance this area. They have expressed their beliefs that the placement of a billboard on the Culligan Property would impact their view and enjoyment of this area; and thus, not create a beneficial environment on adjoining properties.

(6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.

Billboards are typically used to advertise off-site and often out-of-the-area businesses and thus would interfere with the provision of a reasonable economic benefit to community businesses.

(7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.

The proposed placement of a billboard on the Culligan Property has the potential to adversely affect vehicular movement on the highway through this area.

The Planning Commission should consider the information gathered through the public hearing process and its review of the proposed use. As discussed, the proposed use does not comply with several of the provisions of the required findings of fact set forth in City Code for the granting of a conditional use permit. These findings should be considered by the Planning Commission in its recommendation to the City Council.

Chairman Mattson asked for any further discussion.

Motion by Commissioner Hartman, seconded by Commissioner Tegels, to recommend that the City Council deny the application, submitted by Summit Locations LLC and Richie G LLC (property owner), requesting a conditional use permit to place a billboard on the property where the Culligan Store is located.

The property is located at 195 13th Street in Windom and is briefly described as: Lots 1, 2, and 3, except parts for Highway, in Block 49 of Windom Second Addition in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-822-0940.)

The motion includes that the jurisdictional documents be made a part of the hearing record.

The motion also includes that the proposed use does not comply with specific Findings of Fact for approval of a conditional use permit, set forth in City Code Section 152.546, in the summaries set forth above.

Vote by roll call: Ayes to recommend denial of application: Commissioners Byam, Tegels, Cole, Baloun, Mattson, Hartman, and Miller; Nay: None; Absent: Commissioner Pletcher.

Motion carried 7-0.

Chairman Mattson stated that this recommendation will go to the City Council next Tuesday for final decision on the conditional use permit application.

C. Zoning Application – Conditional Use Permit – Billboard – 1375 First Avenue
Applicants: Summit Locations LLC & Property Owner – Tashia Marsh

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. Summit Locations LLC of Gordon, Ohio, submitted a conditional use permit application for a billboard to be placed on the property owned by Tashia Marsh located at 1375 First Avenue. This is the location of the Hair with Flair Salon. The property owner also signed the application. The property is located in the B-2 Highway Business District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit.

Tom Wicks, a representative from Summit Locations, is participating in the meeting via Zoom.

The public hearing was held on April 8th. The Planning Commission tabled its review and recommendations to the May meeting to allow the stake to be placed for the billboard support pole and review of the location by MnDOT and City staff. The stake has been placed and reviewed by MnDOT.

Emily Eichner from MnDOT has notified B&Z Staff that this location is outside of MnDOT's right-of-way and that this proposed billboard application meets all of MnDOT's standards and regulations. However, she advised that MnDOT will leave the final decision to the City as to whether or not to approve this proposed billboard.

At the public hearing on April 8th, I related comments received from Jeremy Janssen, manager/owner of Wash Right Now, LLC, that the proposed billboard will block the view of the laundromat; comments received from Shawn Colbert, manager/owner of Iron Head Properties LLC, that the proposed billboard will block the view of his storage units which are located directly east of the Marsh Property; and comments from manager/owners of Johnson's Properties of St. James LLC (owner of Johnson's Meat Market) in opposition to this proposed billboard.

The location of this proposed billboard is on property adjacent to major power lines in the City of Windom. These power lines serve Toro and Premium Iowa Pork and others. There is a potential that a wrap or wraps on this proposed billboard could come loose and impact these power lines. Electric Superintendent Jason Sykora has reviewed the various proposed locations of this billboard on this property and has advised B&Z Staff that this billboard is a danger to public infrastructure.

B&Z Staff have contacted the City's insurance carrier concerning the City's coverage for power lines and have been advised that "transmission and distribution lines are excluded from coverage".

B&Z Staff also asked the insurance carrier concerning any coverage the City would have in the event of a lawsuit by Toro and/or Premium Iowa Pork (or others) for business interruption costs in the event that these power lines were impacted by a failure of the billboard signs. The insurance carrier has recommended that there should be "an agreement between the City and the billboard company that contains indemnification and

insurance language that would protect the City from any and all claims”. However, the City Attorney has advised that the City would have difficulty enforcing an indemnification agreement if Summit Locations, LLC was to become insolvent or file bankruptcy, etc.

Commissioner Hartman reported that one person had talked to her regarding the location of the stake on this property and the height and size of the billboard and said it would interfere with the sign advertising the Quilt Shop (located on that building), would obstruct the view of that business, and impact that business. She said that this is the only quilting business in Windom.

Admin. Asst. Hensen read City Code Section 152.546(A) which states that “no conditional use permit shall be granted unless the Planning Commission finds the following criteria have been met by a development proposal.”

Zoning Admin. Fast read the findings of fact set forth in City Code (as listed above under Agenda Item 4.A.).

Admin. Asst. Hensen read the following summaries of comments from the public and the Commissioners at the Planning Commission Meeting held on April 8th and also summaries of comments from the Commissioners at this meeting as they relate to specific findings of fact:

(4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.

The City’s Electric Utility Manager (Electric Superintendent) has viewed the various proposed locations of the billboard on the Marsh Property. Due to the significant City electrical infrastructure located adjacent to this property, he has advised that the billboard would be a danger to public infrastructure. This danger could potentially constitute unreasonable harm to the public health and safety.

(5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.

Adjoining property owners have expressed their beliefs that the placement of a billboard on the Marsh Property would impact the public’s view of their commercial properties and not create a beneficial environment on their adjoining properties.

(6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.

Billboards are typically used to advertise off-site and often out-of-the-area businesses and thus would interfere with the provision of a reasonable economic benefit to community businesses. Several community businesses in that area have expressed concern that the proposed billboard on the Marsh Property would block views of their properties. This would interfere with the provision of a reasonable economic benefit for community businesses.

(7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.

The proposed placement of a billboard on the Marsh Property has the potential to adversely affect the buffering of the City’s electrical service facilities for portions of the community and at least two major employers in the community.

The Planning Commission should consider the information gathered through the public hearing process and its review of the proposed use. As discussed, the proposed use does not comply with several of the provisions of the required findings of fact set forth in City Code for the granting of a conditional use permit. These findings should be considered by the Planning Commission in its recommendation to the City Council.

Chairman Mattson asked for any further discussion.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend that the City Council deny the application, submitted by Summit Locations LLC and Tashia Marsh (property owner), requesting a conditional use permit to place a billboard on the property where the Hair with Flair Salon is located.

The property is located at 1375 First Avenue in Windom and is briefly described as: A tract (180 feet frontage located 628 feet North of 12 Street) in the Southeast Quarter of the Northwest Quarter of Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-025-3700.)

The motion includes that the jurisdictional documents be made a part of the hearing record.

The motion also includes that the proposed use does not comply with specific Findings of Fact for approval of a conditional use permit, set forth in City Code Section 152.546, in the summaries set forth above.

Vote by roll call: Ayes to recommend denial of application: Commissioners Byam, Tegels, Cole, Baloun, Mattson, Hartman, and Miller; Nay: None; Absent: Commissioner Pletcher.

Motion carried 7-0.

Chairman Mattson stated that this recommendation will go to the City Council next Tuesday, May 20th, for final decision on the conditional use permit application.

Commissioner Hartman commented that if they would like to put up a billboard, they should consider going outside the City. She reiterated that the City would have no control over the message on the billboard signs by owners of the billboards. She believes that the sizes of the billboards are overwhelming for our City. She stated that she was proud of the Planning Commission's recommendations at this time.

5. Other Business/Reports: None.
 6. Unfinished Business: None.
 7. New Business: Admin. Asst. Hensen said that there might be a variance application to come before the Planning Commission in June. A potential application has mentioned but has not been received yet. Depending on if and when an application is filed, there could be a public hearing at the June or July Meeting.
 8. Planning Commission Comments, Concerns, Suggestions: Commissioner Baloun suggested that the Commission might want to look at the ordinance in the future and take out provisions for billboards. He believes that we've shown that we don't want billboards in the City. There was a brief discussion concerning the existing billboard on First Avenue near the salon property. Commissioner Baloun also thinks size is more the issue. Although he doesn't think the other billboard in that area is appropriate. Admin. Asst. Hensen advised that if the Planning Commission wanted to revise the City Code concerning billboards, pursuant to State Statute, any proposed language revisions would need to be approved by the Minnesota Commissioner of Transportation.
- In response to a question, Admin. Asst. Hensen advised that the time period for the City Council to respond to a conditional use permit application (*after a complete application is filed*) is 60 days. However, the City has requested and has approved a 45-day extension. The City Council could review the recommendations on May 20th but should have at least until the first meeting in June to take action.
9. Adjourn: The meeting was adjourned by unanimous consent at 8:42 p.m.

Attest: _____
Matthew Fast, Zoning Administrator

Brett Mattson, Chairman

Windom Street Committee

Minutes for May 15, 2025

At City Hall

Roll Call:

Present: Jenny Quade, Dennis Esplan, Mayor Mathis

City Staff: Jon Ketzenberg

Public:

Absent: None

Call the Meeting to Order at 9:07 am

1. **Complainant on 18th Ave about truck traffic:** One of the situations was some construction work was being done in the area. The other complaint was brought to the attention of the responsible party. We will be monitoring the situation.
2. **9th Street Alley:** This is the alley between the FSA building owned by Minn-Kota properties and the old Smith appliance building owned by Iryna Johnson. Vacating the alley was brought up at the preliminary assessment hearing for the 2025 alley improvements by one of the property owners. Street committee discussed the idea and is recommending that the council vacate the alley. The approach will be taken out and replaced with curb. This will add parking stalls for the adjacent businesses.
3. **Old Business:**
4. **New Business:** None
5. **Commission Comments:** None
6. **Adjourn meeting.** Meeting was adjourned at 9:25 am
7. **Next Meeting:** To be determined



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Windom License Period From: 5/15/25 To: 12/31/2025

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☐ On Sale Intoxicating ☐ Sunday Liquor ☒ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ 150.00 3.2% Off Sale fee: \$ _____

Licensee Name: Windom Baseball Association DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Windom Baseball Association Business Address 1365 5th Ave City Windom

Zip Code 56101 County Cottonwood Business Phone 507-822-3505 Home Phone _____

Home Address _____ City Windom

Licensee's Federal Tax ID # _____ Licensee's MN Tax ID# _____
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

<u>James C Garrison</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>783 Highland Rd Windom MN 56109</u>
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
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Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
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Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Non Profit No Employees Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7510 Fax 651-297-5259 TTY 651-282-6555
APPLICATION FOR COUNTY/CITY ON-SALE WINE LICENSE
(Not to exceed 24% of alcohol by volume)

EVERY QUESTION MUST BE ANSWERED. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application. To apply for MN sales Tax # call 651-296-6181

Workers compensation insurance company name No Employees ^{Non} Profit Policy Number NA

Licensee's MN sales and Use Tax ID # [REDACTED] Licensee's Federal Tax ID # [REDACTED]

Business Name (Business, Partnerships, Corporation) <u>Windom Baseball Association, Inc</u>		Trade Name or DBA	
Business Address <u>1365 Fifth Avenue</u>		Business Phone <u>507-822-3505</u>	Applicant's Home Phone
City <u>Windom</u>	County <u>Cottonwood</u>	State <u>MN</u>	Zip Code <u>56101</u>
Is this application ☒ New		License Period From <u>5/15/25</u> To <u>12/31/25</u>	

If a corporation, give name, title, address and date of birth of each officer. If a partnership, LLC, give name, address and date of birth of each partner.

Partner/Officer Name and title <u>James C. Garrison President</u>	Home Address <u>783 Highland Road</u>	DOB <u>[REDACTED]</u>	SSN <u>[REDACTED]</u>
Partner/Officer Name and title	Home Address	DOB	SSN
Partner/Officer Name and title	Home Address	DOB	SSN
Partner/Officer Name and title	Home Address	DOB	SSN

CORPORATIONS

Date of incorporation <u>4/27/2009</u>	State of incorporation <u>MN</u>	Certificate Number <u>3315245-2</u>	Is corporation authorized to do business in Minnesota? ☒ Yes ☐ No
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If a subsidiary of another corporation, give name and address of parent corporation

BUILDING AND RESTAURANT

Name of building owner <u>Windom Baseball Association, Inc</u>		Owner's address <u>327 6TH ST Windom MN 56101</u>	
Are property taxes delinquent ☐ Yes ☒ No	Has the building owner any connection, direct or indirect with the applicant? ☒ Yes ☐ No	Restaurant seating capacity <u>standing & bleachers</u>	Hours food will be available <u>2-9 p.m. Game Days</u>
Number of restaurant employees <u>0</u>	Number of months per year restaurant is open <u>5</u>	Will food service be the principal business? ☒ Yes ☐ No	

Describe the premises to be licensed
Concession Stand at Ballpark

If the restaurant is in conjunction with another business (resort etc.), describe business
no

NO LICENSE WILL BE APPROVED OR RELEASED UNTIL THE \$20 RETAILER ID CARD FEE IS RECEIVED BY AGED

- ☐ Yes ☒ No Has the applicant or associates been granted an on-sale malt liquor (3.2) and/or a "set-up" license in conjunction with this wine license? Applied for
- ☐ Yes ☒ No Is the applicant or any of the associates in this application a member of the county board or the city council, which will issue this license? If yes, in what capacity? _____
(if the applicant is the spouse of a member of the governing body, or another family relationship exists, the member shall not vote on this application.)
- ☐ Yes ☒ No During the past license year, has a summons been issued under the liquor civil liability (Dram Shop)(M.S. 340A.802). If Yes, attach copy of the summons.
- ☐ Yes ☒ No Has applicant, partners, officers or employees ever had any liquor law violations in Minnesota or elsewhere. If so, give names, dates, violations and final outcome details.

☐ Yes ☒ No Does any person other than the applicants, have any right, title or interest in the furniture, fixtures or equipment in the licensed premises? If yes, give names and details.

☐ Yes ☒ No Have the applicants any interests, directly or indirectly, in any other liquor establishments in Minnesota? If yes, give name and address of establishment.

I CERTIFY THAT I HAVE READ THE ABOVE QUESTIONS AND THAT THE ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant

Date

5/15/2025

The licensee must have one of the following:

☒ Liquor liability insurance (Dram Shop) \$50,000 per person; \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support. Attach "**CERTIFICATE OF INSURANCE**" to this form.

☐ A surety bond from a surety company with minimum coverage as specified above in.

☐ A certificate from the state treasurer that the licensee has deposited with the state, trust funds having a market value of \$100,000 or \$100,000 in cash or securities.

IF LICENSE IS ISSUED BY THE COUNTY BOARD, REPORT OF COUNTY ATTORNEY

☒ Yes ☐ No I certify that to the best of my knowledge the applicants named above are eligible to be licensed. If no, state reason.

Signature County Attorney

County

Date

REPORT BY POLICE OR SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates, named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota, Municipal or County ordinances relating to intoxicating liquor, except as follows:

Signature

Department and Title

Date

Scott R. H.

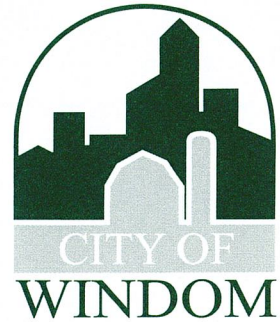
Chief of Police

05/16/25

IMPORTANT NOTICE

ALL RETAIL LIQUOR LICENSEES MUST REGISTER WITH THE ALCOHOL, TOBACCO TAX AND TRADE BUREAU.
FOR INFORMATION CALL 513-684-2979 OR 1-800-937-8864

A \$30.00 service charge will be added to all dishonored checks. You may also be subjected to a civil penalty of \$100.00 or 100 % of the value of the check, whichever is greater, plus interest and attorney fees.



**INTOXICATING MALT LIQUOR
(STRONG BEER) LICENSE AUTHORIZATION**

Name of Applicant: Windom Baseball Association

Home Address: 1365 5TH Avenue

Business in connection with which the proposed license will operate:

Windom Baseball Association

Address of Business: 327 6TH ST Windom MN 56101

Required Minnesota Tax ID #: [REDACTED]

Required Federal Tax ID #: [REDACTED]

Applicant is (Owner) (Operator)

Name and address of Manager (if applicable) James Garrison

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I further acknowledge that I am in receipt of section **118.048 ON-SALE WINE LICENSE REQUIRED** of the Windom City Code detailing license requirements.

Signed: [Signature]

Date: 5/15/25

Report of Investigation: Scott But, Chief of Police 05/16/25

Approved by the City Council _____





Windom, MN

Expense Approval Report

By Fund

Payment Dates 5/3/2025 - 5/16/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	INSERTS	100-41110-200	157.15
SCHRADEL LAW OFFICE	APRIL 2025	05/05/2025	ELECTRIC/SEWER/EDA/MAYO	100-41110-304	960.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41110-326	27.39
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-41110-350	440.00
Activity 41110 - Mayor & Council Total:					1,584.54
Activity: 41310 - Administration					
NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	100-41310-133	88.00
INDOFF, INC	3795635	05/13/2025	CITY HALL-SUPPLIES	100-41310-200	29.94
INDOFF, INC	3796633	05/13/2025	CITY HALL - SUPPLIES	100-41310-200	8.85
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	INSERTS	100-41310-200	6.00
A & B BUSINESS	IN1258494	05/06/2025	BLACK & WHITE OVERAGE- O	100-41310-217	4.37
A & B BUSINESS	IN1258494	05/06/2025	OFFICE	100-41310-217	335.40
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41310-321	64.08
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41310-326	292.75
US BANK	US BANK 2025 APRIL	05/01/2025	VERIZON MONTLY BILL	100-41310-326	17.09
STEVE NASBY	4/30/25-5/2/25	05/06/2025	ADMIN/TRAVEL FEES	100-41310-331	292.60
STEVE NASBY	4/30/25-5/2/25	05/06/2025	ADMIN/TRAVEL FEES	100-41310-334	412.32
WINDOM PRINTING LLC	25119	05/09/2025	CITY HALL/PRINTING	100-41310-350	606.45
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-41310-350	367.19
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-41310-350	214.00
US BANK	US BANK 2025 APRIL	05/01/2025	GlobalSign	100-41310-444	25.00
NEXT STEP BROADCASTING IN	25040229	05/02/2025	CITY HALL-ADVERTISING	100-41310-480	180.00
NEXT STEP BROADCASTING IN	25040230	05/02/2025	CITY HALL/ADVERTISING	100-41310-480	150.00
Activity 41310 - Administration Total:					3,094.04
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	100-41910-133	24.00
WEX BANK	APRIL 2025	05/07/2025	P & Z	100-41910-212	93.24
US BANK	US BANK 2025 APRIL	05/01/2025	MN Dept of Labor License Fee	100-41910-308	40.00
VERIZON WIRELESS	6111804664	05/05/2025	Matthew Fast	100-41910-321	41.39
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41910-321	54.01
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-41910-350	83.25
US BANK	US BANK 2025 APRIL	05/01/2025	StTE Suircharge - bldg Permits	100-41910-443	154.00
Activity 41910 - Building & Zoning Total:					489.89
Activity: 41940 - City Hall					
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41940-381	479.05
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41940-382	65.26
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	444 9th Street	100-41940-383	574.48
HOMETOWN SANITATION SER	0000610322	05/06/2025	CITY HALL-DISPOSAL	100-41940-384	124.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-41940-385	146.68
ELECTRIC FUND	# 1037	05/06/2025	ELECTRIC/MAINTENANCE - GR	100-41940-406	46.24
CRISTINA MAZARIEGOS	4/21/25-5/2/25	05/06/2025	CITY HALL/LIBRARY/MAINTEN	100-41940-406	225.00
Activity 41940 - City Hall Total:					1,661.69
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	100-42120-133	160.00
INDOFF, INC	3796635	05/13/2025	POLICE/SUPPLIES	100-42120-200	6.99
WEX BANK	APRIL 2025	05/07/2025	POLICE	100-42120-212	547.61
WEX BANK	APRIL 2025	05/07/2025	REBATE-POLICE	100-42120-212	-8.66
KWIK TRIP INC & SUBSIDIARIE	APRIL 2025	05/06/2025	POLICE/MOTOR FUEL- DISCO	100-42120-212	-156.28
KWIK TRIP INC & SUBSIDIARIE	APRIL 2025	05/06/2025	POLICE/MOTOR FUEL	100-42120-212	1,782.45
US BANK	US BANK 2025 APRIL	05/01/2025	High Speed Gear	100-42120-218	90.26
AT & T MOBILITY	287293102788X05032025	05/05/2025	POLICE/TELEPHONES	100-42120-321	695.23

Expense Approval Report

Payment Dates: 5/3/2025 - 5/16/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42120-321	31.77
MIKE'S LLC	1262	05/06/2025	POLICE/POSTAGE	100-42120-322	455.91
MIKE'S LLC	1249	05/06/2025	POLICE/ RADIO UNITES	100-42120-323	4,998.14
ALPHA WIRELESS - MANKATO	29924	05/05/2025	POLICE/RADIO UNITS	100-42120-323	120.00
TACTICAL SOLUTIONS	10733	05/05/2025	POLICE/MAINTENANCE - OFFI	100-42120-404	255.00
CRYSTAL CLEAN CAR WASH LL	1184	05/13/2025	POLICE/MAINTENANCE - VEHI	100-42120-405	48.00
ALEX HAUGLID	1384	05/05/2025	POLICE/MAINTENANCE - VEHI	100-42120-405	300.00
ENTERPRISE FM TRUST	613153-050325	05/13/2025	TELECOM-POLICE-VEHICLE LE	100-42120-419	517.69
ENTERPRISE FM TRUST	613153-050325	05/13/2025	TELECOM-POLICE-VEHICLE LE	100-42120-419	274.09
US BANK	US BANK 2025 APRIL	05/01/2025	UAS.FAA Drone Zone	100-42120-433	5.00
AMAZON CAPITAL SERVICES, I	1PM7-TV3V-6K4P	05/06/2025	POLICE/MISC	100-42120-480	30.73
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Police	100-42120-480	12.92
Activity 42120 - Crime Control Total:					10,166.85

Activity: 42220 - Fire Fighting

INDOFF, INC	3795634	05/13/2025	AMBO/FIRE/SUPPLIES	100-42220-200	64.90
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	100-42220-200	63.14
WEX BANK	APRIL 2025	05/07/2025	FIRE	100-42220-212	338.34
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Fire	100-42220-215	7.59
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Fire	100-42220-215	7.97
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Fire	100-42220-215	17.57
US BANK	US BANK 2025 APRIL	05/01/2025	amazon	100-42220-215	89.99
A & B BUSINESS	IN1258494	05/06/2025	FIRE	100-42220-217	107.00
US BANK	US BANK 2025 APRIL	05/01/2025	Fire Saftey USA	100-42220-218	100.07
MN FIRE SERVICE CERTIFICATI	13951	05/13/2025	FIRE DEPT-TRAINING & REGIS	100-42220-308	75.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42220-321	42.89
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42220-381	355.28
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42220-382	21.24
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	938 5th - Fire 60%	100-42220-383	481.61
HOMETOWN SANITATION SER	0000610365	05/06/2025	EMS - DISPOSAL	100-42220-384	50.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42220-385	46.63
MES SERVICE COMPANY LLC	IN2254892	05/13/2025	FIRE DEPT-MAINTENANCE - O	100-42220-404	92.63
PAUL MARSH	034215	05/06/2025	FIRE/ VEHICLE MAINTENANCE	100-42220-405	335.57
HEIMAN FIRE EQUIP. CO	0941939-IN	05/13/2025	FIRE DEPT-MAINTENANCE - V	100-42220-405	884.71
CARQUEST - SMITH AUTO SUP	1557	05/09/2025	FIRE/MAINTENANCE - VEHICL	100-42220-405	10.89
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	100-42220-405	50.25
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	100-42220-405	29.53
Activity 42220 - Fire Fighting Total:					3,272.80

Activity: 42500 - Civil Defense

ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-42500-381	35.18
Activity 42500 - Civil Defense Total:					35.18

Activity: 43100 - Streets

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	100-43100-133	80.00
WEX BANK	APRIL 2025	05/07/2025	STREET	100-43100-212	1,806.81
WEX BANK	APRIL 2025	05/07/2025	REBATE-STREET	100-43100-212	-28.57
A & B BUSINESS	IN1258494	05/06/2025	STREET	100-43100-217	15.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-217	70.00
DOUG BERGENDAHL	9641	05/02/2025	STREET/STREET MAINTENANC	100-43100-224	200.00
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Street	100-43100-224	44.44
CARQUEST - SMITH AUTO SUP	1476	05/02/2025	STREET/SMALL TOOLS	100-43100-241	59.78
VERIZON WIRELESS	6111804664	05/05/2025	Jon Ketzenberg	100-43100-321	42.22
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-321	20.55
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-381	261.20
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-381	1,715.32
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-382	21.83
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	Street Shop	100-43100-383	459.47
HOMETOWN SANITATION SER	0000610323	05/06/2025	STREET DEPT/DISPOSAL	100-43100-384	126.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-43100-385	49.13
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Street	100-43100-401	4.00
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Street	100-43100-401	-14.00

Expense Approval Report

Payment Dates: 5/3/2025 - 5/16/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Street	100-43100-401	-4.00
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Street	100-43100-401	22.99
SMITH AUTOMOTIVE CO	47122	05/13/2025	STREET-MAINTENANCE - OFFI	100-43100-404	27.68
SMITH AUTOMOTIVE CO	47213	05/13/2025	STREET/MAINTENANCE - OFFI	100-43100-404	66.44
SANFORD HEALTH OCCUPATIO	839330	05/09/2025	STREET/SEWER/LAB TESING	100-43100-480	99.00
Activity 43100 - Streets Total:					5,146.27

Activity: 43210 - Sanitation

CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-43210-340	249.75
Activity 43210 - Sanitation Total:					249.75

Activity: 45120 - Recreation

DUERKSEN ELECTRIC	8479	05/06/2025	REC/OPERATING SUPPLIES	100-45120-217	1,461.85
A & B BUSINESS	IN1258494	05/06/2025	REC	100-45120-217	19.25
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Recreation	100-45120-217	56.88
Activity 45120 - Recreation Total:					1,537.98

Activity: 45202 - Park Areas

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	100-45202-133	16.00
WEX BANK	APRIL 2025	05/07/2025	PARKS	100-45202-212	150.34
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-45202-326	266.67
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	100-45202-340	54.90
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-45202-381	569.75
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-45202-382	74.92
HOMETOWN SANITATION SER	0000610324	05/06/2025	SQUARE/ DISPOSA	100-45202-384	74.99
HOMETOWN SANITATION SER	0000610335	05/06/2025	ISLAND PARK/DISPOSAL	100-45202-384	101.96
HOMETOWN SANITATION SER	0000610336	05/06/2025	TEGELS PARK/DISPOSAL	100-45202-384	117.23
HOMETOWN SANITATION SER	0000610337	05/06/2025	WRA/DISPOSAL	100-45202-384	104.98
HOMETOWN SANITATION SER	0000610338	05/06/2025	KASTLE KINGDOM/DISPOSAL	100-45202-384	89.98
HOMETOWN SANITATION SER	0000610347	05/06/2025	MAYFLOWER PARK/DISPOSAL	100-45202-384	52.07
HOMETOWN SANITATION SER	0000610371	05/06/2025	ABBY PARK/DISPOSAL	100-45202-384	24.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	100-45202-385	121.11
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	7.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	34.79
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	42.57
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	42.98
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	43.58
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	parks	100-45202-402	8.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	9.57
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	5.79
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	7.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	0.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	1.98
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-402	32.99
COTTONWOOD CO SOLID WA	2570243	05/09/2025	PARKS/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2570405	05/09/2025	PARKS/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2570415	05/09/2025	PARKS/MAINTENANCE - GRO	100-45202-406	20.00
COTTONWOOD CO SOLID WA	2570454	05/09/2025	PARKS/ MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2570466	05/09/2025	PARKS / MAINTENANCE - GRO	100-45202-406	20.00
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Parks	100-45202-406	47.97
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Parks	100-45202-406	10.79
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Parks	100-45202-406	9.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-406	7.77
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Parks	100-45202-406	31.98
Activity 45202 - Park Areas Total:					2,238.59

Fund 100 - GENERAL Total: 29,477.58**Fund: 211 - LIBRARY****Activity: 45501 - Library**

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	211-45501-133	16.00
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-200	15.27
US BANK	US BANK 2025 APRIL	05/01/2025	amazon	211-45501-200	22.57
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Library	211-45501-211	54.74

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-211	48.80
DEMCO INC	7642760	05/06/2025	LIBRARY/OPERATING SUPPLIE	211-45501-217	87.15
A & B BUSINESS	IN1258494	05/06/2025	LIBRARY	211-45501-217	261.46
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	211-45501-321	166.29
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	211-45501-326	70.00
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	211-45501-350	322.24
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	211-45501-381	165.01
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	211-45501-382	21.14
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	904 4th Ave	211-45501-383	332.74
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	211-45501-385	46.85
VESTIS GROUP, INC	2560380024	05/09/2025	LIBRARY/MAINTENANCE - STR	211-45501-402	44.65
CRISTINA MAZARIEGOS	4/21/25-5/2/25	05/06/2025	CITY HALL/LIBRARY/MAINTEN	211-45501-402	225.00
US BANK	US BANK 2025 APRIL	05/01/2025	Wave jk	211-45501-402	40.00
US BANK	US BANK 2025 APRIL	05/01/2025	HGTV Mag	211-45501-433	49.97
INGRAM INDUSTRIES	APRIL 2025	05/05/2025	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	1,055.98
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	177.50
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	36.94
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	32.92
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	19.95
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	-0.06
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	24.96
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	211-45501-435	26.98
Activity 45501 - Library Total:					3,365.05
Fund 211 - LIBRARY Total:					3,365.05

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	5/1/25 AIRPORT	05/02/2025	WATER/SUPPLIES	225-45127-200	32.75
SEH	486976	05/13/2025	AIRPORT -CIP	225-45127-303	1,452.00
SOUTH CENTRAL ELECTRIC	5/1/2025	05/02/2025	AIRPORT/EDA/SEWER/ELECTR	225-45127-381	268.74
SOUTH CENTRAL ELECTRIC	5/1/2025	05/02/2025	AIRPORT/EDA/SEWER/ELECTR	225-45127-381	246.00
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Airport	225-45127-404	256.28
WINDOM AUTO VALUE	34315664	05/13/2025	AIRPORT-MAINTENANCE - GR	225-45127-406	52.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Airport	225-45127-406	15.95
Activity 45127 - Airport Total:					2,324.71
Fund 225 - AIRPORT Total:					2,324.71

Fund: 230 - POOL

Activity: 45124 - Pool

A & B BUSINESS	IN1258494	05/06/2025	POOL	230-45124-217	19.25
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	230-45124-217	133.33
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	230-45124-381	35.00
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	Island Park 4th Ave	230-45124-383	48.09
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	230-45124-385	54.16
Activity 45124 - Pool Total:					289.83
Fund 230 - POOL Total:					289.83

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	235-42153-133	16.00
INDOFF, INC	3795634	05/13/2025	AMBO/FIRE/SUPPLIES	235-42153-200	64.90
WEX BANK	APRIL 2025	05/07/2025	AMBULANCE	235-42153-212	2,023.40
WEX BANK	APRIL 2025	05/07/2025	REBATE AMBULANCE	235-42153-212	-31.99
ESPENSON GROUP LLC	1695	05/06/2025	AMBO/OTHER SUPPLIES	235-42153-217	340.00
AMAZON CAPITAL SERVICES, I	1J4W-DTP1-V6X3	05/06/2025	AMBO/OTHER SUPPLIES	235-42153-217	82.20
A & B BUSINESS	IN1258494	05/06/2025	AMBULANCE	235-42153-217	15.00
US BANK	US BANK 2025 APRIL	05/01/2025	aed superstore	235-42153-217	219.00
US BANK	US BANK 2025 APRIL	05/01/2025	Industrial Safety	235-42153-217	375.69
LEWIS FAMILY DRUG, LLC	4/30/2025	05/13/2025	AMBO/MEDICATIONS	235-42153-261	694.33
LINDE GAS & EQUIPMENT INC	49552291	05/13/2025	AMBO-OTHER MERCHANDISE	235-42153-261	1,088.44
LEWIS FAMILY DRUG, LLC	APRIL 2025	05/13/2025	AMBO/ OTHER MERCH-MEDI	235-42153-261	-479.51

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AREA HEALTH	734-0024-04-2025-01	05/13/2025	AMBO/NURSING	235-42153-312	1,857.38
AT & T MOBILITY	287304392280X05032025	05/06/2025	AMBO/TELEPHONE	235-42153-321	361.02
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	235-42153-321	28.59
CYNDI HANSEN	4/28/25-5/1/25	05/13/2025	AMBO/MEALS	235-42153-334	74.41
APRIL HARRINGTON	4/30/25-5/8/25	05/13/2025	AMBO/MEALS	235-42153-334	23.07
APRIL PETERSON	5/2/25-5/4/25	05/13/2025	AMBO/MEALS	235-42153-334	88.08
KRISTEN PORATH	5/8/2025	05/13/2025	AMBO/MEALS	235-42153-334	32.25
MEGAN BRAMSTEDT	5/8/25-5/11/25	05/13/2025	AMBO/MEALS	235-42153-334	26.90
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	235-42153-381	236.85
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	235-42153-382	14.16
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	938 5th - Ambulance 40%	235-42153-383	321.07
HOMETOWN SANITATION SER	0000610365	05/06/2025	EMS - DISPOSAL	235-42153-384	49.99
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	235-42153-385	31.08
US BANK	US BANK 2025 APRIL	05/01/2025	amazon	235-42153-405	14.99
TIMOTHY BIRKEMEYER	1387	05/02/2025	AMBO/BOOKS/PAMPHLETS	235-42153-435	1,900.00

Activity 42153 - Ambulance Total: 9,467.30

Fund 235 - AMBULANCE Total: 9,467.30

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	250-46520-133	8.00
US BANK	US BANK 2025 APRIL	05/01/2025	Adobe	250-46520-200	21.36
SCHRAMEL LAW OFFICE	APRIL 2025	05/05/2025	ELECTRIC/SEWER/EDA/MAYO	250-46520-304	585.00
VERIZON WIRELESS	6111804664	05/05/2025	EDA	250-46520-321	41.39
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	250-46520-321	54.01
STEVE NASBY	5/9/2025	05/13/2025	EDA/TRAVEL EXPENSE	250-46520-331	183.40
NEXT STEP BROADCASTING IN	25040231	05/02/2025	EDA/ADVERTISING	250-46520-340	350.00
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	250-46520-340	1,093.27
FEDERATED RURAL ELECTRIC	APRIL 2025	05/09/2025	EDA/WATER/ELECTRIC UTILIT	250-46520-381	40.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	250-46520-381	58.36
THE GLOBE	5/2/2025	05/02/2025	EDA/DUES	250-46520-433	194.29

Activity 46520 - EDA Total: 2,629.08

Fund 250 - EDA GENERAL Total: 2,629.08

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	5/1/2025	05/02/2025	AIRPORT/EDA/SEWER/ELECTR	254-46520-381	150.98
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Activity 46520 - EDA Total: 150.98

Fund 254 - NORTH IND PARK Total: 150.98

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

JONATHAN ENGSTROM	445	05/13/2025	CITY NETWORK	401-49950-500	680.00
JONATHAN ENGSTROM	447	05/13/2025	CITY NETWORK	401-49950-500	680.00

Activity 49950 - Capital Outlay Total: 1,360.00

Fund 401 - GENERAL CAPITAL PROJECTS Total: 1,360.00

Fund: 601 - WATER

Activity: 49400 - Water

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	601-49400-133	48.00
US BANK	US BANK 2025 APRIL	05/01/2025	Megaventory - User Fees	601-49400-200	202.50
US BANK	US BANK 2025 APRIL	05/01/2025	Cardio Partners	601-49400-200	171.00
WEX BANK	APRIL 2025	05/07/2025	WATER	601-49400-212	264.95
HAWKINS, INC	7064355	05/13/2025	WATER/ CHEMICALS	601-49400-216	3,634.23
RED ROCK RURAL WATER	5/1/25 JOHNSON AUTO	05/02/2025	WATER/JOHNSON AUTO/OTH	601-49400-217	38.95
A & B BUSINESS	IN1258494	05/06/2025	WATER	601-49400-217	87.43
BOLTON & MENK, INC.	0361238	05/06/2025	WATER/SEWER/CONSULTING	601-49400-301	1,608.75
LEONARD RICE CONSULTING	29602	05/06/2025	WATER/CONSULTING & AUDIT	601-49400-301	11,706.25
US BANK	US BANK 2025 APRIL	05/01/2025	At your pace	601-49400-308	137.00
US BANK	US BANK 2025 APRIL	05/01/2025	At your pace	601-49400-308	148.00
US BANK	US BANK 2025 APRIL	05/01/2025	UPS	601-49400-310	20.69
US BANK	US BANK 2025 APRIL	05/01/2025	Hyvee	601-49400-310	14.90

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	6111804664	05/05/2025	Water Treatment Ipad	601-49400-321	40.01
VERIZON WIRELESS	6111804664	05/05/2025	Water Treatment	601-49400-321	51.39
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-321	51.44
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	POSTAGE	601-49400-322	276.96
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	601-49400-326	1,102.50
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	PROCESSING	601-49400-326	159.44
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-326	70.00
FEDERATED RURAL ELECTRIC	APRIL 2025	05/09/2025	EDA/WATER/ELECTRIC UTILIT	601-49400-381	49.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-381	3,749.66
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-382	20.41
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	16th Street	601-49400-383	25.71
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	10 16th street	601-49400-383	400.79
HOMETOWN SANITATION SER	0000610326	05/06/2025	WASTEWATER/DISPOSAL	601-49400-384	131.99
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-385	44.45
MN VALLEY TESTING	1303784	05/02/2025	SEWER/ LAB TESTING	601-49400-386	2,200.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	601-49400-386	769.51
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Water	601-49400-386	3.19
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Water	601-49400-386	-12.69
W L CONSTRUCTION SUPPLY I	35393	05/09/2025	WATER/SEWER/MAINTENANC	601-49400-404	280.74
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Water	601-49400-404	129.99
ENVIRONMENTAL SYSTEMS R	900005284	05/06/2025	WATER/SEWER/MAINTENANC	601-49400-408	517.50
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Water	601-49400-408	9.87
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Water	601-49400-408	23.77
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Water	601-49400-408	13.18
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Water	601-49400-408	29.98
US BANK	US BANK 2025 APRIL	05/01/2025	Flagshooter	601-49400-408	430.25
US BANK	US BANK 2025 APRIL	05/01/2025	Locators & Supplies	601-49400-408	210.27
US BANK	US BANK 2025 APRIL	05/01/2025	Flagshooter	601-49400-408	430.25
US BANK	US BANK 2025 APRIL	05/01/2025	paypal	601-49400-408	149.99
US BANK	US BANK 2025 APRIL	05/01/2025	Home Depot	601-49400-408	159.23

Activity 49400 - Water Total: 30,118.93

Fund 601 - WATER Total: 30,118.93

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	602-49450-133	32.00
US BANK	US BANK 2025 APRIL	05/01/2025	Cardio Partners	602-49450-200	171.00
US BANK	US BANK 2025 APRIL	05/01/2025	Megaventory - User Fees	602-49450-200	202.50
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Sewer	602-49450-211	30.97
WEX BANK	APRIL 2025	05/07/2025	SEWER	602-49450-212	151.58
HAWKINS, INC	7060588	05/13/2025	SEWER/CHEMICALS	602-49450-216	1,136.28
A & B BUSINESS	IN1258494	05/06/2025	SEWER	602-49450-217	90.80
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Sewer	602-49450-217	10.79
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Sewer	602-49450-241	70.97
BOLTON & MENK, INC.	0361238	05/06/2025	WATER/SEWER/CONSULTING	602-49450-301	1,608.75
SCHRAMMEL LAW OFFICE	APRIL 2025	05/05/2025	ELECTRIC/SEWER/EDA/MAYO	602-49450-304	525.00
RYAN ANDERSON	5/7/2025	05/09/2025	WASTEWATER/TRAINING & R	602-49450-308	60.00
MN VALLEY TESTING	1303486	05/02/2025	SEWER/ LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1303607	05/02/2025	SEWER/ LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1303808	05/02/2025	SEWER/ LAB TESTING	602-49450-310	275.00
MN VALLEY TESTING	1303829	05/02/2025	SEWER/ LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1304399	05/09/2025	SEWER/ LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1304616	05/13/2025	SEWER/ LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1304833	05/13/2025	SEWER/ LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1304898	05/13/2025	SEWER/ LAB TESTING	602-49450-310	77.50
MN VALLEY TESTING	1305049	05/13/2025	SEWER/LAB TESTING	602-49450-310	141.60
SANFORD HEALTH OCCUPATIO	839330	05/09/2025	STREET/SEWER/LAB TESING	602-49450-310	32.00
VERIZON WIRELESS	6111804664	05/05/2025	Waste Water IPAD	602-49450-321	40.01
VERIZON WIRELESS	6111804664	05/05/2025	Waste Water IPAD	602-49450-321	40.01
VERIZON WIRELESS	6111804664	05/05/2025	Waste Water	602-49450-321	41.39

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	602-49450-321	177.38
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	POSTAGE	602-49450-322	276.95
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	602-49450-326	1,102.50
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	PROCESSING	602-49450-326	159.44
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	602-49450-326	70.00
SOUTH CENTRAL ELECTRIC	5/1/2025	05/02/2025	AIRPORT/EDA/SEWER/ELECTR	602-49450-381	189.64
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	602-49450-381	9,951.84
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	602-49450-382	312.01
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	857 16th St	602-49450-383	74.96
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	400 Drake Ave	602-49450-383	2,229.87
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	585 Opportunity Dr	602-49450-383	19.24
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	621 Des Moines Dr	602-49450-383	19.03
ELECTRIC PUMP INC	031088	05/02/2025	SEWER/MAINTENANCE - OFFI	602-49450-404	2,224.00
WINDOM AUTO VALUE	34315346	05/09/2025	SEWER/MAINTENANCE - OFFI	602-49450-404	9.80
W L CONSTRUCTION SUPPLY I	35393	05/09/2025	WATER/SEWER/MAINTENANC	602-49450-404	280.74
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Sewer	602-49450-404	184.99
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Sewer	602-49450-404	16.77
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Sewer	602-49450-404	18.99
GOPHER STATE ONE CALL	5040853	05/09/2025	SEWER/MAINTENANCE - DIST	602-49450-408	56.70
ENVIRONMENTAL SYSTEMS R	900005284	05/06/2025	WATER/SEWER/MAINTENANC	602-49450-408	517.50
US BANK	US BANK 2025 APRIL	05/01/2025	Flagshooter	602-49450-408	430.24
US BANK	US BANK 2025 APRIL	05/01/2025	Flagshooter	602-49450-408	430.24
US BANK	US BANK 2025 APRIL	05/01/2025	Locators & Supplies	602-49450-408	210.27
Activity 49450 - Sewer Total:					25,345.95
Fund 602 - SEWER Total:					25,345.95

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 656 RETURN	05/06/2025	ELECTRIC/INVENTORY	604-14200	79.01
ELECTRIC FUND	# 657 RETURN	05/09/2025	ELECTRIC/INVENTORY	604-14200	33.22
ELECTRIC FUND	#658 RETURN	05/13/2025	ELECTRIC- INVENTORY	604-14200	109.59
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-14200	99.99
ELECTRIC FUND	# 1035	05/02/2025	ELECTRIC/IMPROVEMENTS	604-16300	10,073.05
ELECTRIC FUND	# 1036	05/02/2025	ELECTRIC/IMPROVEMENTS	604-16300	14,901.15
ELECTRIC FUND	# 1039	05/09/2025	ELECTRIC/IMPROVEMENTS	604-16300	66,554.15
ELECTRIC FUND	# 1040	05/09/2025	ELECTRIC/IMPROVEMENTS	604-16300	1,611.03
ELECTRIC FUND	# 1041	05/13/2025	ELECTRIC- EAST HILL	604-16300	1,564.13
ODDSON UNDERGROUND INC	2025-051	05/06/2025	ELECTRIC-IMPROVMENTS	604-16300	22,720.00
ELECTRIC FUND	4/28/25 - 5/11/25	05/13/2025	ELECTRIC- EAST HILL 4	604-16300	14,430.00
					132,175.32

Activity: 49550 - Electric

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	604-49550-133	88.00
LEWIS FAMILY DRUG, LLC	546621	05/05/2025	ELECTRIC/SUPPLIES	604-49550-200	30.70
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-200	34.97
US BANK	US BANK 2025 APRIL	05/01/2025	Megaventory - User Fees	604-49550-200	202.50
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-211	20.17
WEX BANK	APRIL 2025	05/07/2025	ELECTRIC	604-49550-212	783.69
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-217	35.98
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-217	36.96
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-217	14.99
AMAZON CAPITAL SERVICES, I	1N9L-QRN1-66Q4	05/13/2025	ELECTRIC/UNIFORMS	604-49550-218	89.99
CODY MISCHKE	4/28/2025	05/05/2025	ELECTRIC/UNIFORMS	604-49550-218	162.43
AMARIL UNIFORM COMPANY	IV278144	05/06/2025	ELECTRIC/UNIFORMS	604-49550-218	147.21
AMARIL UNIFORM COMPANY	IV278239	05/06/2025	ELECTRIC/UNIFORMS	604-49550-218	1,955.64
AMARIL UNIFORM COMPANY	IV278481	05/13/2025	ELECTRIC - UNIFORMS	604-49550-218	181.98
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Electric	604-49550-218	16.99
CMP - CENTRAL MUNICIPAL P	7930	05/13/2025	ELECTRIC -ENERGY	604-49550-263	19,507.23
CMP - CENTRAL MUNICIPAL P	7930	05/13/2025	ELECTRIC TRANSMISSION	604-49550-263	122,470.87
DEPARTMENT OF ENERGY	BFPB000800425	05/13/2025	ELECTRIC/MERCHANDISE FOR	604-49550-263	77,272.25
SCHRAMMEL LAW OFFICE	APRIL 2025	05/05/2025	ELECTRIC/SEWER/EDA/MAYO	604-49550-304	1,275.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	6111804664	05/05/2025	Electric Phone	604-49550-321	40.01
VERIZON WIRELESS	6111804664	05/05/2025	Jason Sykora	604-49550-321	40.01
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	604-49550-321	51.51
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	POSTAGE	604-49550-322	276.96
OZ GROUP INC	5073176-050125	05/02/2025	ELECTRIC/DISPATCHING	604-49550-325	68.52
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	604-49550-326	2,198.40
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	PROCESSING	604-49550-326	159.44
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	604-49550-326	90.00
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	604-49550-340	262.70
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	604-49550-381	117.93
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	604-49550-382	48.18
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	1105 1st Ave N	604-49550-383	274.84
HOMETOWN SANITATION SER	0000610327	05/06/2025	ELECTRIC/DISPOSAL	604-49550-384	127.99
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	604-49550-385	103.36
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	36.98
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	25.76
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	23.77
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	16.18
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	39.54
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	21.17
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-402	71.92
US BANK	US BANK 2025 APRIL	05/01/2025	Menards	604-49550-402	67.35
US BANK	US BANK 2025 APRIL	05/01/2025	Menards	604-49550-402	-58.96
WINDOM TOWING LLC	15133	05/09/2025	ELECTRIC/MAINTENANCE - VE	604-49550-405	421.97
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Electric	604-49550-406	15.57
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Electric	604-49550-406	299.98
ELECTRIC FUND	# 1034	05/02/2025	ELECTRIC/MAINTENANCE - DI	604-49550-408	0.88
ELECTRIC FUND	# 1038	05/06/2025	ELECTRIC/MAINTENANCE - DI	604-49550-408	38.56
ELECTRIC FUND	# 1042	05/13/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	35.87
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-408	9.99
COTTONWOOD CO SOLID WA	2569870	05/09/2025	ELECTRIC/MAINTENANCE - UT	604-49550-409	92.00
CORE & MAIN LP	INV0016413	05/13/2025	ELECTRIC - MAINTENANCE - D	604-49550-409	100.79
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Electric	604-49550-409	16.17
REVOLT ELECTRICAL SERVICES	1542	05/09/2025	ELECTRIC/TRANSMISSION FEE	604-49550-411	1,880.47
CMP - CENTRAL MUNICIPAL P	7930	05/13/2025	ELECTRIC -CIP	604-49550-450	3,599.92
				Activity 49550 - Electric Total:	235,978.28
				Fund 604 - ELECTRIC Total:	368,153.60

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	609-49751-133	48.00
EVERS TECHNOLOGY SOLUTIO	INV-2016	05/05/2025	LIQUOR STORE/SUPPLIES/MAI	609-49751-200	192.38
US BANK	US BANK 2025 APRIL	05/01/2025	Amazon	609-49751-200	34.92
VESTIS GROUP, INC	2560380026	05/13/2025	LIQUOR STORE/	609-49751-211	64.23
A & B BUSINESS	IN1258494	05/06/2025	LIQUOR STORE	609-49751-217	40.74
BREAKTHRU BEVERAGE MN	121343787	05/13/2025	LIQUOR STORE- LIQUOR-WIN	609-49751-251	3,273.28
DOLL DISTRIBUTING, LLC	1752405	05/05/2025	LIQUOR STORE/LIQUOR/BEER.	609-49751-251	85.30
DOLL DISTRIBUTING, LLC	1757405	05/13/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-251	1,661.05
DOLL DISTRIBUTING, LLC	1757413	05/13/2025	LIQUOR STORE/ LIQUOR/BEE	609-49751-251	-79.95
SOUTHERN GLAZER'S OF MN	2618440	05/05/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-251	3,846.98
SOUTHERN GLAZER'S OF MN	2621306	05/13/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	655.52
PAUSTIS WINE COMPANY	265419	05/13/2025	LIQUOR STORE - LIQUOR-WIN	609-49751-251	360.00
JOHNSON BROS.	2779668	05/05/2025	LIQUOR STORE/ LIQUOR/FREI	609-49751-251	1,979.00
JOHNSON BROS.	2784604	05/13/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-251	1,685.05
BEVERAGE WHOLESALERS	378910	05/05/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-251	340.20
BEVERAGE WHOLESALERS	379991	05/13/2025	LIQUOR STORE/LIQUOR / BEE	609-49751-251	-156.00
PHILLIPS WINE & SPIRITS	6969292	05/05/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-251	3,214.92
PHILLIPS WINE & SPIRITS	6969293	05/05/2025	LIQUOR STORE/WINE/LIQUO	609-49751-251	75.50
PHILLIPS WINE & SPIRITS	6973187	05/13/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-251	2,860.01
SOUTHERN GLAZER'S OF MN	9637993	05/05/2025	LIQUOR STORE/LIQUOR	609-49751-251	-17.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	1752405	05/05/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-252	7,648.52
DOLL DISTRIBUTING, LLC	1757405	05/13/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-252	9,272.70
DOLL DISTRIBUTING, LLC	1757413	05/13/2025	LIQUOR STORE/ LIQUOR/BEE	609-49751-252	4.58
BRAU BROTHERS BREWING C	3317868243	05/13/2025	LIQUOR STORE-BEER	609-49751-252	153.00
ARTISAN BEER COMPANY	3763885	05/05/2025	LIQUOR STORE/BEER	609-49751-252	30.75
ARTISAN BEER COMPANY	3765561	05/13/2025	LIQUOR STORE/BEER	609-49751-252	123.05
BEVERAGE WHOLESALERS	378568	05/05/2025	LIQUOR STORE/BEER	609-49751-252	23.20
BEVERAGE WHOLESALERS	378910	05/05/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-252	9,064.35
BEVERAGE WHOLESALERS	379991	05/13/2025	LIQUOR STORE/LIQUOR / BEE	609-49751-252	15,726.45
ARTISAN BEER COMPANY	420101	04/24/2025	LIQUOR STORE/BEER	609-49751-252	-50.00
BREAKTHRU BEVERAGE MN	121343787	05/13/2025	LIQUOR STORE- LIQUOR-WIN	609-49751-253	1,444.00
DOLL DISTRIBUTING, LLC	1752405	05/05/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-253	33.60
DOLL DISTRIBUTING, LLC	1757405	05/13/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-253	33.60
SOUTHERN GLAZER'S OF MN	2571063CR	05/05/2025	LIQUOR STORE/WINE	609-49751-253	-0.04
SOUTHERN GLAZER'S OF MN	2618442	05/05/2025	LIQUOR STORE/WINE/FREIGH	609-49751-253	555.72
SOUTHERN GLAZER'S OF MN	2621307	05/13/2025	LIQUOR SOTRE- WINE/FREIGH	609-49751-253	110.28
PAUSTIS WINE COMPANY	265419	05/13/2025	LIQUOR STORE - LIQUOR-WIN	609-49751-253	368.00
JOHNSON BROS.	2779669	05/05/2025	LIQUOR STORE/WINE/FREIGH	609-49751-253	120.00
JOHNSON BROS.	2784605	05/13/2025	LIQUOR STORE- WINE/FREIGH	609-49751-253	985.05
PHILLIPS WINE & SPIRITS	6969293	05/05/2025	LIQUOR STORE/WINE/LIQUO	609-49751-253	1,316.50
PHILLIPS WINE & SPIRITS	6973188	05/13/2025	LIQUOR STORE/WINE/FREIGH	609-49751-253	944.80
AH HERMEL COMPANY	1066619	05/05/2025	LIQUOR STORE/FREIGHT/SOF	609-49751-254	19.90
AH HERMEL COMPANY	1068620	05/13/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-254	169.32
RED BULL DISTRIBUTION CO, I	2025141976	05/05/2025	LIQUOR STORE/SOFT DRINKS	609-49751-254	138.70
SOUTHERN GLAZER'S OF MN	2618441	05/05/2025	LIQUOR STORE/MIXES/FREIG	609-49751-254	27.00
ARTISAN BEER COMPANY	3762236	04/28/2025	LIQUOR STORE/SOFT DRINKS	609-49751-254	46.15
AH HERMEL COMPANY	1066619	05/05/2025	LIQUOR STORE/FREIGHT/SOF	609-49751-256	128.07
HOME CITY ICE COMPANY	7039253033	05/13/2025	LIQUOR STORE- ICE- FREIGHT	609-49751-257	390.32
JOHNSON BROS.	2779670	05/05/2025	LIQUOR STORE/THC	609-49751-258	80.00
PHILLIPS WINE & SPIRITS	6969294	05/05/2025	LIQUOR STORE/THC	609-49751-258	504.00
PHILLIPS WINE & SPIRITS	6973189	05/13/2025	LIQUOR STORE - THC	609-49751-258	280.00
DOLL DISTRIBUTING, LLC	1757405	05/13/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-259	118.30
DOLL DISTRIBUTING, LLC	1757413	05/13/2025	LIQUOR STORE/ LIQUOR/BEE	609-49751-259	18.13
BEVERAGE WHOLESALERS	378910	05/05/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-259	64.00
BEVERAGE WHOLESALERS	379991	05/13/2025	LIQUOR STORE/LIQUOR / BEE	609-49751-259	92.75
AH HERMEL COMPANY	1066619	05/05/2025	LIQUOR STORE/FREIGHT/SOF	609-49751-261	2.79
AH HERMEL COMPANY	1068620	05/13/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-261	5.59
US BANK	US BANK 2025 APRIL	05/01/2025	MMBA	609-49751-308	135.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	609-49751-321	226.78
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	609-49751-326	121.30
DOLL DISTRIBUTING, LLC	1757405	05/13/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-331	7.00
AH HERMEL COMPANY	1066619	05/05/2025	LIQUOR STORE/FREIGHT/SOF	609-49751-333	8.95
AH HERMEL COMPANY	1068620	05/13/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	121343787	05/13/2025	LIQUOR STORE- LIQUOR-WIN	609-49751-333	79.55
DOLL DISTRIBUTING, LLC	1752404	05/05/2025	LIQUOR STORE/FREIGHT	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2618440	05/05/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-333	60.34
SOUTHERN GLAZER'S OF MN	2618441	05/05/2025	LIQUOR STORE/MIXES/FREIG	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2618442	05/05/2025	LIQUOR STORE/WINE/FREIGH	609-49751-333	20.50
SOUTHERN GLAZER'S OF MN	2621305	05/13/2025	LIQUOR STORE-FREIGHT	609-49751-333	6.25
SOUTHERN GLAZER'S OF MN	2621306	05/13/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	9.87
SOUTHERN GLAZER'S OF MN	2621307	05/13/2025	LIQUOR SOTRE- WINE/FREIGH	609-49751-333	4.10
PAUSTIS WINE COMPANY	265419	05/13/2025	LIQUOR STORE - LIQUOR-WIN	609-49751-333	12.00
JOHNSON BROS.	2779668	05/05/2025	LIQUOR STORE/ LIQUOR/FREI	609-49751-333	30.45
JOHNSON BROS.	2779669	05/05/2025	LIQUOR STORE/WINE/FREIGH	609-49751-333	2.37
JOHNSON BROS.	2784604	05/13/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-333	19.05
JOHNSON BROS.	2784605	05/13/2025	LIQUOR STORE- WINE/FREIGH	609-49751-333	33.14
PHILLIPS WINE & SPIRITS	6969292	05/05/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-333	49.49
PHILLIPS WINE & SPIRITS	6969293	05/05/2025	LIQUOR STORE/WINE/LIQUO	609-49751-333	54.81
PHILLIPS WINE & SPIRITS	6973187	05/13/2025	LIQUOR STORE/LIQUOR/FREI	609-49751-333	37.24
PHILLIPS WINE & SPIRITS	6973188	05/13/2025	LIQUOR STORE/WINE/FREIGH	609-49751-333	32.80

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HOME CITY ICE COMPANY	7039253033	05/13/2025	LIQUOR STORE- ICE- FREIGHT	609-49751-333	8.50
US BANK	US BANK 2025 APRIL	05/01/2025	MMBA	609-49751-334	560.00
US BANK	US BANK 2025 APRIL	05/01/2025	MMBA	609-49751-334	264.00
NEXT STEP BROADCASTING IN	25040407	05/02/2025	LIQUOR STORE/ ADVERTISING	609-49751-340	51.00
NEXT STEP BROADCASTING IN	25040408	05/02/2025	LIQUOR STORE/ADVERTISING	609-49751-340	268.46
FIRST CHOICE ENTERPRISES, I	5/13/2025	05/13/2025	LIQUOR STORE/ADVERTISING	609-49751-340	695.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	609-49751-381	825.07
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	609-49751-382	22.33
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	575 2nd Ave	609-49751-383	178.71
HOMETOWN SANITATION SER	0000610325	05/06/2025	LIQUOR STORE/DISPOSAL	609-49751-384	210.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	609-49751-385	46.20
EVERS TECHNOLOGY SOLUTIO	INV-2016	05/05/2025	LIQUOR STORE/SUPPLIES/MAI	609-49751-404	160.00
US BANK	US BANK 2025 APRIL	05/01/2025	Outlook	609-49751-433	59.99
US BANK	US BANK 2025 APRIL	05/01/2025	City Hive	609-49751-433	50.82

Activity 49751 - Liquor Store Total: 74,527.16

Fund 609 - LIQUOR STORE Total: 74,527.16

Fund: 614 - TELECOM

BORDER STATES	930373080	05/13/2025	ELECTRIC INVENTORY	614-14200	1,279.02
JONATHAN ENGSTROM	445	05/13/2025	CITY NETWORK	614-16300	1,020.00
JONATHAN ENGSTROM	447	05/13/2025	CITY NETWORK	614-16300	1,020.00
INNOVATIVE SYSTEMS LLC	INV-24700	05/06/2025	TELECOM STREAMING PROJE	614-16400	12,500.00

15,819.02

Activity: 49870 - Telecom

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	614-49870-133	80.00
AMAZON CAPITAL SERVICES, I	1NXN-CHQF-1FPJ	05/02/2025	TELECOM-SUPPLIES	614-49870-200	75.38
US BANK	US BANK 2025 APRIL	05/01/2025	Megaventory - User Fees	614-49870-200	202.50
CITY LAUNDERING CO.	2117187	05/06/2025	TELECOM-CLEANING SUPPLIE	614-49870-211	28.92
WEX BANK	APRIL 2025	05/07/2025	TELECOM	614-49870-212	254.72
A & B BUSINESS	IN1258494	05/06/2025	TELECOM	614-49870-217	58.61
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Telecom	614-49870-217	11.99
LOCATORS & SUPPLIES, INC	0320078-IN	05/02/2025	TELECOM-UTILITY SYSTEM	614-49870-227	1,243.42
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Telecom	614-49870-227	59.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Telecom	614-49870-227	18.49
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	Telecom	614-49870-241	4.59
INTERSTATE TRS FUND	82580760088-0425	05/06/2025	TELECOM-LEGAL FEES	614-49870-304	698.26
VERIZON WIRELESS	6111804664	05/05/2025	Brian Turner	614-49870-321	51.39
VERIZON WIRELESS	6111804664	05/05/2025	J. Dahna New Phone	614-49870-321	249.99
VERIZON WIRELESS	6111804664	05/05/2025	Andrew Rossow	614-49870-321	51.39
VERIZON WIRELESS	6111804664	05/05/2025	Jordan Bussa	614-49870-321	51.39
VERIZON WIRELESS	6111804664	05/05/2025	Jeff Dahna	614-49870-321	51.39
VERIZON WIRELESS	6111804664	05/05/2025	Telecom Extra	614-49870-321	41.39
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	614-49870-321	225.47
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	POSTAGE	614-49870-322	276.96
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	614-49870-326	2,198.41
INNOVATIVE SYSTEMS LLC	INV-24730	05/05/2025	SERVICE PAYMENT/SYSTEM M	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-24976	05/06/2025	PROCESSING	614-49870-326	159.44
NEUSTAR, INC.	L-0000050403	05/13/2025	TELECOM-DATA PROCESSING	614-49870-326	81.25
NEXT STEP BROADCASTING IN	25040482	05/02/2025	TELECOM-ADVERTISING	614-49870-340	75.99
NEXT STEP BROADCASTING IN	25040483	05/02/2025	TELECOM-ADVERTISING	614-49870-340	75.99
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	614-49870-381	3,367.71
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	614-49870-382	21.55
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	443 10th Street	614-49870-383	94.34
HOMETOWN SANITATION SER	0000610328	05/06/2025	TELECOM-DISPOSAL	614-49870-384	115.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	614-49870-385	43.79
ENTERPRISE FM TRUST	613153-050325	05/13/2025	TELECOM-POLICE-VEHICLE LE	614-49870-419	537.16
NATIONAL CABLE TV COOP	25040458	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	48,902.71
DISPLAY SYSTEMS INTERNATI	260025	05/02/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	198.44
Diamond Sports Topco, LLC	27035	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	3,697.59
ARVIG ENTERPRISES, INC	350622	05/02/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	291.25

Expense Approval Report

Payment Dates: 5/3/2025 - 5/16/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BIG TEN NETWORK, LLC	389469	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	1,259.94
FOX CORPORATION	389470	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	239.03
FOX CORPORATION	389471	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	3,148.20
CONSOLIDATED COMMUNICA	5/1/25 507-151-0204/0	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	1,444.95
NEXSTAR BROADCASTING GR	609598	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	218.44
MLB NETWORK	610007	05/02/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	474.70
MLB NETWORK	610291	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	367.50
MLB NETWORK	610660	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	2,934.80
SHOWTIME NETWORKS INC	92648	05/13/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	153.45
UNIVERSAL SERVICE ADMIN C	APRIL 2025	05/06/2025	TELECOM-INTER GOVT FEES	614-49870-443	2,114.15
CONSOLIDATED CALL CENTER	27080	05/06/2025	TELECOM-SWITCH FEES	614-49870-445	105.54
FIBER MINNESOTA LLC	3275	05/13/2025	TELECOM-SWITCH FEES	614-49870-445	300.00
JONATHAN ENGSTROM	449	05/13/2025	TELECOM-INTERNET EXPENSE	614-49870-445	1,700.00
JONATHAN ENGSTROM	450	05/13/2025	TELECOM-INTNERNET EXPENS	614-49870-445	1,700.00
1623 FARNAM LLC	00011148	05/06/2025	TELECOM-INTERNET EXPENSE	614-49870-447	200.00
MANKATO NETWORKS, LLC	390428	05/06/2025	TELECOM-INTERNET EXPENSE	614-49870-447	390.00
MANKATO NETWORKS, LLC	390433	05/06/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,293.88
HURRICANE ELECTRIC LLC	98542866-IN	05/02/2025	TELECOM-INTERNET EXPENSE	614-49870-447	4,100.00
US BANK	US BANK 2025 APRIL	05/01/2025	Dream Host Web Hosting	614-49870-447	139.00
US BANK	US BANK 2025 APRIL	05/01/2025	Icewarp	614-49870-447	1,589.08
GOLDEN WEST TECH & INT SO	250400007	05/06/2025	TELECOM-ON CALL SUPPORT	614-49870-448	60.92
SWWC - SOUTHWEST WEST C	78838	05/06/2025	TELECOM-ON CALL SUPPORT	614-49870-448	950.00
ONVOY, LLC dba INTELIGENT	553524	05/06/2025	TELECOM-CALL COMPLETION	614-49870-451	2,720.15
ONVOY, LLC dba INTELIGENT	553584	05/06/2025	TELECOM-CALL COMPLETION	614-49870-451	431.29

Activity 49870 - Telecom Total: 92,667.86

Fund 614 - TELECOM Total: 108,486.88

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	615-49850-133	48.00
WEX BANK	APRIL 2025	05/07/2025	ARENA	615-49850-212	43.23
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-215	144.99
A & B BUSINESS	IN1258494	05/06/2025	ARENA	615-49850-217	38.92
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-217	93.98
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-217	53.94
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-217	42.48
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-217	13.47
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	Arena	615-49850-217	63.22
VERIZON WIRELESS	6111804664	05/05/2025	Arena Staff	615-49850-321	52.54
VERIZON WIRELESS	6111804664	05/05/2025	Tim Hogan	615-49850-321	41.39
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	615-49850-321	127.28
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	615-49850-326	433.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	615-49850-381	3,385.05
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	615-49850-382	43.22
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	Fairgrounds	615-49850-383	1,771.70
HOMETOWN SANITATION SER	0000610329	05/06/2025	ARENA/DISPOSAL	615-49850-384	192.92
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	615-49850-385	96.07

Activity 49850 - Arena Total: 6,685.40

Fund 615 - ARENA Total: 6,685.40

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	617-49860-133	32.00
TIMOTHY F SNYDER	5/12/2025	05/13/2025	WCC/MAINTENANCE - GROU	617-49860-211	23.39
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	M/P Building	617-49860-211	7.99
A & B BUSINESS	IN1258494	05/06/2025	WCC	617-49860-217	105.00
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	m-p building	617-49860-217	14.99
US BANK	US BANK 2025 APRIL	05/01/2025	Hy-Vee	617-49860-254	44.18
US BANK	US BANK 2025 APRIL	05/01/2025	HyVee	617-49860-254	81.88
US BANK	US BANK 2025 APRIL	05/01/2025	HyVee	617-49860-254	29.51
VERIZON WIRELESS	6111804664	05/05/2025	Tim Snyder	617-49860-321	41.39

Expense Approval Report

Payment Dates: 5/3/2025 - 5/16/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	617-49860-321	62.71
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	617-49860-326	403.33
CITIZEN PUBLISHING CO	APRIL 2025	05/05/2025	ADVERTISING	617-49860-340	367.19
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	617-49860-381	930.00
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	617-49860-382	51.09
MN ENERGY RESOURCES	MN ENERGY APRIL 2025	05/01/2025	1750 Cottonwood Lake	617-49860-383	743.96
HOMETOWN SANITATION SER	0000610330	05/06/2025	WCC/ DISPOSAL	617-49860-384	189.98
ELECTRIC FUND	MAY 2025 CITY UTILITIES	05/13/2025	MONTHLY UTILITY	617-49860-385	122.88
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	M/P Building	617-49860-402	641.25
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	m/p building	617-49860-402	-54.99
SCHWALBACH HARDWARE	SCHWALBACHS APRIL 2025	05/06/2025	M/P Building	617-49860-402	54.99
US BANK	US BANK 2025 APRIL	05/01/2025	Hyvee	617-49860-402	53.89
TIMOTHY F SNYDER	5/12/2025	05/13/2025	WCC/MAINTENANCE - GROU	617-49860-406	17.98
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	M/P maint/grounds	617-49860-406	43.98
RUNNINGS SUPPLY, INC	RUNNINGS APRIL 2025	04/30/2025	M/P maint/grounds	617-49860-406	50.97
Activity 49860 - M/P Center Total:					4,059.54

Activity: 49950 - Capital Outlay

MID STATES AUDIO INC	34084	05/06/2025	WCC/BUILDING FUND	617-49950-500	8,904.35
Activity 49950 - Capital Outlay Total:					8,904.35

Fund 617 - M/P CENTER Total: 12,963.89**Fund: 700 - PAYROLL**

Internal Revenue Service-Payr	INV0002598	05/09/2025	Federal Tax Withholding	700-21701	8.06
Internal Revenue Service-Payr	INV0002601	05/16/2025	Federal Tax Withholding	700-21701	25.00
Internal Revenue Service-Payr	INV0002606	05/16/2025	Federal Tax Withholding	700-21701	11,686.85
MN Department of Revenue -	INV0002599	05/09/2025	State Withholding	700-21702	8.12
MN Department of Revenue -	INV0002602	05/16/2025	State Withholding	700-21702	25.00
MN Department of Revenue -	INV0002607	05/16/2025	State Withholding	700-21702	6,032.56
Internal Revenue Service-Payr	INV0002598	05/09/2025	Social Security	700-21703	43.34
Internal Revenue Service-Payr	INV0002601	05/16/2025	Social Security	700-21703	68.20
Internal Revenue Service-Payr	INV0002606	05/16/2025	Social Security	700-21703	14,339.44
MN Pera	INV0002597	05/09/2025	PERA	700-21704	48.93
MN Pera	INV0002600	05/16/2025	PERA	700-21704	25.00
MN Pera	INV0002604	05/16/2025	PERA	700-21704	16,310.12
MN Pera	INV0002604	05/16/2025	PERA	700-21704	829.12
MN Pera	INV0002604	05/16/2025	PERA	700-21704	9,374.42
MN State Deferred	INV0002605	05/16/2025	Deferred Roth	700-21705	902.00
MN State Deferred	INV0002605	05/16/2025	Deferred Compensation	700-21705	3,804.00
NECA IBEW FAMILY MEDICAL	JUNE 2025	05/09/2025	HEALTH INSURANCE	700-21706	46,587.94
LAW ENFORCEMENT LABOR S	MAY 2025	05/13/2025	POLICE DUES	700-21708	584.00
Internal Revenue Service-Payr	INV0002598	05/09/2025	Medicare Withholding	700-21711	10.14
Internal Revenue Service-Payr	INV0002601	05/16/2025	Medicare Withholding	700-21711	15.96
Internal Revenue Service-Payr	INV0002606	05/16/2025	Medicare Withholding	700-21711	4,208.28
NCPERS MINNESOTA	JUNE-25	05/01/2025	INSURANCE	700-21718	16.00
WEX Health Inc	INV0002603	05/16/2025	HSA Employee Contribution	700-21723	1,011.14

115,963.62**Fund 700 - PAYROLL Total: 115,963.62****Grand Total: 791,309.96**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	29,477.58
211 - LIBRARY	3,365.05
225 - AIRPORT	2,324.71
230 - POOL	289.83
235 - AMBULANCE	9,467.30
250 - EDA GENERAL	2,629.08
254 - NORTH IND PARK	150.98
401 - GENERAL CAPITAL PROJECTS	1,360.00
601 - WATER	30,118.93
602 - SEWER	25,345.95
604 - ELECTRIC	368,153.60
609 - LIQUOR STORE	74,527.16
614 - TELECOM	108,486.88
615 - ARENA	6,685.40
617 - M/P CENTER	12,963.89
700 - PAYROLL	115,963.62
Grand Total:	791,309.96

Account Summary

Account Number	Account Name	Payment Amount
100-41110-200	Office Supplies	157.15
100-41110-304	Legal Fees	960.00
100-41110-326	Data Processing	27.39
100-41110-350	Printing & Design	440.00
100-41310-133	Employer Paid Insurance	88.00
100-41310-200	Office Supplies	44.79
100-41310-217	Other Operating Supplie	339.77
100-41310-321	Telephone	64.08
100-41310-326	Data Processing	309.84
100-41310-331	Travel Expense	292.60
100-41310-334	Meals/Lodging	412.32
100-41310-350	Printing & Design	1,187.64
100-41310-444	License Fees	25.00
100-41310-480	Other Miscellaneous	330.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-212	Motor Fuels	93.24
100-41910-308	Training & Registrations	40.00
100-41910-321	Telephone	95.40
100-41910-350	Printing & Design	83.25
100-41910-443	Intergovernmental Fees	154.00
100-41940-381	Electric Utility	479.05
100-41940-382	Water Utility	65.26
100-41940-383	Gas Utility	574.48
100-41940-384	Refuse Disposal	124.98
100-41940-385	Sewer Utility	146.68
100-41940-406	Repairs & Maint - Groun	271.24
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	6.99
100-42120-212	Motor Fuels	2,165.12
100-42120-218	Uniforms	90.26
100-42120-321	Telephone	727.00
100-42120-322	Postage	455.91
100-42120-323	Radio Units	5,118.14
100-42120-404	Repairs & Maint - M&E	255.00
100-42120-405	Repairs & Maint - Vehicl	348.00
100-42120-419	Vehicle Lease	791.78
100-42120-433	Dues & Subscriptions	5.00

Account Summary

Account Number	Account Name	Payment Amount
100-42120-480	Other Miscellaneous	43.65
100-42220-200	Office Supplies	128.04
100-42220-212	Motor Fuels	338.34
100-42220-215	Materials & Equipment	123.12
100-42220-217	Other Operating Supplie	107.00
100-42220-218	Uniforms	100.07
100-42220-308	Training & Registrations	75.00
100-42220-321	Telephone	42.89
100-42220-381	Electric Utility	355.28
100-42220-382	Water Utility	21.24
100-42220-383	Gas Utility	481.61
100-42220-384	Refuse Disposal	50.00
100-42220-385	Sewer Utility	46.63
100-42220-404	Repairs & Maint - M&E	92.63
100-42220-405	Repairs & Maint - Vehicl	1,310.95
100-42500-381	Electric Utility	35.18
100-43100-133	Employer Paid Insurance	80.00
100-43100-212	Motor Fuels	1,778.24
100-43100-217	Other Operating Supplie	85.00
100-43100-224	Street Maint Materials	244.44
100-43100-241	Small Tools	59.78
100-43100-321	Telephone	62.77
100-43100-381	Electric Utility	1,976.52
100-43100-382	Water Utility	21.83
100-43100-383	Gas Utility	459.47
100-43100-384	Refuse Disposal	126.98
100-43100-385	Sewer Utility	49.13
100-43100-401	Repairs & Maint - Buildi	8.99
100-43100-404	Repairs & Maint - M&E	94.12
100-43100-480	Other Miscellaneous	99.00
100-43210-340	Advertising & Promotion	249.75
100-45120-217	Other Operating Supplie	1,537.98
100-45202-133	Employer Paid Insurance	16.00
100-45202-212	Motor Fuels	150.34
100-45202-326	Data Processing	266.67
100-45202-340	Advertising & Promotion	54.90
100-45202-381	Electric Utility	569.75
100-45202-382	Water Utility	74.92
100-45202-384	Refuse Disposal	566.19
100-45202-385	Sewer Utility	121.11
100-45202-402	Repairs & Maint - Struct	240.21
100-45202-406	Repairs & Maint - Groun	178.50
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	37.84
211-45501-211	Cleaning Supplies	103.54
211-45501-217	Other Operating Supplie	348.61
211-45501-321	Telephone	166.29
211-45501-326	Data Processing	70.00
211-45501-350	Printing & Design	322.24
211-45501-381	Electric Utility	165.01
211-45501-382	Water Utility	21.14
211-45501-383	Gas Utility	332.74
211-45501-385	Sewer Utility	46.85
211-45501-402	Repairs & Maint - Struct	309.65
211-45501-433	Dues & Subscriptions	49.97
211-45501-435	Books and Pamphlets	1,375.17
225-45127-200	Office Supplies	32.75
225-45127-303	Engineering and Surveyi	1,452.00

Account Summary

Account Number	Account Name	Payment Amount
225-45127-381	Electric Utility	514.74
225-45127-404	Repairs & Maint - M&E	256.28
225-45127-406	Repairs & Maint - Groun	68.94
230-45124-217	Other Operating Supplie	152.58
230-45124-381	Electric Utility	35.00
230-45124-383	Gas Utility	48.09
230-45124-385	Sewer Utility	54.16
235-42153-133	Employer Paid Insurance	16.00
235-42153-200	Office Supplies	64.90
235-42153-212	Motor Fuels	1,991.41
235-42153-217	Other Operating Supplie	1,031.89
235-42153-261	Other Merchandise-Med	1,303.26
235-42153-312	Nursing	1,857.38
235-42153-321	Telephone	389.61
235-42153-334	Meals/Lodging	244.71
235-42153-381	Electric Utility	236.85
235-42153-382	Water Utility	14.16
235-42153-383	Gas Utility	321.07
235-42153-384	Refuse Disposal	49.99
235-42153-385	Sewer Utility	31.08
235-42153-405	Repairs & Maint - Vehicl	14.99
235-42153-435	Books and Pamphlets	1,900.00
250-46520-133	Employer Paid Insurance	8.00
250-46520-200	Office Supplies	21.36
250-46520-304	Legal Fees	585.00
250-46520-321	Telephone	95.40
250-46520-331	Travel Expense	183.40
250-46520-340	Advertising & Promotion	1,443.27
250-46520-381	Electric Utility	98.36
250-46520-433	Dues & Subscriptions	194.29
254-46520-381	Electric Utility	150.98
401-49950-500	Capital Outlay - Office	1,360.00
601-49400-133	Employer Paid Insurance	48.00
601-49400-200	Office Supplies	373.50
601-49400-212	Motor Fuels	264.95
601-49400-216	Chemicals and Chemical	3,634.23
601-49400-217	Other Operating Supplie	126.38
601-49400-301	Auditing & Consulting Se	13,315.00
601-49400-308	Training & Registrations	285.00
601-49400-310	Lab Testing	35.59
601-49400-321	Telephone	142.84
601-49400-322	Postage	276.96
601-49400-326	Data Processing	1,849.44
601-49400-381	Electric Utility	3,798.66
601-49400-382	Water Utility	20.41
601-49400-383	Gas Utility	426.50
601-49400-384	Refuse Disposal	131.99
601-49400-385	Sewer Utility	44.45
601-49400-386	Landfill	2,960.01
601-49400-404	Repairs & Maint - M&E	410.73
601-49400-408	Repairs & Maint - Distrib	1,974.29
602-49450-133	Employer Paid Insurance	32.00
602-49450-200	Office Supplies	373.50
602-49450-211	Cleaning Supplies	30.97
602-49450-212	Motor Fuels	151.58
602-49450-216	Chemicals and Chemical	1,136.28
602-49450-217	Other Operating Supplie	101.59
602-49450-241	Small Tools	70.97

Account Summary

Account Number	Account Name	Payment Amount
602-49450-301	Auditing & Consulting Se	1,608.75
602-49450-304	Legal Fees	525.00
602-49450-308	Training & Registrations	60.00
602-49450-310	Lab Testing	1,653.30
602-49450-321	Telephone	298.79
602-49450-322	Postage	276.95
602-49450-326	Data Processing	1,849.44
602-49450-381	Electric Utility	10,141.48
602-49450-382	Water Utility	312.01
602-49450-383	Gas Utility	2,343.10
602-49450-404	Repairs & Maint - M&E	2,735.29
602-49450-408	Repairs & Maint - Distrib	1,644.95
604-14200	Inventory	321.81
604-16300	Improvements Other Th	131,853.51
604-49550-133	Employer Paid Insurance	88.00
604-49550-200	Office Supplies	268.17
604-49550-211	Cleaning Supplies	20.17
604-49550-212	Motor Fuels	783.69
604-49550-217	Other Operating Supplie	87.93
604-49550-218	Uniforms	2,554.24
604-49550-263	Merchandise for Resale -	219,250.35
604-49550-304	Legal Fees	1,275.00
604-49550-321	Telephone	131.53
604-49550-322	Postage	276.96
604-49550-325	Dispatching	68.52
604-49550-326	Data Processing	3,482.84
604-49550-340	Advertising & Promotion	262.70
604-49550-381	Electric Utility	117.93
604-49550-382	Water Utility	48.18
604-49550-383	Gas Utility	274.84
604-49550-384	Refuse Disposal	127.99
604-49550-385	Sewer Utility	103.36
604-49550-402	Repairs & Maint - Struct	243.71
604-49550-405	Repairs & Maint - Vehicl	421.97
604-49550-406	Repairs & Maint - Groun	315.55
604-49550-408	Repairs & Maint - Distrib	85.30
604-49550-409	Repairs & Maint - Utilitie	208.96
604-49550-411	Repairs & Maint - Sub St	1,880.47
604-49550-450	Conservation	3,599.92
609-49751-133	Employer Paid Insurance	48.00
609-49751-200	Office Supplies	227.30
609-49751-211	Cleaning Supplies	64.23
609-49751-217	Other Operating Supplie	40.74
609-49751-251	Liquor	19,783.71
609-49751-252	Beer	41,996.60
609-49751-253	Wine	5,911.51
609-49751-254	Soft Drinks & Mix	401.07
609-49751-256	Tobacco Products	128.07
609-49751-257	Ice	390.32
609-49751-258	Liquor Store THC	864.00
609-49751-259	Non- Alcoholic	293.18
609-49751-261	Other Merchandise	8.38
609-49751-308	Training & Registrations	135.00
609-49751-321	Telephone	226.78
609-49751-326	Data Processing	121.30
609-49751-331	Travel Expense	7.00
609-49751-333	Freight and Express	487.41
609-49751-334	Meals/Lodging	824.00

Account Summary

Account Number	Account Name	Payment Amount
609-49751-340	Advertising & Promotion	1,014.46
609-49751-381	Electric Utility	825.07
609-49751-382	Water Utility	22.33
609-49751-383	Gas Utility	178.71
609-49751-384	Refuse Disposal	210.98
609-49751-385	Sewer Utility	46.20
609-49751-404	Repairs & Maint - M&E	160.00
609-49751-433	Dues & Subscriptions	110.81
614-14200	Inventory	1,279.02
614-16300	Improvements Other Th	2,040.00
614-16400	Machinery & Equipment	12,500.00
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	277.88
614-49870-211	Cleaning Supplies	28.92
614-49870-212	Motor Fuels	254.72
614-49870-217	Other Operating Supplie	70.60
614-49870-227	Utility System Maint Sup	1,321.90
614-49870-241	Small Tools	4.59
614-49870-304	Legal Fees	698.26
614-49870-321	Telephone	722.41
614-49870-322	Postage	276.96
614-49870-326	Data Processing	3,474.10
614-49870-340	Advertising & Promotion	151.98
614-49870-381	Electric Utility	3,367.71
614-49870-382	Water Utility	21.55
614-49870-383	Gas Utility	94.34
614-49870-384	Refuse Disposal	115.98
614-49870-385	Sewer Utility	43.79
614-49870-419	Vehicle Lease	537.16
614-49870-442	Subscriber Fees	63,331.00
614-49870-443	Intergovernmental Fees	2,114.15
614-49870-445	Switch Fees	3,805.54
614-49870-447	Internet Expense	7,711.96
614-49870-448	On-Call Support	1,010.92
614-49870-451	Call Completion	3,151.44
615-49850-133	Employer Paid Insurance	48.00
615-49850-212	Motor Fuels	43.23
615-49850-215	Materials & Equipment	144.99
615-49850-217	Other Operating Supplie	306.01
615-49850-321	Telephone	221.21
615-49850-326	Data Processing	433.00
615-49850-381	Electric Utility	3,385.05
615-49850-382	Water Utility	43.22
615-49850-383	Gas Utility	1,771.70
615-49850-384	Refuse Disposal	192.92
615-49850-385	Sewer Utility	96.07
617-49860-133	Employer Paid Insurance	32.00
617-49860-211	Cleaning Supplies	31.38
617-49860-217	Other Operating Supplie	119.99
617-49860-254	Soft Drinks & Mix	155.57
617-49860-321	Telephone	104.10
617-49860-326	Data Processing	403.33
617-49860-340	Advertising & Promotion	367.19
617-49860-381	Electric Utility	930.00
617-49860-382	Water Utility	51.09
617-49860-383	Gas Utility	743.96
617-49860-384	Refuse Disposal	189.98
617-49860-385	Sewer Utility	122.88

Account Summary

Account Number	Account Name	Payment Amount
617-49860-402	Repairs & Maint - Struct	695.14
617-49860-406	Repairs & Maint - Groun	112.93
617-49950-500	Capital Outlay	8,904.35
700-21701	Federal Withholding	11,719.91
700-21702	State Withholding	6,065.68
700-21703	FICA Tax Withholding	14,450.98
700-21704	PERA Contributions	26,587.59
700-21705	Retirement	4,706.00
700-21706	Medical Insurance	46,587.94
700-21708	PD Union Dues	584.00
700-21711	Medicare Tax Withholdi	4,234.38
700-21718	Individual Insurance-NC	16.00
700-21723	HSA Employee Contribu	1,011.14
Grand Total:		791,309.96

Project Account Summary

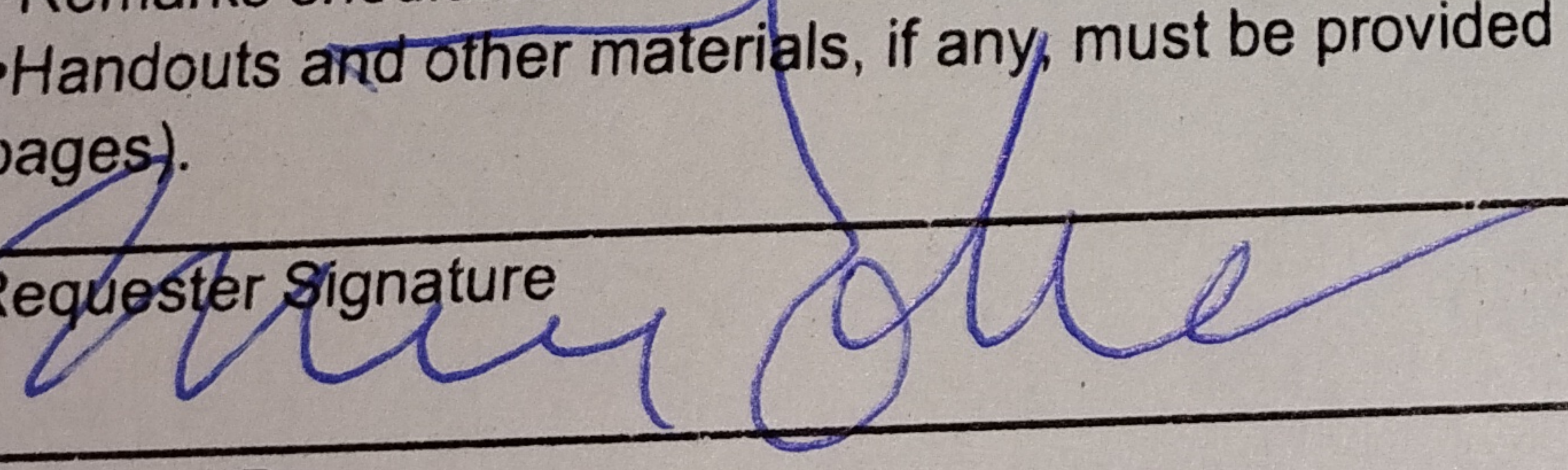
Project Account Key	Payment Amount
None	791,309.96
Grand Total:	791,309.96 ✓

Donna Skebo

MB 5/16/25



CITY COUNCIL AGENDA REQUEST

Name of Requestor Mike Lohre		Today's Date May 14	
Name of Business, if applicable		Phone Number 507-303-8281	
Email Address mikelohre@gmail.com			
Street Address 26188 County Rd 5			
City Lamberton		State MN	Zip Code 56152
Requested City Council Date May 20		Alternative Date Apr 3	
Discussion Item MRNA VACCINE injury(s) update & censorship news for the public benefit I think the Lord wants me or someone to speak one more time.			
Handouts ☐ Yes ☐ No		Computer Hook Up Requested ☐ Yes ☐ No	
By signing this form, I understand that: • This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. • This form can be used only once a month by the same individual(s). • This is not a venue to bypass policies and procedures of the city commissions and committee's. • No more than 2 people can speak on the same topic at any one meeting. • Remarks should not exceed 5 minutes per person. • Remarks should be directed to the council as a whole and not to any individual member or department head. • Handouts and other materials, if any, must be provided to City Hall with the submission of this form (Limit 10 pages).			
Requester Signature 		Date & Time Received	
Received By			

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM LORRI COLE IN MEMORY OF JOHN LOKEN TO THE WINDOM MUNICIPAL AIRPORT

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, Lorri Cole is a supporter of the City of Windom and specifically the Windom Municipal Airport; and

WHEREAS, the City of Windom has received a donation valued at \$350.00 from the Lorri Cole in Memory of her father John Loken for the Windom Municipal Airport; and

WHEREAS, the Donor has offered labor services to repaint in the interior of the Arrival\Departure building at the Windom Municipal Airport.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$350.00 offered by Lorri Cole in Memory of her father John Loken to be used for repainting the interior of the Arrival\Departure building at the Windom Municipal Airport.

Adopted by the Council this 20th day of May, 2025.

Hilary Mathis, 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: Building & Zoning Office
DATE: May 20, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – CUP Application – Billboard – Hotel Property
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or
matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Conditional Use Permit Application, submitted by Summit Locations LLC (billboard company) and Windstream Inns LLC (property owner), requesting approval to place a billboard on the property where the AmericInn Hotel is located.

Issue Summary/Background

Conditional Use Permit Application:

Applicants: **Summit Locations LLC**, Gordon, Ohio
Windstream Inns LLC (Property Owner)

Address of Property: **2270 Highway 60, Windom, MN**

Description: **Briefly described as: All vacated Arlington Avenue between Blocks 1 and 3; all of Block 1; Lots 1, 2, 3, of Block 3 Except DOT Parcel 207E; All of Block 5; the vacated alley between Blocks 3 and 5; the West half of vacated Ash Street in Tibodeau's Center in the City of Windom, Cottonwood County, Minnesota.**

Parcel ID#: **25-752-0020**

The Applicants filed an Application requesting a conditional use permit to allow the placement of a billboard structure that would be 32 feet in height, that would angle out (similar to a “V”), with 4 signs on the structure (two 8 feet high by 20 feet long signs on two sides of the structure), with an open space of 15 feet between the bottom of the billboard and grade level. The signs are wraps and not lit. The Planning Commission held a public hearing on this application on April 8, 2025. At that Meeting, the Planning Commission tabled its recommendation to allow for the placement of a new stake on the property to show the site of the column for the proposed billboard. (The stake previously placed on the property did not match the location shown on the site plan provided by Summit Locations.) At the Meeting on May 13th, the Planning Commission reviewed the proposed sign location (in packet), information from the public hearing, code requirements, etc. The Minutes from the May 13th Meeting set forth the response received from MnDOT, the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to deny this Conditional Use Permit Application.

Fiscal Impact

There should be no fiscal impact for the City to deny this conditional use permit.

Attachments

1. Zoning Application for Conditional Use Permit;
2. Planning Commission's Public Hearing Notice;
3. Photos of the stake for proposed location of billboard.

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Summit Locations LLC "Alissa Lane"

Address 311 East St

City Gordon State OH Zip 45304 (Phone: 352-361-9473)

Owner(s): (If other than Applicant)

Name(s) Summit Locations LLC is the owner of the sign. Property Owner: Windstream Inns LLC

Address same as above / Prop. Owner's Address: 206 Chelsea Road, Monticello, MN 55362

City _____ State _____ Zip _____ (Phone: 763-314-0220)

David Harchanko

Property Address: 2270 Hwy 60, Windom, Mn 56101

Legal Description of Property: Lot(s) N/A Block(s) N/A Addition N/A

ALL VAC ARLINGTON AVE BTW BLK 1 & 3; ALL BLK 1; LOTS

1,2,3 BLK 3 EX DOT PAR 207E; ALL BLK 5; VAC ALLEY BTW Parcel No. 257520020

(If metes and bounds, attach description.) BLKS. 3 & 5; W $\frac{1}{2}$ VAC ASH STREET IN TIBODEAU'S CENTER IN
COTTONWOOD COUNTY, MN. (Brief Description)

Existing Use of Property: AmericInn Hotel

Present Zoning: B2

Action Requested: Conditional Use Permit ☒ Variance _____

Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____

Planned Unit Development (PUD) _____

Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____

Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required)

Installation of an off premise outdoor advertising sign at 2270 Hwy 60. Per your ordinance this requires a
conditional use permit. I am seeking that approval now.

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

SUMMIT LOCATIONS LLC

WINDSTREAM INNS LLC

X Alissa Lane

Date: 5/2/2024

[SIGNATURES OF APPLICANT(S)]

X David Harchanko
member
David Harchanko, Member & Manager

paid by Summit Locations. Fee: ~~\$150.00~~ ^{\$200.00} Paid: Ck. 8297 Date: 10-1-2024

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 7th day of March, 2025.

WINDOM BUILDING & ZONING OFFICIAL: Matthew

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT (BILLBOARD)**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545-152.551, notice is hereby given that the Applicant, SUMMIT LOCATIONS LLC, of Gordon, Ohio, and Property Owner, WINDSTREAM INNS LLC of Monticello, Minnesota, have submitted a zoning application for a conditional use permit concerning a billboard to be installed on property located at 2270 Highway 60, Windom, Minnesota, commonly known as the AmericInn Hotel. This property is located in a B-2 District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit. The Applicants request a conditional use permit to allow construction of a billboard structure that is 32 feet in height and will contain 4 billboards (two 8 feet high by 20 feet long billboards on two sides of the structure).

The application, structural plans for the proposed billboard structure, and site location may be reviewed in the Building & Zoning Office in City Hall prior to the public hearing.

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, April 8, 2025, at the meeting which begins at 7:00 p.m.**

Those persons wishing to be heard on this application for consideration of a conditional use permit are requested to be at this meeting.

Legally described as follows: A tract in part of Blocks 1 and 3 and Vacated Arlington Avenue between Blocks 1 and 3 of Tibodeau's Center in the City of Windom, Cottonwood County, Minnesota. *(Abbreviated Description of area of property proposed for billboard)*

Parcel ID #: 25-752-0020

Address of the Property is: 2270 Highway 60, Windom, MN 56101

By Order of the City of Windom
Matthew Fast, Zoning Administrator

Published: Cottonwood County Citizen (March 26, 2025)

Windstream Inns LLC (AmericInn Hotel) – Proposed Billboard Column Site



ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: May 20, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – CUP Application – Billboard – Culligan Property
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Conditional Use Permit Application, submitted by Summit Locations LLC (billboard company) and Richie G LLC (property owner), requesting approval to place a billboard on the property where the Culligan Store is located.

Issue Summary/Background

Conditional Use Permit Application:

Applicants: **Summit Locations LLC**, Gordon, Ohio
Richie G LLC (Property Owner)

Address of Property: **195 13th Street, Windom, MN**

Description: **Briefly described as: Lots 1, 2, and 3, except parts for Highway, in Block 49 of Windom Second Addition in the City of Windom, Cottonwood County, Minnesota.**

Parcel ID#: **25-822-0940**

The Applicants filed an Application requesting a conditional use permit to allow the placement of a billboard structure that would be 42 feet in height, that would angle out (similar to a “V”), with 4 signs on the structure (two 8 feet high by 20 feet long signs on two sides of the structure), with an open space of 25 feet between the bottom of the billboard and grade level. The signs are wraps and not lit. The Planning Commission held a public hearing on this application on April 8, 2025. At that Meeting, the Planning Commission tabled its recommendation to allow for the placement of a new stake on the property to show the site of the column for the proposed billboard. (The stake previously placed on the property did not match the location shown on the site plan provided by Summit Locations.) At the Meeting on May 13th, the Planning Commission reviewed the proposed sign location (in packet), information from the public hearing, code requirements, etc. The **Minutes from the May 13th Meeting** set forth the response received from MnDOT, the discussion, motion, and findings of fact concerning the Planning Commission’s recommendation to deny this Conditional Use Permit Application.

Fiscal Impact

There should be no fiscal impact for the City to deny this conditional use permit.

Attachments

1. Zoning Application for Conditional Use Permit;
2. Planning Commission’s Public Hearing Notice;
3. Photos of the stake for proposed location of billboard.

MF:mah

CITY OF WINDOM, MINNESOTA

444 9th Street
Windom, MN 56101
507-831-6125

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Summit Locations LLC "Alissa Lane"
Address 311 East St
City Gordon State OH Zip 45304 (Phone: 352-361-9473)

Owner(s): (If other than Applicant)

Name(s) Richie G LLC
Address 1030 N State Street
City Fairmont State MN Zip 56031 (Phone:)

Property Address: 195 13th St, Windom, MN 56101

Legal Description of Property: Lot(s) N/A Block(s) 49 Addition Windom Second Addition
Lots 1,2,3 ex parts for Hwy in the City of Windom, Cottonwood County, Minnesota.

(If metes and bounds, attach description.) Parcel No. 258220940

Existing Use of Property: Culligan Store Present Zoning: B2

Action Requested: Conditional Use Permit X Variance
Subdivision (Sketch Plat) Preliminary Plat Final Plat
Planned Unit Development (PUD)
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY:
Other (Specify):

Description and Reason for Request (Attach Additional Information if necessary and/or required)
Installation of an off premise advertising sign at 195 13th Street, per your ordinance this requires a conditional use permit.
I am seeking that approval now. This will not be a digital or lighted sign.

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge. Summit Locations LLC Richie G LLC (Owner)

By X Alissa Lane X Richie G LLC
Date: 2/27/2025 [SIGNATURES OF APPLICANT(S)] Rich Johnson, Manager

Paid by Summit Locations Fee: \$200.00 Paid: Ck. X Date: 10-1-2024

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 7th day of March, 2025.

WINDOM BUILDING & ZONING OFFICIAL: Martha Lee

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT (BILLBOARD)**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545–152.551, notice is hereby given that the Applicant, SUMMIT LOCATIONS LLC, of Gordon, Ohio, and Property Owner, RICHIE G LLC, of Fairmont, Minnesota, have submitted a zoning application for a conditional use permit concerning a billboard to be installed on property located at 195 13th Street, Windom, Minnesota, commonly known as the Culligan Store. This property is located in a B-2 District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit. The Applicants request a conditional use permit to allow construction of a billboard structure that is 42 feet in height and will contain 4 billboards (two 8 feet high by 20 feet long billboards on two sides of the structure).

The application, structural plans for the proposed billboard structure, and site location may be reviewed in the Building & Zoning Office in City Hall prior to the public hearing.

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, April 8, 2025, at the meeting which begins at 7:00 p.m.**

Those persons wishing to be heard on this application for consideration of a conditional use permit are requested to be at this meeting.

Legally described as follows: Lots 1, 2, and 3, except parts for Highway, in Block 49 of Windom Second Addition to the City of Windom, Cottonwood County, Minnesota. (*Abbreviated Description*)

Parcel ID #: 25-822-0940

Address of the Property is: 195 13th Street, Windom, MN 56101

By Order of the City of Windom
Matthew Fast, Zoning Administrator

Published: Cottonwood County Citizen (March 26, 2025)

Richie G LLC (Culligan Property) – Proposed Billboard Column Site



ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: May 20, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – CUP Application – Billboard – Salon Property
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or
matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Conditional Use Permit Application, submitted by Summit Locations LLC (billboard company) and Tashia Marsh (property owner), requesting approval to place a billboard on the property where the Hair with Flair Salon is located.

Issue Summary/Background

Conditional Use Permit Application:

Applicants: Summit Locations LLC, Gordon, Ohio
Tashia Marsh (Property Owner)

Address of Property: 1375 First Avenue, Windom, MN

Description: A tract (180 feet frontage located 628 feet North of 12 Street) in the Southeast Quarter of the Northwest Quarter of Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota.

Parcel ID#: 25-025-3700.

The Applicants filed an Application requesting a conditional use permit to allow the placement of a billboard structure that would be 32 feet in height, that would angle out (similar to a “V”), with 4 signs on the structure (two 8 feet high by 20 feet long signs on two sides of the structure), with an open space of 15 feet between the bottom of the billboard and grade level. The signs are wraps and not lit. The Planning Commission held a public hearing on this application on April 8, 2025. At that Meeting, the Planning Commission tabled its recommendation to allow for the placement of a new stake on the property to show the site of the column for the proposed billboard. (The stake previously placed on the property did not match the location shown on the site plan provided by Summit Locations.) At the Meeting on May 13th, the Planning Commission reviewed the proposed sign location (in packet), information from the public hearing, code requirements, etc. The Minutes from the May 13th Meeting set forth the response received from MnDOT, the discussion, motion, and findings of fact concerning the Planning Commission’s recommendation to deny this Conditional Use Permit Application.

Fiscal Impact

There should be no fiscal impact for the City to deny this conditional use permit.

Attachments

1. Zoning Application for Conditional Use Permit;
2. Planning Commission’s Public Hearing Notice;
3. Photos of the stake for proposed location of billboard.

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Summit Locations LLC "Lauran Bunting"

Address 311 East St.

City Gordon State OH Zip 45304 (Phone: 937-287-4204)

Owner(s): (If other than Applicant)

Name(s) Summit Locations LLC is the owner of the sign (Tashia Marsh is the property owner)

Address Tashia Marsh: 45710 County Road 13, Windom, MN

City _____ State _____ Zip _____ (Phone: _____)

Property Address: 1375 1st Ave, Windom, MN, 56101

Legal Description of Property: Lot(s) N/A Block(s) N/A Addition N/A

180' FRT LOCATED 628' N OF 12TH ST IN SE1/4 NW1/4 0.000000000000 - Tract in Southeast

Quarter of Northwest Quarter of Section 25, Parcel No. 250253700

(If metes and bounds, attach description.)

Windom, Cottonwood County, MN. Township 105 North, Range 36 West of the 5th P.M. in City of

Existing Use of Property: ~~Tattoo Parlor~~ Hair Salon

Present Zoning: B2

Action Requested: Conditional Use Permit ☒ Variance _____

Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____

Planned Unit Development (PUD) _____

Amendment (Text, Rezoning, Comprehensive Plan) -- SPECIFY: _____

Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required) _____

We are looking to install an outdoor advertising sign at the above location. Per your ordinance it states that a conditional use permit is required. I am seeking that approval at this time.

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge. SUMMIT LOCATIONS LLC PROPERTY OWNER:

By X Lauran Bunting X Tashia Marsh

[SIGNATURES OF APPLICANT(S)]

Tashia Marsh

Date: 4/9/2024

Paid by Summit Locations.

Fee: \$200.00
\$150.00

Paid: Ck. 8296 Date: 10-1-2024

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 7th day of March, 2025.

WINDOM BUILDING & ZONING OFFICIAL: Matthew Tait

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT (BILLBOARD)**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545-152.551, notice is hereby given that the Applicant, SUMMIT LOCATIONS LLC, of Gordon, Ohio, and Property Owner, TASHIA MARSH, of 45710 County Road 13, Windom, MN 56101, have submitted a zoning application for a conditional use permit concerning a billboard to be installed on property located at 1375 First Avenue, Windom, Minnesota, commonly known as the Hair with Flair Salon. This property is located in a B-2 District. Pursuant to City Code Section 152.443, billboards are permitted only under a conditional use permit. The Applicants request a conditional use permit to allow construction of a billboard structure that is 32 feet in height and will contain 4 billboards (two 8 feet high by 20 feet long billboards on two sides of the structure).

The application, structural plans for the proposed billboard structure, and site location may be reviewed in the Building & Zoning Office in City Hall prior to the public hearing.

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, April 8, 2025, at the meeting which begins at 7:00 p.m.**

Those persons wishing to be heard on this application for consideration of a conditional use permit are requested to be at this meeting.

Legally described as follows: A tract in the Southeast Quarter of the Northwest Quarter (SE¼ NW¼) of Section 25, Township 105 North, Range 36 West of the Fifth Principal Meridian in the City of Windom, Cottonwood County, Minnesota, with a frontage of 180 feet that is located approximately 628 feet north of 12th Street. (*Abbreviated Description*)

Parcel ID #: 25-025-3700

Address of the Property is: 1375 First Avenue, Windom, MN 56101

By Order of the City of Windom
Matthew Fast, Zoning Administrator

Published: Cottonwood County Citizen (March 26, 2025)

Tashia Marsh Property (Hair with Flair Location) – Proposed Billboard Column Site



RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

RESOLUTION DECLARING THE OFFICIAL INTENT OF CITY OF WINDOM TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond;

WHEREAS, the City has determined to make this declaration of official intent (“Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

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

1. The City proposes to undertake the **2025 STREET IMPROVEMENT PROJECT** (the “Project”).
2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of **\$1,200,000**. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.
3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes

architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction, or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such Project expenditures.
5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted by the Council this 6th day of May, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

RESOLUTION PROPOSING STREET VACATION AND PREPARATION OF NOTICE (Super majority of 4/5 is necessary to pass resolution)

WHEREAS, a preliminary assessment hearing was held by the City Council on the 6th day of May, 2025 for the proposed 2025 Street Improvements Projects for city streets within the corporate city limits; and

WHEREAS, an abutting property owner requested alley vacation; and

WHEREAS, the alley generally described as the alley between 8th Street and 9th Street (from the south line of 9th Street to the north line of the alley running from 3rd Avenue to 4th Avenue); and

WHEREAS, the City of Windom Street Committee met on the 15th of May, 2025 and is recommending the City Council proceed with vacation procedures; and

WHEREAS, the City of Windom would retain any utility easements on the proposed alley.

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

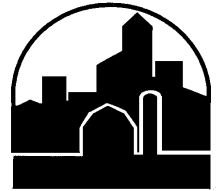
1. That the City Council will consider the vacation of said Alley described herein and proceed with the vacation process as required by Minnesota State Statute §412.851.
2. That the City Administrator is hereby directed to prepare a public hearing notice and mailing for affected property owners.

Adopted by the Council this 20th day of May, 2025.

Hilary Mathis, 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: Tim Snyder, Community Center Director
DATE: 5/15/2025
RE: Finish - Patio Fencing
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

The Community Center Commission and director recommend awarding the bid for finishing the existing fence around the patio to Brugman Fencing at a cost of \$6738.55.

Issue Summary/Background

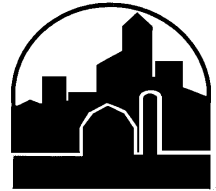
The director sought out 3 bids for this project of finishing the exterior fence around the patio. Along with added security for the building, this fence will help enforce policies for our liquor license.

Fiscal Impact

These funds will come from the Byers Donation with recognition and thanks to the upgrades planned for the patio area. The Commission and director recognize that some upgrades are needed as the patio is due to be finished. This project was started thanks to Daisy Jacobs donation which started the project. Money is still available within the fund for other building needs. A plaque of recognition will be placed alongside Jacobs for Byers contribution to the Patio venue as well.

Attachments

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: Kari Hanson, Library Director
DATE: May 15, 2025
RE: Roof Replacement
DEPT: Library
CONTACT: Kari Hanson: Kari.Hanson@windommn.com

Recommendations/Options/Action Requested

Library Board and Staff recommends that the City Council take the following action:

1. Accept the bid from Schwickerts to complete roof repairs for section A & B in the amount of \$32,294.00.

Issue Summary/Background

The Windom Library is in need of roof repairs. The Library Board received two bids for the project. After discussing the proposals, the Library Board is recommending City Council Approval for the bid of \$32,294.00 from Schwickerts.

Fiscal Impact

The Library has capital improvement funds budgeted in 2025 in the amount of \$32,294.00 for the repairs.

Attachments

1. Schwickerts Roof Repair Proposal

PROJECT OVERVIEW

Project Summary

On June 10, 2024, Tecta roofing specialists performed a comprehensive roof audit of your facility.

The goal of the TectaPlan inspection and maintenance program as a management tool is to identify and address your roofing issues and needs.

Facility Overview

Currently, this facility has 2 roof sections that are approximately 15 years old and in good condition.

ROOF SECTION	SQ FT	SYSTEM TYPE	AGE	ERSL	PRIORITY A	PRIORITY B	PRIORITY C
Section A	1,667	EPDM	15	4-6 Years	\$3,775	\$0	\$0
Section B	2,593	EPDM	15	4-6 Years	\$28,519	\$0	\$0
Totals					\$32,294	\$0	\$0

*Repair pricing is for budget purposes, and may not reflect travel charges or additional project costs. Actual project repair costs depend on the scope of work selected. Please request a proposal for final pricing.

Priorities Note:

Priority A repairs are urgent because they are actively permitting water intrusion or are expected to during the next rainfall. Repairs are recommended immediately.

Priority B repairs are not urgent but are recommended for repair within 6-12 months. If left unaddressed, Priority B items can turn into Priority A items.

Priority C repairs are recommended to ensure the long-term performance of your roof, but not considered necessary. For budget purposes, Priority C repairs should be completed within 1-2 years.

Financial Forecast

There are 2 capital projects currently being proposed for this facility over the next five years. The complete Financial Forecast includes Annual Program Fees as well as any current Pending Repair Costs, and an Additional Service Budget for unplanned repairs throughout the year.

COST CATEGORY	2024	2025	2026	2027	2028
Maintenance and Repairs					
Pending Repairs**	\$32,294				
Safety Improvements	\$0				
Program Fees	\$130	\$130	\$130	\$130	\$130
Additional Service	\$2,400	\$2,500	\$2,600	\$2,700	\$2,800
Capital Expenditure (CE)					
Section A	\$0	\$0	\$0	\$0	\$56,261
Section B	\$0	\$0	\$0	\$0	\$67,860
Capital Projects Total	\$0	\$0	\$0	\$0	\$124,121
Totals	\$34,824	\$2,630	\$2,730	\$2,830	\$127,051

* Typically roof replacements or full-scale restorations.

**Includes all Priority A, B and C Repairs.

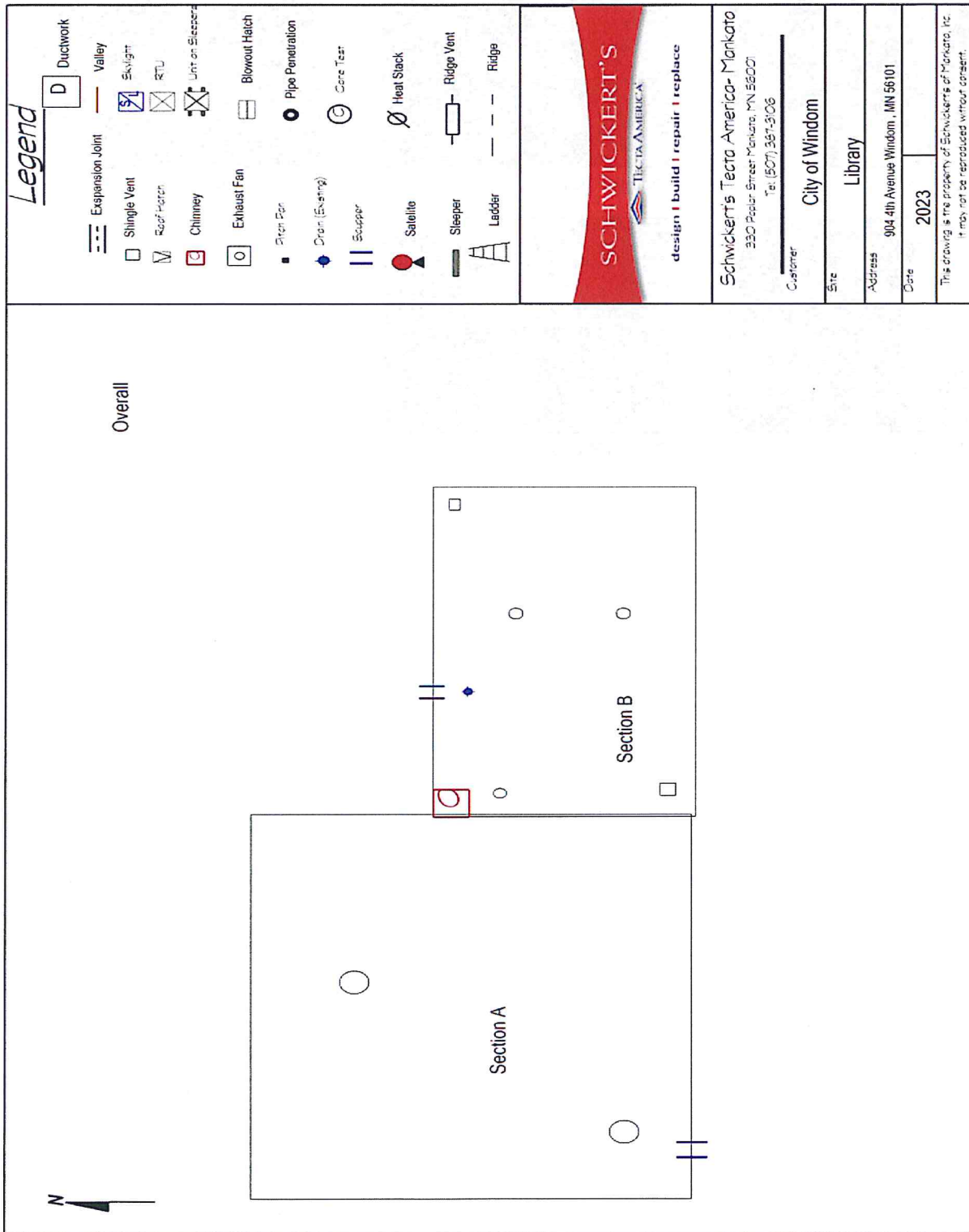
All pricing above is for budget purposes and may not reflect travel charges or additional project costs. Actual costs depend on the scope of work selected. Please request a proposal for final pricing.

Action Items

Regularly inspecting and properly maintaining your roofs are instrumental to prolonging service life and deferring costly replacements as long as possible. Therefore, we recommend that you continue with the planned maintenance program on an annual or semi-annual basis.

6 service deficiencies were noted on the day of the audit, which are pending at an approximate total repair cost of \$32,294.00.

OVERALL FACILITY DRAWING



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: Kari Hanson
DATE: May 15, 2025
RE: Saturday Closures
DEPT: Library
CONTACT: [Library Director: karihanson@plumcreeklibrary.net](mailto:karihanson@plumcreeklibrary.net)

Recommendations/Options/Action Requested

The Library Board is recommending that the City Council take the following action:

1. Approve Saturday Closures from Memorial Day to Labor Day.

Issue Summary/Background

The Library is currently short-staffed due to Nancy Sajban's resignation. Application deadline for this position is May 19, 2025. Two on-call staff employees have started and a volunteer is assisting with May story time.

Library currently only has two regular staff members, one full-time and one part-time, it is increasingly difficult to staff these hours. Staff has checked with other Plum Creek libraries and 13 are closed on Saturdays.

The Library Board met on May 12 and recommended to close on Saturdays from Memorial Day (May 26) through Labor Day 2025.

Fiscal Impact

A financial savings is anticipated for Saturday labor costs.

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: Parks and Recreation Commission
DATE: May 14, 2025
RE: Disposition of Surplus Equipment\Items
DEPT: Parks
CONTACT: Jon Ketzenberg, Streets & Parks Supt. Jon.Ketzenberg@windommn.com

Recommendations/Options/Action Requested

The Parks & Recreation Commission recommends that the City Council take the following action:

1. Approve disposition of surplus property consisting of the log cabin in Island Park.

Issue Summary/Background

City Code permits surplus property and equipment, so designated by the City Council, to be disposed of through sale or disposal.

The Log Cabin at Island Park was recommended by the Parks & Recreation Commission for removal or demolition due to safety concerns and condition of the structure. The City Council discussed the log cabin and potential options. City staff, and others, contacted interested parties to determine if there was interest by a non-profit or other entity in preservation of the structure. Interest was received from representatives of Ft. Belmont in Jackson and a letter of intent was provided to the City Council on May 6th. The City of Windom has agreed to provide up to \$2,500 for moving the log cabin. There is no monetary estimate on the of the log cabin other than the anticipated costs of demolition. As such, the log cabin can be sold through negotiated sale per City Code 96.72. Upon approval of the Declaration of Surplus staff is requesting the City Council approve sale of the log cabin to Ft. Belmont for \$1. Ft. Belmont has asked that they have until August 1, 2025 to move the log cabin.

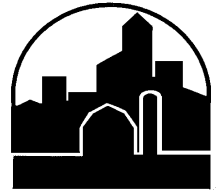
Fiscal Impact

Per City Code any funds received from the sale of these items will be deposited into the General Fund.

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: Tim Snyder, Community Center Director
DATE: 05/09/2025
RE: Community Center- Full-Time Administrative Asst. / Receptionist Position
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

The Community Center Director and Commission Board recommends the hiring of Jennifer Nauman for the position of Administrative Assistant/Receptionist at a Step 5 (18.34) of the 2025 Union Wage Scale with a step increase after a 6 month probationary period.

Issue Summary/Background

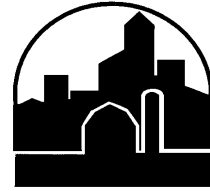
We had our Admin.Asst./Receptionist position open since 4/14/2025. Position was advertised for three weeks with 8 applicants. Four of the applicants met criteria for position of which interviews and reviews were scheduled. Jennifer stood out as the best applicant at this time; this was a very tough decision as others were very qualified as well. Interviews were held on May 7th and the Interview Team (Linda Stuckenbroker -Commission President, Jan Duscher- Commission Member, and Tim Snyder-Community Center Director) agreed Jennifer was the most qualified for the position.

Fiscal Impact

This position is budgeted for in the 2025 fiscal year in Personnel costs.

Attachments

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: Tim Hogan, Recreation Director
DATE: May 20, 2025
RE: Seasonal Part Time
DEPT: Recreation
CONTACT: Tim Hogan 507-822-0514 (e-mail- tim.hogan@windommn.com)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding the rehiring of the following Recreation employees for 2025 season.

Recreation:

Alex Fink	Kobe Lovell	
Drew Rothenberger	Jackson Joyce	Cody Barfnecht
Anja Nielsen	Haidyn Sammons	Tyler Maras
Charlie Erickson	Charlee Huska	

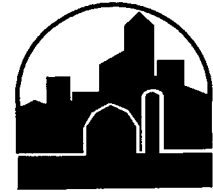
Issue Summary/Background

The above list of employees will be hired by the pool and recreation department after satisfactory performance in the Summer 2024.

Fiscal Impact

Money is budgeted to pay the wages of seasonal employees of the summer recreation season.

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: May 14, 2025
RE: Temporary Compensation Adjustment for EDA Administrative Assistant
DEPT: Administration
CONTACT: Steve Nasby, City Administrator: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

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

1. Enter into a Memorandum of Agreement with the IBEW union to provide a temporary compensation adjustment to the EDA Administrative Assistant at a rate of \$1,139.00 per month from March 10, 2025 until a new EDA Director starts in the City of Windom.

Issue Summary/Background

During the April 9th Personnel Committee meeting the need to provide a compensation adjustment to Ms. Hensen was discussed as she will be handing the point of contact items for the EDA and helping keep projects on track until a new EDA Director is hired. Due to the changeover of the EDA position, and the recent turnover of Building Officials, it is more important than ever to do something for Ms. Hensen to recognize the additional workload.

While the EDA Director position is vacant, neither Ms. Hensen nor the City Administrator will be able to take on 100% of the EDA Director job duties, but the Personnel Committee feels that they would conservatively take on 33% of the workload just to maintain status quo on existing projects\meetings, completing reports and taking any new contacts. The advertised starting salary for the EDA Director position is \$82,846.

The Personnel Committee's recommendation is to pay Ms. Hensen 50% of the monthly wage for the EDA Director at the starting salary multiplied by the workload estimate (33%). This calculation gives a compensation amount of \$1,139 per month (see calculation below). The additional compensation would be paid from March 10th to the date a new EDA Director starts (anticipated for mid-July 2025).

$\$82,846 \text{ EDA Step 1 starting wage} \times 33\% \text{ workload} = \$27,229.18$ which is $\$2,278/\text{month} \times 50\% = \$1139$

As this is an IBEW bargaining unit position, a Memorandum of Agreement (MOA) will be needed to be executed with them if this is approved by the City Council and agreed to by IBEW.

Fiscal Impact

The vacant EDA Director position is budgeted at \$7,333 salary per month so the savings is more than sufficient to off-set the proposed compensation adjustment.

Attachments

1. None.

MEMORANDUM OF AGREEMENT

This Memorandum of Understanding is made and entered into by and between the City of Windom (hereinafter referred to as the "Employer") and IBEW – International Brotherhood of Electrical Workers – Local 949 (hereinafter referred to as "Union").

WHEREAS, the Employer and Union are parties to collective bargaining agreements; and;

WHEREAS, as of May 20, 2025, the City of Windom wishes to temporarily adjust the compensation for an employee within the bargaining unit for taking on a portion of a Department Head's duties while the position is vacant.

NOW, THEREFORE, the Employer and Union agree as follows:

In recognition of Mary Hensen, Administrative Assistant, taking on a portion of the duties of the EDA Director's position on a temporary basis, while the position is vacant, additional compensation is warranted.

Both Employer and Union agree that Mary Hensen, Administrative Assistant, will be compensated \$1,139.00 per month for taking on some EDA Director duties. This temporary compensation adjustment will begin on March 10, 2025 and remain in effect until a new EDA Director starts at the City of Windom (anticipated to be mid-July). Both Employer and Union agree this MOA does not set a precedence nor past practice for either the Union or Employer and may be further negotiated at the request of either party.

This Memorandum of Understanding represents the complete agreement between the parties relative to this matter.

Dated this _____ day of _____, 2025.

CITY OF WINDOM

By: _____

Mayor, City of Windom

By: _____

City Administrator, City of Windom

**INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS**

By:  _____

Business Representative

By: _____

Union Steward