



CITY COUNCIL MEETING
February 4, 2025
City Council Chamber
6:30 p.m.

CITY OF WINDOM, MN
444 Ninth Street, P. O. Box 38
Windom, MN 56101
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AGENDA

Call to Order
Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – January 21, 2025
 - Library Board – January 14, 2025
 - Telecom Commission – January 13, 2025
 - Tree Commission – January 22, 2025
 - Utility Commission – January 23, 2025
- Exempt Gambling Permit – BARC (March 18, 2025)
- Regular Bills

2. Department Heads

3. Public Comment

- Windom Chamber of Commerce – Darci Jones
- Ava VanNorman

4. Resolution – Bid Award Windom Ambulance Remount Project

5. Resolution Approving Amendments to the Fees & Charges Schedule

6. League of MN Cities Insurance Renewal – Josh Peterson

7. Resolutions Accepting Donations

- Friends of the Library – Library Activities
- Windom Area Health – Mental Health Training

8. 2024 Pay Equity Implementation Report

9. Contractor Payment

- Generation Plant Construction – Wilcon Construction – Payment #14 - \$172,690.22

10. Personnel

- Airport Manager
- IT Analyst, Billing, Payroll Position
- Park & Recreation Coordinator

11. New Business

12. Old Business

13. Council Comments

14. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
January 21, 2025
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

Council Present: Mayor 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; Tiffany Lamb, EDA Director; Kari Hanson, Library Director; Matt Fast, Building Official and Isaac Paulson, Police Officer

3. Pledge of Allegiance

4. Agenda:

- Minutes
 - Council Minutes – January 7, 2025
 - Community Center Commission – January 13, 2025
 - Housing & Redevelopment Authority – January 8, 2025
 - Economic Development Authority – January 13, 2025
- Regular Bills

Mathis noted that a pay request for Ziegler Companies needs to be added to New Business.

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

5. Department Heads:

Matt Fast, Building Official, introduced himself. He started the position on January 13th and is working with Andy Spielman on some inspections and going through codes, etc. in preparation to get the needed certifications.

Quade welcomed Mr. Fast and noted that he had years of construction experience.

Benson and Mathis also welcomed him to the City.

Kari Hanson, Library Director, said that their Adult Winter Reading Program started on January 1st and runs through March. The goal is to read 12 books. They have already had one person report reaching that goal. Hanson encouraged everyone to visit the library.

6. Public Comment:

Mike Lohre was not yet present.

Motion by Sherman second by Benson to table this item on the Agenda until Mr. Lohre appeared. Motion carried 5 – 0.

7. Resolutions Accepting Donations:

Council Member Benson introduced the Resolution No. 2025-02, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM RON FLATGARD ESTATE TO THE WINDOM COMMUNITY CENTER” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Benson, Sherman, Esplan, Nelson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Council Member Sherman introduced the Resolution No. 2025-03, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM DOROTHY VAN NORMAN TO THE WINDOM PUBLIC LIBRARY” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Sherman, Esplan, Benson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Mathis thanked the Flatgard Estate and Dorothy Van Norman for their gifts to the City.

8. Public Comment:

Mathis welcomed Mr. Lohre and noted that public comment period is five minutes. Lohre said he has a lot more to say and needed much more time.

Motion by Nelson second by Benson to suspend the Council rules to allow 15 minutes for Mr. Lohre’s comments. Motion carried 5 – 0.

Lohre said that he sent a six-page email to the City Council that contained information and links to other resources. He is doing this to not only address the City Council but bring this to the citizens of Windom. His remarks are on vaccine injuries caused by the COVID vaccines and others. He did a story on a local woman that has suffered serious medical issues related to the COVID vaccine. He wanted to do more, but had a disagreement with his employer so he quit. The injured person was a Sanford Westbrook nurse. He said that he could be wrong, but feels the truth sets you free. There is a national trend towards censorship and lack of free and open discussion on ideas. There has been very little coverage in the national press. The pharmaceutical industry is \$500 billion dollars so it is giant and powerful which equals influence. He said the injured woman has kidney failure and needs a kidney but she was recently informed she was taken off the organ replacement list. She feels it is due to telling her story about the vaccine injury. Lohre said he wanted to do everything he could to help and get her story out and quit his job over it. He said there is proven to be DNA fragments in vaccines and the impacts of these are widespread and could cause problems for Pfizer and Moderna. He feels the hospital and those medical professionals should be doing the research and investigation into this and working with public health as one in seven people experienced some problem with the vaccines. Children in the community and infants are being pushed into vaccines with infants getting three covid shots, all pushed by the medical community. There is too much money, liability and shame for the drug companies so people are not saying anything. Both Presidents Reagan and Biden have signed liability waivers for drug companies thus giving them a pass on anything coming back on them. He said locals need to look out for one-another as there is too much evidence of vaccine injuries. Lohre said he knows that some people think he is “nuts”. He encouraged anyone to call him for a discussion and he is open to what others have to say. He may have a traumatic injury but he lived through it and has a reason for being here and recited Romans 8:28. He has overcome obstacles the last six years and knows it is tough to take on a pack. He talked about a time when the family dog bit a child and the dog had to be put down for the greater good as it was too much of a risk to others. He is spreading this information for the greater good. He wants to see the truth and reconciliation of issues related to vaccines. Health systems like Sanford need to be on a short leash and not let them continue. This is a locally owned hospital managed by Sanford, but he thinks there maybe a breach of contract as there

maybe language related to ethics and what was done is not ethical and even Nuremberg law violations have been brought up in the vaccine discussion related to drug trials. He would like a ban on MRNA vaccines locally.

Sherman said he appreciates the comments and additional time for comments was given, but we need to abide by the limits. He noted that the Council has the information Lohre previously emailed.

Quade said that Lohre mentioned he has a call-to-action document. Lohre handed his two page document to Mayor Mathis and asked that it be given to all Council members.

Sherman said there are other ways to get information to the public. People could visit Lohre's X (formerly Twitter) account.

Mathis said she would have the handout to the Council and could tell he was passionate about this matter, but there are time constraints.

Lohre said his X account is @MikeLohre and people can email him too. He respects the process, but does know that other items of less importance have been discussed longer. He added that the third floor shell of the new Hospital office building should be used for non-Sanford physicians and the City should recruit independent doctors. Seniors are having a hard time finding health care and many doctors do not want to work for a large health systems like Sanford or Mayo and there are opportunities here.

Sherman thanked Lohre again and noted that the Council has allowed him additional time. He asked what email address Mr. Lohre wanted to use for the public to contact him. Lohre replied it is MikeLohre@gmail.com.

9. Audit Engagement Agreement – CliftonLarsonAllen LLP:

Nasby said the City had done a Request For Proposal for auditing services last year and the Council selected CliftonLarsonAllen LLP for the engagement to do the 2025, 2026 and 2027 audits. This agreement for services was reviewed by the City Attorney. Staff is requesting approval.

Motion by Nelson second by Sherman to approve the letters of engagement for CliftonLarsonAllen LLP as presented and authorize execution. Motion carried 5 – 0.

10. Personnel:

Kari Hanson, Library Director, said that she occasionally needs someone to help fill in when her part-time staff are not available. Being short-staffed is tough when they have as many as 110 people in a day. This would be an on-call type of position and they would provide any needed training to the on-call people. Hanson said the Personnel Committee met and is in agreement.

Motion by Esplan second by Quade to authorize the Library to advertise for on-call help. Motion carried 5 – 0.

Nasby said the City has a Seasonal, Temporary and Part-time Employee wage scale that is adjusted annually as the State minimum wage changes. The City scale went up to the required minimum and the scale for longer-term employees went up twenty-five cents an hour.

Motion by Benson second by Sherman to approve the 2025 Seasonal, Temporary and Part-time Employee wage scale as presented. Motion carried 5 – 0.

Preliminary

Nasby said that the City Office had a resignation of the Utility Billing\Payroll Clerk effective today and that they would start the process to find a replacement.

11. New Business:

Jason Sykora, said that there was a pay request for the Electric Generation Building's new CAT generators. This is the final payment on that equipment in the amount of \$393,487.00. The engineers and Utility Commission have recommended payment.

Motion by Sherman second by Benson to approve the pay request in the amount of \$393,487.00 for Ziegler Companies. Motion carried 5 – 0.

Nelson asked if the generators were operational. Sykora said the units are operational but there is more testing to be done which includes a black start to make sure everything comes on as planned. This black start will require the power to be turned off for the whole community and then be restored, which should be about 30 minutes if everything goes correctly. They are planning on this testing in March and would do a public notice to get the word out.

Nasby said there was a notice from the County Assessor's Office about having elected officials trained for the Board of Review. The only Council person with the required training is Councilmember Quade. Typically, there should be more than one person in case of illness or other absence. If the City does not have a trained person, it forfeits its rights to act as the Board of Review for three years. The training is through the State's website and is fairly easy. The information with the training information and link was sent to the Council members.

12. Old Business:

None.

13. Council Comments:

Nelson said that the vaccine information is interesting and there are a lot of problems with it. People can still get sick from either the vaccine or covid.

Sherman said that public comment is available for people to address Council.

Benson said that the topics Lohre discussed are important and people have choices to do what is best for themselves. He is passionate and helping others is a good choice to make this a better place.

14. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 7:23 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Library Board Meeting
Tuesday, January 14, 2025
5:05 PM

Election of Officers for 2025- Motion by S. Fresk, second by F. Swenson to continue with existing board. Motion passed.

Call to order – Called to order @ 5:04 PM by John Duscher

Roll Call –

Present – John Duscher, Steve Fresk, Anita Winkel, Wade Pfeiffer, Fran Swenson, Chris Wolf

Absent – Kari Schietel

Library Staff present – Kari Hanson

City Council present – Hilary Mathis & Dennis Esplan

Agenda & Minutes from December - Motion by S. Fresk & second by A. Winkel. Motion carried.

Financial Report – Motion by W. Pfeiffer & second by S. Fresk. Motion carried.

Librarians Report – Consistently BUSY all month!!

- Over 400 books sent out in delivery for the month of December.
- Story time started on Tuesday after taking a break over the holidays. Very well attended.
- Roof repair is on hold until the weather improves.
- Library hoping to add an on-call staff member or two. Item is on the agenda for the City Council meeting on Tuesday, January 21.
- Christmas By Candlelight – Approx. 130 people stopped by the library. Activities for the families to do as well as a take home craft.
- Winter Reading Program has started. This is for adults and the challenge is to read 12 books between January 1 and March 31. We have about 75 people signed up already!

Old Business – NONE

New Business – Library will be closed on Saturday, January 18, 2025, and on Monday, January 20, 2025 for Martin Luther King Jr. Day and will be closed on Saturday, February 15, 2025 and Monday, February 17, 2025 for Presidents Day.

Motion by S. Fresk & second by W. Pfeiffer. Motion carried.

Adjourn – Meeting adjourned by John Duscher at 5:24 PM

Next Library Board meeting is Tuesday, February 11, 2025

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers January 13th, 2025

Kegan Hofferbert was sworn in as new Telecom Commissioner.

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

II. Roll Call:

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

III. Approval of Minutes from December 16th, 2024 meeting.

Motion by commissioner Voth, to approve minutes from the December 16st, 2024 meeting.
Seconded by commissioner Hofferbert. Motion approved 4 to 0.

IV. Project Updates: Dahna updated commissioners on the various projects.

- Migrations –Staff is working on the North side of town Customer Serving Area (CSA) subscribers to E7-2. New subscribers are migrated if applicable. Migration is at 83% complete.
- Outside Plant – Techs have been working as they can with the low temperatures. Techs working on the fiber splicing trailer. Techs working on updating fiber optic distribution routes that have been added.
- Network – NOC tech working on VMware upgrades, Metaswitch upgrades and Perimeta upgrades.

V. Manager's Report: Dahna reports:

- Cable TV Headend – Maintaining as necessary.
- SFN having weekly meetings to turnup and test the video systems and user interface. Southern Fibernet rep says we can start building subscriber accounts (friendlies).
- Inventory- on hand inventory completed, working on entering counts and purchases.
- Calix Fiber Drive FD500 – A fan died on one of the FD500 fan trays. Swapped out with a spare. Repaired fan tray in house for on hand spare fan tray.

VI. New Business: Telecom GM and commissioners discussed

-Action Item: Telecom GM requested the Telecom Commission review, discuss and approve GM moving forward with the hiring process for a replacement telecom technician.

Motion by commissioner Voth to approve the GM to start the hiring process for a technician.
Seconded by commissioner Hofferbert. Motion approved 3-0.

VII. Old Business:

- Metaswitch End of Life components and VOIP phone service delivery options, City Phone System. The service and support license fee is about \$22,000 which is due in Feb.

IX. Set Next Telecom meeting:

February 10th, 2025 at 6:00 pm in the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:45 pm.

Dirk Abraham, Telecom Commission President

XXXX, Telecom Commission Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

CITY OF WINDOM TREE COMMISSION MEETING MINUTES

January 22, 2025

1. Call to Order: The meeting was called to order at 5:02 p.m. at the council chambers by Chairperson Steve Fresk.
2. Roll Call:
Commission Present: Steve Fresk, Deborah Polzin, Jim Knigge, Joanne Kaiser, Jon Ketzenberg
Commission Absent:
Council Liaisons: James Nelson (absent)
Public Present: Breanna Wagner
3. Approve Minutes of Nov 6, 2024
4. Treasurer Report: \$0.
5. Slate of Officers: Steve Fresk – Chairperson, Jim Knigge- Vice-Chairperson, Deborah Polzin – Secretary, Joanne Kaiser – Board Member.
6. Old Business:
 - a. Jon Ketzenberg was re-certified as Tree Inspector by MN DNR.
 - b. Breanna Wagner checked into funding from other sources for replacing or removing elm trees due to EAB depredation.
7. New Business:
 - a. Tabled the suggestion to set aside \$15,000 to assist seniors, veterans, and low income property owners with dead tree removal. Tree Commission would suggest this amount be so noted with an asterisk in the general fund as this money was originally part of the 2024 MN DNR ReLeaf Community Forestry Grant for the sole purpose of reforesting the city and removing hazardous dead and dying elm trees due to EAB.
 - b. Breanna Wagner ordered 37 trees of various species including bur oak, serviceberry, and EAB resistant elm trees.
8. Open Mike: It is recommended a fund be established to share the cost of removing dead and dying trees from private lots for those of low or fixed income households. The board needs one or two more new members.
9. Meeting adjourned at 5:45 pm.

Next Tree Commission Meeting May 28, 2025 at 5.00 p.m. at Council Chambers.

ATTEST:

Tree Commission Chair _____

Tree Commission Secretary _____

UTILITY COMMISSION MINUTES
Council Chambers
January 23, 2025

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 A.M.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan and Glen Francis (via Zoom)
Members Absent: None
City Council Liaison: Scott Benson
City Staff Present: Jason Sykora, Electric Superintendent and Ryan Anderson,
 Water/Wastewater Superintendent

APPROVE MINUTES

Motion by Riordan, second by Francis to approve the December 19, 2024 Minutes. Motion carried 3 – 0.

ELECTRIC ITEMS

Chamber\CVB Christmas Decorations

Al Baloun, CVB Board Chair and Reagan Carter, Chamber, introduced themselves. Baloun said the Christmas decorations are very old and falling apart. The Chamber had purchased them with the City putting them up and removing. He thanked the City Electric Department employees for that work. The CVB got a quote for new decorations of about \$17,100. They want to purchase the decorations, but are asking the Electric Dept to front the funds with the CVB repaying the City back over three years at 0% interest. The CVB is going to make annual payments but is also looking at couple grants so the funds could be repaid sooner.

Schwalbach asked what documentation would be needed to show the loan. Nasby said he would do a one-page agreement for the CVB and Utility Commission to sign.

Benson said he really likes the Christmas light display in Island Park and hopes the Chamber can get that back up and going when the park is ready after flood repairs.

Motion by Riordan second by Francis to approve a three-year loan at 0% from the Electric Dept to the CVB for Christmas decorations. Motion carried 3 – 0.

Wilcon Construction Payment #14

Sykora said that nearly everything is done and by State statute they need to pay the retainage less any work remaining to be done. The pay request is for \$172,690.22 and has been recommended by the engineer. The remaining work is to make repairs to the restroom, get as-built plans completed, get the auto-dampers working and finish up some minor electrical work.

Motion by Riordan, second by Francis to approve the payment #14 to Wilcon Construction in the amount of \$172,690.22. Motion carried 3 – 0.

Wire Return\Credit

Sykora said that with the data center project not moving ahead the City had 24,216 feet of wire being returned to the vendor. IRBY would credit the City back \$200,992.80 less a 10% restocking fee. Revolve Labs would be paying for the restocking fee out of their deposit with the City, so the City is returning Revolve Lab's deposit for just less than \$180,000. The City got the check from IRBY on January 22nd and the City was wiring the deposit return to Revolve Labs today.

New Large Bucket Truck Quotes

Sykora said that he had specs for the truck from three vendors (Altec, Duralift and Terex) from the Sourcewell contract. He priced them with the hybrid option which would allow for operation of the boom and unit via battery power. The engine size varied a bit and there were a few other minor differences, such as the bucket on one being four inches smaller. The lead time on a new truck is 1-2 years and they would like the new one as soon as possible rather than spend big money on the repairs of the existing truck. The budget for the new truck is \$250,000 plus \$70,000 to \$90,000 trade in value of the old truck and use of \$40,000 in the equipment budget. The truck quotes went from \$365,000 to \$412,000. Sykora is recommending the truck from Duralift as the price is the best when the larger engine is placed into the Altec truck. Additionally, Duralift has a one-year lead time and their factory is in George, IA making repairs easier.

Motion by Riordan second by Francis to approve the truck purchase from Duralift with the hybrid option if the price is within 105% of the quoted price of \$373,000 when the modifications are made. Motion carried 3 – 0.

2025 Capital Project Update

Sykora said that they are going to do some annual upgrade projects with plans to do the following:

1. Put in a redundant feed to South Windom with no boxes in the floodplain. Estimated cost \$131,000.
2. Replace switch behind Duffy's on 1st Avenue. This also gives them the option to tie in feeders 2 and 5. They will go under Highway 60/71 to Casey's along 7th Street to 4th Avenue. Estimated cost \$170,000.
3. If time permits, bury overhead from 13th Street onto Prospect Avenue to 10th Street.

Other Electric Items

Sykora said that the crew has cleaned the old CAT units after the construction work and refinished the floor. They are out tree trimming as time and weather allows.

WATER/WASTEWATER ITEMS

Water\Wastewater Rate Study Proposal

Anderson said that Travis Winter, Bolton & Menk, was here to answer questions and review the proposal. Winter said that he is in the Fairmont, MN office and is familiar with the Windom water and sewer systems. They would do the rate study for both water and wastewater along with any anticipated capital expenses. They would have this in an excel format so the City can make changes as needed.

Anderson said that the use at Premium Iowa Pork is not yet known so they will make some estimates, but having the ability to change the model when data is available will be useful.

Francis said he is comfortable with using Bolton & Menk as they know the City's utilities and staff.

Motion by Riordan second by Francis to approve the Bolton & Menk proposal to do a rate study for the water and wastewater utilities that include a model with capital planning. Motion carried 3 – 0.

PFAS Overview of Rules\Regulations

Anderson said that the EPA and MPCA sent out some proposed rules dealing with PFAS including assessments and fact sheets. The document was 281 pages long. The regs are federal, which is EPA, but MPCA adopts the rules and does enforcement. There were public comments submitted on the proposed rules and MESERB is involved. There may be some changes or modifications yet to come before the final rules are set.

Winter said that his firm is monitoring the situation and watching for impacts to land application rules. Some facilities are starting to sample for PFAS, but it is not necessary quite yet.

Anderson said the State of Maine prohibits land application of bio-solids and that would be a costly aspect for the utility if Minnesota were to do the same as the alternatives are incineration or landfill.

Schwalbach asked what the impacts are to landfills as they take PFAS materials. Anderson said their big issue will be the leachate.

Other Water/Wastewater Items

Anderson stated the wellhead protection plan is underway and he is starting to see the bills from the consultant. PIP is going to use City water, but without any operational data he is using an estimate based on discussions with the company. He said that the Water Dept is looking to replace a pick-up with an F350 gas unit. Higley Ford has one available and he would get a second quote. There is \$72,000 budgeted for a pick-up and new box but they may just put a box tool tray in the pick-up which will reduce the cost. He did have a quote for a pick-up and new fiberglass box but that was \$116,000. They had a water main freeze by the Catholic Church and when they fixed the line break a hole in the line was discovered about two feet away so that was fixed too.

Regular Bills

Motion by Riordan second by Francis to approve the Regular bills as presented. Motion carried 3 – 0.

Old Business

Sykora noted the next ERA federal grant round. Nasby said staff is recommending skipping this round and saving the grant writing fee as the federal government may be pulling back this funding. Also, the SW Regional Development Commission is doing a concept paper for this funding and they will include the Windom project. The thought is to wait and see if federal funding is retained or not and how the SRDC submission goes before the City incurs more cost to apply for the grant.

New Business

None.

The next Commission meeting was scheduled for February 27, 2025 at 10:00 a.m. in the Council Chambers.

Adjourn

Schwalbach adjourned the meeting by unanimous consent at 11:41 am.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: BUSINESS, ARTS & RECREATION CENTER, INC. Previous Gambling Permit Number: X- X-94904-24-016

Minnesota Tax ID Number, if any: 262046 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO BOX 123

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

Name of Chief Executive Officer (CEO): ASHLEY JOHNSON

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

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

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): BUSINESS, ARTS and RECREATION CENTER, INC. (BARC)

Physical Address (do not use P.O. box): 1012 5TH AVENUE

Check one:

☒ City: WINDOM Zip: 56101 County: COTTONWOOD
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 18, 2025

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

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

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

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

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

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

**COUNTY APPROVAL
for a gambling premises
located in a township**

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Ashley Johnson Date: 1-27-25
(Signature must be CEO's signature; designee may not sign)

Print Name: ASHLEY JOHNSON**REQUIREMENTS****Complete a separate application for:**

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

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

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

Questions?

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



Windom, MN

Expense Approval Report

By Fund

Payment Dates 1/18/2025 - 1/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	JAN 25	12/31/2024	SALES TAX	100-20202	20,966.02
MN REVENUE	JAN 25	12/31/2024	SALES TAX	100-20202	11.47
MN REVENUE	JAN 25	12/31/2024	SALES TAX	100-20202	514.00
MN REVENUE	JAN 25	12/31/2024	SALES TAX	100-20202	5,881.00
					27,372.49
Activity: 41110 - Mayor & Council					
INDOFF, INC	3772883	12/31/2024	EDA/P&Z/ SUPPLIES	100-41110-200	34.05
INDOFF, INC	3775733	01/27/2025	EDA/CITY HALL/PRINTING/SU...	100-41110-350	28.55
CONVENT. & VISITOR BUREAU	DEC 24	12/31/2024	MAYOR & COUNCIL/PAYMEN...	100-41110-491	3,619.67
CONVENT. & VISITOR BUREAU	JAN 25	01/21/2025	MAYOR & COUNCIL/PAYMEN...	100-41110-491	3,722.01
Activity 41110 - Mayor & Council Total:					7,404.28
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	100-41310-131	7.20
INDOFF, INC	3769740	12/31/2024	CITY HALL/SUPPLIES	100-41310-200	11.29
INDOFF, INC	3773715	01/21/2025	CITY HALL/ OFFICE SUPPLIES	100-41310-200	859.50
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INSERTS	100-41310-200	6.00
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	100-41310-217	13.01
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	100-41310-322	97.02
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	100-41310-326	302.89
MN GOVERNMENT FINANCE ...	ACTIVE 2025-26	01/21/2025	CITY HALL/DUES	100-41310-433	70.00
Activity 41310 - Administration Total:					1,366.91
Activity: 41910 - Building & Zoning					
INDOFF, INC	3772536	12/31/2024	EDA/P&Z/ SUPPLIES	100-41910-200	36.79
INDOFF, INC	3775172	01/21/2025	EDA/P&Z/ SUPPLIES	100-41910-200	14.71
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	100-41910-322	2.07
WINDOM AUTO VALUE	34309452	01/21/2025	EDA/VEHICLE MAINT	100-41910-405	40.58
Activity 41910 - Building & Zoning Total:					94.15
Activity: 41940 - City Hall					
HOMETOWN SANITATION SE...	594158	01/23/2025	CITY HALL-DISPOSAL	100-41940-384	114.99
CRISTINA MAZARIEGOS	JAN 6- JAN 17	01/23/2025	CITY HALL/LIBRARY/CLEANING	100-41940-406	450.00
Activity 41940 - City Hall Total:					564.99
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	100-42120-131	32.39
AMAZON CAPITAL SERVICES, I...	111T-K174-HJKH	01/21/2025	POLICE/SUPPLIES	100-42120-200	53.66
INDOFF, INC	3773317	01/21/2025	POLICE/SUPPLIES	100-42120-200	66.55
INDOFF, INC	3774085	01/27/2025	POLICE/SUPPLIES	100-42120-200	64.90
INDOFF, INC	3775173	01/27/2025	POLICE/SUPPLIES	100-42120-200	67.28
INDOFF, INC	3775732	01/28/2025	POLICE/OFFICE SUPPLIES	100-42120-200	50.19
INDOFF, INC	3776542	01/28/2025	POLICE/OFFICE SUPPLIES	100-42120-200	104.57
TEDDER INDUSTRIES LLC	INV532097	01/27/2025	POLICE/UNIFORMS	100-42120-218	2,228.70
WINDOM AREA HEALTH	32351692	01/21/2025	POLICE/MEDICAL FEES	100-42120-305	65.00
AMAZON CAPITAL SERVICES, I...	1TJW-3PG3-KK64	12/31/2024	POLICE/RADIO UNITS	100-42120-323	84.00
ALPHA WIRELESS - MANKATO...	28281	01/13/2025	POLICE/RADIO UNITS	100-42120-323	120.00
COTTONWOOD CO AUD/TREAS	25010010	12/31/2024	DISPATCHING SERVICES	100-42120-325	6,180.75
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	100-42120-326	314.93
MIKE'S LLC	1193	01/28/2025	POLICE/OFFICE MAINT	100-42120-404	3,775.35
MIKE'S LLC	1194	01/28/2025	POLICE/OFFICE MAINT	100-42120-404	4,885.16
MIKE'S LLC	1195	01/28/2025	POLICE/OFFICE MAINT.	100-42120-404	2,167.22
COTTONWOOD CO AUD/TREAS	FEB 25	01/21/2025	POLICE/RENTAL	100-42120-412	2,152.50
FLEET SERVICES DIVISION	2025060001	12/31/2024	POLICE/VEHICLE LEASE	100-42120-419	434.91
AMAZON CAPITAL SERVICES, I...	1NCR-6V91-V63Q	01/21/2025	POLICE/MISC	100-42120-480	88.98

Expense Approval Report

Payment Dates: 1/18/2025 - 1/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES, I...	1RLJ-R7PY-H1D9	01/21/2025	POLICE/MISC	100-42120-480	21.95
Activity 42120 - Crime Control Total:					22,958.99
Activity: 42220 - Fire Fighting					
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	100-42220-217	15.94
COTTONWOOD CO AUD/TREAS	25010010	12/31/2024	DISPATCHING SERVICES	100-42220-325	51.75
HOMETOWN SANITATION SE...	594209	01/23/2025	EMS/DISPOSAL	100-42220-384	50.00
Activity 42220 - Fire Fighting Total:					117.69
Activity: 42500 - Civil Defense					
ALPHA WIRELESS - MANKATO...	28280	01/13/2025	CIVIL DEFENSE SIRENS	100-42500-323	1,800.00
Activity 42500 - Civil Defense Total:					1,800.00
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	100-43100-131	3.60
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	100-43100-217	5.62
ECONO SIGNS LLC	10-993985	01/21/2025	STREET/ STREET MAINTENAN...	100-43100-224	1,339.41
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	100-43100-326	314.93
HOMETOWN SANITATION SE...	594159	01/23/2025	STREET DEPT/DISPOSAL	100-43100-384	116.99
SOUTHERN MN INSPECTION ...	24604	01/27/2025	STREET/SERVICES	100-43100-401	263.75
Activity 43100 - Streets Total:					2,044.30
Activity: 45202 - Park Areas					
ATCO INTERNATIONAL CO	I0639414	01/21/2025	STREET/CHEMICALS	100-45202-216	680.70
HOMETOWN SANITATION SE...	594160	01/23/2025	SQUARE/DISPOSAL	100-45202-384	67.99
HOMETOWN SANITATION SE...	594176	01/23/2025	ISLAND PARK DISPOSAL	100-45202-384	96.97
HOMETOWN SANITATION SE...	594177	01/23/2025	TEGELS PARK DISPOSAL	100-45202-384	117.23
HOMETOWN SANITATION SE...	594215	01/23/2025	ABBY PARK DISPOSAL	100-45202-384	24.98
Activity 45202 - Park Areas Total:					987.87
Fund 100 - GENERAL Total:					64,711.67
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
PLUM CREEK LIBRARY	IV26356	12/31/2024	LIBRARY/SUPPLIES	211-45501-200	167.29
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	211-45501-217	57.17
PLUM CREEK LIBRARY	IV26387	01/21/2025	LIBRARY/OPERATING SUPPLIE...	211-45501-217	2,160.00
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	211-45501-326	314.93
PLUM CREEK LIBRARY	IV26387	01/21/2025	LIBRARY/OPERATING SUPPLIE...	211-45501-326	7,600.00
VESTIS GROUP, INC	2560340784	01/21/2025	LIBRARY/MAINTENANCE - ST...	211-45501-402	44.65
CRISTINA MAZARIEGOS	JAN 6- JAN 17	01/23/2025	CITY HALL/LIBRARY/CLEANING	211-45501-402	450.00
PLUM CREEK LIBRARY	IV26387	01/21/2025	LIBRARY/OPERATING SUPPLIE...	211-45501-435	2,895.00
Activity 45501 - Library Total:					13,689.04
Fund 211 - LIBRARY Total:					13,689.04
Fund: 225 - AIRPORT					
Activity: 49950 - Capital Outlay					
SEH	480145	12/31/2024	AIRPORT CAPITAL PROJECT	225-49950-500	7,260.00
Activity 49950 - Capital Outlay Total:					7,260.00
Fund 225 - AIRPORT Total:					7,260.00
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	235-42153-131	3.60
AMAZON CAPITAL SERVICES, I...	11XN-CRFR-3JXH	01/13/2025	AMBO/OPERATING SUPPLIES	235-42153-217	168.30
AMAZON CAPITAL SERVICES, I...	13NH-MHLQ-7WKL	01/15/2025	AMBO/OPERATING SUPPLIES	235-42153-217	46.02
LINDE GAS & EQUIPMENT INC.	47256303	12/31/2024	AMBO/OTHER MERCHANDISE	235-42153-261	679.13
LEWIS FAMILY DRUG, LLC	DEC 24	12/31/2024	AMBO/OTHER MERCHANDISE	235-42153-261	1,289.45
JIM AXFORD	1/11/2025	01/21/2025	AMBO/TRAINING/REGISTRAT...	235-42153-308	25.00
APRIL HARRINGTON	1/17/2025	01/21/2025	AMBO/REGISTRATION	235-42153-308	25.00
WINDOM AREA HEALTH	734-0024-12-2024-02	12/31/2024	AMBO/ NURSING TRANSFER R...	235-42153-312	6,401.86
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	235-42153-322	3.69
COTTONWOOD CO AUD/TREAS	25010010	12/31/2024	DISPATCHING SERVICES	235-42153-325	1,350.00
EXPERT BILLING LLC	12981	12/31/2024	AMBO/DATA PROCESSING	235-42153-326	6,090.00
DONNA MARCY	1/11/2025	01/21/2025	AMBO/MEALS	235-42153-334	11.17

Expense Approval Report

Payment Dates: 1/18/2025 - 1/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JENNA VACHUSKA	1/13/2025	01/21/2025	AMBO/MEALS	235-42153-334	27.32
ROB VISKER	1/17-1/18	01/21/2025	AMBO/MEALS	235-42153-334	33.85
KRISTEN PORATH	1/7-1/15	01/21/2025	AMBO/MEALS	235-42153-334	64.48
DAN MESNER	1/8/2025	01/21/2025	AMBO/MEALS	235-42153-334	5.50
MEGAN BRAMSTEDT	1/9/2025	01/21/2025	AMBO/MEALS	235-42153-334	24.67
HOMETOWN SANITATION SE...	594209	01/23/2025	EMS/DISPOSAL	235-42153-384	49.99
PAUL MARSH	33416	01/21/2025	AMBO/VEHICLE MAINT	235-42153-405	203.98
MN REVENUE	DEC 24	12/31/2024	ESTIMATED TAX PROVIDER	235-42153-460	1,800.00

Activity 42153 - Ambulance Total: 18,303.01

Fund 235 - AMBULANCE Total: 18,303.01

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

INDOFF, INC	3772536	12/31/2024	EDA/P&Z/ SUPPLIES	250-46520-200	1.79
INDOFF, INC	3775172	01/21/2025	EDA/P&Z/ SUPPLIES	250-46520-200	14.71
INDOFF, INC	3775733	01/27/2025	EDA/CITY HALL/PRINTING/SU...	250-46520-200	34.05
EHLERS & ASSOC., INC.	1659	01/21/2025	EDA/CONSULTING & AUDITING	250-46520-301	285.00
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	250-46520-322	0.69
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	250-46520-326	314.93
EDAM	2025-11328	01/21/2025	EDA DUES	250-46520-433	330.00

Activity 46520 - EDA Total: 981.17

Fund 250 - EDA GENERAL Total: 981.17

Fund: 255 - EDA GENERAL RLF

Activity: 46520 - EDA

LACANNE FUNERAL HOME	1/23/2025	01/28/2025	EDA/ GENERAL RLF	255-46520-491	2,884.92
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Activity 46520 - EDA Total: 2,884.92

Fund 255 - EDA GENERAL RLF Total: 2,884.92

Fund: 601 - WATER

CORE & MAIN LP	W120968	01/21/2025	WATER/INVENTORY	601-14200	724.57
CORE & MAIN LP	W292781	01/27/2025	WATER/INVENTORY	601-14200	293.04

1,017.61

Activity: 49400 - Water

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	601-49400-131	3.60
WINDOM AUTO VALUE	34309455	01/27/2025	WATER/OPERATING SUPPLIES	601-49400-217	112.15
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	601-49400-217	6.68
LEONARD RICE CONSULTING ...	28685	12/31/2024	WATER/ENG/SURVEYING FEES	601-49400-303	1,155.00
MN VALLEY TESTING	1288853	01/15/2025	WATER/LAB TESTING	601-49400-310	77.50
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	601-49400-322	211.22
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	601-49400-322	2.07
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE POSTAGE	601-49400-322	275.22
INNOVATIVE SYSTEMS LLC	1/22/25	01/22/2025	BILLING SYSTEM MAINTENCE	601-49400-326	1,060.75
INNOVATIVE SYSTEMS LLC	INV-22180	01/03/2025	ELECTRIC/WATER/SEWER/TEL...	601-49400-326	668.00
INNOVATIVE SYSTEMS LLC	INV-22409	01/03/2025	WATER/SEWER/TELECOM/EL...	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE PROCESSING	601-49400-326	159.84
HOMETOWN SANITATION SE...	594162	01/23/2025	WASTEWATER/DISPOSAL	601-49400-384	119.98
BLACKHAWK SUPPLY LLC	122215	01/27/2025	WATER/MAINTENANCE - OFFI...	601-49400-404	223.84
WINDOM AUTO VALUE	34309619	01/27/2025	WATER/VEHICLE MAINT	601-49400-405	34.59
WINDOM AUTO VALUE	34309654	01/27/2025	WATER/VEHICLE MAINT/	601-49400-405	135.47
SCOTT VEENKER	31191	01/27/2025	WATER/MAINTENANCE - DIST...	601-49400-408	2,088.40
CORE & MAIN LP	W292762	01/27/2025	WATER/MAINTENANCE - DIST...	601-49400-408	584.08
MN DEPT OF HEALTH	Q4 - 2024	12/31/2024	WATER SURCHARGE 2024 Q4	601-49400-443	5,115.00
SW/WC SERVICE COOPERATIVE	FEB 25	01/21/2025	HEALTH INSURANCE	601-49400-480	1,019.62
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	601-49400-480	3.61

Activity 49400 - Water Total: 13,574.12

Fund 601 - WATER Total: 14,591.73

Fund: 602 - SEWER

Activity: 49450 - Sewer

STEVE WILLARD	1/15/2025	01/21/2025	SEWER/UNIFORMS	602-49450-217	200.00
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Expense Approval Report

Payment Dates: 1/18/2025 - 1/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	602-49450-217	6.21
MN VALLEY TESTING	1288371	01/13/2025	SEWER/LAB TESTING	602-49450-310	110.40
MN VALLEY TESTING	1288524	01/13/2025	SEWER/LAB TESTING	602-49450-310	155.20
MN VALLEY TESTING	1288682	01/13/2025	SEWER/ LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1288943	01/15/2025	SEWER/LAB TESTING	602-49450-310	141.60
MN VALLEY TESTING	1289335	01/21/2025	SEWER/ LAB TESTING	602-49450-310	110.40
MN VALLEY TESTING	1289424	01/21/2025	SEWER/LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1289664	01/21/2025	SEWER/LAB TESTING	602-49450-310	155.20
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	602-49450-322	211.23
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE POSTAGE	602-49450-322	275.20
INNOVATIVE SYSTEMS LLC	1/22/25	01/22/2025	BILLING SYSTEM MAINTENCE	602-49450-326	1,060.75
INNOVATIVE SYSTEMS LLC	INV-22180	01/03/2025	ELECTRIC/WATER/SEWER/TEL...	602-49450-326	668.00
INNOVATIVE SYSTEMS LLC	INV-22409	01/03/2025	WATER/SEWER/TELECOM/EL...	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE PROCESSING	602-49450-326	159.84
W.W. GOETSCH ASSOCIATES, ...	113897	01/21/2025	SEWER/MAINTENANCE - OFFI...	602-49450-404	1,600.00
SOUTHERN MN INSPECTION ...	24604	01/27/2025	SEWER/MAINTENANCE - OFFI...	602-49450-404	413.75
Activity 49450 - Sewer Total:					6,287.68

Activity: 49980 - Debt Service

MN PUBLIC FACILITIES AUTHO...	1/21/2025	01/22/2025	CLEAN WATER LOAN FUND	602-49980-611	18,451.90
Activity 49980 - Debt Service Total:					18,451.90
Fund 602 - SEWER Total:					24,739.58

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 627 RETURN	01/21/2025	ELECTRIC/INVENTORY	604-14200	33.26
BORDER STATES	929711734	01/22/2025	ELECTRIC/INVENTORY	604-14200	194.70
DAKOTA SUPPLY GROUP	S104356660.001	01/06/2025	ELECTRIC/INVENTORY	604-14200	209.49
DAKOTA SUPPLY GROUP	S104364191.001	01/22/2025	ELECTRIC/INVENTORY	604-14200	2,589.66
ZIEGLER, INC.	PSIP000001826	12/31/2024	ELECTRIC/GENERATORS	604-16480	393,487.00
MN REVENUE	JAN 25	12/31/2024	SALES TAX	604-20202	9,750.98
CLARICE GREGG	1/28/2025	01/28/2025	ELECTRIC PREPAYMENT REFU...	604-22000	300.00
					406,565.09

Activity: 49550 - Electric

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	604-49550-131	3.60
AMAZON CAPITAL SERVICES, I...	167X-GHJ6-Y7N1	01/13/2025	ELECTRIC/SUPPLIES	604-49550-211	182.26
TRISTAN JOEL	1/22/2025	01/22/2025	ELECTRIC/UNIFORMS	604-49550-218	185.00
CMP - CENTRAL MUNICIPAL P...	7852	12/31/2024	ELECTRIC/MERCHANDISE FOR...	604-49550-263	142,726.45
CMP - CENTRAL MUNICIPAL P...	7852	12/31/2024	ELECTRIC/MERCHANDISE FOR...	604-49550-263	70,725.88
DEPARTMENT OF ENERGY	BFPB000801224	12/31/2024	ELECTRIC/MERCHANDISE FOR...	604-49550-263	78,558.22
JM TEST SYSTEMS, INC	66454	01/21/2025	ELECTRIC/LAB TESTING	604-49550-310	1,808.00
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	604-49550-322	6.21
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	604-49550-322	211.23
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE POSTAGE	604-49550-322	275.22
INNOVATIVE SYSTEMS LLC	1/22/25	01/22/2025	BILLING SYSTEM MAINTENCE	604-49550-326	2,115.15
INNOVATIVE SYSTEMS LLC	INV-22180	01/03/2025	ELECTRIC/WATER/SEWER/TEL...	604-49550-326	1,332.00
INNOVATIVE SYSTEMS LLC	INV-22409	01/03/2025	WATER/SEWER/TELECOM/EL...	604-49550-326	1,035.00
STEVE NASBY	JAN 14/15	01/21/2025	ELECTRIC/LODGING	604-49550-334	76.17
HOMETOWN SANITATION SE...	594163	01/23/2025	ELECTRIC/DISPOSAL	604-49550-384	117.98
HENNING RENTAL, INC	1-548964	01/22/2025	ELECTRIC/MAINT.	604-49550-402	513.00
AMAZON CAPITAL SERVICES, I...	1DGF-R6TK-VG6K	01/21/2025	ELECTRIC/MAINTENANCE - ST...	604-49550-402	1,608.65
MATTHEW L MASTERS	NOV-DEC 24	12/31/2024	ELECTRIC/MAINTENANCE - G...	604-49550-406	180.00
ELECTRIC FUND	# 1008	01/21/2025	ELECTRIC/MAINT- DISTRO	604-49550-408	822.63
ELECTRIC FUND	# 1009	01/21/2025	ELECTRIC/MAINT DISTRO	604-49550-408	7.30
BLACKBURN MFG. CO.	0754273-IN	01/13/2025	ELECTRIC/MAINTENANCE - DI...	604-49550-408	850.99
MINNESOTA PETROLEUM SER...	0000151003	12/31/2024	ELECTRIC/MAINTENANCE - G...	604-49550-410	730.00
CMP - CENTRAL MUNICIPAL P...	7852	12/31/2024	ELECTRIC/MERCHANDISE FOR...	604-49550-450	3,599.92
MN REVENUE	JAN 25	12/31/2024	SALES TAX	604-49550-460	233.00
REVOLVE LABS INC	1/23/2025	01/23/2025	ELECTRIC/MISC	604-49550-480	179,900.72
DISPLAY SALES CO	INV5705	01/08/2025	ELECTRIC/MISC	604-49550-480	17,095.00

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Payment Dates: 1/18/2025 - 1/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WINDOM AREA DEVELOPMEN...	FEB 2025	01/22/2025	ELECTRIC/PAYMENTS TO OTH...	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	506,099.58
				Fund 604 - ELECTRIC Total:	912,664.67

Fund: 609 - LIQUOR STORE

MN REVENUE	JAN 25	12/31/2024	SALES TAX	609-20202	21,456.00
					21,456.00

Activity: 49751 - Liquor Store

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	609-49751-131	3.60
VESTIS GROUP, INC	256340786	01/21/2025	LIQUOR STORE/SUPPLIES	609-49751-211	69.07
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	609-49751-217	8.44
VINOCOPIA, INC	0366276-IN	01/15/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-251	909.31
VINOCOPIA, INC	0366515-IN	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	171.40
BREAKTHRU BEVERAGE MN W...	119435404	01/06/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-251	3,342.54
BREAKTHRU BEVERAGE MINN...	119624772	01/21/2025	LIQUOR STORE/LIQUOR	609-49751-251	175.50
BREAKTHRU BEVERAGE MN W...	119626355	01/21/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-251	2,820.75
DOLL DISTRIBUTING, LLC	1675428	01/13/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-251	138.90
DOLL DISTRIBUTING, LLC	1675441	01/13/2025	LIQUOR STORE/BEER/LIQUOR	609-49751-251	-23.88
DOLL DISTRIBUTING, LLC	1680281	01/21/2025	LIQUOR STORE/LIQUOR/BEER...	609-49751-251	1,483.80
DOLL DISTRIBUTING, LLC	1680284	01/21/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-251	-10.68
DOLL DISTRIBUTING, LLC	1684998	01/28/2025	LIQUOR STORE/BEER/LIQUOR	609-49751-251	31.84
DOLL DISTRIBUTING, LLC	1685001	01/28/2025	LIQUOR STORE/LIQUOR	609-49751-251	155.00
PAUSTIS WINE COMPANY	256842	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	430.00
SOUTHERN GLAZER'S OF MN	2576034	01/13/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	1,266.91
SOUTHERN GLAZER'S OF MN	2578590	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	4,679.02
SOUTHERN GLAZER'S OF MN	2581128	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	1,532.75
JOHNSON BROS.	2709370	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	1,572.44
JOHNSON BROS.	2713971	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	1,056.39
BEVERAGE WHOLESALERS	362631	01/06/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-251	1,071.24
BEVERAGE WHOLESALERS	362692	01/06/2025	LIQUOR STORE/LIQUOR	609-49751-251	235.00
BEVERAGE WHOLESALERS	363328	01/13/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-251	94.00
BREAKTHRU BEVERAGE MN W...	413113109	12/31/2024	LIQUOR STORE/LIQUOR/ FREI...	609-49751-251	-63.00
PHILLIPS WINE & SPIRITS	6907495	01/06/2025	LIQUOR STORE/ LIQUOR/FREI...	609-49751-251	2,888.00
PHILLIPS WINE & SPIRITS	6911527	01/13/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	2,396.56
PHILLIPS WINE & SPIRITS	6914077	01/21/2025	LIQUOR STORE/LIQUOR STOR...	609-49751-251	3,211.02
PHILLIPS WINE & SPIRITS	6917564	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	1,225.66
PHILLIPS WINE & SPIRITS	6917566	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-251	183.27
SOUTHERN GLAZER'S OF MN	9620422	01/13/2025	LIQUOR STORE/LIQUOR	609-49751-251	-355.50
DOLL DISTRIBUTING, LLC	1675424	01/13/2025	LIQUOR STORE/BEER	609-49751-252	149.00
DOLL DISTRIBUTING, LLC	1675428	01/13/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-252	5,300.15
DOLL DISTRIBUTING, LLC	1675441	01/13/2025	LIQUOR STORE/BEER/LIQUOR	609-49751-252	-25.60
DOLL DISTRIBUTING, LLC	1680281	01/21/2025	LIQUOR STORE/LIQUOR/BEER...	609-49751-252	7,255.55
DOLL DISTRIBUTING, LLC	1680284	01/21/2025	LIQUOR STORE/LIQUOR/BEER	609-49751-252	-42.28
DOLL DISTRIBUTING, LLC	1684998	01/28/2025	LIQUOR STORE/BEER/LIQUOR	609-49751-252	27.48
DOLL DISTRIBUTING, LLC	1685003	01/28/2025	LIQUOR STORE/BEER/NON-AL...	609-49751-252	7,963.75
BEVERAGE WHOLESALERS	362631	01/06/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-252	10,703.82
BEVERAGE WHOLESALERS	363328	01/13/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-252	9,311.65
BEVERAGE WHOLESALERS	364281	01/21/2025	LIQUOR STORE/BEER/NON-AL...	609-49751-252	6,229.65
BEVERAGE WHOLESALERS	365175	01/28/2025	LIQUOR STORE/BEER	609-49751-252	6,327.90
ARTISAN BEER COMPANY	3737263	01/06/2025	LIQUOR STORE/BEER	609-49751-252	73.80
ARTISAN BEER COMPANY	3738528	01/13/2025	LIQUOR STORE/BEER	609-49751-252	110.80
ARTISAN BEER COMPANY	3740112	01/21/2025	LIQUOR STORE/BEER	609-49751-252	119.85
ARTISAN BEER COMPANY	3741774	01/28/2025	LIQUOR STORE/BEER	609-49751-252	146.00
VINOCOPIA, INC	0366276-IN	01/15/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-253	184.00
BREAKTHRU BEVERAGE MN W...	119435404	01/06/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-253	736.00
BREAKTHRU BEVERAGE MN W...	119626355	01/21/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-253	1,332.00
DOLL DISTRIBUTING, LLC	1675428	01/13/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-253	33.60
DOLL DISTRIBUTING, LLC	1680281	01/21/2025	LIQUOR STORE/LIQUOR/BEER...	609-49751-253	33.60
SOUTHERN GLAZER'S OF MN	2576036	01/13/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	289.80
SOUTHERN GLAZER'S OF MN	2578591	01/21/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	507.88

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	2581129	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	467.84
JOHNSON BROS.	2709371	01/21/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	1,867.40
JOHNSON BROS.	2713970	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	384.00
JOHNSON BROS.	2713972	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	763.50
ROUND LAKE VINEYARDS & W...	4371	01/07/2025	LIQUOR STORE/WINE	609-49751-253	337.50
PHILLIPS WINE & SPIRITS	6903548CR	12/26/2024	LIQUOR STORE/WINE/FREIGH...	609-49751-253	-467.10
PHILLIPS WINE & SPIRITS	6907496	01/06/2025	LIQUOR STORE/WINE/SOFT D...	609-49751-253	223.32
PHILLIPS WINE & SPIRITS	6914078	01/21/2025	LIQUOR STORE/WINE/NON-A...	609-49751-253	1,262.00
PHILLIPS WINE & SPIRITS	691528	01/13/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	637.25
PHILLIPS WINE & SPIRITS	6917565	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-253	148.87
VINOCOPIA, INC	0366276-IN	01/15/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-254	120.00
BREAKTHRU BEVERAGE MN W...	119435404	01/06/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-254	220.18
BEVERAGE WHOLESALERS	363328	01/13/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-254	187.50
BREAKTHRU BEVERAGE MN W...	413114647	12/31/2024	LIQUOR STORE/SOFT DRINKS ...	609-49751-254	-6.00
ATLANTIC COCA-COLA	4989482	01/13/2025	LIQUOR STORE/SOFT DRINKS	609-49751-254	209.00
ATLANTIC COCA-COLA	4989483	01/13/2025	LIQUOR STORE/SOFT DRINKS	609-49751-254	-15.33
PHILLIPS WINE & SPIRITS	6903548CR	12/26/2024	LIQUOR STORE/WINE/FREIGH...	609-49751-254	-334.80
PHILLIPS WINE & SPIRITS	6907496	01/06/2025	LIQUOR STORE/WINE/SOFT D...	609-49751-254	31.00
HOME CITY ICE COMPANY	7023252392	01/21/2025	LIQUOR STORE/ICE/FREIGHT	609-49751-257	216.80
JOHNSON BROS.	2709372	01/21/2025	LIQUOR STORE/THC	609-49751-258	322.75
DOLL DISTRIBUTING, LLC	1675428	01/13/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-259	139.80
DOLL DISTRIBUTING, LLC	1680281	01/21/2025	LIQUOR STORE/LIQUOR/BEER...	609-49751-259	161.70
DOLL DISTRIBUTING, LLC	1685003	01/28/2025	LIQUOR STORE/BEER/NON-AL...	609-49751-259	33.50
BEVERAGE WHOLESALERS	362631	01/06/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-259	40.80
BEVERAGE WHOLESALERS	363328	01/13/2025	LIQUOR STORE/BEER/LIQUOR...	609-49751-259	151.45
BEVERAGE WHOLESALERS	364281	01/21/2025	LIQUOR STORE/BEER/NON-AL...	609-49751-259	171.75
PHILLIPS WINE & SPIRITS	6914078	01/21/2025	LIQUOR STORE/WINE/NON-A...	609-49751-259	88.00
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	609-49751-322	4.83
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	609-49751-326	314.93
VINOCOPIA, INC	0366276-IN	01/15/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-333	19.50
VINOCOPIA, INC	0366515-IN	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	5.00
BREAKTHRU BEVERAGE MN W...	119435404	01/06/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-333	72.15
BREAKTHRU BEVERAGE MN W...	119626355	01/21/2025	LIQUOR STORE/LIQUOR/WINE...	609-49751-333	83.25
PAUSTIS WINE COMPANY	256842	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	10.00
SOUTHERN GLAZER'S OF MN	2576033	01/13/2025	LIQUOR STORE/LIQUOR/ FREI...	609-49751-333	6.49
SOUTHERN GLAZER'S OF MN	2576034	01/13/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	14.45
SOUTHERN GLAZER'S OF MN	2576035	01/13/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2576036	01/13/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	10.25
SOUTHERN GLAZER'S OF MN	2578590	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	90.61
SOUTHERN GLAZER'S OF MN	2578591	01/21/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	16.40
SOUTHERN GLAZER'S OF MN	2581128	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	14.86
SOUTHERN GLAZER'S OF MN	2581129	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	28.70
JOHNSON BROS.	2704937CR	01/29/2025	LIQUOR STORE/FREIGHT CRED...	609-49751-333	-10.49
JOHNSON BROS.	2704938CR	01/29/2025	LIQUOR STORE/ FREIGHT CRE...	609-49751-333	-16.24
JOHNSON BROS.	2709370	01/21/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	20.98
JOHNSON BROS.	2709371	01/21/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	36.54
JOHNSON BROS.	2713970	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	18.27
JOHNSON BROS.	2713971	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	12.70
JOHNSON BROS.	2713972	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	18.27
BREAKTHRU BEVERAGE MN W...	413113109	12/31/2024	LIQUOR STORE/LIQUOR/ FREI...	609-49751-333	-1.85
BREAKTHRU BEVERAGE MN W...	413114647	12/31/2024	LIQUOR STORE/SOFT DRINKS ...	609-49751-333	-0.15
PHILLIPS WINE & SPIRITS	6903548CR	12/26/2024	LIQUOR STORE/WINE/FREIGH...	609-49751-333	-29.78
PHILLIPS WINE & SPIRITS	6907495	01/06/2025	LIQUOR STORE/ LIQUOR/FREI...	609-49751-333	37.57
PHILLIPS WINE & SPIRITS	6907496	01/06/2025	LIQUOR STORE/WINE/SOFT D...	609-49751-333	8.12
PHILLIPS WINE & SPIRITS	6911527	01/13/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	27.92
PHILLIPS WINE & SPIRITS	6914077	01/21/2025	LIQUOR STORE/LIQUOR STOR...	609-49751-333	37.22
PHILLIPS WINE & SPIRITS	6914078	01/21/2025	LIQUOR STORE/WINE/NON-A...	609-49751-333	37.56
PHILLIPS WINE & SPIRITS	691528	01/13/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	18.27
PHILLIPS WINE & SPIRITS	6917564	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	21.66
PHILLIPS WINE & SPIRITS	6917565	01/28/2025	LIQUOR STORE/WINE/FREIGHT	609-49751-333	4.06

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	6917566	01/28/2025	LIQUOR STORE/LIQUOR/FREI...	609-49751-333	6.09
HOME CITY ICE COMPANY	7023252392	01/21/2025	LIQUOR STORE/ICE/FREIGHT	609-49751-333	7.50
HOMETOWN SANITATION SE...	594161	01/23/2025	LIQUOR STORE/DISPOSAL	609-49751-384	210.98
MN REVENUE	JAN 25	12/31/2024	SALES TAX	609-49751-460	31.00
Activity 49751 - Liquor Store Total:					96,020.10
Fund 609 - LIQUOR STORE Total:					117,476.10

Fund: 614 - TELECOM

ADAMS CABLE EQUIPMENT I...	2024-71583	12/31/2024	TELECOM/IMPROVEMENTS	614-16300	9,740.00
DGR ENGINEERING	00273082	12/31/2024	ELECTRIC/CIP	614-16480	11,296.50
					21,036.50

Activity: 49870 - Telecom

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	614-49870-131	3.60
CITY LAUNDERING CO.	2083618	01/21/2025	TELECOM/CLEANING SUPPLIES	614-49870-211	25.12
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	614-49870-217	3.52
AMAZON CAPITAL SERVICES, I...	13NK-9Y36-VP6Y	01/21/2025	TELECOM/UTILITY SYSTEM	614-49870-227	620.70
INTERSTATE TRS FUND	PAYMENT # 7	01/21/2025	TELECOM/LEGAL FEES	614-49870-304	696.33
INTERSTATE TRS FUND	PAYMENT # 7	01/21/2025	TELECOM/LEGAL FEES	614-49870-304	1.93
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	614-49870-322	38.51
USPS-POC	1/27/2025	01/28/2025	POSTAGE MACHINE	614-49870-322	211.23
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE POSTAGE	614-49870-322	275.22
INNOVATIVE SYSTEMS LLC	1/22/25	01/22/2025	BILLING SYSTEM MAINTENCE	614-49870-326	2,115.15
INNOVATIVE SYSTEMS LLC	INV-22129	01/03/2025	TELECOM/DATA PROCESSING	614-49870-326	1,200.00
INNOVATIVE SYSTEMS LLC	INV-22180	01/03/2025	ELECTRIC/WATER/SEWER/TEL...	614-49870-326	1,332.00
INNOVATIVE SYSTEMS LLC	INV-22409	01/03/2025	WATER/SEWER/TELECOM/EL...	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICEPROCESSING	614-49870-326	159.84
INNOVATIVE SYSTEMS LLC	INV-22744	12/31/2024	INVOICE PROCESSING	614-49870-326	159.84
NEUSTAR, INC.	L-0000049129	12/31/2024	TELECOM/DATA PROCESSING	614-49870-326	58.00
HOMETOWN SANITATION SE...	594164	01/23/2025	TELECOM/DISPOSAL	614-49870-384	105.00
SMITH AUTOMOTIVE CO	46428	01/21/2025	TELECOM/VEHICLE MAINT	614-49870-405	928.35
CENTURY LINK	7242105D-D-25017	01/27/2025	CABS	614-49870-441	36.40
CENTURY LINK	LX017082025022	01/27/2025	TELECOM/TRANSMISSION FEES	614-49870-441	272.64
NATIONAL CABLE TV COOP	24120380-1	01/16/2025	TELECOM/SUBSCRIBER FEES	614-49870-442	45,068.86
BIG TEN NETWORK, LLC	357455	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	1,317.21
FOX CORPORATION	357456	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	231.66
FOX CORPORATION	357457	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	2,970.00
NEXSTAR BROADCASTING GR...	595857	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	208.85
MLB NETWORK	597321	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	353.10
SHOWTIME NETWORKS INC	89120	12/31/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	146.88
CONSOLIDATED COMMUNICA...	JAN 25	01/21/2025	TELECOM/SUBSCRIBER FEES	614-49870-442	1,444.95
CONSOLIDATED CALL CENTER ...	26477	12/31/2024	TELECOM/SWITCH FEES	614-49870-445	107.53
1623 FARNAM LLC	00010425	01/06/2025	TELECOM/ INTERNET EXPENSE	614-49870-447	200.00
MANKATO NETWORKS, LLC	390341	12/31/2024	TELECOM/SWITCH FEES	614-49870-447	285.00
MANKATO NETWORKS, LLC	390350	01/21/2025	TELECOM/INTERNET EXPENSE	614-49870-447	1,242.46
JONATHAN ENGSTROM	411	12/31/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,700.00
JONATHAN ENGSTROM	413	12/31/2024	TELECOM/INTERNET EXPENSE	614-49870-447	680.00
JONATHAN ENGSTROM	415	12/31/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,700.00
JONATHAN ENGSTROM	417	12/31/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,700.00
JONATHAN ENGSTROM	419	12/31/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,147.50
JONATHAN ENGSTROM	421	01/21/2025	TELECOM/INTERNET EXPENSE	614-49870-447	1,020.00
JONATHAN ENGSTROM	423	01/21/2025	TELECOM/INTERNET EXPENSE	614-49870-447	1,700.00
MN REVENUE	JAN 25	12/31/2024	SALES TAX	614-49870-460	310.00
Activity 49870 - Telecom Total:					72,812.38
Fund 614 - TELECOM Total:					93,848.88

Fund: 615 - ARENA

Activity: 49850 - Arena

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	615-49850-131	3.60
A & B BUSINESS	IN1198052-2	12/31/2024	COLOR COPIES FIX	615-49850-217	0.59
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	615-49850-326	314.93
HOMETOWN SANITATION SE...	594165	01/23/2025	ARENA DISPOSAL	615-49850-384	178.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELITE MECHANICAL SYSTEMS ...	26890	12/31/2024	ARENA/MAINT STRUCTURE	615-49850-402	203.43
ELITE MECHANICAL SYSTEMS ...	26892	12/31/2024	ARENA/MAINT STRUCTURE	615-49850-402	350.09
ELITE MECHANICAL SYSTEMS ...	26891	12/31/2024	ARENA/ MAINT STRUCTRE	615-49850-404	342.05
MN REVENUE	JAN 25	12/31/2024	SALES TAX	615-49850-460	-6.47
SW/WC SERVICE COOPERATIVE	FEB 25	01/21/2025	HEALTH INSURANCE	615-49850-480	1,019.62
SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	615-49850-480	3.60
Activity 49850 - Arena Total:					2,410.43
Fund 615 - ARENA Total:					2,410.43

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

SW/WC SERVICE COOPERATIVE	JAN/FEB 25	01/21/2025	ALL DEPT/HEALTH INSURANCE	617-49860-131	3.60
ARCHIVE SOCIAL	321401	01/03/2025	DATA PROCESSING	617-49860-326	314.93
HOMETOWN SANITATION SE...	594166	01/23/2025	WCC/DISPOSAL	617-49860-384	181.99
MN REVENUE	JAN 25	12/31/2024	SALES TAX	617-49860-460	383.00
DRAKE HARDER	1/18/2025	01/21/2025	WCC/MISC	617-49860-480	150.00
PEYTON BANKS	1/18/2025	01/21/2025	WCC/MISC	617-49860-480	150.00
THEODORE DOUGLAS EVERS	1/18/2025	01/21/2025	WCC/MISC	617-49860-480	125.00
LANDEN JOSEPH REMPEL	1/18/2025	01/21/2025	WCC/BASEKTBALL	617-49860-480	120.00
DEREK HARDER	1/18/2025	01/21/2025	WCC/MISC	617-49860-480	125.00
BOB BLOM	1/18/2025	01/21/2025	WCC/MISC	617-49860-480	150.00
DANIEL HUP	1/25/2025	01/27/2025	WCC/BASEKTBALL REF	617-49860-480	75.00
BOB BLOM	1/25/2025	01/27/2025	WCC/BASEKTBALL REF	617-49860-480	75.00
PEYTON BANKS	1/25/2025	01/27/2025	WCC/BASKETBALL REF	617-49860-480	150.00
FLETCHER HANSON	1/27/2025	01/27/2025	WCC/BASKETBALL REF	617-49860-480	125.00
LANDEN JOSEPH REMPEL	1/27/2025	01/27/2025	WCC/REF	617-49860-480	120.00
DUANE LESLIE HARDER	1/27/2025	01/27/2025	WCC/BASKETBALL REF	617-49860-480	120.00
Activity 49860 - M/P Center Total:					2,368.52
Fund 617 - M/P CENTER Total:					2,368.52

Fund: 700 - PAYROLL

Internal Revenue Service-Payr...	INV0002551	01/24/2025	Federal Tax Withholding	700-21701	11,627.32
MN Department of Revenue - ...	INV0002552	01/24/2025	State Withholding	700-21702	6,049.08
Internal Revenue Service-Payr...	INV0002551	01/24/2025	Social Security	700-21703	15,132.88
MN Pera	INV0002549	01/24/2025	PERA	700-21704	140.00
MN Pera	INV0002549	01/24/2025	PERA	700-21704	850.24
MN Pera	INV0002549	01/24/2025	PERA	700-21704	8,901.92
MN Pera	INV0002549	01/24/2025	PERA	700-21704	16,619.49
MN State Deferred	INV0002550	01/24/2025	Deferred Compensation	700-21705	4,129.00
MN State Deferred	INV0002550	01/24/2025	Deferred Roth	700-21705	652.00
SW/WC SERVICE COOPERATIVE	FEB 25	01/21/2025	HEALTH INSURANCE	700-21706	37,603.30
LOCAL UNION #949	JAN 25	01/22/2025	LOCAL UNION DUES	700-21707	1,909.39
Internal Revenue Service-Payr...	INV0002551	01/24/2025	Medicare Withholding	700-21711	4,366.68
WEX Health Inc	1/15/2025	01/29/2025	FLEX SPENDING	700-21712	2,719.00
WEX Health Inc	1/16/2025	01/29/2025	FLEX SPENDING	700-21712	22.92
WEX Health Inc	1/17/2025	01/29/2025	FLEX SPENDING	700-21712	229.00
WEX Health Inc	1/18/2025	01/29/2025	FLEX SPENDING	700-21712	37.11
WEX Health Inc	1/19/2025	01/29/2025	FLEX SPENDING	700-21712	52.23
WEX Health Inc	1/21/2025	01/29/2025	FLEX SPENDING	700-21712	25.49
WEX Health Inc	1/22/2025	01/29/2025	FLEX SPENDING	700-21712	40.00
WEX Health Inc	1/23/2025	01/29/2025	FLEX SPENDING	700-21712	128.35
WEX Health Inc	1/24/2025	01/29/2025	FLEX SPENDING	700-21712	109.57
WEX Health Inc	1/27/2025	01/29/2025	FLEX SPENDING	700-21712	458.00
AFLAC	JAN 25	01/21/2025	INSURANCE	700-21715	499.73
AFLAC	JAN 25	01/21/2025	INSURANCE	700-21716	526.79
WEX Health Inc	INV0002548	01/24/2025	VEBA Employer Contribution	700-21720	2,093.79
WEX Health Inc	INV0002547	01/24/2025	HSA Employer Contribution	700-21722	1,093.77

Expense Approval Report**Payment Dates: 1/18/2025 - 1/31/2025**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX Health Inc	INV0002546	01/24/2025	HSA Employee Contribution	700-21723	861.14
					116,878.19
				Fund 700 - PAYROLL Total:	116,878.19
				Grand Total:	1,392,807.91

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	64,711.67
211 - LIBRARY	13,689.04
225 - AIRPORT	7,260.00
235 - AMBULANCE	18,303.01
250 - EDA GENERAL	981.17
255 - EDA GENERAL RLF	2,884.92
601 - WATER	14,591.73
602 - SEWER	24,739.58
604 - ELECTRIC	912,664.67
609 - LIQUOR STORE	117,476.10
614 - TELECOM	93,848.88
615 - ARENA	2,410.43
617 - M/P CENTER	2,368.52
700 - PAYROLL	116,878.19
Grand Total:	1,392,807.91

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	27,372.49
100-41110-200	Office Supplies	34.05
100-41110-350	Printing & Design	28.55
100-41110-491	Payments to Other Orga...	7,341.68
100-41310-131	Employer Paid Insurance...	7.20
100-41310-200	Office Supplies	876.79
100-41310-217	Other Operating Supplies	13.01
100-41310-322	Postage	97.02
100-41310-326	Data Processing	302.89
100-41310-433	Dues & Subscriptions	70.00
100-41910-200	Office Supplies	51.50
100-41910-322	Postage	2.07
100-41910-405	Repairs & Maint - Vehicle	40.58
100-41940-384	Refuse Disposal	114.99
100-41940-406	Repairs & Maint - Groun...	450.00
100-42120-131	Employer Paid Insurance...	32.39
100-42120-200	Office Supplies	407.15
100-42120-218	Uniforms	2,228.70
100-42120-305	Medical & Dental Fees	65.00
100-42120-323	Radio Units	204.00
100-42120-325	Dispatching	6,180.75
100-42120-326	Data Processing	314.93
100-42120-404	Repairs & Maint - M&E	10,827.73
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	434.91
100-42120-480	Other Miscellaneous	110.93
100-42220-217	Other Operating Supplies	15.94
100-42220-325	Dispatching	51.75
100-42220-384	Refuse Disposal	50.00
100-42500-323	Radio Units	1,800.00
100-43100-131	Employer Paid Insurance...	3.60
100-43100-217	Other Operating Supplies	5.62
100-43100-224	Street Maint Materials	1,339.41
100-43100-326	Data Processing	314.93
100-43100-384	Refuse Disposal	116.99
100-43100-401	Repairs & Maint - Buildi...	263.75
100-45202-216	Chemicals and Chemical ...	680.70
100-45202-384	Refuse Disposal	307.17
211-45501-200	Office Supplies	167.29

Account Summary

Account Number	Account Name	Payment Amount
211-45501-217	Other Operating Supplies	2,217.17
211-45501-326	Data Processing	7,914.93
211-45501-402	Repairs & Maint - Struct...	494.65
211-45501-435	Books and Pamphlets	2,895.00
225-49950-500	Capital Outlay	7,260.00
235-42153-131	Employer Paid Insurance...	3.60
235-42153-217	Other Operating Supplies	214.32
235-42153-261	Other Merchandise-Med...	1,968.58
235-42153-308	Training & Registrations	50.00
235-42153-312	Nursing	6,401.86
235-42153-322	Postage	3.69
235-42153-325	Dispatching	1,350.00
235-42153-326	Data Processing	6,090.00
235-42153-334	Meals/Lodging	166.99
235-42153-384	Refuse Disposal	49.99
235-42153-405	Repairs & Maint - Vehicle	203.98
235-42153-460	Miscellaneous Taxes	1,800.00
250-46520-200	Office Supplies	50.55
250-46520-301	Auditing & Consulting Se...	285.00
250-46520-322	Postage	0.69
250-46520-326	Data Processing	314.93
250-46520-433	Dues & Subscriptions	330.00
255-46520-491	Payments to Other Orga...	2,884.92
601-14200	Inventory	1,017.61
601-49400-131	Employer Paid Insurance...	3.60
601-49400-217	Other Operating Supplies	118.83
601-49400-303	Engineering and Surveyi...	1,155.00
601-49400-310	Lab Testing	77.50
601-49400-322	Postage	488.51
601-49400-326	Data Processing	2,406.09
601-49400-384	Refuse Disposal	119.98
601-49400-404	Repairs & Maint - M&E	223.84
601-49400-405	Repairs & Maint - Vehicle	170.06
601-49400-408	Repairs & Maint - Distrib...	2,672.48
601-49400-443	Intergovernmental Fees	5,115.00
601-49400-480	Other Miscellaneous	1,023.23
602-49450-217	Other Operating Supplies	206.21
602-49450-310	Lab Testing	1,175.20
602-49450-322	Postage	486.43
602-49450-326	Data Processing	2,406.09
602-49450-404	Repairs & Maint - M&E	2,013.75
602-49980-611	Bond Interest	18,451.90
604-14200	Inventory	3,027.11
604-16480	CIP-Const in Progress	393,487.00
604-20202	Sales Tax Payable	9,750.98
604-22000	Prepayments	300.00
604-49550-131	Employer Paid Insurance...	3.60
604-49550-211	Cleaning Supplies	182.26
604-49550-218	Uniforms	185.00
604-49550-263	Merchandise for Resale -...	292,010.55
604-49550-310	Lab Testing	1,808.00
604-49550-322	Postage	492.66
604-49550-326	Data Processing	4,482.15
604-49550-334	Meals/Lodging	76.17
604-49550-384	Refuse Disposal	117.98
604-49550-402	Repairs & Maint - Struct...	2,121.65
604-49550-406	Repairs & Maint - Groun...	180.00
604-49550-408	Repairs & Maint - Distrib...	1,680.92

Account Summary

Account Number	Account Name	Payment Amount
604-49550-410	Repairs & Maint - Gener...	730.00
604-49550-450	Conservation	3,599.92
604-49550-460	Miscellaneous Taxes	233.00
604-49550-480	Other Miscellaneous	196,995.72
604-49550-491	Payments to Other Orga...	1,200.00
609-20202	Sales Tax Payable	21,456.00
609-49751-131	Employer Paid Insurance...	3.60
609-49751-211	Cleaning Supplies	69.07
609-49751-217	Other Operating Supplies	8.44
609-49751-251	Liquor	30,618.24
609-49751-252	Beer	53,651.52
609-49751-253	Wine	8,741.46
609-49751-254	Soft Drinks & Mix	411.55
609-49751-257	Ice	216.80
609-49751-258	Liquor Store THC	322.75
609-49751-259	Non- Alcoholic	787.00
609-49751-322	Postage	4.83
609-49751-326	Data Processing	314.93
609-49751-333	Freight and Express	627.93
609-49751-384	Refuse Disposal	210.98
609-49751-460	Miscellaneous Taxes	31.00
614-16300	Improvements Other Th...	9,740.00
614-16480	CIP-Const in Progress	11,296.50
614-49870-131	Employer Paid Insurance...	3.60
614-49870-211	Cleaning Supplies	25.12
614-49870-217	Other Operating Supplies	3.52
614-49870-227	Utility System Maint Sup...	620.70
614-49870-304	Legal Fees	698.26
614-49870-322	Postage	524.96
614-49870-326	Data Processing	6,059.83
614-49870-384	Refuse Disposal	105.00
614-49870-405	Repairs & Maint - Vehicle	928.35
614-49870-441	Transmission Fees	309.04
614-49870-442	Subscriber Fees	51,741.51
614-49870-445	Switch Fees	107.53
614-49870-447	Internet Expense	11,374.96
614-49870-460	Miscellaneous Taxes	310.00
615-49850-131	Employer Paid Insurance...	3.60
615-49850-217	Other Operating Supplies	0.59
615-49850-326	Data Processing	314.93
615-49850-384	Refuse Disposal	178.99
615-49850-402	Repairs & Maint - Struct...	553.52
615-49850-404	Repairs & Maint - M&E	342.05
615-49850-460	Miscellaneous Taxes	-6.47
615-49850-480	Other Miscellaneous	1,023.22
617-49860-131	Employer Paid Insurance...	3.60
617-49860-326	Data Processing	314.93
617-49860-384	Refuse Disposal	181.99
617-49860-460	Miscellaneous Taxes	383.00
617-49860-480	Other Miscellaneous	1,485.00
700-21701	Federal Withholding	11,627.32
700-21702	State Withholding	6,049.08
700-21703	FICA Tax Withholding	15,132.88
700-21704	PERA Contributions	26,511.65
700-21705	Retirement	4,781.00
700-21706	Medical Insurance	37,603.30
700-21707	Union Dues	1,909.39
700-21711	Medicare Tax Withholdi...	4,366.68

Account Summary

Account Number	Account Name	Payment Amount
700-21712	Flex Account	3,821.67
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	526.79
700-21720	VEBA Contributions	2,093.79
700-21722	HSA Contribution	1,093.77
700-21723	HSA Employee Contribu	861.14
Grand Total:		1,392,807.91

Project Account Summary

Project Account Key	Payment Amount
None	1,392,807.91
Grand Total:	1,392,807.91

Donna Ikebor



CITY COUNCIL AGENDA REQUEST

Name of Requestor Darci Jones		Today's Date 1/27/25
Name of Business, if applicable Windom Chamber of Commerce		Phone Number
Email Address president.windomchamber@gmail.com		
Street Address 303 9th St.		
City Windom	State MN	Zip Code 56101
Requested City Council Date Feb. 4th		Alternative Date
Discussion Item The chamber of commerce update. What's happening, activities / events. Looking for volunteers for Riverfest.		
Handouts ☐ Yes ☒ No		Computer Hook Up Requested ☐ Yes ☒ No
<i>By signing this form, I understand that:</i> • 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 Darci Jones		Date & Time Received 1/27/25 3:00 PM
Received By [Signature]		

From: 26avannorman@isd177.com <26avannorman@isd177.com>
Sent: Tuesday, January 7, 2025 1:29 PM
To: Donna Torkelson <Donna.Torkelson@windommn.com>
Subject: New submission from Agenda Request Form

Name

Ava VanNorman

Email

26avannorman@isd177.com

Phone

(507) 822-0141

Address

620 21st Street
Windom, Minnesota 56101
United States
[Map It](#)

Date of Council Meeting:

01/21/2025

Subject:

My name is Ava VanNorman. At the December 3, 2024 Windom City Council meeting Wayne Mau addressed the Council regarding putting up the American flags around the square on several national holidays. During Mr. Mau's address, he informed the council of my, Senior Eagle Achievement Project, which is taking on the responsibility of fund raising, purchasing new flags, poles and mounts and then putting the flags up on several national holidays. My question to the council is, do I need formal approval from the City Council to put up the flags around the square, and if so, what is the proper protocol for doing so. If the City Council needs to vote on this, please schedule the vote and if necessary me to address the City Council for the next available City Council meeting. I have been working with Jason Sykora on flag holders that need to be installed onto the utility poles around the square. If approved, a question we have is, whose responsibility would it be to install these flagpole holders onto the utility poles? We estimate about 10 to 15 poles need flagpole holders. We are happy to install them if needed. Thank you for your time and consideration.

Have you brought this to the attention of the appropriate department head?

Yes

Have you brought this to the attention of the appropriate committee?

Yes

Committee Name

City Council and the Jason Sykora with the Utilities Department.

Applicants Signature

Ava VanNorman

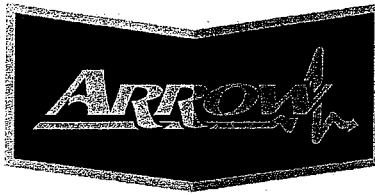
NOTICE OF AMBULANCE REMOUNT PROJECT AND CALL FOR BIDS
City of Windom, Minnesota

Notice is hereby given: The City of Windom, Minnesota, will be accepting bids to furnish and provide all labor, materials and equipment necessary to remount and recondition a provided ambulance module onto a new chassis. All bids must be sealed, submitted and received either by mail or personal delivery at City Hall, 444 9th Street, P.O. Box 38, Windom, MN 56101, on or before 5:00 p.m. on **January 28, 2025**. Any bids received after that time will be rejected.

DESCRIPTION OF WORK: The Ambulance Replacement Project includes all labor, materials and equipment necessary to recondition and remount a provided ambulance module onto a new Ford F450 4x4 Diesel chassis, all in accordance with the general terms, conditions and details outlined in the specifications.

OWNER'S RIGHTS RESERVED: The City of Windom, Minnesota, reserves the unqualified right to reject any or all bids and to waive any and all irregularities and informalities in the bidding process; and further reserves the unqualified right to award the project to any bidder as allowed by law if the interest of the City of Windom, Minnesota, would be thereby best served.

Anyone desiring additional information or a copy of the ambulance specifications should contact Kristen Porath, Director at (507)832-8690 or kristen.porath@windommn.com



"Specializing in Emergency Vehicles"

January 24, 2025

**Windom Ambulance Service
444 9th Street
Windom, MN 56101**

Arrow Manufacturing Inc. hereby proposes to furnish to you, subject to your acceptance of this proposal the following vehicle and equipment in accordance with the attachments hereto:

\$269,939 Remount customer's ambulance module per bid and quote attached dated 1/24/25 on a new Ford F450 4x4 Diesel chassis. Remounted and Reconditioned with options as described per bid without exceptions. Includes all applicable and lifetime warranties. (attached)

FOB: Rock Rapids, IA

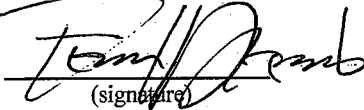
Approximate Completion: 150-180 days after receipt of signed proposal and down payment. Completion is dependent on parts availability and any changes made by customer after receipt of order.

Terms: (40%) deposit with receipt of signed proposal. Balance due upon pick up. Payment required no more than 30 days after notice of final completion.

Arrow Manufacturing Inc. reserves the right to withdraw or amend this proposal if not accepted within 30 days. Please sign and fax/email back as your acceptance of this proposal.

Respectfully Submitted by:

ARROW MFG. INC.


(signature)

1/24/2025
(proposal date)

Agreed and Accepted by:

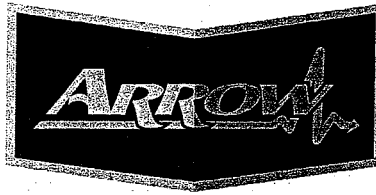
WINDOM AMBULANCE SERVICE

(signature/title)

(acceptance date)

801 South East Street ~ P.O. Box 349
Rock Rapids, IA 51246
1-800-743-3157
FAX 712-472-3156

www.arrowmfginc.com ~ info@arrowmfginc.com



"Specializing in Emergency Vehicles"

January 24, 2025

**Windom Ambulance Service
444 9th Street
Windom, MN 56101**

Arrow Manufacturing Inc. hereby proposes to furnish to you, subject to your acceptance of this proposal the following vehicle and equipment in accordance with the attachments hereto:

\$28,890 OPTION- supply a new Stryker 6506 Power Pro XT Power Cot with high configuration options and a fowler O2 bottle holder

FOB: Rock Rapids, IA

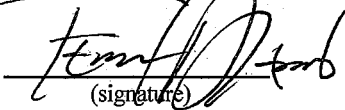
Approximate Completion: to be supplied and installed in ambulance at completion of remount.
Completion is dependent on parts availability and any changes made by customer after receipt of order.

Terms: (40%) deposit with receipt of signed proposal. Balance due upon pick up. Payment required no more than 30 days after notice of final completion.

Arrow Manufacturing Inc. reserves the right to withdraw or amend this proposal if not accepted within 30 days. Please sign and fax/email back as your acceptance of this proposal.

Respectfully Submitted by:

ARROW MFG. INC.


(signature)

1/24/2025
(proposal date)

Agreed and Accepted by:

WINDOM AMBULANCE SERVICE

(signature/title)

(acceptance date)

801 South East Street ~ P.O. Box 349
Rock Rapids, IA 51246
1-800-743-3157
FAX 712-472-3156

www.arrowmfginc.com ~ info@arrowmfginc.com

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

A RESOLUTION AWARDING THE CONTRACT FOR THE “AMBULANCE REPLACEMENT PROJECT”

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

Bid Amount

Arrow Manufacturing	\$279,939 without trade
	\$269,939 with \$10,000 trade allowance
	\$ 28,890 Cot Replacement Option

AND WHEREAS, it appears that the lowest responsible bidder is:

Arrow Manufacturing	\$279,939 without trade
	\$269,939 with \$10,000 trade allowance
	\$ 28,890 Cot Replacement Option

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

1. A “Notice of Award” shall be issued to the above low bidder.
2. The Mayor and City Administrator are hereby authorized and directed to enter into the contract with the above low bidder, in the name of the City of Windom, for the completion of the project entitled “Ambulance Replacement Project” according to the plans and specifications. Copies of the specifications are on file in the Office of the City Administrator.

Adopted by the Council this 4th day of February, 2025.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

CITY OF WINDOM

FEES & CHARGES SCHEDULE

February 4, 2025

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
GENERAL GOVERNMENT			
	Liquor License		
	On Sale	2,000.00	Resolution 2021-77
	Sunday	200.00	Resolution 2021-77
	Private Sidewalk Café – Annual Renewal Required	50.00	Resolution 2018-50
	Wine License		
	On Sale	150.00	Resolution 2021-77
	Beer License		
	On-Sale (3.2 Only)	150.00	Resolution 2021-77
	Strong Beer Authorization	100.00	Resolution 2021-77
	Temporary On-Sale Liquor – Per Day	25.00	
	Set-Up License	250.00	
	Spring Cleanup	1.00/per month	All residential utility customers
	Other Business Licenses/Permits		
	Theatre License	25.00	
	Dance Permit – Per Day	10.00	
	Police fee for Dance – Per Hour/Per Officer	40.00	
	Cigarette	20.00	
	Game of Skill	50.00 first game 15.00 each additional game	
	Peddler/Solicitor/Transient Merchant – Annual	40.00	
	Initial Investigation fee	20.00	
	Exempt Permit	25.00	
	Premise Permit	25.00	

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

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

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
Inspection Fee	Outside City (Minimum Charge = 2hrs)	45.00/hour	
	Conditional Use Permit/Variance (includes recording fees)	200.00	Resolution 2024-03
	Appeals	25.00	
	Subdivision (Chapter 151) – Platting (Developer responsible for recording fees)	150.00	
	P.U.D. (Developer responsible for recording fees)	150.00	Resolution 2024-03
	Minor Subdivisions (Developer responsible for recording fees)	100.00	Resolution 2024-03
	Preliminary Staff Review	0.00	
	Amendment to Zoning Ordinance (Rezoning) (includes recording fee)	200.00	Resolution 2024-03
	Zoning Amendment (Re: Text) (does not include recording fees)	70.00	
	Vacation of Public Way (includes recording fee)	200.00	Resolution 2024-03
	Vacation of Easement (includes recording fee)	150.00	Resolution 2024-03
	Other Permits		
	Zoning Permits – Decks/Sheds (not requiring BP), fences & driveways (new/replace), parking areas-residential property	50.00	Resolution 2024-03
	Site Utility & Street Excavation Permit	100.00	Resolution 2024-03
	Wall Signs	25.00	
	Ground and pedestal signs	(each) 50.00	
	Portable signs/temporary signs/misc.	(each/per period) .00	
	Demolition Permit	50.00	
	Moving Permit	50.00	
	Fireworks (sales & storage)	50.00	
	Right-of-Way Permit – Obstruction/Excavation (valid for 180 days)	(1 st 400 ft) 50.00	
	Permit Extension (additional 180 days)	(each additional 100ft) 10.00	
	Permit Extension (additional 180 days)	35.00	
	Delay Penalty (over 180 days or extra) Outside Street	35.00 + 15.00/day	
	Inside Street	35.00 + 25.00/day	
	Reimbursements – Public Nuisance		
	Administrative Fee (Abatement by City)	\$150.00	Ordinance No. 143 & 151, 2 nd Series
	Abatement (including labor, equipment & landfill costs)	Actual Cost	Resolution 2013-62
		(minimum \$100.00)	
	Nuisance Board Hearing-Administrative fee	\$150.00	Resolution 2013-62 & 153, 2 nd Series
	City Abatement (following Nuisance Board Ruling):		
	Administrative Fee	\$150.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Abatement (including labor, equipment & landfill costs) Mowing of grass & weeds (by Street Dept) Sidewalk Snow/Ice Removal	Actual cost minimum \$200.00 minimum \$100.00	Resolution 2013-62 (minimum \$100.00)
	Recording/Satisfaction Fees Document Preparation & Attorney Review for Initial Loan, Assumptions, Subordinations and Refinancing	Actual cost Actual cost	
	Rental Housing Fees Three-Year License Term: Single-Family House 2 to 4 units More than 4 units Maximum Charge to Any Single Property Late Fee: Renewal received after March 31 st of Renewal Year: License Renewal – Alternate Renewal Periods: Renewal Fee (if property qualifies) Maximum Charge to Any Single Property Re-Inspection Fees Second Inspection Third Inspection Complaint Fees Initial Complaint (Per Unit) – First Inspection Initial Complaint (Per Unit) – Subsequent Inspections Subsequent Complaint (Same Rental Unit Within 12 Months) Daily Fines (Per Rented Unit)	50.00 40.00/per unit 35.00/per unit 500.00 Double License Fee 10.00/per unit 150.00 50.00/per unit 100.00/per unit No Charge Re-Inspection Fees Apply 50.00 20.00/day	Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 ~~Resolution 2017-93 Removal~~ ~~Resolution 2017-93 Appd 4.2.2024~~ Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93 Resolution 2017-93
PUBLIC SAFETY:			
	Animal License (Cat & Dog) Unspayed Female All others	8.00 + tax 5.00 + tax	Resolution 2022-19 Resolution 2022-19

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Lifetime License Animal (Cat & Dog) Impound, Boarding Impound No License With License Boarding No License With License	25.00 40.00 + tax 20.00 + tax 30.00 (per day) + tax 24.00 (per day + tax)	Resolution 2022-19 Resolution 2022-19 Resolution 2022-19
	Accident & investigation Report First copy (if not directly involved party) Each additional picture Mail	. 25 per page .25 Actual cost	
	Parking Tickets General Parking – No Parking (2:00 a.m- 6:00 a.m.) No Parking in Alley Parking over 36 hours Time Limit on Parking Truck Parking Vehicle Repair on Street Parking for Advertising or Selling Parking Restrictions on Co. Rd. 13 Snow Emergency Parking- Block Snow Removal	34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00	Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73
	Administrative Fees: Vehicle Impound storage	15.00/day	
	Fire Department Fire Call Ambulance Department Basic Life Support Rate Specialty Care Transport Advance Life Support Rate Non Transport with patient assessment Basic Life Support Mileage loaded mile rate	1,000.00 750.00 1,500.00 1,000.00 450.00 15.00	Ordinance #164, 2 nd Series Resolution 2023-08 Resolution 2024-03 Resolution 2023-08 Resolution 2023-08
PUBLIC WORKS:			
	Street Use Permits (service cuts) - work performed by city staff		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Street Materials Sold to Public Gravel Class 5 Blacktop (cold mix/hot mix) Black Dirt Labor Cost Sweeper Dump Truck	Actual cost + 10% Actual cost + 10% Actual cost + 10% 93.50/hour 176.00/hour 121.00/hour	Resolution 2024-03
COMPOST & LEAF BURNING PERMIT FEES:			
	Commercial Compost Permit-Annual	0.00	
	Resident Compost Permit-Annual	0.00	
	Leaf Burning Permit	5.00	
CULTURE & RECREATION:			
	Commercial Tent Usage in Park	25.00/daily	
	Shelter House Rental Cottonwood Lake or Island Park	40.00/daily + tax	March 7, 2017
	Island Park Campgrounds Nightly Non Registered	10.00 10.00	
	City Council Chambers	\$40.00/hr weekday \$60.00/hr weekend	
	Bleacher Rental – Renter hauls	35.00/each/per day	
	COMMUNITY CENTER RATES Room 105 – Small Multi Use Room Room 117 – Senior Center/Kitchenette (1 to 4 hrs) 5 hrs After 5 hrs Room 120 – Senior Dining Room 5 hrs After 5 hrs	20.00/hr weekday 30.00/hr/weekend 45.00/hr (1 to 4 hrs) 200.00 \$35.00/hr for each hr after 5 hrs 30.00/hr weekday M-F Weekends/40.00/hr (1 to 4 hrs) 175.00	Resolution 2024-03 Resolution 2024-03 Resolution 2024-03 Resolution 2015-34

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Half Room Rates	\$35/hr for each hr after 5 hrs	Resolution 2015-34
	5 hrs	25.00/hr (1 to 4 hrs)	Resolution 2015-34
	After 5 hrs	100.00	Resolution 2015-34
		\$20/hr for each hr after 5 hrs	Resolution 2015-34
	Room 127/128 - Large Multi-Purpose Room		
	9-10 hrs	60.00/hr (1 to 8 hrs)	
	After 10 hrs	500.00	
		50.00/hr for each hr after 10 hrs	
	Half Room Rates		
	9-10 hrs	40.00/hr (1 to 8 hrs)	
	After 10 hrs	350.00	
		35.00/hr for each hr after 10 hrs	
	Wedding Pkg		Resolution 2024-03
	Full Room Rate	2,000	Resolution 2024-03
	½ Room Rate	½ Room/1350.00	Resolution 2024-03
	Quinceanera Pkg.	2,500	Resolution 2024-03
	Business Pkg – Table set-up, screen/projector, coffee pot, dumpster fee. \$50 off for 3+ bookings – applied to last booking	½ Room 8 hrs/320.00	Resolution 2024-03
	Inflatables rental	Full Room/450.00	Resolution 2024-03
	Birthday Pkg 1-3 inflatables, 4 tables	75.00/per hour	Resolution 2018-83
	Outside Entertainment Pkg	1-3 hrs ½ room/175.00	Resolution 2018-83
	Outside Entertainment Area – with interior room rental	\$250.00/max 14 hrs	Resolution 2018-83
	Kitchen	\$100.00	Resolution 2024-03
	Caterer Kitchen – Partial Kitchen Use	25.00 hr/min 3 hr	Resolution 2024-03
		4-8 hrs/\$100.00	
		1-4 hrs/50.00	Resolution 2024-03
	EQUIPMENT FEE PER EVENT/PER DAY		
	Large Screen & Projector	100.00	
	Portable Sound System (Room 120)	~~Sm 25.00~~ Large 100.00	
	Portable Projector Screen	15.00	
	Power Point Projector	St 100.00 or HD200.00	
	12x16 screen	50.00	
	Dance Floor	75.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Stage	100.00	
	Piano	25.00	Resolutoin 2018-83
	Wedding Back Drop	75.00	
	Lattice Arches	1-25.00	Resolution 2024-03
		3-50.00	
	Wooden Arch	25.00	
	Bar Set-up Fee –		
	Small groups (up to 50)	50.00	
	Medium groups (51-200)	150.00	
	Large groups (200 +)	250.00	Resolution 2024-03
	Dumpster Fee (rooms 127 & 128)		Resolution 2024-03
	Up to 250 people	50.00	Resolution 2024-03
	251-500 people	75.00	
	501-1000 people	100.00	
	45 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	15.00	
	100 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	25.00	
	Set-up & Take Down Fees (Chairs & Tables)		
	Multi-Use Room (Half room)	75.00	
	Multi-Use Room Large – Less than 500 people	125.00	Resolution 2015-34
	Multi-Use Room Large - More than 500 people	150.00	Resolution 2015-34
	Photocopies	25¢ per page	Resolution 2015-34
	Lattice panels (4 available)	10.00 each	
	Bar Tables (set of 5)	45.00	Resolution 2015-34
	8' pillar (set of 4)	45.00	
	4' pillar (set of 4)	25.00	
	Wooden Post (set of 6)	15.00	
	Potted sticks	15.00	Resolution 2015-34
	Ceiling swag		Resolution 2015-34
	Full room	325.00	
	½ room	175.00	
	Table Rental-8ft Rectangle (per table)	5.00	
	ARENA RATES		
	Season Skating Pass		
	Family	80.00	Resolution 2014-47

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Individual	45.00	Resolution 2014-47
	Old-Timers Hockey (Sundays)	65.00	Resolution 2014-47
	Old-Timers + Family Pass	115.00	Resolution 2014-47
	Daily Admission		
	Individual	3.00	
	Old-Timers Hockey	7.00	Resolution 2014-47
	Skate Rental		
	Daily	2.50	
	Seasonal	50.00	Resolution 2011-54
	Hourly Ice Rate (over 100 hrs during ice season)		
	Frequent User –Seasonal hrly rate	120.00 per hr	Resolution 2020-11
	Non Frequent/Out of Town User hrly rate	125.00 per hr	Resolution 2020-11
	Non-Prime Time Ice Rental Rate	100.00 per hr	Resolution 2020-11
	STORAGE		
	Units under 20 ft	125.00	
	Units between 20-30 feet	150.00	
	Units over 30 feet	200.00	
	BUILDING RENT		
	1 st Day	375.00	Contract Rate
	2 nd Day	350.00	Contract Rate
	3 rd Day, Additional Days	250.00	Contract Rate
	STALL RENT		
	1 st Day	18.00	Contract Rate
	2 nd Day	14.50	Contract Rate
	3 rd Day, Additional Days	12.00	Contract Rate
	RACQUETBALL/WALLY BALL/BASKETBALL COURT FEES		
	Non-Member Adult hrly racquetball	3.00 per person/per hr	
	Non-Member Youth hrly racquetball	1.50 per person/per hr	
	Wally ball	20.00 per hour/court	
	Basketball	12.50 per hour	
	Archery		
	Individual Membership	30.00	Resolution 2014-62
	w\additional family members -	10.00 per person	Resolution 2014-62
	Youth Membership	15.00	Resolution 2014-62
	Daily Adult Fee	5.00	Resolution 2014-62

FUND NO.	DESCRIPTION	FEE		AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Daily Youth Fee		3.00	Resolution 2014-62
	POOL FEES			
	Pool Passes			
	Season Pass			
	Family		100.00	Resolution 2014-12
	after May 31		120.00	Resolution 2014-12
	Individual		60.00	Resolution 2014-12
	after May 31		70.00	Resolution 2014-12
	Wading Pool/Non-Swimmer Individual pass		25.00	Resolution 2014-12
	Individual (child/adult) Daily Admission		4.00	Resolution 2014-12
	Wading Pool Admission		1.00	Resolution 2014-12
	Punch Card All Users(10 Punch Card 1-punch per/day)		33.00	Resolution 2014-12
	Family Hour		8.00	Resolution 2014-12
	Swimming Lessons – (Including Pre-School Aquatic)		35.00	Resolution 2016-17
	Private Lessons		55.00	Resolution 2016-17
	Semi-Group Lessons (lower instructor-to-Student ratio)		45.00	Resolution 2016-17
	Parent & Child		15.00	Resolution 2014-12
	Aqua Zumba		5.00	
	Private Pool Rental		\$90.00 minimum (up to party of 40, additional fee based on number in party/hour	
	RECREATION FEES			
	Tykes, Kindergarten T-Ball, Coach Pitch/T-Ball		48.00	Resolution 2014-12
	Midgets 7 th & 8 th Grade		63.00	
	Mites 5 th & 6 th Grade		63.00	
	Morning Baseball		48.00	
	Sand Volleyball Team Entry Fee	15+ teams	150.00	Resolution 2014-12
		14- teams	165.00	Resolution 2014-12
	Ball Field Usage Rates			
	Men’s Softball League Annual Rate per/team		150.00	
	Co-Ed Softball League Annual Rate per/team		150.00	
	Sunday Church League Annual Rate per/team		50.00	
	Sand Volleyball Court – Non-League Special Events Rate for entire		150.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	complex regardless of how many courts used. City will Prepare courts during week days only prior to event unless pre-arranged		
PUBLIC UTILITIES - WATER/SEWER FUND:			
	State Surcharge on all water connections Residential Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481 Sewer – Monthly minimum Usage up to 22,440 gallons Sewer Only – Apartments Homes	.81¢ 18.43 1.97/1,000 Gal. 4.48/1,000 Gal. 5.72/1,000 Gal. 40.61 2.05/1,000 Gal. 44.79 50.78	Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01
	Commercial Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481 Sewer – Monthly minimum Per 1,000 Gal. Sewer Only	18.43 1.97/1,000 Gal. 4.48/1,000 Gal. 5.72/1,000 Gal. 40.61 6.51/1,000 Gal. 54.16	Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01 Resolution 2023-11-01
	Request for Utility Account Info Picked up – (1 month) 12 months Mailed Faxed Additional Account Fee	5.00 30.00 5.50 6.00 1.50	
	Service Charges Late Fee per unpaid water/sewer bill Meter Bottom Replacement	5%	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	3/4" 1" Labor Cost Retrieval of Information/Records Search Reconnect Fee Reconnect After Hrs Bulk Water Jetter & Operator Vac Unit	75.00 100.00 50.00/hour Hourly rate of staff 40.00 each + tax 75.00 each + tax 5.00/1,000 gallons 150.00/hour 150.00/hour	\$15.00 minimum
	Sales Tax (Commercial accounts only)	6.875%	
ELECTRIC FUND			
	Meter Pre-Payment- Required of all renters and contract for deed properties before utilities can be transferred into renter's name	300.00	Utility Comm – Jan. 27, 2010
	Residential: All Kwh's @.087/kwh City Customer Charge Out of City Charge Security Light Charge - 57 watt LED - 150 watt LED	 17.00/month 30.00/month 8.00/month 18.00/month	 Resolution 2023-11-02 Resolution 2023-11-02 Resolution 2020-06-01 Resolution 2020-06-01
	Commercial & Municipal Charges: KWH's @ .093/kwh Single phase Three phase	 24.00/month 35.00/month	Resolution 2023-11-02 Resolution 2023-11-02 Resolution 2023-11-02
	Industrial: Meter charge All KWH's @.042/kwh Demand Charge @ \$17.75/kw Minimum Demand 30%	 55.00/month	Resolution 2023-11-02 Resolution 2020-06-01 Resolution 2023-11-02 Resolution 2020-06-01
	Service Charges Late Fee	5%	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Tag Fee Disconnect Fee Reconnect Fee Reconnect Expedite/After Hrs Fee	25.00 + tax 45.00 + tax 45.00 + tax 200.00 + tax	UT Resolution 2024-3-01 UT Resolution 2024-3-01 UT Resolution 2024-3-01
	Electric Dept Labor and Equipment Rates Labor rate Overtime labor rate Unit 30 Pickup Truck Unit 31 Line Truck Unit 32 Bucket Truck Unit 33 Digger Truck Unit 34 Flatbed Truck Unit 35 Small Bucket Truck Unit 362 Mini Skid Plow Unit 360 Ditch Witch Trencher Unit 365 Vermeer Drill Unit 370 Chipper Unit 363 Mini Excavator Unit 301 Line Truck Unit 364 Bobcat Skid Loader Unit 380 Vermeer Vac Equipment Boring tool Light bulb replacement/Banner	65.00/per hr 130.00/per hr 25.00/per hr 35.00/per hr Minimum 125.00 per hr Minimum 125.00 per hr 25.00/per hr 75.00/per hr 5.00/ft 5.00/ft 10.00/ft 100.00/per hr 90.00/ per hr 25.00/ per hr 75.00/per hr 100.00/per hr 8.00/ft 107.50	Resolution 2024-03 Resolution 2024-03 Resolution 2024-03 Resolution 2024-03
AIRPORT FUND			
	Hangar Rental Fee Small Hangars Medium Hangars Large Hangars	35.00-90.00/month 125.00/month 475.00/month	
TELECOM FUND			

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	TELEPHONE * Residential Basic Service Residential All-In Voice Pkg Business Basic Service Non-published Non-listed * additional items are included in the telephone tariff	monthly rate 14.45 30.00 26.45 2.50 1.25	Resolution 2015-14
	VACATION RATE – Absence exceeding 90 days Telephone Internet TV Non-Pay Reconnect fee (1 0r all 3)	10.00/month + taxes and US fee 5.00 per month + tax – No reconnection fee .00/mo–20.00 recon+tax 35.00 + tax	
	ENHANCED CALLING FEATURES Voice Mail Caller ID Call Waiting Call Forwarding Speed Dialing Selective Call Rejection Busy Call Transfer Sim Ring Line Hunting 3-Way Calling/Call Transfer Distinctive Ring LONG DISTANCE CALLING Basic Long-Distance Calling Rate 1-800 Long Distance Pkg 1-800	monthly rate 3.50 3.00 2.00 2.00 2.00 2.00 2.00 4.00 2.95 2.95 4.95 10¢/min 12¢/min \$1.99/month + 6¢/min \$3.95/month 6¢/min	
	INTERNET SERVICES Starter Lite Starter Plus	monthly rate 52.00 67.00	Resolution 2017-67

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Deluxe Premium Business Data Services - \$60 NRC Business 20 Data Business 70 Data Business 125 Data Business 250 Data Business 1 GB Data On Network Email account rate Off Network Email account rate Email account setup fee Domain setup/change fee Troubleshooting Custom setup	77.00 87.00 70.00 100.00 175.00 250.00 300.00 \$3.50 MRC \$4.50 MRC \$5.00 NRC \$50.00 NRC Hourly Labor Rate – Current Individual Case Basis (ICB)	Resolution 2017-67 Resolution 2017-67 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2018-28 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66 Resolution 2020-66
	CABLE TV SERVICES Add Video to Data & Voice Packages Basic Expanded Digital Featured Plans HD HBO Showtime/TMC/Flix Starz/Encore Additional Set-Top Box HD Box DVR Remote Commercial Multi-Unit Facilities with 10 or more units and a common connection as established December 29, 2008 Expanded Basic HBO First standard Set-top box free w/add-on package	monthly rate 48.00 93.00 108.00 12.95 15.99 15.99 12.95 2.99 4.99 14.99 25.00 8.00 per unit 4.50 per unit	Resolution 2019-33 Resolution 2019-33 Resolution 2019-33 Resolution 2015-11 Resolution 2023-18 August 22, 2016 Telecom mtg
	MISC. SERVICES	2.95 per service or 7.95	

RESOLUTION #2025-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

RESOLUTION APPROVING AMENDMENTS TO THE FEES AND CHARGES SCHEDULE

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

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

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

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

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

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

The “Fees and Charges Schedule” dated February 4, 2025 is hereby adopted and all fees and charges are amended as set forth in said schedule.

Adopted this 4th day of February, 2025.

Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

Insurance Renewal For:



February 4, 2025

245 9th Street • Windom, MN • 507.831.1346

Bank Midwest
insurance

BankMidwest.com/insure

February 4, 2025



City of Windom
City Officials
444 9th St.
Windom, MN 56101

Re: 2025 Insurance Renewal Summary

Attached is the summary of the renewal premiums and coverages for the policies offered by the LMCIT and policies secured through other markets for coverages that are either more competitive than the LMCIT or not offered by the LMCIT.

I have listed the renewal premiums for the current and previous year for a comparison.

The LMCIT has declared a dividend to participating cities for the 2024 policy period. The City of Windom received \$8,195 for Property/Casualty and \$13,637 for Worker's Compensation.

Presented By:

Josh Peterson
Agent of Record

Insurance and investment products are not deposits, not FDIC insured, not insured by any federal government agency, not guaranteed by the bank, and may go down in value.

Bank Midwest
insurance
BankMidwest.com/insure

Renewal Summary

Renewal Premium Summary



Coverage	2024	Premium	2025	Premium
	Prem. Basis		Prem. Basis	
Property:	\$93,080,039 <i>Property Values</i>	\$157,395	\$110,424,427	\$174,727
Mobile Property:	\$2,396,732 <i>Equipment Values</i>	\$9,294	\$2,768,584	\$8,643
Municipal Liability:	Various	\$55,390	Various	\$55,698
Automobile Liability:	All Units	\$10,359	All Units	\$12,757
Automobile Physical Damage		\$11,315		\$14,172
Physical damage is included on police, fire and emergency vehicles. No physical damage on other department vehicles > 10 years old.				
Data Breach:	\$500,000	\$4,368	\$500,000	\$4,019
Liquor Liability:	Receipts	\$6,419	Receipts	\$6,680
Bond Coverage:	\$250,000	\$643	\$250,000	\$759
Total:		\$255,183		\$277,455

*Mobile property terms of coverage - LMCIT provides blanket coverage with a basic limit of \$250,000 per unit. Losses will be paid at the lesser of:

1. The cost to repair the unit.
2. 200% of the fair market value
3. The cost of a new unit \$250,000 (if the unit is scheduled, this amount is increased and an increased limit rate would apply)

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

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Renewal Summary

Renewal of Other Policies



	2024 Premium	2025 Premium
Equipment Breakdown - Travelers:		
Municipal Power Plant and Substation	\$113,812	\$134,454
All City property		
 Deductible: \$100,000 on all other covered equipment at power plant and distribution locations including 1105 First Avenue and all sub stations. \$1.50 per maximum rated KVA for all transformers subject to \$100,000 minimum \$5,000 on all other covered equipment at all other covered locations.		
 Miscellaneous bonds as required:	 \$350	 \$350
 Package Premium for summary page:	 \$255,183	 \$277,455
 Total Premium:	 \$369,345	 \$412,259

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

Renewal Summary

Workers Compensation



Year	Payroll	Exp. Mod. Factor	Premium
2021	\$3,624,229	.95	\$162,061
2022	\$3,766,160	.92	\$172,974
2023	\$4,053,811	.95	\$198,477
2024	\$4,428,139	.60	\$120,340
2025	\$4,729,872	.79	\$135,443

The experience modification factor increased to .79 for 2025. A three year period is used for this formula not including the most recent year. The experience modification factor for 2025 is determined by using data from years 2021, 2022 and 2023.

2021 claims total paid	\$4,849
2022 claims total paid	\$455
2023 claims total paid	\$53,087
2024 claims total paid	\$18,727

This is only a summary of the premium and values, refer to the policy for complete coverage explanations.

Bank Midwest
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Renewal Summary

Items needing Council Action



Waiver of Statutory Tort Limit: The city has currently elected to not waive the statutory tort limit of \$500,000 per claimant. Choosing not to waive the statutory limit, the city's liability is limited by the statute to no more than \$500,000 per claimant and \$1.5 million per occurrence.

Leave this the same or waive the statutory tort limit?

Excess Liability: You can add \$1,000,000 excess liability coverage for an annual premium of \$19,188.

The city has made a motion not to accept this coverage in the past.

Accept or reject the Excess Liability coverage for 2025?

Thank you for your business!

Bank Midwest
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RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

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

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

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

WHEREAS, the City of Windom has received a donation of \$50.16 from the Friends of the Library for the Windom Public Library; and

WHEREAS, the Donor requests that the donation be used for the purchase of Christmas by Candlelight supplies and future activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$50.16 offered by the Friends of the Library to be used for Christmas by Candlelight supplies and future activities.

Adopted by the Council this 4th day of February, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM AREA HEALTH TO THE WINDOM POLICE DEPARTMENT

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

WHEREAS, the City of Windom has received a donation of \$1,800.00 from Windom Area Health for the Windom Police Department; and

WHEREAS, the Donor requires that the donation be used for mental health training activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$1,800.00 offered by Windom Area Health to be used for mental health training activities.

Adopted by the Council this 4th day of February, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

Memo

To: City Council

From: Leesa Arndt, Finance Assistant

Date: 1/31/2025

Re: Pay Equity Compliance Report

Every three years the City of Windom is required to submit a Pay Equity report to the State of Minnesota. This report must show wage data in place as of December 31, 2024. The report must also include wage data from Windom Area Health.

The preliminary review of the City's Pay Equity Implementation Report has been completed and is attached. The State of Minnesota Management and Budget Department's web-based reporting program was utilized to analyze the City's 2024 wage information. There are four tests for compliance with the State of Minnesota Local Government Pay Equity Act.

The tests results are as follows:

1. Completeness and Accuracy Test: The City will pass this test if the report is submitted by January 31, 2025.
2. Statistical Analysis Test: To pass this test the City must have at least 6 or more male classes and at least one class with an established salary range and an underpayment ratio of 80 or more. The City's underpayment ratio is 321.97 which is well above the established standard. Therefore, the City would be found in compliance with this test.
3. Salary Range Test: For organizations with established salary ranges for positions, this measures whether male classes are reaching the top of their salary range faster than female classes. This result must either be 0 or above 80 to be found in compliance. The result of the salary range test for the City is 85.05 which indicates that the City would pass this test.
4. Exceptional Service Pay Test: This test analyzes whether there is a larger percentage of male classes receiving longevity or performance pay than female classes. For this test the result must either be 0 if less than 25% of male classes receive exceptional service pay or be above 80. As only 4.55% of the City's male positions receive exceptional service pay, the result is 0 and indicates that the City would pass this test.

Requested action – Please review and approve the attached report.

Compliance Report

Jurisdiction: Windom

P.O. Box 38

444 - 9th Street

Windom, MN 56101

Report Year: 2025

Case: 1 - 2024 DATA (Submitted)

Contact: Donna Torkelson s

Phone: (507) 831-6129

E-Mail: donna.torkelson@windomn.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	44	85	2	131
# Employees	62	170	10	242
Avg. Max Monthly Pay per employee	9611.74	9402.74		9494.98

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 321.9697 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	19	70
b. # Below Predicted Pay	25	15
c. TOTAL	44	85
d. % Below Predicted Pay (b divided by c = d)	56.82	17.65

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 230	Value of T = -6.322
-------------------------------	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = -81

b. Avg. diff. in pay from predicted pay for female jobs = 1687

III. SALARY RANGE TEST = 85.05 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 11.10

B. Avg. # of years to max salary for female jobs = 13.06

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 4.55 *

B. % of female classes receiving ESP = 3.53

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2024 DATA

Windom

LGID: 1415

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Street/Park Seasonal	1	0	0	M	80	2210.00	2556.00	5.00	0.00	
2	Custodial Maintenance	1	0	0	M	80	2210.00	2556.00	5.00	0.00	
3	Liquor Store Clerk	1	0	0	M	92	2620.00	3442.00	5.00	0.00	
4	Nutritional Services Aide	0	2	0	F	95	2780.00	5797.00	0.00	2.00	
5	Arena Main. Worker	2	0	0	M	111	2620.00	3442.00	12.00	0.00	
6	Comm Ctr Maint	1	0	0	M	111	2620.00	3442.00	12.00	0.00	
7	Comm Ctr Custodian	1	0	0	M	111	2620.00	5527.00	12.00	0.00	
8	Floor Care/Maintenance	1	0	0	M	111	3085.00	6350.00	0.00	9.00	
9	Nutritional Services Cook	0	3	0	F	112	2960.00	6031.00	0.00	12.00	
10	Health Unit Coordinator I/Ward	0	2	0	F	113	3085.00	6350.00	0.00	1.00	
11	Environmental Services Technic	0	5	0	F	116	2780.00	5797.00	0.00	6.00	
12	Library Clerk	0	1	0	F	117	2620.00	3442.00	12.00	0.00	
13	Admin Assis/Receptionist	0	3	0	F	117	2908.00	5816.00	12.00	0.00	
14	Fitness Specialist	1	0	0	M	117	2960.00	6031.00	0.00	1.00	
15	Front Office Specialist	0	1	0	F	117	3085.00	6350.00	0.00	4.00	
16	Patient Access Rep	0	7	0	F	117	3085.00	6350.00	0.00	2.00	
17	Patient Account Rep	0	1	0	F	117	3085.00	6350.00	0.00	2.00	
18	Patient Financial Counselor	0	1	0	F	117	3263.00	6752.00	0.00	1.00	
19	Pharmacy Technician	0	1	0	F	117	3263.00	6752.00	0.00	8.00	
20	Specialty Clinic Coordinator	0	1	0	F	117	3085.00	6350.00	0.00	15.00	
21	Health Unit Coordinator II	1	8	0	F	120	3263.00	6752.00	0.00	12.00	
22	Physical Therapy Aide	0	1	0	F	120	3085.00	6350.00	0.00	18.00	
23	Admin. Assistant	0	1	0	F	124	3164.00	6119.00	12.00	0.00	
24	Certified Medical Assistant	0	1	0	F	125	3523.00	7118.00	0.00	1.00	
25	Health Unit Coordinator Lead	0	1	0	F	125	3523.00	7012.00	0.00	4.00	
26	HR Assistant	0	1	0	F	125	3523.00	7118.00	0.00	2.00	
27	Medical Records Clerk	0	2	0	F	125	3085.00	6350.00	0.00	2.00	
28	Sterilization Tech	0	1	0	F	125	3263.00	6752.00	0.00	4.00	
29	Purchasing Clerk	0	1	0	F	126	3085.00	6350.00	0.00	25.00	
30	Environmental Services Supervi	0	1	0	F	134	3738.00	7605.00	0.00	4.00	
31	Accounting Assistant	0	1	0	F	141	3523.00	7118.00	0.00	11.00	
32	Executive Assistant	0	1	0	F	141	3976.00	8147.00	0.00	1.00	

Job Class Data Entry Verification List

Case: 2024 DATA

Windom

LGID: 1415

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
33	HR/Payroll Coordinator	0	1	0	F	141	3738.00	7605.00	0.00	3.00	
34	Personal Trainer	0	1	0	F	141	3738.00	7605.00	0.00	6.00	
35	Surgery Technician	0	5	0	F	141	4365.00	8731.00	0.00	34.00	
36	Liquor Store Inventory/Clerk	0	1	0	F	153	2908.00	5816.00	12.00	0.00	
37	Liquor Store Clerk II	0	1	0	F	153	3397.00	6358.00	12.00	0.00	
38	Equipment Operator	4	0	0	M	156	3487.00	6450.00	12.00	0.00	
39	Children's Library Dir.	0	1	0	F	166	3397.00	4274.00	12.00	0.00	
40	Telecom Installer	1	0	0	M	166	3553.00	6514.00	12.00	0.00	
41	IT Support Specialist	1	0	0	M	166	4365.00	8731.00	0.00	3.00	
42	Inventory Clerk	0	1	0	F	169	3315.00	6353.00	12.00	0.00	
43	Office & Admin Spec Sr	0	1	0	F	169	3466.00	6587.00	12.00	0.00	
44	Business Office Lead - Reg/Sch	0	1	0	F	169	3523.00	7118.00	0.00	4.00	
45	Laboratory Tech MT	2	5	0	F	169	4800.00	9386.00	0.00	23.00	
46	Sr Billing Specialist	0	1	0	F	169	4365.00	8731.00	0.00	1.00	
47	Water/Wastewater I	2	0	0	M	171	3615.00	6910.00	12.00	0.00	Performance
48	Nutritional Services Lead	0	1	0	F	175	3085.00	6350.00	0.00	1.00	
49	Arena Coordinator	1	0	0	M	177	3466.00	6587.00	12.00	0.00	
50	Physical Therapist Assistant C	0	1	0	F	177	3976.00	8147.00	0.00	15.00	
51	Lineman Intern	1	0	0	M	180	4166.00	5192.00	0.00	1.00	
52	Senior Water/Wastewater	2	0	0	M	180	3615.00	7013.00	12.00	0.00	Performance
53	HR Generalist	0	1	0	F	181	3976.00	8147.00	0.00	1.00	
54	Sr Equip. Operator Foreman	1	0	0	M	186	3761.00	7022.00	12.00	0.00	
55	Growth and Development Coordin	0	1	0	F	200	4800.00	9386.00	0.00	15.00	
56	Marketing Coordinator	0	2	0	F	200	4365.00	8731.00	0.00	5.00	
57	Coder (Certified)	0	4	0	F	201	3738.00	7605.00	0.00	17.00	
58	Accountant	0	1	0	F	203	4365.00	8731.00	0.00	5.00	
59	Compliance & Credentialing Spe	0	1	0	F	203	4365.00	8731.00	0.00	7.00	
60	Licensed Practical Nurse	0	3	0	F	204	3738.00	7605.00	0.00	23.00	
61	Respiratory Therapy Coordinato	0	1	0	F	204	5280.00	10106.00	0.00	6.00	
62	Maintenance Tech	4	0	0	M	206	3738.00	7605.00	0.00	12.00	
63	Radiology Tech	2	4	0	B	209	4800.00	9386.00	0.00	17.00	
64	Ultrasound Tech	0	1	0	F	214	5809.00	10898.00	0.00	2.00	

Job Class Data Entry Verification List

Case: 2024 DATA

Windom

LGID: 1415

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
65	Lineman	3	0	0	M	225	5206.00	8575.00	12.00	0.00	
66	Registered Nurse I	0	1	0	F	233	6424.00	10859.00	20.00	0.00	
67	Billing Clerk	0	1	0	F	234	4034.00	7308.00	12.00	0.00	
68	Finance Assistant	0	1	0	F	238	4456.00	7826.00	12.00	0.00	
69	Cardiac Rehab Coordinator	0	1	0	F	238	5280.00	10106.00	0.00	3.00	
70	Clinical Nurse Coordinator - R	0	2	0	F	238	5280.00	10106.00	0.00	4.00	performance
71	Community Health & Wellness Ma	0	1	0	F	238	4365.00	8731.00	0.00	1.00	
72	Diabetic Educator	0	1	0	F	238	5809.00	10898.00	0.00	1.00	
73	Director of Nutritional Servic	0	1	0	F	238	3976.00	8147.00	0.00	4.00	
74	Director, Foundation & Auxilia	0	1	0	F	238	4800.00	9386.00	0.00	2.00	
75	Employee Health & Safety Coord	0	1	0	F	238	5280.00	10106.00	0.00	20.00	
76	Infection Prevention Coordinat	0	1	0	F	238	5809.00	10898.00	0.00	23.00	
77	IT Manager	1	0	0	M	238	7029.00	12728.00	0.00	16.00	
78	Materials Purchasing Manager	0	1	0	F	238	5280.00	10106.00	0.00	12.00	
79	Mental Health Therapist	0	1	0	F	238	5280.00	10106.00	0.00	1.00	
80	Patient Account Manager	0	1	0	F	238	5280.00	10106.00	0.00	1.00	
81	PI/QA/Risk Coordinator	0	1	0	F	238	5809.00	10898.00	0.00	23.00	
82	Registered Nurse - Clinic	0	4	0	F	238	5280.00	10106.00	0.00	2.00	
83	Registered Nurse II	0	13	0	F	238	6585.00	11076.00	20.00	0.00	
84	Social Services Coordinator	0	1	0	F	238	4800.00	9386.00	0.00	32.00	performance
85	Registered Nurse III	1	22	0	F	240	6750.00	11300.00	20.00	0.00	
86	Police Officer	5	1	0	M	244	5378.00	8724.00	7.00	0.00	
87	Behavioral Health Manager	0	1	0	F	245	5280.00	10106.00	0.00	3.00	
88	Lab Manager	0	1	0	F	245	6390.00	11769.00	0.00	19.00	
89	Radiology Manager	1	0	0	M	245	7029.00	12728.00	0.00	10.00	
90	Ambulance Director	0	1	0	F	247	5367.00	8975.00	12.00	0.00	
91	Outside Plant Tech	2	0	0	M	250	4612.00	7980.00	12.00	0.00	
92	Business Analyst	1	0	0	M	252	5280.00	10106.00	0.00	1.00	
93	Director of Outpatient Operati	0	1	0	F	252	7029.00	12728.00	0.00	8.00	
94	Revenue Cycle Director	0	1	0	F	252	7029.00	12728.00	0.00	15.00	
95	Line Crew Foreman	1	0	0	M	266	5487.00	8947.00	12.00	0.00	
96	Police Investigator	0	1	0	F	271	6066.00	9417.00	7.00	0.00	

Job Class Data Entry Verification List

Case: 2024 DATA

Windom

LGID: 1415

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
97	Occupational Therapist	0	2	0	F	275	5809.00	10898.00	0.00	9.00	
98	Speech Therapist	0	1	0	F	275	5809.00	10898.00	0.00	1.00	
99	Library Director	0	1	0	F	282	4993.00	8367.00	12.00	0.00	
100	Network Operations Center Dire	1	0	0	M	282	4891.00	8353.00	12.00	0.00	
101	Building Official	2	0	0	M	282	6215.00	9202.00	12.00	0.00	
102	Park & Rec Director	1	0	0	M	289	5960.00	9577.00	12.00	0.00	
103	Comm. Ctr. Director	1	0	0	M	289	4809.00	8136.00	12.00	0.00	
104	Liquor Store Manager	1	0	0	M	291	4902.00	8254.00	12.00	0.00	
105	Water/Wastewater Sup.	1	0	0	M	291	6819.00	10441.00	12.00	0.00	
106	Assistant Police Chief	1	0	0	M	297	6951.00	10479.00	12.00	0.00	
107	Street/Park Supervisor	1	0	0	M	301	5599.00	9124.00	12.00	0.00	
108	Physical Therapist	3	1	0	B	323	6390.00	11769.00	0.00	17.00	
109	Executive Director Business De	1	0	0	M	332	7029.00	12728.00	0.00	1.00	
110	Director Rehabilitation	0	1	0	F	333	8084.00	14310.00	0.00	22.00	
111	Registered Dietician	0	1	0	F	333	4800.00	9386.00	0.00	5.00	
112	Telecom Operations Manager	1	0	0	M	342	7513.00	11516.00	12.00	0.00	
113	Economic Development Dir.	0	1	0	F	342	6575.00	10344.00	12.00	0.00	
114	Police Officer/Sergeant	1	0	0	M	342	5809.00	9278.00	12.00	0.00	
115	Chief of Police	1	0	0	M	353	7897.00	11327.00	12.00	0.00	
116	Finance Director	0	1	0	F	353	7365.00	11334.00	12.00	0.00	
117	Clinical Supervisor - RN	0	1	0	F	353	5809.00	10898.00	0.00	4.00	
118	Outpatient Nurse Supervisor	1	0	0	M	353	6390.00	11769.00	0.00	2.00	
119	Electric Utility Manager	1	0	0	M	363	8658.00	13455.00	12.00	0.00	
120	Surgery Supervisor	0	1	0	F	393	7029.00	12728.00	0.00	8.00	
121	Clinical Program Director - NP	0	1	0	F	404	8084.00	14310.00	0.00	6.00	
122	Physician Assistant/Nurse Prac	0	6	0	F	404	8084.00	14310.00	0.00	7.00	
123	Pharmacist	0	1	0	F	406	10691.0 0	18219.00	0.00	20.00	performance
124	Chief Human Relations Officer	0	1	0	F	417	8084.00	14310.00	0.00	12.00	
125	Director of Maintenance and EV	1	0	0	M	417	5809.00	10898.00	0.00	0.40	
126	Chief Financial Officer	1	0	0	M	479	10691.0 0	18219.00	0.00	6.00	

Job Class Data Entry Verification List

Case: 2024 DATA

Windom

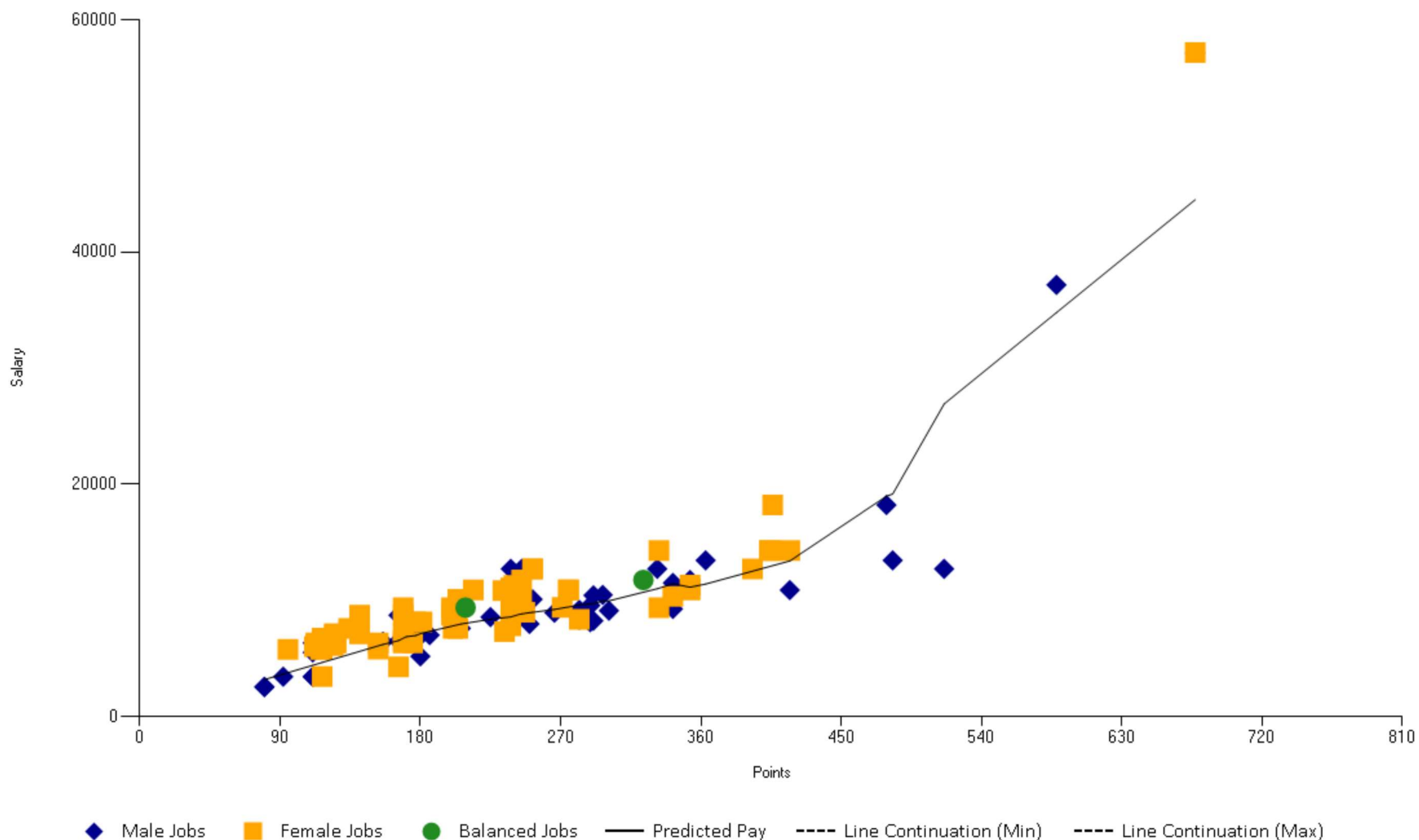
LGID: 1415

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
127	City Clerk/Administrator	1	0	0	M	483	9064.00	13455.00	12.00	0.00	
128	Director of Nursing	1	0	0	M	516	7029.00	12728.00	0.00	10.00	
129	Physician - OBGYN	1	0	0	M	588	23330.0 0	37177.00	0.00	2.00	
130	Physician - Gen/Med/ED	1	0	0	M	677	36660.0 0	57172.00	0.00	1.00	
131	Physician - General Surgery	0	1	0	F	677	36660.0 0	57172.00	0.00	1.00	

Job Number Count: 131

Predicted Pay Report for: Windom

Case: 2024 DATA



Predicted Pay Report for: Windom

Case: 2024 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Street/Park Seasonal	1	0	0	1	Male	80	2556.0000	3189.0051	-633.0051
2	Custodial Maintenance	1	0	0	1	Male	80	2556.0000	3189.0051	-633.0051
3	Liquor Store Clerk	1	0	0	1	Male	92	3442.0000	3666.6071	-224.6071
4	Nutritional Services Aide	0	2	0	2	Female	95	5797.0000	3785.4136	2011.5864
5	Arena Main. Worker	2	0	0	2	Male	111	3442.0000	4422.2164	-980.2164
6	Comm Ctr Maint	1	0	0	1	Male	111	3442.0000	4422.2164	-980.2164
7	Comm Ctr Custodian	1	0	0	1	Male	111	5527.0000	4422.2164	1104.7836
8	Floor Care/Maintenance	1	0	0	1	Male	111	6350.0000	4422.2164	1927.7836
9	Nutritional Services Cook	0	3	0	3	Female	112	6031.0000	4462.6106	1568.3894
10	Health Unit Coordinator I/Ward	0	2	0	2	Female	113	6350.0000	4501.8167	1848.1833
11	Environmental Services Technic	0	5	0	5	Female	116	5797.0000	4621.8113	1175.1887
15	Front Office Specialist	0	1	0	1	Female	117	6350.0000	4661.0174	1688.9826
16	Patient Access Rep	0	7	0	7	Female	117	6350.0000	4661.0174	1688.9826
17	Patient Account Rep	0	1	0	1	Female	117	6350.0000	4661.0174	1688.9826
18	Patient Financial Counselor	0	1	0	1	Female	117	6752.0000	4661.0174	2090.9826
19	Pharmacy Technician	0	1	0	1	Female	117	6752.0000	4661.0174	2090.9826
20	Specialty Clinic Coordinator	0	1	0	1	Female	117	6350.0000	4661.0174	1688.9826
12	Library Clerk	0	1	0	1	Female	117	3442.0000	4661.0174	-1219.0174
13	Admin Assis/Receptionist	0	3	0	3	Female	117	5816.0000	4661.0174	1154.9826
14	Fitness Specialist	1	0	0	1	Male	117	6031.0000	4661.0174	1369.9826
21	Health Unit Coordinator II	1	8	0	9	Female	120	6752.0000	4781.0119	1970.9881
22	Physical Therapy Aide	0	1	0	1	Female	120	6350.0000	4781.0119	1568.9881
23	Admin. Assistant	0	1	0	1	Female	124	6119.0000	4940.2126	1178.7874
24	Certified Medical Assistant	0	1	0	1	Female	125	7118.0000	4979.4188	2138.5812
25	Health Unit Coordinator Lead	0	1	0	1	Female	125	7012.0000	4979.4188	2032.5812
26	HR Assistant	0	1	0	1	Female	125	7118.0000	4979.4188	2138.5812
27	Medical Records Clerk	0	2	0	2	Female	125	6350.0000	4979.4188	1370.5812
28	Sterilization Tech	0	1	0	1	Female	125	6752.0000	4979.4188	1772.5812
29	Purchasing Clerk	0	1	0	1	Female	126	6350.0000	5019.8130	1330.1870
30	Environmental Services Supervi	0	1	0	1	Female	134	7605.0000	5338.2144	2266.7856
31	Accounting Assistant	0	1	0	1	Female	141	7118.0000	5713.8565	1404.1435
32	Executive Assistant	0	1	0	1	Female	141	8147.0000	5713.8565	2433.1435

Predicted Pay Report for: Windom

Case: 2024 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
33	HR/Payroll Coordinator	0	1	0	1	Female	141	7605.0000	5713.8565	1891.1435
34	Personal Trainer	0	1	0	1	Female	141	7605.0000	5713.8565	1891.1435
35	Surgery Technician	0	5	0	5	Female	141	8731.0000	5713.8565	3017.1435
36	Liquor Store Inventory/Clerk	0	1	0	1	Female	153	5816.0000	6124.9620	-308.9620
37	Liquor Store Clerk II	0	1	0	1	Female	153	6358.0000	6124.9620	233.0380
38	Equipment Operator	4	0	0	4	Male	156	6450.0000	6217.5348	232.4652
39	Children's Library Dir.	0	1	0	1	Female	166	4274.0000	6549.7473	-2275.7473
40	Telecom Installer	1	0	0	1	Male	166	6514.0000	6549.7473	-35.7473
41	IT Support Specialist	1	0	0	1	Male	166	8731.0000	6549.7473	2181.2527
42	Inventory Clerk	0	1	0	1	Female	169	6353.0000	6644.8045	-291.8045
43	Office & Admin Spec Sr	0	1	0	1	Female	169	6587.0000	6644.8045	-57.8045
44	Business Office Lead - Reg/Sch	0	1	0	1	Female	169	7118.0000	6644.8045	473.1955
45	Laboratory Tech MT	2	5	0	7	Female	169	9386.0000	6644.8045	2741.1955
46	Sr Billing Specialist	0	1	0	1	Female	169	8731.0000	6644.8045	2086.1955
47	Water/Wastewater I	2	0	0	2	Male	171	6910.0000	6880.9256	29.0744
48	Nutritional Services Lead	0	1	0	1	Female	175	6350.0000	6975.8566	-625.8566
50	Physical Therapist Assistant C	0	1	0	1	Female	177	8147.0000	6980.7053	1166.2947
49	Arena Coordinator	1	0	0	1	Male	177	6587.0000	6980.7053	-393.7053
51	Lineman Intern	1	0	0	1	Male	180	5192.0000	7143.8743	-1951.8743
52	Senior Water/Wastewater	2	0	0	2	Male	180	7013.0000	7143.8743	-130.8743
53	HR Generalist	0	1	0	1	Female	181	8147.0000	7184.6948	962.3052
54	Sr Equip. Operator Foreman	1	0	0	1	Male	186	7022.0000	7341.1490	-319.1490
55	Growth and Development Coordin	0	1	0	1	Female	200	9386.0000	7778.2247	1607.7753
56	Marketing Coordinator	0	2	0	2	Female	200	8731.0000	7778.2247	952.7753
57	Coder (Certified)	0	4	0	4	Female	201	7605.0000	7810.8039	-205.8039
58	Accountant	0	1	0	1	Female	203	8731.0000	7876.9495	854.0505
59	Compliance & Credentialing Spe	0	1	0	1	Female	203	8731.0000	7876.9495	854.0505
60	Licensed Practical Nurse	0	3	0	3	Female	204	7605.0000	7910.5160	-305.5160
61	Respiratory Therapy Coordinato	0	1	0	1	Female	204	10106.0000	7910.5160	2195.4840
62	Maintenance Tech	4	0	0	4	Male	206	7605.0000	7976.6616	-371.6616
63	Radiology Tech	2	4	0	6	Balanced	209	9386.0000	8042.6794	1343.3206
64	Ultrasound Tech	0	1	0	1	Female	214	10898.0000	8201.3130	2696.6870

Predicted Pay Report for: Windom

Case: 2024 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
65	Lineman	3	0	0	3	Male	225	8575.0000	8382.7189	192.2811
66	Registered Nurse I	0	1	0	1	Female	233	10859.0000	8434.2491	2424.7509
67	Billing Clerk	0	1	0	1	Female	234	7308.0000	8457.7998	-1149.7998
68	Finance Assistant	0	1	0	1	Female	238	7826.0000	8586.7757	-760.7757
69	Cardiac Rehab Coordinator	0	1	0	1	Female	238	10106.0000	8586.7757	1519.2243
70	Clinical Nurse Coordinator - R	0	2	0	2	Female	238	10106.0000	8586.7757	1519.2243
71	Community Health & Wellness Ma	0	1	0	1	Female	238	8731.0000	8586.7757	144.2243
72	Diabetic Educator	0	1	0	1	Female	238	10898.0000	8586.7757	2311.2243
73	Director of Nutritional Servic	0	1	0	1	Female	238	8147.0000	8586.7757	-439.7757
74	Director, Foundation & Auxilia	0	1	0	1	Female	238	9386.0000	8586.7757	799.2243
75	Employee Health & Safety Coord	0	1	0	1	Female	238	10106.0000	8586.7757	1519.2243
76	Infection Prevention Coordinat	0	1	0	1	Female	238	10898.0000	8586.7757	2311.2243
78	Materials Purchasing Manager	0	1	0	1	Female	238	10106.0000	8586.7757	1519.2243
79	Mental Health Therapist	0	1	0	1	Female	238	10106.0000	8586.7757	1519.2243
80	Patient Account Manager	0	1	0	1	Female	238	10106.0000	8586.7757	1519.2243
81	PI/QA/Risk Coordinator	0	1	0	1	Female	238	10898.0000	8586.7757	2311.2243
82	Registered Nurse - Clinic	0	4	0	4	Female	238	10106.0000	8586.7757	1519.2243
83	Registered Nurse II	0	13	0	13	Female	238	11076.0000	8586.7757	2489.2243
84	Social Services Coordinator	0	1	0	1	Female	238	9386.0000	8586.7757	799.2243
77	IT Manager	1	0	0	1	Male	238	12728.0000	8586.7757	4141.2243
85	Registered Nurse III	1	22	0	23	Female	240	11300.0000	8778.3942	2521.6058
86	Police Officer	5	1	0	6	Male	244	8724.0000	8828.6606	-104.6606
87	Behavioral Health Manager	0	1	0	1	Female	245	10106.0000	8843.7086	1262.2914
88	Lab Manager	0	1	0	1	Female	245	11769.0000	8843.7086	2925.2914
89	Radiology Manager	1	0	0	1	Male	245	12728.0000	8843.7086	3884.2914
90	Ambulance Director	0	1	0	1	Female	247	8975.0000	8920.7816	54.2184
91	Outside Plant Tech	2	0	0	2	Male	250	7980.0000	8959.2751	-979.2751
93	Director of Outpatient Operati	0	1	0	1	Female	252	12728.0000	8984.8105	3743.1895
94	Revenue Cycle Director	0	1	0	1	Female	252	12728.0000	8984.8105	3743.1895
92	Business Analyst	1	0	0	1	Male	252	10106.0000	8984.8105	1121.1895
95	Line Crew Foreman	1	0	0	1	Male	266	8947.0000	9225.6431	-278.6431
96	Police Investigator	0	1	0	1	Female	271	9417.0000	9229.5357	187.4643

Predicted Pay Report for: Windom

Case: 2024 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
97	Occupational Therapist	0	2	0	2	Female	275	10898.0000	9518.2325	1379.7675
98	Speech Therapist	0	1	0	1	Female	275	10898.0000	9518.2325	1379.7675
99	Library Director	0	1	0	1	Female	282	8367.0000	9610.3122	-1243.3122
100	Network Operations Center Dire	1	0	0	1	Male	282	8353.0000	9610.3122	-1257.3122
101	Building Official	2	0	0	2	Male	282	9202.0000	9610.3122	-408.3122
102	Park & Rec Director	1	0	0	1	Male	289	9577.0000	9712.1755	-135.1755
103	Comm. Ctr. Director	1	0	0	1	Male	289	8136.0000	9712.1755	-1576.1755
104	Liquor Store Manager	1	0	0	1	Male	291	8254.0000	9734.9225	-1480.9225
105	Water/Wastewater Sup.	1	0	0	1	Male	291	10441.0000	9734.9225	706.0775
106	Assistant Police Chief	1	0	0	1	Male	297	10479.0000	9962.9444	516.0556
107	Street/Park Supervisor	1	0	0	1	Male	301	9124.0000	9969.3855	-845.3855
108	Physical Therapist	3	1	0	4	Balanced	323	11769.0000	10649.8514	1119.1486
109	Executive Director Business De	1	0	0	1	Male	332	12728.0000	11015.7054	1712.2946
110	Director Rehabilitation	0	1	0	1	Female	333	14310.0000	11057.6434	3252.3566
111	Registered Dietician	0	1	0	1	Female	333	9386.0000	11057.6434	-1671.6434
113	Economic Development Dir.	0	1	0	1	Female	342	10344.0000	11441.7311	-1097.7311
114	Police Officer/Sergeant	1	0	0	1	Male	342	9278.0000	11441.7311	-2163.7311
112	Telecom Operations Manager	1	0	0	1	Male	342	11516.0000	11441.7311	74.2689
116	Finance Director	0	1	0	1	Female	353	11334.0000	11143.7597	190.2403
117	Clinical Supervisor - RN	0	1	0	1	Female	353	10898.0000	11143.7597	-245.7597
115	Chief of Police	1	0	0	1	Male	353	11327.0000	11143.7597	183.2403
118	Outpatient Nurse Supervisor	1	0	0	1	Male	353	11769.0000	11143.7597	625.2403
119	Electric Utility Manager	1	0	0	1	Male	363	13455.0000	11414.7362	2040.2638
120	Surgery Supervisor	0	1	0	1	Female	393	12728.0000	12639.3368	88.6632
121	Clinical Program Director - NP	0	1	0	1	Female	404	14310.0000	13045.1906	1264.8094
122	Physician Assistant/Nurse Prac	0	6	0	6	Female	404	14310.0000	13045.1906	1264.8094
123	Pharmacist	0	1	0	1	Female	406	18219.0000	13100.5306	5118.4694
124	Chief Human Relations Officer	0	1	0	1	Female	417	14310.0000	13404.4874	905.5126
125	Director of Maintenance and EV	1	0	0	1	Male	417	10898.0000	13404.4874	-2506.4874
126	Chief Financial Officer	1	0	0	1	Male	479	18219.0000	18983.9398	-764.9398
127	City Clerk/Administrator	1	0	0	1	Male	483	13455.0000	19174.4006	-5719.4006
128	Director of Nursing	1	0	0	1	Male	516	12728.0000	26927.2950	-14199.2950

Predicted Pay Report for: Windom

Case: 2024 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
129	Physician - OBGYN	1	0	0	1	Male	588	37177.0000	34788.5540	2388.4460
131	Physician - General Surgery	0	1	0	1	Female	677	57172.0000	44507.5732	12664.4268
130	Physician - Gen/Med/ED	1	0	0	1	Male	677	57172.0000	44507.5732	12664.4268

Job Number Count: 131

PAY ESTIMATE No. 14
CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 11/1/2024 To: 1/3/2025
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023



SUMMARY

VALUE OF WORK COMPLETED TO DATE \$5,453,804.48
LESS RETAINAGE...(5%)..... \$100,000.00
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT..... \$5,353,804.48
LESS ESTIMATES PREVIOUSLY APPROVED.....
 Pay Estimate No. 1..... \$218,220.30
 Pay Estimate No. 2..... \$265,352.04
 Pay Estimate No. 3..... \$164,064.76
 Pay Estimate No. 4..... \$140,030.00
 Pay Estimate No. 5..... \$818,756.17
 Pay Estimate No. 6..... \$640,015.00
 Pay Estimate No. 7..... \$735,836.75
 Pay Estimate No. 8..... \$450,844.35
 Pay Estimate No. 9..... \$510,921.45
 Pay Estimate No. 10..... \$704,094.31
 Pay Estimate No. 11..... \$310,356.89
 Pay Estimate No. 12..... \$194,122.24
 Pay Estimate No. 13..... \$28,500.00
 Pay Estimate No. 14.....
TOTAL AMOUNT DUE THIS ESTIMATE..... \$172,690.22

ORIGINAL CONTRACT PRICE..... \$5,563,762.48
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)..... \$5,453,804.48
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT..... \$5,353,804.48
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT..... \$100,000.00
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT..... 98%

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

By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By John Hoffman Date 1/7/2025

CERTIFICATE

THE AMOUNT OF \$172,690.22 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

By _____

Title _____

Date _____

Jason In

1-17-25

Commission Approved

1-23-25

DGR ENGINEERING, Engineer

By Thomas Zio

Title Project Engineer

Date 1/7/2025

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

Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C22	Clearing and Grubbing (as req'd)	1	\$ 735.30	\$ 735.30	\$ 1,470.60	\$ 1,470.60	1	100%	\$ 1,470.60			-
A1	Building envelope components (as req'd)	1	\$ 141,072.00	\$ 261,990.00	\$ 403,062.00	\$ 403,062.00	1	100%	\$ 403,062.00			-
A2	Interior components (as req'd)	1	\$ 375,172.00	\$ 202,015.00	\$ 577,187.00	\$ 577,187.00	1.00	100%	\$ 577,187.00			-
A3	Temporary Enclosure (as req'd)	1	\$ 14,117.00	\$ 9,822.00	\$ 23,939.00	\$ 23,939.00	1	100%	\$ 23,939.00			-
S1	Foundation, bldg footings, fdtn walls, trenches, slab, and engine fdtns (as req'd)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00	1	100%	\$ 52,130.00			-
S2	Foundation, Transformer Manhole (as req'd)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00	1	100%	\$ 52,130.00			-
S3	Foundation, Exhaust Stacks (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00	2	100%	\$ 52,128.00			-
S4	Trench covers and associated steel supports (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00	2	100%	\$ 52,128.00			-
S5	Concrete masonry walls and masonry wall modification (as req'd)	1	\$ 34,100.00	\$ 34,100.00	\$ 68,200.00	\$ 68,200.00	1	100%	\$ 68,200.00			-
S6	Installation of the floor opening, hoist, and hoist support structure (as req'd)	1	\$ 8,823.00	\$ 12,352.00	\$ 21,175.00	\$ 21,175.00	1	100%	\$ 21,175.00			-
S7	Structural Steel and metal deck (as req'd)	1	\$ 241,334.00	\$ 606,373.00	\$ 847,707.00	\$ 847,707.00	1	100%	\$ 847,707.00			-
M1	Plumbing System (as req'd)	1	\$ 111,705.00	\$ 208,811.00	\$ 320,516.00	\$ 320,516.00	1	100%	\$ 320,516.00			-
M2	HVAC System, Office Area (as req'd)	1	\$ 87,799.00	\$ 154,176.00	\$ 241,975.00	\$ 241,975.00	1	100%	\$ 241,975.00			-
M3	Building Ventilation System, Generation Plant (as req'd)	1	\$ 40,000.00	\$ 467,694.00	\$ 507,694.00	\$ 507,694.00	1	100%	\$ 507,694.00			-
M4	Compressed Air System (as req'd)	1	\$ 15,588.00	\$ 38,235.00	\$ 53,823.00	\$ 53,823.00	1	100%	\$ 53,823.00			-
M5	Engine Cooling System (as req'd)	2	\$ 36,170.00	\$ 61,323.00	\$ 97,493.00	\$ 194,986.00	2	100%	\$ 194,986.00			-
M6	Engine Exhaust System (as req'd)	2	\$ 23,294.00	\$ 32,776.00	\$ 56,070.00	\$ 112,140.00	2	100%	\$ 112,140.00			-
M7	Fuel System (as req'd)	1	\$ 32,352.00	\$ 21,470.00	\$ 53,822.00	\$ 53,822.00	1	100%	\$ 53,822.00			-
M8	Urea System (as req'd)	1	\$ 19,505.00	\$ 26,176.00	\$ 45,681.00	\$ 45,681.00	1	100%	\$ 45,681.00			-
E1	Control Panel Modifications (as req'd)	1	\$ 3,529.00	\$ 8,824.00	\$ 12,353.00	\$ 12,353.00	1	100%	\$ 12,353.00			-
E2	Station service transformer installation (each)	1	\$ 22,059.00	\$ 20,588.00	\$ 42,647.00	\$ 42,647.00	1	100%	\$ 42,647.00			-
E3	Switchgear room electrical equipment (as req'd)	1	\$ 7,294.00	\$ 22,941.00	\$ 30,235.00	\$ 30,235.00	1	100%	\$ 30,235.00			-
E4	Generator room and roof electrical equipment (as req'd)	1	\$ 17,647.00	\$ 32,352.00	\$ 49,999.00	\$ 49,999.00	1	100%	\$ 49,999.00			-
E5	Existing generation plant modifications (as req'd)	1	\$ 5,882.00	\$ 5,647.00	\$ 11,529.00	\$ 11,529.00	1	100%	\$ 11,529.00			-

PAY ESTIMATE No. 14

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

For Period From: 11/1/2024 To: 1/3/2025
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 2023



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

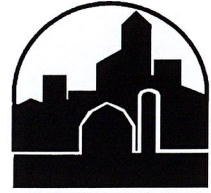
PAY ESTIMATE No. 14
 CONSTRUCTION OF A GENERATION PLANT
 CITY OF WINDOM ELECTRIC DEPARTMENT
 DGR Project Number 425305

For Period From: 11/1/2024 To: 1/3/2025
 Contractor: Wilcon Construction Services LLC
 Bid Date: August 9, 2023



			UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E30	(4) Conductor #12, 4/C-12 (ft.)	450	\$ 4.71	\$ 16.71	\$ 21.42	\$ 9,639.00	450	100%	\$ 9,639.00			-
E31	(2) Conductor #14, 2/C-14 (ft.)	3,810	\$ 2.36	\$ 12.06	\$ 14.42	\$ 54,940.20	3,810	100%	\$ 54,940.20			-
E32	(12) Conductor #14, 12/C-14 (ft.)	1,420	\$ 8.24	\$ 12.06	\$ 20.30	\$ 28,826.00	1,420	100%	\$ 28,826.00			-
E33	(2) Conductor #16 Shielded, 2/C-16S (ft.)	780	\$ 2.36	\$ 9.65	\$ 12.01	\$ 9,367.80	780	100%	\$ 9,367.80			-
E34	(3) Conductor #16 Shielded, 3/C-16S (ft.)	640	\$ 2.95	\$ 3.35	\$ 6.30	\$ 4,032.00	640	100%	\$ 4,032.00			-
E35	Cat 6 cables (as req'd)	1	\$ 206.00	\$ 2,530.00	\$ 2,736.00	\$ 2,736.00	1	100%	\$ 2,736.00			-
G1	General conditions (as req'd)	1	\$ 438,812.00		\$ 438,812.00	\$ 438,812.00	1.00	100%	\$ 438,812.00			-
G2	Mobilization (as req'd)	1	\$ 74,143.00		\$ 74,143.00	\$ 74,143.00	1	100%	\$ 74,143.00			-
G3	General construction allowance (as req'd.)	1	\$ 100,000.00		\$ 100,000.00	\$ 100,000.00	-0.10	-10%	\$ (9,958.00)			-
CONTRACT TOTAL												
TOTAL CONTRACT PRICE:						\$5,563,762.48	TOTAL TO DATE:			\$5,453,804.48	THIS PERIOD: \$ -	

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: City Administrator 
DATE: January 31, 2025
RE: Airport Manager Position
DEPT: Administration
CONTACT: Steve Nasby, City Administrator: Steve.Nasby@windommmncom

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Hire Scott Benson as Airport Manager.

Issue Summary/Background

The City has been without an Airport Manager since Brian Underwood's retirement in September 2024. I have been filling since that time, along with help from the City Street Department for mowing and snow removal. The Airport Manager position has historically been as a paid-on call with a monthly stipend paid. The duties include, but are not limited to the following:

- Mows around the runway and access road and sprays weeds on the taxiway and around hangers
- Weed whip around buildings and signs
- General cleaning\upkeep\janitorial of the Arrival\Departure Bldg and grounds
- Calling in any issues with lights (to City Electric Dept and airport engineering firm)
- Trouble shoot and contact vendors if Fuel System, Credit Card System or State Aviation Weather Station with any problems\outages
- Handle calls from pilots wanting to use Airport Car, tie-down availability, hanger availability, etc.
- Routine drive through to check on facility (at least weekly)
- Run monthly fuel reports (given to City for billing) – 1st of each month
- Order fuel and other supplies as needed
- Place NOTAM for any airport closures, etc. (this is a call into a service that posts the NOTAMs)
- Be emergency contact
- City Street Dept does the snow plowing\removal. Airport Manager contacts and advises them of needs (e.g. fixed wing medical plane wanting to come in) and monitors the runways for conditions and needed snow removal.

The vacancy has been disseminated to existing users of the airport and outreach to several former City employees. There has been interest from two parties, Mr. Benson and another person who has yet to submit an application (going on 3+ weeks). The Personnel Committee is aware of the situation about a Council person possibly being employed in a part-time position.

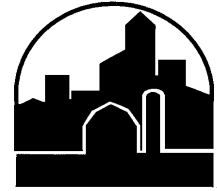
Fiscal Impact

Funds budgeted for Airport Manager.

Attachments

1. None.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Donna Torkelson, Finance Director
DATE: February 4, 2025
RE: IT Analyst, Billing, Payroll Position – Hiring Recommendation
DEPT: Finance/Office
CONTACT: Donna Torkelson, Finance Director/Controller at donna.torkelson@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Hire Taylor Lehmann to the IT Analyst, Billing, Payroll position starting February 24, 2025 starting at Step 8, a 6-month probationary period, no increase after probationary period, and vacation accruing as a 1-year employee.
-

Issue Summary/Background

We received a resignation from our Billing / Payroll person on January 21st. We looked back at the previous candidates and had 1 person that really stood out. After reaching out to this candidate, they did express continued interest in the position.

After another meeting with this candidate, staff recommends hiring Taylor Lehmann for the IT Analyst, Billing, Payroll position effective 02/24/2025 starting on Step 8, or \$28.73/hr, with a 6-month probationary period. No step increase will be given after the 6-month probationary period. Starting vacation accrual will start as a 1-year employee. Taylor has a Bachelor's Degree in Business Administration and has been working for Staples Oil with experience in billing and payroll.

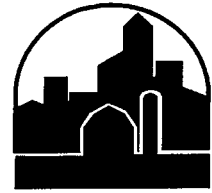
Fiscal Impact

Funding for this position is included in the 2025 City of Windom operational budget.

Attachments

1. None

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Tim Hogan, Recreation Director
DATE: January 31, 2025
RE: Hiring Recommendation – Parks & Recreation Coordinator
DEPT: Arena, Recreation and Pool
CONTACT: Tim Hogan: Tim.Hogan@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. The City Council hire Chad Alm for the full-time Parks & Recreation Coordinator position.

Issue Summary/Background

In the fall of 2024 long-time Arena Coordinator, Dean Smestad, retired. Thank you to Dean for over 40 years of service to the citizens of Windom.

The position description was reviewed and some minor modifications made to expand the scope outside the Arena. The tasks/duties remained intact or slightly modified so the new job description was shared with the union to ensure their agreement on maintaining the same wage scale.

The position was internally advertised as required. Chad Alm, who has been on staff at the Arena in a part-time roll since December 2016, is my recommendation in hiring for the full-time position. Due to Chad's tenure with the City and experience I am requesting that he start at Step 10 on the 2025 IBEW scale with an advancement to Step 11 upon completion of the six-month probation period.

If Chad is hired for the Parks & Recreation Coordinator position, we will need to start advertising to fill the part-time position he currently fills.

Fiscal Impact

This is a budgeted position and there will be a little savings as the position was previously budgeted for the incumbent at Step 12.

Attachments

1. None.