



CITY COUNCIL MEETING

July 15, 2025

City Council Chamber

6:30 p.m.

AGENDA

CITY OF WINDOM, MN

444 Ninth Street, P. O. Box 38

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – June 24, 2025 & July 1, 2025
 - HRA – July 9, 2025
 - Planning Commission – July 8, 2025
 - Library Board – July 8, 2025
 - Telecom Commission – June 16, 2025
 - Utility Commission - June 26, 2025
- Amplification Permit – Night to Unite – August 5, 2025
- Amplification Permits – Cottonwood County Fair – August 6 through August 9, 2025
- Cigarette License – Holiday
- Excluded Bingo Permit – American Legion – August 6 through August 9, 2025
- Regular Bills

2. Public Comment – Windom Chamber of Commerce – Darci Jones

3. Department Heads

4. Night to Unite Proclamation

5. Resolutions Accepting a Donation

- Federated Rural Electric – Windom Fire Department
- Basin Electric – Windom Fire Department
- Cobank – Windom Fire Department

6. Electric Department – Assignment of Power Purchase Agreements – City of Kasson

7. Resolution Approving Plans/Specifications and Ordering Advertisement for Bids – 2025 Island Park Berm Grading Project

8. Planning Commission Recommendations

- Variance – Parking Area – 680 Plum Avenue – Kremmin
- Variance – Garage Construction – 2165 Cottonwood Lake Drive – Montgomery

9. First Reading Ordinance No. 201, 2nd Series – Study and Moratorium – CUP Applications - Billboards

10. River Bend Liquor – Fire Department Fundraisers – August 1st through September 11th

11. New Business

- City Council Meeting August 5th, 2025 – Time Change for Night to Unite

12. Old Business

- City Council Meeting July 29th, 2025 – Facility Tour Completion

13. Council Comments

14. Adjourn

**Special Council Meeting
City Hall, Council Chamber
June 24, 2025
5:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

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

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jason Sykora, Electric General Manager; Jon Ketzenberg, Streets & Parks Superintendent; Donna Torkelson, Finance Director and Mary Hensen, Administrative Assistant

3. Network System & Services Agreement – AMI Metering – Tantalus:

Jason Sykora, Electric General Manager, said that the Utility Commission has been working on upgrading the City's electric meters to Automated Meter Integration (AMI) status where meters report on use, provide real-time information and are capable of two-way communication which will allow for better oversight of the system and enable remote switching. The City Council has accepted the bid on this project and the agreement was sent to the City Attorney for review. This step is for the City Council to approve the contract with Tantalus. Time is of the essence to avoid price increases and to lock in our discount.

Nelson asked what is all included. Sykora said all new electric meters, automated reading, auto-disconnect capabilities and real-time data and monitoring. Nelson asked if there is an annual maintenance cost. Sykora said there is an annual support agreement of about \$30,000 per year. This will also read the water meters.

Quade noted this being a significant upgrade to our system and the data driven outcomes are positive for the utility and will save some staff time, improve staff safety and give the customer the future opportunity to access real-time data. Sykora said with the transition in the economy towards more electric use for appliances, EVs and load control devices this upgrade to our system is needed as we are approaching end of life on the existing system. Quade said with the time of day pricing for electric power a possibility in the future it will enable customers to choose when the best time (cheapest) to use power.

Benson asked if there is a warranty or support. Sykora said that there is a one-year warranty and support plus the maintenance contract. Other communities are using these meters and having good luck with them.

Motion by Benson second by Quade to approve the agreement between the City of Windom and Tantalus for network system and service agreement as presented. Motion carried 5 – 0.

4. Engagement of Bankruptcy Attorney – HyLife Foods, Inc.:

Nasby said in April 2023 HyLife Foods Incorporated filed for bankruptcy protection. Part of the court order required the City of Windom to continue to provide utilities to the company while the

case was pending. The City complied and continued the provision of utilities and was partially paid for those utilities during the bankruptcy. Due to the City continuing to provide the utility service, it placed the City's claims for utility payments into a "preferred" status with the Bankruptcy Court, and as such, the City got some past utility bills paid through the Bankruptcy Court. The secured creditors have filed an action in a Delaware court, where the bankruptcy was filed, to recover monies from all the "preferred" vendors which included the City of Windom. Under the applicable laws the secured creditors can sue for up to 90 days of payments made by Hylife Foods. For the City this amounts to approximately \$750,000. The City Attorney has reviewed the legal filings, but is not licensed to practice law in Delaware and is recommending that the City hire a expert in Bankruptcy law. He and City Attorney contacted the League of Minnesota Cities for advice\recommendations and also contacted a company in Windom that is also being sued within this same action. Our recommendation is to engage Benesch Frielander Coplan & Aronoff LLP to represent the City. This firm will require a \$5,000 retainer and compensation is shown within the engagement letter. If the City does not answer the law suit by the secured creditors it risks \$750,000 in utility payments made by Hylife Foods and\or Bankruptcy Court. Nasby said it is unknown on the cost of litigation but the cost of defending the City and the Council will be seeing this come back when more costs or a settlement offer is considered.

Motion by Benson second by Nelson to approve the Letter of Engagement with Benesch Frielander Coplan & Aronoff LLP to represent the City as presented. Motion carried 5 – 0.

5. Public Hearing – Business Subsidy Agreement – Premium Iowa Pork:

Nasby said that the Economic Development Authority Board is recommending approval of a Business Subsidy Agreement with Premium Iowa Pork (PIP). This agreement is needed as there was an existing Tax Increment Financing (TIF) District in place on this real property and the City has funds from the State of Minnesota, through a grant, to provide to PIP for job creation.

Mathis opened the public hearing at 5:21 pm. She called for public comments. There were none. Mathis closed the public hearing at 5:22 pm.

6. Review of Business Subsidy Agreement and Loan Documents:

Nasby said the EDA staff had prepared the Business Subsidy Agreement in conjunction with Bond Counsel and staff drafted the Grant\Loan Agreement between the City and PIP for the State funds. The State funds passed through the City are for \$1 million of which 50% will be forgiven over five years based upon the business meeting job creation goals and the other 50% is a 0% interest loan to the business which will be repaid directly to the City over the same five-year period. The loan documents also include a security agreement and promissory note. The EDA Board has recommended approval of this financing package. The timing is key as the State's fiscal year ends on June 30th.

Council Member Sherman introduced the Resolution No. 2025-29, entitled "RESOLUTION RATIFYING CALLING OF PUBLIC HEARING AND APPROVING BUSINESS SUBSIDY AND AGREEMENT, LOAN AGREEMENT, SECURITY AGREEMENT, AND PROMISSORY NOTE WITH PREMIUM IOWA PORK, LLC"" and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Esplan, Nelson, Quade, Benson and Sherman. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

7. MN DOT Preliminary Design Concept - Highway 60/71 Roundabout:

Mary Loeffler and Zak Tess introduced themselves. Loeffler said the Council previously looked at four concepts and asked MN DOT to make some adjustments to Concept D which was a four-lane cross-section with a two-lane roundabout. She handed out copies of the revised concept for discussion. She said that the redesign included the sidewalks, full access at Kwik Trip but they were not able to get the access by Subway to work primarily due to the sidewalk and ADA requirements.

Tess said that the roundabout will reduce speeds into town but there will still be accidents. MN DOT is calling this redesign "Concept D2". The design will work geometrically, but MN DOT will reserve the right to consider future restrictions on accesses if accidents occur.

Mathis asked if these restrictions could include partially closing an access. Tess said that is correct.

Esplan asked if the speed limit would be 30 mph from the roundabout all the way into town. Tess replied that it will depend on driver behavior but roundabouts typically slow traffic to 25-30 mph and MN DOT would consider transition speed zones into town. They will do speed studies to confirm traffic patterns and speeds. Loeffler added that MN DOT will not commit to speeds until they have that information. Esplan asked if Concept A with two lanes were considered would the sidewalk still close the Subway access. Tess said there is still an elevation issue but extra space to use could help. Loeffler handed out Concept A showing the sidewalk and noted the additional room to place the sidewalk.

Mathis said she contacted the businesses on both sides of the highway in this area and all of them are concerned with any loss of highway access. She asked if there would be both a left and right turn lane out of Kwik Trip. Tess said that not part of the MN DOT project as it is a business entrance.

Benson said he talked to residents and the public wants the four lanes back so that is top priority for him. He does not want to see accesses closed, but the four-lanes are the key.

Mathis said she talked to the Subway owner and he has no plans to build the new store due to interest costs and inflation in building prices. He is planning on remodeling his current building. They feel that with the access gone they will lose a lot of business. She feels like this concept is a grade of getting four lanes at the expense of losing a local business access. She had asked about business specific signage but found out from the State it is not possible.

Nelson said there are vacant business buildings in town and he does not want to see any more of them so why do this highway change. The highway was fine with four lanes for many years and just bring that back as it worked.

Mathis asked if the sidewalk in the D2 concept could be pushed back further to permit at least the right-in, right-out access that Subway has now. Tess replied it is an issue of elevation changes between the highway and frontage road. Loeffler said there is 10 feet of elevation change and their designers tried to make it work but it is not feasible to keep that access.

Jon Ketzenberg, Streets & Parks Superintendent, asked if it is not a safety hazard putting a sidewalk through a roundabout as the concept shows. Tess said this is a rural cross-section and with the traffic speeds slower at the roundabout that is safer than having people try to cross the highway in another location.

Preliminary

Mathis said the issue of conflict points had been discussed at the prior meeting and what is the conflict points for the single-lane roundabout versus the two-lane. Loeffler said the single lane has eight conflict points and there are 20 with a two-lane roundabout.

Sherman asked if a pedestrian or vehicle had the right-of-way at a roundabout. Tess said that it depends on if the vehicle is into the travel lane or pedestrian first.

Motion by Benson second by Quade to accept Concept D2 as the preferred design of the roundabout for the Highway 60/71 South intersection. Motion carried 4 – 1 (Nelson).

Quade said that she does not like the access change, but it is a trade off to get the four-lanes and to keep a full access on the other side of the highway that supports local businesses too. It is unfortunate not all the Council requests could be accommodated but thanked MN DOT for the redesign work.

Esplan said he feels this is a problem with the Subway access being closed but he will support the D2 Concept.

Mathis thanked MN DOT for the communication and discussion. She hoped that way-finding signs for the businesses could be done to help traffic know they are there. Loeffler said that unfortunately signage is not allowed in a urban environment and she reviewed the criteria MN DOT uses to make that determination. Maybe a sign saying “Business Access” with an arrow could be done.

8. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 5:55 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
July 1, 2025
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

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

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jon Ketzenberg, Streets & Parks Superintendent and Tim Snyder, Community Center Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – June 17, 2025
- Regular Bills

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

5. Department Heads:

None.

6. Street Closure Request – Chamber Hot Dog Night:

Mathis said that the Chamber is requesting to close off 4th Avenue between 9th and 10th Street and 9th Street between 3rd and 4th Avenue for the Hotdog Night event to be held on July 17th from 4-7 pm. The Street Department will drop off barricades and the Windom PD is okay with the request.

Motion by Nelson second by Sherman to approve the Street Closure request for the Windom Chamber for Hotdog night on July 17th. Motion carried 5 – 0.

7. Alley Vacation – Public Hearing and Resolution Approving Vacation:

Nasby said the vacation of the alley between the USDA Soil & Water Conservation building and the former Smith Appliance building was requested by some of the owners and recommended for approval by the Street Committee. The actions tonight are to hold a public hearing as notices were sent to property owners and a legal notice in the newspaper. Then the Council would consider a resolution vacating the alley.

Mathis opened the public hearing at 6:34 pm.

Diane Kruger, 605 Prospect Avenue, said she is a business and property owner in the downtown and is against any alley vacations. The Smith Appliance store had deliveries that used that alley. She does not feel the gain of three parking spaces on the street is worth closing the alley. She questioned what would happen if a semi-truck wanted to make a delivery and the alley is closed. She also asked what is gained by the City if it is vacated.

Preliminary

Nasby said the owner of the former Smith Appliance building called him and he was neither for or against the vacation, but would like to turn the alley into parking for his tenants if it is vacated.

Nelson said that the City would save by not having to plow that alley and do maintenance if it is vacated.

Esplan said that the reason this came up as the owners did not want it to be part of the 2025 Street Project and then incur an assessment cost. If the alley is vacated it will not be re-done.

Mathis closed the public hearing at 6:40 pm.

Council Member Esplan introduced the Resolution No. 2025-30, entitled “A RESOLUTION APPROVING THE VACATING OF AN ALLEY DESCRIBED HEREIN” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Quade, Benson, Sherman, Esplan and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. 2025 Street Project Bid Award Resolution:

Nasby said the project bids were opened by the engineers and reviewed. The recommendation is to award the bid to Dunnick, Inc. as the lowest responsible bidder in the amount of \$546,280.30. This is below the engineer’s estimate. The alternate is not needed as the City Council vacated the alley earlier this evening and that would become EDA property to be disposed of in the future.

Council Member Benson introduced the Resolution No. 2025-31, entitled “A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED 2025 ALLEY IMPROVEMENT PROJECT” 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.

9. New Business:

None.

10. Old Business:

Nasby reminded the Council that the facility tour will wrap up on July 29th at 5:00 pm.

11. Council Comments:

Benson said the weather is getting hot so stay hydrated and check on your neighbors.

Nelson wished everyone a Happy July 4th and to be safe.

Mathis said there is a State law and City ordinance against fireworks so she asked people not to shoot them off. She wished a Happy Birthday to her mom.

12. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 6:46 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN

July 09, 2025, at 8:30 a.m.

A regular meeting of the Board of Directors was held on July 09, 2025, at the Riverview Apartments. Board Members present: Tony Scott, Linda Jaakola, Jean Fast and Heidi Hill. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: Nick Kulseth-approved and City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:33 a.m.

The Consent Agenda was approved which included minutes from the June meeting, the Agenda, Balance Report and Bills Report. (Fast/Jaakola)

Scheduled Guests: none

Old Business consisted of:

1. The Executive Director gave an update on the HS Window Project. The sample has been installed and approved. We're waiting for the order to arrive to begin installation.
2. The Executive Director reported that the Annual Audit is in process.
3. The Executive Director reported that Dennis Hall, maintenance staff, will be having surgery on July 16th and will be out for 4-10 weeks. This is not a work comp issue. There was a discussion about PTO, HSA and Retirement benefits as well. After much discussion, a motion was made that any employee out on short-term or long-term disability will not receive benefits during their absence. All employees will however still have their health insurance covered by the HRA. The Executive Director will update the language in the Personnel Policy to match this motion. (Fast/Hill)
4. The Executive Director reported that we have completed the second unit renewal. With the upcoming surgery of Dennis, we will not be starting another one at this time.

New Business consists of:

1. The Executive Director reported that we received notice of a \$45.00 increase regarding the Annual Elevator Permits and Inspections.
2. The Executive Director reported that we received a pay request from Scott Olsem Construction for the roof repairs at Hillside Manor in the amount of \$44,188.00. This will be paid for with CFP22 funds. After some discussion, a motion was made to approve the pay request as presented. (Jaakola/Fast)
3. The Executive Director reported that we received a pay request from Adam's Mechanical for the boiler valve project at the Riverview Apartments in the amount of \$64,000.00. This will be paid for with CFP23 funds. After some discussion, a motion was made to approve the pay request as presented. (Jaakola/Fast)
4. The Executive Director suggested hiring an outside person to assist with cleaning during the absence of Dennis, as a contractor. After much discussion, a motion was made to hire someone for the approximate 12 weeks' absence and, as needed for general cleaning and cleaning during unit turns, at \$20.00 per hour, to be paid from the Laundry Account. The motion also stated a no liability clause would need to be signed. The Executive Director will reach out to the people that filled this need at Jackson HRA, last year. (Fast/Hill)
5. The Executive Director reviewed the July Overview.

Upcoming Board Meetings are scheduled for August 13th (HS) and September 10th (RV) at 8:30 a.m.

With no further business, the meeting was adjourned at 9:19 a.m. (Fast/Hill)

Tony Scott, Board Chairman

Linda Loewen, Executive Director

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
JULY 8, 2025**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:01 p.m.

2. Roll Call & Guest Introductions:

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

Absent: None.

Also Present: B&Z Staff: Building & Zoning Official Matt Fast and Admin. Asst. Mary Hensen, and City Council Liaison Jayesun Sherman, and Mayor Hilary Mathis.

Public Present: Taylor Kremmin, Joshua Montgomery (via Zoom), Kirk Odden, Brent Anderson, and Holly Anderson.

3. Approval of Minutes: June 10, 2025:

Motion by Commissioner Tegels, seconded by Commissioner Pletcher, to approve the Planning Commission Minutes for the Meeting held on June 10, 2025, as sent. Motion carried 7-0.

(Commissioner Cole arrived after this vote.)

4. Public Hearings

A. Zoning Application – Variance – Amount of Parking Area - 680 Plum Avenue

Applicants: Taylor S. Kremmin and Emily J. Kremmin

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. He referenced the following City Code Sections: City Code Sections: Sections 152.565-152.568 – “Variances”; Section 152.495(A)(3) – “Curb Cut Specifications for Residential Properties”; and Section 152.495(B)(2) – “Residential Standards” (for driveways, parking pads, etc.)

Taylor S. Kremmin and Emily J. Kremmin have filed a Zoning Application requesting a variance of the driveway approach specification to allow them to add concrete to enlarge their off-street front yard parking. The Commissioners received copies of the Zoning Application, Public Hearing Notice, site plan showing additional allowed parking area compared to camper dimensions, and Beacon aerial of the property in the packet.

The property is situated in an R-1 Zoning District. Kremmins are requesting a variance in the amount of parking area on their property on Plum Avenue to park their RV on their property and not block a garage stall. They included a proposed diagram of the off-street parking that would be allowed by the ordinance and the dimensions of their camper. The camper’s dimensions are approximately 36’ 4” in length and 8’ 6” in width.

City Code Section 152.495(A)(3) sets forth the curb cut specifications for residential properties. The maximum width of a curb cut for a driveway shall be 24 feet. On lots where the frontage is at least 70 feet, approval may be obtained from the Street Superintendent authorizing a curb cut in excess of 24 feet and up to 36 feet. The width of the curb cut shall not exceed the width of the garage. The lot width of this lot is 134 feet. The width of the existing curb cut is approximately 45-49 feet.

Pursuant to City Code Section 152.495(B)(2), additional front-yard parking may be on an area not to exceed 12 feet in width abutting only one side of the driveway. This additional parking area is to begin at the property line.

The Windom Street Superintendent does not favor increasing the size of the curb cut or converting additional boulevard into a parking area.

In addition to the question of whether the granting of this variance would set a precedent, B&Z Staff had questions as to whether this request complies with City Code requirements for the granting of a variance. The matter was referred to the City Attorney for review. After review of the City Code, the City Attorney has advised that this request for a variance to the driveway approach specifications does not meet the definition of practical difficulties or meet all of the requirements (criteria) for the granting of a variance.

Chairman Mattson opened the public hearing at 7:05 p.m. and asked if the Applicant, Taylor Kremmin, would like to make any comments. Mr. Kremmin advised that they are looking to be able to not leave the camper parked on the street. He said they only keep it in the driveway during the summer months and between camping trips. Currently when it's parked in the driveway, it blocks one of the garage stalls. He said that he talked with the neighbor and he was okay with the proposal. There were no other public comments. In response to questions from the Planning Commissioners, Taylor Kremmin advised that in the winter he stores the camper off-site in a storage shed in the country.

In response to questions, Zoning Admin. Fast advised that the curb cut is not to be wider than the garage in the boulevard area. Mr. Kremmin would be able to install concrete up to the front property line (behind the boulevard area) and up to the side lot line, but not in the boulevard area, as long as the additional concrete area did not drain water onto the adjoining property. The concrete could not be "feathered in" across the boulevard area.

Commissioner Baloun asked if there is an impervious surface restriction in City Code. Zoning Admin. Fast advised that there is such a restriction in the Shoreland District, but would need to do some further checking concerning other residential areas. However, he hadn't seen this provision in the land usage code to date.

In response to a question, Zoning Admin. Fast replied that the width of the driveway is currently over the curb cut that is stated in City Code and he read the information from the City Attorney (previously stated above). Pursuant to the City's utility mapping system, there are no city utilities in the boulevard. However we do not have information concerning whether there are any gas lines in the boulevard. The neighbor, Kevin Stevens, had come over at the time that Zoning Admin. Fast and Mr. Kremmin were measuring the area and he voiced no objection to the proposal.

Chairman Mattson closed the public hearing at 7:15 p.m.

Zoning Admin. Fast read the criteria for granting a variance and also the definition of "practical difficulties" from Minnesota Statutes:

City Code Section 152.565 (and Minnesota Statutes) provide that variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan.

City Code provides that a variance may be permitted if all of the following requirements are met:

- (1) The landowner (applicant) proposes to use the property in a reasonable manner;
- (2) The applicant has established that there are practical difficulties, as defined by state statute, in complying with the ordinance;
- (3) The unique circumstances of the property were not created by the landowner;
- (4) The variance is in harmony with the general purposes and intent of this subchapter;
- (5) The variance is consistent with the comprehensive plan; and
- (6) The variance will not alter the essential character of the locality.

"Practical Difficulties", as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

In response to the question as to whether approval of this variance could set a precedent, Zoning Admin.

Fast replied that yes, in his opinion it could set a precedent for the rest of Windom. Commissioner Hartman said that if we set a precedent, it is hard to go back. She said that we believe the people requesting these variances are responsible people; however, once the foot is in the door, it decreases the basis to deny a similar variance request in the future.

Commissioner Baloun advised that he did not believe that No. 3 (set forth above) was met because the circumstances were created by the Landowner and the Code does say that all of the criteria need to be met.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend that the City Council deny the application, submitted by Taylor S. Kremmin and Emily J. Kremmin, requesting a variance to increase the amount of parking area on their property.

**The property is located at 680 Plum Avenue in Windom and is described as: Lot 1 in Block 2 of Plum Bay Subdivision in the City of Windom, Cottonwood County, Minnesota.
(Parcel No. 25-624-0060)**

The motion also includes that the proposed variance does not comply with all of the criteria for approval of a variance as set forth in City Code Section 152.565 recited above.

Findings of Fact concerning recommendation on variance application:

- 1. As stated in the narrative herein.**
- 2. The Applicants have not established that there are practical difficulties, as defined by state statute, in complying with the ordinance.**
- 3. The Applicants have not established that the unique circumstances of the property were not created by the landowners.**

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

Motion carried 8-0.

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

**B. Zoning Application – Variance – Timing of Garage Construction – 2165 Cottonwood Lake Drive
Applicant: Joshua W. Montgomery**

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. He referenced the following City Code Sections: Sections 152.565-152.568 – “Variances”, Section 152.068 – “R-2 (Urban Residential District) – Yard and Lot Requirements”, and Section 152.495(B) – Residential (Parking) Standards.

Joshua W. Montgomery has filed a Zoning Application requesting a variance to delay the construction/placement of a garage on his property. The property is situated in an R-2 Zoning District. The Commissioners received copies of the Zoning Application, Public Hearing Notice, site plan showing proposed placement of house, garage, etc.; and Beacon aerial of the property.

Mr. Montgomery purchased a vacant lot on Cottonwood Lake Drive. He has since purchased a modular home to move on to the property. He has obtained a building permit and contractors are currently installing the foundation to move the house onto the foundation this year. He is requesting that he be allowed to delay the construction/placement of a garage on the property until sometime in the future.

City Code Section 152.068 (*Yard and Lot Requirements for lots in the R-2 District*) provides for minimum off-street parking spaces as set forth in City Code Section 152.495(B).

City Code Section 152.495(B)(1) provides that all single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized

vehicles. This requirement shall include sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet.

In addition to the question of whether the granting of this variance would set a precedent, B&Z Staff had questions as to whether this request complies with City Code requirements for the granting of a variance. The matter was referred to the City Attorney for review. After review of the City Code, the City Attorney has advised that this request for a variance of the timing for placement of a garage on the property does not meet the definition of practical difficulties or meet all of the requirements (criteria) for the granting of a variance.

Chairman Mattson opened the public hearing at 7:25 p.m. and asked if the Applicant, Joshua Montgomery, would like to make any comments. Mr. Montgomery thanked the Planning Commission for allowing him to participate by zoom. He advised that he bought a lot and a home to move on to that lot and would like to delay placement or construction of a garage on the property. He thinks that eventually he will put a garage on the property. He said that it flooded last summer and he thinks that's a practical difficulty. He has 7 large cottonwood trees that he doesn't think anyone wants to see cut down and he would like to let nature take care of that, he wants to get a lay of the land for the best placement of the garage for snow melt on the driveway, it's a seasonal cabin and not full-time living. If he is required to construct/place a garage on the property, he'll probably go to ProShed and put the smallest 12' X 20' building in place. He said that there is a property across the street that doesn't have a garage. He said that he has seen other single-car garages in that area and people don't park in them. They put stuff in them. He might want to put living quarters above the garage if he can do that. He doesn't think it's the right time for him to do the garage.

Chairman Mattson asked if there were any public comments. Kirk Odden of 2175 Cottonwood Lake Drive came up to speak. He said that he thinks that Josh is doing it the right way and that Josh didn't ask him to come. He said that the property has been an eyesore for years with RVs and junk on it and needs some help. He said that now there is someone who is willing to put money into it. He thinks it makes sense to grant the variance.

Chairman Mattson asked if the Planning Commission had any questions for Mr. Montgomery. Commissioner Pletcher asked if there was any sort of a site survey to determine proper elevation for the house and the garage. Zoning Admin. Fast advised that information is verified through the building permit process. City Code states that the house and garage need to be 3 feet above the high water mark.

In response to a question from Mr. Montgomery as to whether he would need to do that for a garage. Zoning Admin. replied yes, up to that elevation or flood proof the garage.

In response to a question from Commissioner Tegels as to whether the garage was included in the Building Permit, Zoning Admin. Fast responded that he and Mr. Montgomery talked about this and Mr. Montgomery wanted to get the water and sewer installed and get moving on the project, so his site plan does show a proposed garage. Commissioner Tegels asked whether the permit would have been granted unless the garage was there. Zoning Admin. Fast said that he has a building permit which included a garage on the site plan. He could put up a storage shed that would meet the code requirements for the size of a garage. Commissioner Mattson asked what kind of building quality does the garage need to meet. Isn't there supposed to be some cohesion between the house and the garage? Zoning Admin. Fast said that a detached garage needs to be 6 feet from other structures. He read the standards for garages on residential properties stated in the City Code Section 152.495(B). Pursuant to those standards, the garage would be over 200 square feet and would need to be constructed to Minnesota State Building Code requirements and constructed similar to the primary residence. He said that the Minnesota State Building Code doesn't provide for carports over 200 square feet. It would need to be a manufactured structure with a seal from the State of Minnesota certifying the construction and would need a permanent foundation. In response to an additional question, Zoning Admin. Fast said that the building permit was issued based on Mr. Montgomery putting in the garage with his intent to attach the garage to the house. There was a question as to what recourse the City would have if the variance was granted and Mr. Montgomery did not construct/place a garage on the property.

Commissioner Pletcher asked Mr. Montgomery if he had a timeframe he could put in writing for the construction/placement of a garage on the property. Mr. Montgomery responded that “honestly, I don’t have a timeframe”. He said he put a bid on the house and his request to delay the garage is economically related as money comes along.

Chairman Mattson closed the public hearing at 7:41 p.m.

Commissioner Baloun said that I understand your situation, however statutes put it clearly that we can’t consider economic reasons alone. Commissioner Hartman said that the City Attorney recommended not approving the variance.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend that the City Council deny the application, submitted by Joshua W. Montgomery, requesting a variance delaying the time for construction/placement of a garage on his property.

The property is located at 2165 Cottonwood Lake Drive in Windom and is briefly described as: North Half of Lot 10, Lot 11, Lot 12 Except Tract in Northeast Part of Lot 12 in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-831-0061)

The motion also includes that the proposed variance does not comply with all of the criteria for approval of a variance set forth in City Code Section 152.565 recited above.

Findings of Fact concerning recommendation on variance application:

- 1. As stated in the narrative herein.**
- 2. The Applicant has not established that there are practical difficulties, as defined by state statute, in complying with the ordinance.**
- 3. The Applicant has not established that there are unique circumstances of the property.**

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

Motion carried 8-0. (Each Commissioner voted “deny”.)

Commissioner Hartman said that the decisions are not about the people – not a judgment on them – but have to do with the City ordinance.

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

Kirk Odden spoke up and said that the Commissioners did not conduct the vote correctly and need to clarify their motion and vote.

Motion by Commissioner Hartman, seconded by Commissioner Baloun, to recommend that the City Council deny the application, submitted by Joshua W. Montgomery, requesting a variance delaying the time for construction/placement of a garage on his property.

(Same property description set forth above and same “Findings of Fact” set forth above.)

Motion carried 8-0. (Each Commissioner voted “aye”.)

**C. Zoning Application – Variance – Early Placement of Accessory Building– 2925 Matthew Drive
Applicants: Brent K. Anderson and Holly Jo Anderson**

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. He referenced the following City Code Sections: 152.565-152.568 – “Variances” and Section 152.325 – “Accessory Structures in Residential Districts – General Requirements”.

Brent K. Anderson and Holly Jo Anderson have filed a Zoning Application requesting a variance to place

an accessory building on an undeveloped lot they own at 2925 Matthew Drive. The property is situated in an A-O Zoning District. The Commissioners received copies of the Zoning Application, Public Hearing Notice, and Beacon aerial of the property.

The Andersons purchased the vacant lot on Matthew Drive and intend to construct a new home on the lot within the next two years. They presently need to take their lawn mower to the lot to maintain the lot. The Andersons have requested that they be allowed to place a storage building on the lot prior to the construction of the new home. Mr. Anderson has indicated verbally that they would store the lawn mower in the storage shed. Andersons included in their application that their goal is to break ground by the Spring of 2027 at the latest (for construction of the new home) and that they would remove the shed from the property if they have not broken ground by June 1, 2027.

City Code Section 152.325(G) provides that no accessory building or structure, other than a fence or temporary construction, may be constructed prior to the time of construction of the principal building or structure on the lot.

In addition to the question of whether the granting of this variance would set a precedent, B&Z Staff had questions as to whether this request complies with City Code requirements for the granting of a variance. The matter was referred to the City Attorney for review. After review of the City Code, the City Attorney has advised that this request for a variance to allow the early placement of an accessory building on a vacant lot does not meet the definition of practical difficulties or meet all of the requirements (criteria) for the granting of a variance.

Chairman Mattson opened the public hearing at 7:47 p.m. and asked if the Applicants would like to make any comments. Applicant Brent Anderson said that they want to be able to maintain the property. Drive around town and see residences where people live who are not mowing. He said some neighbors have told him that they are glad that Andersons are taking care of the lot. He said they want to be good neighbors and good residents of the city.

Commissioner Hartman asked if they mow on a weekly basis. Mr. Anderson replied that yes and this year might require mowing more often. Commissioner Hartman asked if the primary reason for the storage shed was to store the mower and Mr. Anderson replied yes. Commissioner Byam confirmed with Mr. Anderson that the date to remove the shed is by June 1, 2027, if construction on the new house hasn't started.

Chairman Mattson asked if there were any other public comments. There being none, he closed the public hearing at 7:52 p.m.

Commissioner Pletcher asked if the shed would be considered temporary construction in this instance. Admin. Asst. Hensen read the definition from City Code Section 152.002: "Accessory Building or Structure. Any detached building, structure or improvement subordinate to a principal building which is situated on the same parcel as the principal building."

Commissioner Hartman asked what does "temporary construction" mean. Zoning Admin. Fast responded that there is no definition for this term in the City Code. He checked the building code and did not see a definition for temporary construction. However, he said that in building situations, a temporary structure is something similar to an event tent or stage – something built for a short time.

Commissioner Baloun asked if there was any enforcement action provided in the Code if the Applicants decide not to comply and remove the shed if building hasn't started by June 1, 2027. Zoning Admin. Fast responded that there aren't specific enforcement actions listed in the code (except misdemeanor charges).

Brent Anderson asked if some kind of a written contract could be prepared to state that they would start construction by June 1, 2027, or remove the storage shed. Chairman Mattson said that would be a question for the City Attorney. In response to a question, Admin. Asst. Hensen read the definitions for "principal structure" and "principal use" from City Code Section 152.002.

Brent Anderson asked if there was any difference because this is the A-O district. The recommendation from the City Attorney was read again. There was a discussion concerning the reasoning behind the Code

Section providing that no accessory building or structure, other than a fence or temporary construction, may be constructed prior to the time of construction of the principal building or structure on the lot. During the code review for Chapter 152, the Planning Commission discussed the issue of lots where only an accessory building was placed and the building deteriorated and the parcels became dilapidated properties and nuisances. Zoning Admin. Fast advised that there was a concern about these permanent structures not being taken care of by the property owners. A question was raised about the 60-day rule on this application. After further discussion, the following action was taken.

Motion by Commissioner Baloun, seconded by Commissioner Miller, to table the recommendation to the City Council on the variance application, submitted by Brent K. Anderson and Holly Jo Anderson, until the August Planning Commission Meeting to allow time to research questions raised by the Planning Commission. Motion carried 8-0.

5. Review and Recommendation – Proposed Ordinance No. 201 – 2nd Series
 A. Authorizing Study & Imposing Moratorium on CUP Applications for Billboards:

Chairman Mattson introduced the agenda item. Zoning Admin. Fast recapped that the Planning Commission previously discussed the need to review the City Code language regarding billboards within city limits. On June 10th, the Commissioners approved a recommendation that the City Council authorize preparation of a proposed ordinance authorizing a study and establishing a six-month moratorium on acceptance of applications for billboards. At the meeting on June 17th, the City Council approved a motion authorizing the Planning Commission to proceed with a moratorium ordinance related to conditional use permits for billboards.

Pursuant to information from Minnesota Statutes, etc. provided by City Attorney Ron Schramel, a proposed Ordinance No. 201, 2nd Series entitled “An Interim Ordinance of the City of Windom, Minnesota, Authorizing a Study and Imposing a Moratorium on the Acceptance of Conditional Use Permit Applications for Billboards” has been prepared. The City Attorney has reviewed and approved this proposed ordinance. He has also reviewed Minnesota Statutes and confirmed that the City does not need to hold a public hearing on this proposed ordinance.

Motion by Commissioner Tegels, seconded by Commissioner Pletcher, to approve proposed Ordinance No. 201, 2nd Series, as presented, and recommend that the City Council hold the required two readings and adopt the ordinance. Motion carried 8-0.

(Commissioner Cole left for a previous commitment after the vote.)

6. Potential Rezoning – Discussion/Authorization to Initiate Process
 A. Parcel No. 25-164-0030 - Rezone from I-1 to B-2:

Chairman Mattson introduced this agenda item. Zoning Admin. Fast explained that this property is the site of the former Messer Machine business and is owned by Robert Messer and Bonny Messer. Robert Messer is currently attempting to sell the property. Our office has received some inquiries about a potential use in the building. However, the building is zoned as I-1 and the proposed use would not be allowed in that zoning district. All of the property around this parcel is zoned as B-2 Highway Business District. City Code Section 152.582 provides that the Planning Commission can initiate an amendment to the zoning district map. The amendment would then go through the ordinance procedure as set forth in City Code Section 152.583. A public hearing would then be scheduled before the Planning Commission concerning this proposed amendment to the zoning district map.

If the Planning Commission (1) determines that rezoning this property to match the zoning of properties adjacent to this parcel would be beneficial and (2) authorizes Staff to initiate this process, Staff will contact the property owners and follow the steps set forth in City Code for rezoning a parcel. Zoning Admin. Fast advised that he had talked with Bob and Bonny Messer and explained the uses in the B-2 and I-1 Districts. They are open to the idea of rezoning the property to improve its potential for sale. After a brief discussion, the following action was taken.

Motion by Commissioner Pletcher, seconded by Commissioner Tegels, to authorize Building & Zoning Staff to initiate communications and begin the process to rezone Parcel No. 25-164-0030 from I-1 to B-2. Motion carried 7-0. (Commissioner Cole was absent.)

B. Parcel Nos. 25-821-0040, 25-821-0050, & 25-821-0060 – Rezone from I-1 to R-2: Zoning Admin. Fast recapped that, in the past, portions of several parcels located North of 12th Street (between the railroad and Miller Avenue) were zoned as I-1 Light Industrial. Several of these parcels were owned by Carl Bjorklund Jr. (including the Carl's Repair building). The properties just north of 12th Street (and south of Carl's Repair) are residential properties that were unfortunately included in the zoning designation of I-1. The remainder of the residential properties in that block had been zoned as R-2. The I-1 designation affects some of the typical uses of residential property. One of the residential property owners, whose property was included in the I-1 District, contacted the Building & Zoning Office about the possibility of constructing or installing a storage shed or detached garage on his property. This would be a permitted use in the R-2 District but not in the I-1 District. Staff has been in contact with the City Attorney and he concurs that it would be best to rezone these residential properties from I-1 to R-2.

If the Planning Commission (1) determines that rezoning these properties to match the zoning of other residential properties in that area would be beneficial and (2) authorizes Staff to initiate this process, Staff will contact the property owners and follow the steps set forth in City Code for rezoning these residential parcels. A question was posed by a Commissioner whether all of the property owners in the parcels proposed for rezoning would need to consent to the rezoning. After a brief discussion, the following action was taken.

Motion by Commissioner Hartman, seconded by Commissioner Baloun, to authorize Building & Zoning Staff to initiate communications and begin the process to rezone Parcel Nos. 25-821-0040, 25-821-0050, & 25-821-0060 from I-1 to R-2. Motion carried 7-0. (Commissioner Cole was absent.)

7. Other Business/Reports: None.
8. Unfinished Business: Admin. Asst. Hensen recapped that at a prior meeting, Commissioner Tegels read portions of a text he received from a citizen asking questions as to which code sections cover certain nuisance items, etc. Answers to these questions have been assembled and a copy of the recap sheet was distributed to the Planning Commission.
9. New Business: None.
10. Planning Commission Comments, Concerns, Suggestions: Commissioner Mattson asked if the outdated version of the City Code currently on the City's website could be removed or updated pending codification of the recent ordinances and revision of the City's website (which Admin. Asst. Hensen advised is supposed to be completed within six months). Commissioner Pletcher asked if the Planning Commissioners could have an updated copy of the land usage chapters for their reference notebooks. Zoning Staff advised that they would follow-up on these requests.
11. Adjourn: The meeting was adjourned by unanimous consent at 8:28 p.m.

Attest: _____
Matthew Fast, Building & Zoning Official

Brett Mattson, Chairman

Windom Library Board Meeting
Tuesday, July 8, 2025
5:05 PM

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

Roll Call –

Present – John Duscher, Steve Fresk, Anita Winkel, Kari Scheitel, Wade Pfeiffer

Absent – Chris Wolf, Fran Swenson

Library Staff present – Kari Hanson

City Council member present – Dennis Esplan

Agenda & Minutes – Motion to approve agenda and minutes by S. Fresk and second by K. Scheitel.

Financial Report – Motion to approve May 2025 Financial Report by W. Pfeiffer and second by A. Winkel.

Librarians Report –

*Circulation Numbers: A total of 3,175 items were checked out in June. We sent out 515 items for delivery to other libraries and received 228 items. 44 items came from MNLINK.

*Summer Reading Program is going extremely well. We have all ages participating. We have 121 kids signed up. Many kids have been coming in to claim their prizes. 2 kids in the “tween” category (Grades 5-8) have completed their goal of reading 1050 minutes!

Motion to approve Librarian’s report by K. Scheitel. Second by A. Winkel.

New Business –

*Discussion was held regarding the hotspots that Plum Creek Library System has provided for our patrons. The demand for use has increased. Discussion tabled until August meeting.

Adjourn – Meeting adjourned by John Duscher at 5:35 PM

Next Library Board meeting will be on Tuesday, August 12th at 5:05 PM.

**TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers June 16th, 2025**

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:00 PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby
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	Council Liaison:	Dennis Esplan
Commissioner:	Jake Voth	Others Present:	
Commissioner:	Kegan Hofferbert	Others Present:	

III. Approval of Minutes from May 19th , 2025 meeting.

Motion by commissioner Hiley, to approve minutes from the May 19th , 2025 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 86% complete.
- Outside Plant – Techs working on Customer Serving Areas (CSA) cabinets and pedestal maintenance. Started to installing fiber optic service drops.
- Network – The speed test server has been updated and migrated to a new server. NOC Tech has been working on a replacement system to stream Channel 3 rollup service. City Council camera system streaming, working on Shoretel phone system server replacement.

V. Manager's Report: Dahna reports:

- Windomnet Medallion Hunt – the annual medallion hunt during the Windom Riverfest week update: The medallion was found Friday morning.
- At the last SFN meeting, SFN has completed the Gen 2 testing on Android. They had some setbacks but are working on iOS and Amazon Fire devices. SMBS has not done a general release of the Gen 2 (no local channels, just national) and are internally testing. Reporting numerous issues and bugs that are going to be addressed. SMBS has the additional cache servers bench testing prior to being installed. Once Windomnet is allowed onto the Gen 2, we will also need to test the system internally as well. SMBS would like Windomnet to work cooperatively work out the bugs

VI. New Business:

Dahna covers the telephone services system's Metaswitch End of Life components and VOIP phone service delivery options, City Phone System on a hosted platform.

Metaswitch annual service and support license fee is about \$22,000 which is due in Feb. Metaswitch add on extended support \$7300 per year. Might not be offered with new owners of Metaswitch. Should consider moving to a hosted system for voice services.

VII. Old Business: None

IX. Set Next Telecom meeting:

July 21st, 2025 at 6:00 pm in the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:41 pm.

Dirk Abraham, Telecom Commission President

XXXX, Telecom Commission Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

Sykora informed the council that secured creditors are suing anyone who wasn't a secured creditor that received payments from HyLife within the last 90 days prior to bankruptcy. The city is one of the entities being sued, along with other local businesses. The City Attorney believes we have good standing on the utility bill side of things, but there are some payments that could be harder to defend. Anderson mentioned many of these lawsuits end up in a settlement. There was agreement to proceed with the legal action, with the attorney providing preliminary thoughts on the case's chances.

Sykora discussed the increase in power prices across the board, with the biggest increase in off-peak hours. The higher energy prices might actually benefit the city by selling surplus power. Sykora provided the current breakdown of the MISO grid composition: 35% natural gas, 31% coal, and the rest from solar, wind, and other hydro sources. These power mixtures change daily.

Sykora gave an update on the alley project. The recent rain put a delay on how fast the project can get done.

Sykora introduced the topic of notifying landlords when tenants are behind on payments to avoid disconnect. There were concerns about the city's responsibility and the potential costs involved. Sykora suggests that landlords could be charged a fee for receiving notifications. Schwalbach discussed the feasibility in having landlords' keep utilities in their name, if they want to know the tenant's utility status. Sykora shared that that sending out notifications to landlords for every bill could be costly and impractical.

WATER/WASTEWATER ITEMS

Stantec Landfill Quarterly Summary

Anderson discussed variances in groundwater testing, noting that groundwater was high, which is usually associated with lower returns. Data analysis considered factors like temperature, PH, and sample size, but a comprehensive analysis is pending. Anderson noted that the report numbers are consistent, with no outliers in a five-year run.

Control Building Roof

Anderson mentioned he talked with insurance about the control building roof. The shingles are architectural strength and might have been re-shingled once since 1995. The insurance adjuster would stand behind a full replacement due to the low probability of matching shingles. There was discussion on getting quotes from contractors for both shingles and metal roofing to compare costs in the replacement.

Other Water/Wastewater Items

Anderson explained the challenges faced during the phos permit season, including delays in sample results from Minnesota Valley. Anderson mentioned they had to run carbon to bring down phosphorus levels and are low on carbon, another tank was ordered. There was discussion about the process of testing phosphorus and the potential for certification to run their own tests.

Anderson discussed about the current phosphorus treatment and the monthly averages, which are below the limit for June. Anderson also noted that warmer weather is expected to keep the phosphorus levels low without additional chemical treatment.

Regular Bills

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

Old Business

None.

New Business

1st Avenue- 2026 Project Scope

Ketzenberg talked about the feasibility and costs of extending a 10-inch water main from First Avenue to serve businesses, including the electrical shop. The project's cost was discussed, with more discussions on whether to extend the line fully or just to the affected businesses. Concerns were raised about the adequacy of current hydrants for fire suppression. The commission agreed to gather more detailed numbers and consider alternate routes to ensure adequate water supply for fire safety and business needs.

The next Commission meeting was scheduled for July 24th, 2025 at 10:00 a.m. in the Council Chambers.

Adjourn

Schwalbach adjourned the meeting by unanimous consent at 11:50 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

From: donna.torkelson@windommn.com
To: [Leesa Arndt](#)
Subject: Permit Application for use of Amplification Equipment in Public
Date: Monday, June 30, 2025 1:23:05 PM

Date of Event

08/05/2025

Location of Event

Windom Community Center

Start Time

05:00 pm

End Time

07:00 pm

Type of Event

Windom's Night to Unite

Applicant Information**Applicant Name**

Jenny Quade

Address

902 5th Avenue
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 831-2678

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID #

[REDACTED]

Email

jenny.quade@state.mn.us

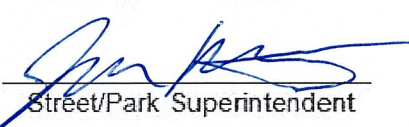
Would you like a copy of this form?

- Yes

License Fee - None \$0.00

Recommend

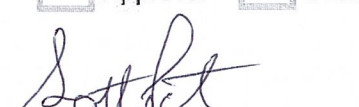
☒ Approval ☐ Denial



Street/Park Superintendent

Recommend

☒ Approval ☐ Denial



Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council

From: donna.torkelson@windommn.com
To: Leesa Arndt
Subject: Permit Application for use of Amplification Equipment in Public
Date: Monday, July 7, 2025 12:30:13 PM

Date of Event

08/06/2025

Location of Event

Cottonwood County Fair Grounds

Start Time

06:00 pm

End Time

09:00 pm

Type of Event

Whitesidewalls Music Event

Applicant Information

Applicant Name

Cottonwood County Agricultural Society (Fair Board)

Address

P O Box 391
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 832-8287

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID #

[REDACTED]

Email

kay.gross@co.cottonwood.mn.us

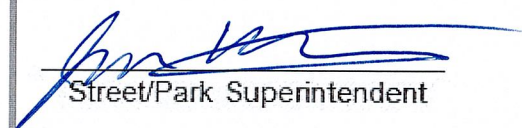
Would you like a copy of this form?

- Yes

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial


Street/Park Superintendent

Recommends

☒ Approval ☐ Denial


Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council

From: donna.torkelson@windommn.com
To: Leesa Arndt
Subject: Permit Application for use of Amplification Equipment in Public
Date: Monday, July 7, 2025 12:35:37 PM

Date of Event

08/07/2025

Location of Event

Cottonwood County Fair Grounds

Start Time

05:00 pm

End Time

11:00 pm

Type of Event

Waylon Arndt & Jared Zimmer and In the Fields Band

Applicant Information

Applicant Name

Cottonwood County Agricultural Society (Fair Board)

Address

P O Box 391
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 822-4569

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID #

[REDACTED]

Email

kay.gross@co.cottonwood.mn.us

Would you like a copy of this form?

- Yes

License Fee - None \$0.00

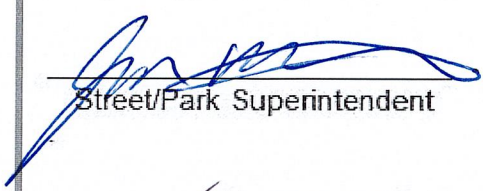
Recommends



Approval



Denial


Street/Park Superintendent

Recommends



Approval



Denial


Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council

From: donna.torkelson@windommn.com
To: Leesa Arndt
Subject: Permit Application for use of Amplification Equipment in Public
Date: Monday, July 7, 2025 12:38:31 PM

Date of Event

08/08/2025

Location of Event

Cottonwood County Fair Grounds

Start Time

05:00 pm

End Time

11:00 pm

Type of Event

Tony Moger Performance and In the Fields Band

Applicant Information

Applicant Name

Cottonwood County Agricultural Society (Fair Board)

Address

P O Box 391
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 822-4569

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID #

[REDACTED]

Email

kay.gross@co.cottonwood.mn.us

Would you like a copy of this form?

- Yes

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial


Street/Park Superintendent

Recommends

☒ Approval ☐ Denial


Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council

From: donna.torkelson@windommn.com
To: Leesa Arndt
Subject: Permit Application for use of Amplification Equipment in Public
Date: Monday, July 7, 2025 12:41:58 PM

Date of Event

08/09/2025

Location of Event

Cottonwood County Fair Grounds

Start Time

05:00 pm

End Time

11:00 pm

Type of Event

Levi Jahnke Music Performance and Hicktown Mafia Band

Applicant Information

Applicant Name

Cottonwood County Agricultural Society (Fair Board)

Address

P O Box 391
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 822-4569

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID #

[REDACTED]

Email

kay.gross@co.cottonwood.mn.us

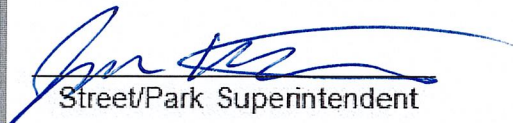
Would you like a copy of this form?

- Yes

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial


Street/Park Superintendent

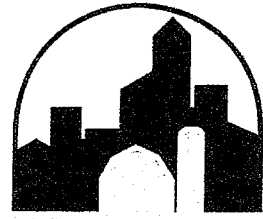
Recommends

☒ Approval ☐ Denial


Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____.

City Council



APPLICATION FOR MUNICIPAL LICENSES
CITY OF WINDOM
WINDOM, MN

WINDOM

STATE OF MINNESOTA
COUNTY OF COTTONWOOD
CITY OF WINDOM

TO: Holiday Windom
1550 first Ave N
Windom, MN, 56101

This application is appropriate for item or items checked below, for the term of one year from January 1, 2025 to December 31, 2025.

☒ Cigarette License \$20.00

☐ Game of Skill \$50.00 for first game and \$15.00 for each additional game

☐ Theatre \$25.00

Required

MN Tax ID # 1041777

Federal Tax ID # 41-1673684

Total \$20.00

Dated this 2 Day of July, 2025.


Signature of Applicant



LG240B Application to Conduct Excluded Bingo**No Fee****ORGANIZATION INFORMATION**

Organization Name: American Legion Auxiliary Unit 206 Previous Gambling Permit Number: [REDACTED]
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: [REDACTED]
 Mailing Address: 1945 4th Ave
 City: Windom State: MN Zip: 56101 County: Cottonwood
 Name of Chief Executive Officer (CEO): Debby Mau
 CEO Daytime Phone: 507-822-1210 CEO Email: mau5519@msn.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☒ Veterans ☐ Other Nonprofit Organization

Attach a copy of at least 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.)

- ☒ **Current calendar year Certificate of Good Standing**
 Don't have a copy? This certificate must be obtained each year 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
- ☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
 Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.
- ☒ **Internal Revenue Service-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.

EXCLUDED BINGO ACTIVITYHas your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

☐ one of four or fewer bingo events held this year. Dates: _____**-OR-**☐ conducted on up to 12 consecutive days in connection with a:☒ county fair Dates: 8/6/25 - 8/9/25☐ civic celebration Dates: 8/7/25☐ Minnesota State Fair Dates: _____Person in charge of bingo event: Debby Mau Daytime Phone: 507-822-1210Name of premises where bingo will be conducted: Legion BuildingPremises street address: 1480 8th AveCity: Windom If township, township name: _____ County: Cottonwood

LG240B Application to Conduct Excluded Bingo5/24
Page 2 of 2**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**

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: Windom

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**

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

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 excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota 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.

Chief Executive Officer's Signature: Debby Mau Date: 7/3/25
(Signature must be CEO's signature; designee may not sign)

Print Name: Debby Mau

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization.
Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. A list of licensed distributors is available on the Gambling Control Board's website at www.mn.gov/gcb.

This form will be made available in alternative format (i.e. large print, braille) upon request.

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 Department 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 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
SCHRAMMEL LAW OFFICE - TRU	SPAP-23-0019-O-FY24 4	07/01/2025	DEED GRANTS / LOANS	100-12900	579,739.18
JALEX MIKE	6/11/2025	07/02/2025	RECREATION - REFUND	100-20202	2.57
TAYLER LEHMANN	3/27/2025	07/02/2025	RECREATION- RENTAL REFUN	100-34781	10.00
JALEX MIKE	6/11/2025	07/02/2025	RECREATION - REFUND	100-34781	37.43
					579,789.18
Activity: 41110 - Mayor & Council					
SCHRAMMEL LAW OFFICE	JUNE 2025	07/08/2025	MAYOR/COUNCIL/ELECTRIC/	100-41110-304	150.00
Activity 41110 - Mayor & Council Total:					150.00
Activity: 41310 - Administration					
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	100-41310-200	6.00
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	100-41310-217	685.27
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	100-41310-217	335.40
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	100-41310-322	26.63
STEVE NASBY	6/25/25-6/27/25	07/01/2025	ADMIN- TRAVEL (PARKING)	100-41310-331	10.00
STEVE NASBY	6/25/25-6/27/25	07/01/2025	ADMIN - TRAVEL	100-41310-331	423.50
STEVE NASBY	6/25/25-6/27/25	07/01/2025	ADMIN TRAVEL/MEALS/MISC	100-41310-334	362.01
STEVE NASBY	6/25/25-6/27/25	07/01/2025	ADMIN- MEALS	100-41310-334	12.14
Activity 41310 - Administration Total:					1,860.95
Activity: 41910 - Building & Zoning					
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-41910-212	86.40
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	100-41910-322	57.77
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	100-41910-480	228.42
Activity 41910 - Building & Zoning Total:					372.59
Activity: 41940 - City Hall					
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	CITY HALL	100-41940-383	220.77
HOMETOWN SANITATION SER	0000618741	07/01/2025	CITY HALL- DISPOSAL	100-41940-384	124.98
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	100-41940-404	747.10
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	100-41940-444	351.57
Activity 41940 - City Hall Total:					1,444.42
Activity: 42120 - Crime Control					
INDOFF, INC	3804401	07/03/2025	POLICE- SUPPLIES	100-42120-200	1.30
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-42120-212	-12.20
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-42120-212	732.49
KWIK TRIP INC & SUBSIDIARIE	JUNE 2025	07/03/2025	POLICE- MOTOR FUEL	100-42120-212	-135.17
KWIK TRIP INC & SUBSIDIARIE	JUNE 2025	07/03/2025	POLICE- MOTOR FUEL	100-42120-212	1,464.46
STREICHER'S, INC	CM302958	06/26/2025	POLICE-UNIFORMS	100-42120-218	-168.00
STREICHER'S, INC	I1767079	06/26/2025	POLICE-UNIFORMS	100-42120-218	149.97
STREICHER'S, INC	I1767081	06/26/2025	POLICE-UNIFORMS	100-42120-218	84.00
STREICHER'S, INC	I1768304	07/03/2025	POLICE- UNIFORMS	100-42120-218	11.99
STREICHER'S, INC	I1769357	07/03/2025	POLICE- UNIFORMS	100-42120-218	16.99
STREICHER'S, INC	I1769377	07/03/2025	POLICE-UNIFORMS	100-42120-218	168.00
STREICHER'S, INC	I1769599	07/03/2025	POLICE- UNIFORMS	100-42120-218	23.98
AXON ENTERPRISE, INC	INUS355358	06/26/2025	POLICE-UNIFORMS	100-42120-218	112.75
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	100-42120-308	152.28
SECR REV FUND/CITY OF WD	7/8/2025	07/08/2025	PETTY CASH	100-42120-322	9.60
SECR REV FUND/CITY OF WD	7/8/2025	07/08/2025	PETTY CASH	100-42120-322	9.68
SECR REV FUND/CITY OF WD	7/8/2025	07/08/2025	PETTY CASH	100-42120-322	19.20
SECR REV FUND/CITY OF WD	7/8/2025	07/08/2025	PETTY CASH	100-42120-322	6.10
TRITECH SOFTWARE SYSTEMS	440184	06/26/2025	POLICE-DATA PROCESSING	100-42120-326	252.00
UNITED TACTICAL SYSTEMS,LL	0098163-IN	06/26/2025	POLICE-MAINTENANCE - OFFI	100-42120-404	618.00
PAUL MARSH	034618	07/03/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	262.00

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Police	100-42120-480	38.98
Activity 42120 - Crime Control Total:					3,818.40
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560353357	07/02/2025	AMBO-FIRE-SUPPLIES	100-42220-211	39.50
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-42220-212	527.36
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Fire	100-42220-215	97.81
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	100-42220-217	107.00
ASPEN MILLS INCORPORATED	356309	06/27/2025	FIRE DEPT- UNIFORMS	100-42220-218	276.18
ACTION TRAINING SYSTEMS, I	23109	06/26/2025	FIRE DEPT-TRAINING & REGIS	100-42220-308	5,000.00
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	EMS- FIRE	100-42220-383	130.26
HOMETOWN SANITATION SER	0000618802	07/01/2025	AMBO-FIRE-DISPOSAL	100-42220-384	60.00
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Fire	100-42220-406	52.99
Activity 42220 - Fire Fighting Total:					6,291.10
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	7209	07/01/2025	ANIMAL IMPOUND	100-42700-300	20.84
COTTONWOOD VET CLINIC	7210	07/01/2025	ANIMAL IMPOUND	100-42700-300	20.84
Activity 42700 - Animal Control Total:					41.68
Activity: 43100 - Streets					
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-43100-212	-22.11
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-43100-212	1,327.51
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	100-43100-217	761.41
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	100-43100-217	17.65
COTTONWOOD CO SOLID WA	2571902	07/07/2025	STREET-STREET MAINTENANC	100-43100-224	10.00
UNIQUE PAVING MATERIALS C	88291	06/26/2025	STREET-STREET MAINTENANC	100-43100-224	1,544.70
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	100-43100-322	10.35
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	STREET DEPT	100-43100-383	46.56
HOMETOWN SANITATION SER	0000618742	07/01/2025	STREET-DISPOSAL	100-43100-384	126.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Street	100-43100-401	12.99
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Street	100-43100-404	5.85
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Street	100-43100-404	3.96
COTTONWOOD CO SOLID WA	2571654	07/07/2025	STREET-MAINTENANCE - GRO	100-43100-406	10.00
Activity 43100 - Streets Total:					3,855.85
Activity: 45120 - Recreation					
JAKE TAUER	7/1/2025	07/01/2025	RECREATION- UMPIRE CONTR	100-45120-217	75.00
JAKE TAUER	7/1/25	07/02/2025	RECREATION- UMPIRE CONTR	100-45120-217	75.00
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	100-45120-217	19.25
WINDOM AREA SCHOOLS	3198	07/01/2025	RECREATION- ADVERTISING	100-45120-340	330.00
Activity 45120 - Recreation Total:					499.25
Activity: 45202 - Park Areas					
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	100-45202-212	140.08
HOMETOWN SANITATION SER	0000618743	07/01/2025	PARKS-DISPOSAL	100-45202-384	74.99
HOMETOWN SANITATION SER	0000618760	07/01/2025	PARKS-DISPOSAL	100-45202-384	101.96
HOMETOWN SANITATION SER	0000618761	07/01/2025	PARKS-DISPOSAL	100-45202-384	118.40
HOMETOWN SANITATION SER	0000618762	07/01/2025	PARKS-DISPOSAL	100-45202-384	104.98
HOMETOWN SANITATION SER	0000618763	07/01/2025	PARKS-DISPOSAL	100-45202-384	89.98
HOMETOWN SANITATION SER	0000618778	07/01/2025	PARKS-DISPOSAL	100-45202-384	51.98
HOMETOWN SANITATION SER	0000618808	07/01/2025	PARKS-DISPOSAL	100-45202-384	24.98
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-402	8.99
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-402	15.44
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-402	14.49
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Parks	100-45202-402	23.99
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Parks	100-45202-402	6.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Parks	100-45202-402	23.99
MTI DISTRIBUTING, INC	1479403-00	07/01/2025	PARKS-MAINTENANCE - OFFIC	100-45202-404	848.29
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	100-45202-404	2,490.23
COTTONWOOD CO SOLID WA	2571833	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	45.15
COTTONWOOD CO SOLID WA	2571839	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	50.75
COTTONWOOD CO SOLID WA	2571851	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	51.45
COTTONWOOD CO SOLID WA	2571852	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	42.35

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO SOLID WA	2571853	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	46.90
COTTONWOOD CO SOLID WA	2571857	07/07/2025	PARKS- MAINTENANCE - GRO	100-45202-406	37.10
COTTONWOOD CO SOLID WA	2571864	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	52.15
COTTONWOOD CO SOLID WA	2571998	07/07/2025	PARKS-MAINTENANCE - GRO	100-45202-406	15.00
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-406	9.99
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-406	-57.09
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Parks	100-45202-406	181.65
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Parks	100-45202-406	8.59
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	100-45202-444	1,171.87
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	100-45202-480	152.28
Activity 45202 - Park Areas Total:					5,947.89
Fund 100 - GENERAL Total:					604,071.31

Fund: 211 - LIBRARY

Activity: 45501 - Library

SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Library	211-45501-200	4.78
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Library	211-45501-211	12.99
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	211-45501-217	152.28
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	211-45501-217	177.58
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	LIBRARY	211-45501-383	77.86
VESTIS GROUP, INC	2560397833	07/08/2025	LIBRARY-MAINTENANCE - STR	211-45501-402	44.65
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	211-45501-404	498.05
INGRAM INDUSTRIES	JUNE 2025	07/01/2025	LIBRARY-BOOKS	211-45501-435	1,294.49
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	211-45501-444	234.37
Activity 45501 - Library Total:					2,497.05
Fund 211 - LIBRARY Total:					2,497.05

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	JULY 1 2025 READING	07/02/2025	AIRPORT-OTHER	225-45127-200	32.75
LORRI COLE	JUNE 2025	07/02/2025	AIRPORT-MAINTENANCE - OF	225-45127-404	562.00
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Airport	225-45127-406	124.97
Activity 45127 - Airport Total:					719.72
Fund 225 - AIRPORT Total:					719.72

Fund: 230 - POOL

Activity: 45124 - Pool

A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	230-45124-217	19.25
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	ISLAND PARK	230-45124-383	48.09
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	230-45124-404	498.05
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	230-45124-444	234.37
Activity 45124 - Pool Total:					799.76
Fund 230 - POOL Total:					799.76

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	235-42153-212	-34.71
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	235-42153-212	2,083.38
ESPENSON GROUP LLC	1707	07/03/2025	AMBO- OTHER OPERATING SU	235-42153-217	310.00
VESTIS GROUP, INC	2560353357	07/02/2025	AMBO-FIRE-SUPPLIES	235-42153-217	39.50
BOUND TREE MEDICAL, LLC	85807553	07/02/2025	AMBULANCE- OTHER OPERATI	235-42153-217	72.00
BOUND TREE MEDICAL, LLC	85807554	07/02/2025	AMBULANCE- OTHER OPERATI	235-42153-217	83.16
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	235-42153-217	15.00
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Ambulance	235-42153-217	23.97
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	235-42153-322	2.88
REBEKAH ELLINGSON	6/23/2025	07/08/2025	AMBO MEALS	235-42153-334	19.32
MEGAN BRAMSTEDT	6/26/2025	07/08/2025	AMBO MEALS	235-42153-334	32.14
AMBER SVOBODA	6/28/25-6/29/25	07/08/2025	AMBO MEALS	235-42153-334	45.19
KRISTEN PORATH	7/1/2025	07/08/2025	AMBO MEALS	235-42153-334	29.91
LEESA ARNDT	7/1/2025	07/08/2025	AMBO MEALS	235-42153-334	43.66
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	EMS- AMBO	235-42153-383	86.85

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HOMETOWN SANITATION SER	0000618802	07/01/2025	AMBO-FIRE-DISPOSAL	235-42153-384	39.99
				Activity 42153 - Ambulance Total:	2,892.24
Activity: 49950 - Capital Outlay					
MOTOROLA SOLUTIONS, INC.	8282152478	07/08/2025	AMBO-CAPITAL	235-49950-500	116,415.31
				Activity 49950 - Capital Outlay Total:	116,415.31
				Fund 235 - AMBULANCE Total:	119,307.55
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	250-46520-322	4.83
FORUM COMMUNICATIONS C	STCOW20625	07/08/2025	EDA-ADVERTISING	250-46520-340	250.00
FEDERATED RURAL ELECTRIC	5/31/25-6/30/25	07/09/2025	WATER/EDA/ELECTRIC UTILIT	250-46520-381	39.00
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	250-46520-480	228.42
				Activity 46520 - EDA Total:	522.25
				Fund 250 - EDA GENERAL Total:	522.25
Fund: 261 - TIF 1-21 TIBODEAU'S CENTER					
Activity: 46530 - TIF Districts					
WINDSTREAM INNS LLC	7/8/2025	07/08/2025	TAXES PAYABLE IN 2025	261-46530-482	3,397.12
				Activity 46530 - TIF Districts Total:	3,397.12
				Fund 261 - TIF 1-21 TIBODEAU'S CENTER Total:	3,397.12
Fund: 266 - TIF 1-10 RUNNINGS					
Activity: 46530 - TIF Districts					
J R & R PARTNERSHIP	JUNE TIF PAYMENT 2025	06/26/2025	FIRST HALF TAX INCREMENT -	266-46530-482	18,731.25
				Activity 46530 - TIF Districts Total:	18,731.25
				Fund 266 - TIF 1-10 RUNNINGS Total:	18,731.25
Fund: 271 - TIF 1- 18 AG BUILDERS GDF					
Activity: 46530 - TIF Districts					
AG BUILDERS	JUNE TIF PAYMENT 2025	06/26/2025	FIRST HALF INCREMENT	271-46530-482	5,728.73
				Activity 46530 - TIF Districts Total:	5,728.73
				Fund 271 - TIF 1- 18 AG BUILDERS GDF Total:	5,728.73
Fund: 274 - TIF 1-19 NWIP II					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97041	06/27/2025	GENERAL OBLIGATION BONDS	274-49980-611	2,400.00
				Activity 49980 - Debt Service Total:	2,400.00
				Fund 274 - TIF 1-19 NWIP II Total:	2,400.00
Fund: 276 - TIF 1-20 NEW VISION					
Activity: 46530 - TIF Districts					
NEW VISION COOP	7/8/2025	07/08/2025	TAXES PAYABLE IN 2025	276-46530-482	62.30
				Activity 46530 - TIF Districts Total:	62.30
				Fund 276 - TIF 1-20 NEW VISION Total:	62.30
Fund: 277 - TIF 1-22 CEMSTONE					
Activity: 46530 - TIF Districts					
LAKESIDE APARTMENTS OF W	JUNE TIF PAYMENT 2025	06/26/2025	FIRST HALF TAX INCREMENT 2	277-46530-482	21,232.03
				Activity 46530 - TIF Districts Total:	21,232.03
				Fund 277 - TIF 1-22 CEMSTONE Total:	21,232.03
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 41000 - General Government					
BOND TRUST SERVICE CORP	97864	06/27/2025	GEN-OBLIGATION REFUNDIN	306-41000-480	475.00
				Activity 41000 - General Government Total:	475.00
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	306-49980-611	3,654.00
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	306-49980-611	5,481.00
				Activity 49980 - Debt Service Total:	9,135.00
				Fund 306 - 2013 STREET IMPROVEMENT Total:	9,610.00

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 307 - 2017 STREET PROJECT					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97039	06/27/2025	GEN OBLIGATION IMPROVEM	307-49980-611	32,322.50
Activity 49980 - Debt Service Total:					32,322.50
Fund 307 - 2017 STREET PROJECT Total:					32,322.50
Fund: 308 - 2020 STREET PROJECT					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97042	06/27/2025	GENERAL OBLIGATION IMPRO	308-49980-611	3,637.50
BOND TRUST SERVICE CORP	97043	06/27/2025	GENERAL OBLIGATION IMPRO	308-49980-611	32,650.00
Activity 49980 - Debt Service Total:					36,287.50
Fund 308 - 2020 STREET PROJECT Total:					36,287.50
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
JONATHAN ENGSTROM	461	06/26/2025	TELECOM-CITY NETWORK-EN	401-49950-500	680.00
JONATHAN ENGSTROM	463	06/26/2025	TELECOM-CITY NETWORK- EN	401-49950-500	680.00
Activity 49950 - Capital Outlay Total:					1,360.00
Fund 401 - GENERAL CAPITAL PROJECTS Total:					1,360.00
Fund: 402 - CAPITAL PROJECT - ESF					
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	402-49980-612	11,170.00
Activity 49980 - Debt Service Total:					11,170.00
Fund 402 - CAPITAL PROJECT - ESF Total:					11,170.00
Fund: 601 - WATER					
Activity: 49400 - Water					
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	601-49400-212	250.78
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	601-49400-217	456.85
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	601-49400-217	80.12
RED ROCK RURAL WATER	JUNE 2025	07/02/2025	WATER- OTHER OPERATING S	601-49400-217	38.95
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Water	601-49400-217	53.82
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Water	601-49400-241	114.67
LEONARD RICE CONSULTING	30535	07/08/2025	WATER-ENG/SURVEYING FEES	601-49400-303	1,233.75
BENESCH, FRIEDLANDER, COP	1091633 / 78719.00002	07/08/2025	HYLIFE BANKRUPTCY - LEGAL	601-49400-304	454.20
SCHRAMMEL LAW OFFICE	JUNE 2025	07/08/2025	MAYOR/COUNCIL/ELECTRIC/	601-49400-304	165.00
CARQUEST - SMITH AUTO SUP	3127	07/01/2025	WATER/LAB TESTING	601-49400-310	16.37
SECR REV FUND/CITY OF WD	7/8/2025	07/08/2025	PETTY CASH	601-49400-310	13.00
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	601-49400-322	222.31
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	601-49400-322	2.76
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	601-49400-322	277.46
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	601-49400-326	1,102.50
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	601-49400-326	161.04
FEDERATED RURAL ELECTRIC	5/31/25-6/30/25	07/09/2025	WATER/EDA/ELECTRIC UTILIT	601-49400-381	36.00
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	10 16TH ST	601-49400-383	69.83
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	16TH STREET - WELL 8	601-49400-383	27.29
HOMETOWN SANITATION SER	0000618745	07/01/2025	WASTEWATER- DISPOSAL	601-49400-384	131.99
COUNTRY PRIDE SERVICE	7016740	07/01/2025	WATER/SEWER/MAINTENANC	601-49400-406	178.80
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Water	601-49400-408	25.34
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Water	601-49400-408	57.58
Activity 49400 - Water Total:					5,687.91
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97039	06/27/2025	GEN OBLIGATION IMPROVEM	601-49980-611	6,625.00
BOND TRUST SERVICE CORP	97043	06/27/2025	GENERAL OBLIGATION IMPRO	601-49980-611	6,815.63
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	601-49980-611	1,170.00
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	601-49980-611	3,996.25
Activity 49980 - Debt Service Total:					18,606.88
Fund 601 - WATER Total:					24,294.79

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	602-49450-212	250.87
HAWKINS, INC	7113347	07/01/2025	SEWER/ CHEMICALS	602-49450-216	4,455.88
HAWKINS, INC	7113353	07/01/2025	SEWER/ CHEMICALS	602-49450-216	1,328.48
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	602-49450-217	304.57
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	602-49450-217	93.59
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Sewer	602-49450-241	114.68
BENESCH, FRIEDLANDER, COP	1091633 / 78719.00002	07/08/2025	HYLIFE BANKRUPTCY - LEGAL	602-49450-304	454.20
SCHRAMEL LAW OFFICE	JUNE 2025	07/08/2025	MAYOR/COUNCIL/ELECTRIC/	602-49450-304	165.00
MN VALLEY TESTING	1311824	06/26/2025	SEWER-LAB TESTING	602-49450-310	15.20
MN VALLEY TESTING	1312001	07/01/2025	SEWER/ LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1312039	07/01/2025	SEWER / LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1312403	07/01/2025	SEWER/ LAB TESTING	602-49450-310	186.80
MN VALLEY TESTING	1312924	07/03/2025	SEWER/ LAB TESTING	602-49450-310	126.00
CORE & MAIN LP	INV0018365	07/08/2025	SEWER/ LAB TESTING	602-49450-310	229.60
CORE & MAIN LP	INV0018372	07/08/2025	SEWER/ LAB TESTING	602-49450-310	474.52
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	602-49450-322	222.31
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	602-49450-322	277.44
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	602-49450-326	1,102.50
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	602-49450-326	161.04
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	621 DES MOINES DR	602-49450-383	19.89
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	400 DRAKE	602-49450-383	666.91
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	857 16TH ST	602-49450-383	27.44
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	585 OPPORTUNITY DR	602-49450-383	19.24
BDG, INC. - FLEXIBLE PIPE TO	31565	07/08/2025	SEWER-MAINTENANCE - OFFI	602-49450-404	427.00
COUNTRY PRIDE SERVICE	7016740	07/01/2025	WATER/SEWER/MAINTENANC	602-49450-406	178.80
Activity 49450 - Sewer Total:					12,212.26
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97039	06/27/2025	GEN OBLIGATION IMPROVEM	602-49980-611	6,155.00
BOND TRUST SERVICE CORP	97043	06/27/2025	GENERAL OBLIGATION IMPRO	602-49980-611	4,859.38
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	602-49980-611	3,432.50
BOND TRUST SERVICE CORP	97044	06/27/2025	GENERAL OBLIGATIONS REFU	602-49980-611	7,830.00
Activity 49980 - Debt Service Total:					22,276.88
Fund 602 - SEWER Total:					34,489.14
Fund: 604 - ELECTRIC					
J. H. LARSON	S103404520.004	07/03/2025	ELECTRIC- INVENTORY	604-14200	392.82
J. H. LARSON	S103414306.001	07/01/2025	ELECTRIC-INVENTORY	604-14200	32.36
ELECTRIC FUND	# 1057	06/26/2025	ELECTRIC- ALLEYWAY 2025	604-16300	1,845.73
ELECTRIC FUND	# 1059	06/26/2025	ELECTRIC- ALLEYWAY 2025	604-16300	2,036.50
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-16300	48.00
					4,355.41
Activity: 49550 - Electric					
AMAZON CAPITAL SERVICES, I	1TC4-3YNK-GKFW	06/26/2025	ELECTRIC-SUPPLIES	604-49550-200	54.69
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	604-49550-212	719.45
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	604-49550-217	837.56
DITCH WITCH OF MN	P87995	06/26/2025	ELECTRIC-SUPPLIES	604-49550-217	337.82
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Electric	604-49550-217	17.57
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-217	14.77
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-217	27.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-217	5.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-217	6.99
BENESCH, FRIEDLANDER, COP	1091633 / 78719.00002	07/08/2025	HYLIFE BANKRUPTCY - LEGAL	604-49550-304	227.10
SCHRAMEL LAW OFFICE	JUNE 2025	07/08/2025	MAYOR/COUNCIL/ELECTRIC/	604-49550-304	375.00
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	JOB TRAINING SAFETY	604-49550-308	815.00
SKARSHAUG TESTING LAB	287350	06/26/2025	ELECTRIC-LAB TESTING	604-49550-310	323.43
CMP - CENTRAL MUNICIPAL P	7944	06/27/2025	ELECRTC-ENERGY DEVELOPME	604-49550-315	14,782.13
CMP - CENTRAL MUNICIPAL P	7975	06/27/2025	ELECTRIC- ENERGY DEVELOPM	604-49550-315	18,688.92

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	604-49550-322	2.76
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	604-49550-322	222.32
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	604-49550-322	277.46
OZ GROUP INC	5073176-070125	07/03/2025	ELECTRIC-DISPATCHING	604-49550-325	68.52
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	604-49550-326	2,198.40
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	604-49550-326	161.04
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	POWER HOUSE	604-49550-383	76.27
HOMETOWN SANITATION SER	0000618746	07/01/2025	ELECTRIC- DISPOSAL	604-49550-384	127.99
COTTONWOOD CO SOLID WA	2571921	07/07/2025	ELECTRIC-LANDFILL	604-49550-384	160.00
COTTONWOOD CO SOLID WA	2572017	07/07/2025	ELECTRIC-LANDFILL	604-49550-384	111.46
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-402	194.32
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Electic	604-49550-404	84.99
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Electric	604-49550-406	76.47
ELECTRIC FUND	# 1060	06/26/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	46.87
ELECTRIC FUND	# 1061	07/01/2025	ELECTRIC - MAINTENANCE - D	604-49550-408	196.83
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-409	31.54
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-409	39.96
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Electric	604-49550-409	56.46
BOND TRUST SERVICE CORP	97865	06/27/2025	GENERAL OBLIGATION BONDS	604-49550-480	435.00
Activity 49550 - Electric Total:					42,838.05

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	97045	06/27/2025	GENERAL OBLIGATION BONDS	604-49980-611	79,231.25
BOND TRUST SERVICE CORP	97045	06/27/2025	GENERAL OBLIGATION BONDS	604-49980-611	67,950.00
Activity 49980 - Debt Service Total:					147,181.25

Fund 604 - ELECTRIC Total: 194,374.71

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	609-49751-217	304.57
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	609-49751-217	25.00
VINOCOPIA, INC	0376341-IN	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	1,354.00
BREAKTHRU BEVERAGE MN	122108576	06/27/2025	LIQUOR STORE-LIQUOR - FREI	609-49751-251	4,877.40
BREAKTHRU BEVERAGE MN	122204907	07/03/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	336.00
BREAKTHRU BEVERAGE MN	122204908	07/03/2025	LIQUOR STORE-LIQUOR-SOFT	609-49751-251	1,952.51
BREAKTHRU BEVERAGE MINN	122205070	07/03/2025	LIQUOR STORE- LIQUOR	609-49751-251	192.00
DOLL DISTRIBUTING, LLC	1793345	06/27/2025	LS-LIQUOR-BEER-WINE-NA-FR	609-49751-251	46.30
DOLL DISTRIBUTING, LLC	1793359	06/27/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-251	1,458.75
DOLL DISTRIBUTING, LLC	1797942	07/03/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-251	283.70
DOLL DISTRIBUTING, LLC	1797955	07/03/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-251	-10.88
SOUTHERN GLAZER'S OF MN	2640513	06/27/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-251	3,634.11
JOHNSON BROS.	2820403	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	2,797.94
JOHNSON BROS.	2821798	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	220.50
JOHNSON BROS.	2825873	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	1,382.94
BREAKTHRU BEVERAGE MN	413703950	07/03/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-251	-202.00
PHILLIPS WINE & SPIRITS	5000383	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	3,890.75
PHILLIPS WINE & SPIRITS	5001517	06/27/2025	LIQUOR STORE-LIQUOR- FREI	609-49751-251	2,360.90
PHILLIPS WINE & SPIRITS	5004571	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	1,796.40
DOLL DISTRIBUTING, LLC	921063	06/27/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-251	-116.70
DOLL DISTRIBUTING, LLC	1793345	06/27/2025	LS-LIQUOR-BEER-WINE-NA-FR	609-49751-252	2,498.55
DOLL DISTRIBUTING, LLC	1793359	06/27/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-252	66.30
DOLL DISTRIBUTING, LLC	1797942	07/03/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-252	2,809.00
DOLL DISTRIBUTING, LLC	1797955	07/03/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-252	-56.70
ARTISAN BEER COMPANY	3777556	06/27/2025	LIQUOR STORE-BEER	609-49751-252	462.55
ARTISAN BEER COMPANY	3779245	07/03/2025	LIQUOR STORE- BEER	609-49751-252	29.25
BEVERAGE WHOLESALERS	387857	06/27/2025	LIQUOR STORE-BEER-NA	609-49751-252	11,367.23
BEVERAGE WHOLESALERS	387858	06/27/2025	LIQUOR STORE-BEER	609-49751-252	3,952.00
BEVERAGE WHOLESALERS	388773	07/03/2025	LIQUOR STORE-BEER-SOFT DR	609-49751-252	8,229.42
DOLL DISTRIBUTING, LLC	921063	06/27/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-252	-16.10
BREAKTHRU BEVERAGE MN	122204908	07/03/2025	LIQUOR STORE-LIQUOR-SOFT	609-49751-253	448.00

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DOLL DISTRIBUTING, LLC	1793345	06/27/2025	LS-LIQUOR-BEER-WINE-NA-FR	609-49751-253	63.60
DOLL DISTRIBUTING, LLC	1797942	07/03/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-253	67.20
SOUTHERN GLAZER'S OF MN	2640514	06/27/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	672.76
JOHNSON BROS.	2817421	06/27/2025	LIQUOR STORE- WINE-FREIGH	609-49751-253	494.88
JOHNSON BROS.	2820404	06/27/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	745.59
JOHNSON BROS.	2825874	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-253	238.00
PHILLIPS WINE & SPIRITS	5000384	06/27/2025	LIQUOR STORE- WINE- SOFT D	609-49751-253	335.60
PHILLIPS WINE & SPIRITS	5004572	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-253	49.60
AH HERMEL COMPANY	1075582	07/03/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-254	74.31
BREAKTHRU BEVERAGE MN	122204908	07/03/2025	LIQUOR STORE-LIQUOR-SOFT	609-49751-254	39.96
JOHNSON BROS.	2825874	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-254	37.00
BEVERAGE WHOLESALERS	385168	07/03/2025	LIQUOR STORE- SOFT DRINKS	609-49751-254	-120.50
BEVERAGE WHOLESALERS	387856	06/27/2025	LIQUOR STORE-SOFT DRINKS	609-49751-254	27.00
BEVERAGE WHOLESALERS	388773	07/03/2025	LIQUOR STORE-BEER-SOFT DR	609-49751-254	27.00
PHILLIPS WINE & SPIRITS	5000384	06/27/2025	LIQUOR STORE- WINE- SOFT D	609-49751-254	256.65
PHILLIPS WINE & SPIRITS	5004572	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-254	31.50
RED BULL DISTRIBUTION CO, I	5017515330	06/27/2025	LIQUOR STORE-SOFT DRINKS	609-49751-254	162.11
HOME CITY ICE COMPANY	8002250122	07/03/2025	LIQUOR STORE-ICE-FREIGHT	609-49751-257	269.80
DOLL DISTRIBUTING, LLC	1793345	06/27/2025	LS-LIQUOR-BEER-WINE-NA-FR	609-49751-259	286.75
DOLL DISTRIBUTING, LLC	1797942	07/03/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-259	172.90
BEVERAGE WHOLESALERS	387857	06/27/2025	LIQUOR STORE-BEER-NA	609-49751-259	147.40
BEVERAGE WHOLESALERS	388773	07/03/2025	LIQUOR STORE-BEER-SOFT DR	609-49751-259	165.00
AH HERMEL COMPANY	1075582	07/03/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-261	54.29
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	609-49751-322	0.69
VINOCOPIA, INC	0376341-IN	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	21.00
AH HERMEL COMPANY	1075582	07/03/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	122108576	06/27/2025	LIQUOR STORE-LIQUOR - FREI	609-49751-333	59.36
BREAKTHRU BEVERAGE MN	122204907	07/03/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	3.70
BREAKTHRU BEVERAGE MN	122204908	07/03/2025	LIQUOR STORE-LIQUOR-SOFT	609-49751-333	41.01
DOLL DISTRIBUTING, LLC	1793345	06/27/2025	LS-LIQUOR-BEER-WINE-NA-FR	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	1797942	07/03/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2640513	06/27/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-333	64.83
SOUTHERN GLAZER'S OF MN	2640514	06/27/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	22.55
JOHNSON BROS.	2817421	06/27/2025	LIQUOR STORE- WINE-FREIGH	609-49751-333	4.10
JOHNSON BROS.	2820403	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	55.48
JOHNSON BROS.	2820404	06/27/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	22.89
JOHNSON BROS.	2821798	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	10.25
JOHNSON BROS.	2825873	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	29.21
JOHNSON BROS.	2825874	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-333	8.20
BREAKTHRU BEVERAGE MN	413703950	07/03/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-333	-1.85
PHILLIPS WINE & SPIRITS	5000383	06/27/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	78.07
PHILLIPS WINE & SPIRITS	5000384	06/27/2025	LIQUOR STORE- WINE- SOFT D	609-49751-333	30.75
PHILLIPS WINE & SPIRITS	5001517	06/27/2025	LIQUOR STORE-LIQUOR- FREI	609-49751-333	57.40
PHILLIPS WINE & SPIRITS	5004571	07/03/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	26.65
PHILLIPS WINE & SPIRITS	5004572	07/03/2025	LIQUOR STORE-WINE-SOFT D	609-49751-333	4.10
HOME CITY ICE COMPANY	8002250122	07/03/2025	LIQUOR STORE-ICE-FREIGHT	609-49751-333	4.00
NEXT STEP BROADCASTING IN	25060397	07/03/2025	LIQUOR STORE- ADVERTISING	609-49751-340	51.00
NEXT STEP BROADCASTING IN	25060398	07/03/2025	LIQUOR STORE- ADVERTISING	609-49751-340	258.26
NEXT STEP BROADCASTING IN	25060399	07/03/2025	LIQUOR STORE-ADVERTISING	609-49751-340	255.00
NEXT STEP BROADCASTING IN	25060400	07/03/2025	LIQUOR STORE- ADVERTISING	609-49751-340	102.00
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	LIQUOR STORE	609-49751-383	97.04
HOMETOWN SANITATION SER	0000618744	07/01/2025	RIVERBEND LIQUOR- DISPOSA	609-49751-384	210.98
BOND TRUST SERVICE CORP	97865	06/27/2025	GENERAL OBLIGATION BONDS	609-49751-480	40.00

Activity 49751 - Liquor Store Total: 62,251.71

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	97045	06/27/2025	GENERAL OBLIGATION BONDS	609-49980-611	12,462.50
-------------------------	-------	------------	--------------------------	---------------	-----------

Activity 49980 - Debt Service Total: 12,462.50

Fund 609 - LIQUOR STORE Total: 74,714.21

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 614 - TELECOM					
Activity: 49870 - Telecom					
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Telecom	614-49870-200	29.34
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	614-49870-212	150.08
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	614-49870-217	761.42
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	614-49870-217	62.43
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Telecom	614-49870-227	12.38
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Telecom	614-49870-241	12.99
JONATHAN ENGSTROM	461	06/26/2025	TELECOM-CITY NETWORK-EN	614-49870-303	1,020.00
JONATHAN ENGSTROM	463	06/26/2025	TELECOM-CITY NETWORK- EN	614-49870-303	1,020.00
CENTURY LINK	6/16/2025- 507-831-1075	07/01/2025	TELECOM- TELEPHONE	614-49870-321	94.61
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	614-49870-322	222.32
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	614-49870-322	277.46
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-25720	07/02/2025	MONTHLY BILLING - BILLING S	614-49870-326	2,198.41
INNOVATIVE SYSTEMS LLC	INV-25858	07/02/2025	ACS QUARTERLY	614-49870-326	1,200.00
INNOVATIVE SYSTEMS LLC	INV-26079	07/03/2025	INVOICE POSTAGE/ PROCESSI	614-49870-326	161.04
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	TELECOM	614-49870-383	17.45
HOMETOWN SANITATION SER	0000618747	07/01/2025	TELECOM-DISPOSAL	614-49870-384	115.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Telecom	614-49870-404	18.99
NATIONAL CABLE TV COOP	25060455	07/01/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	48,729.09
Diamond Sports Topco, LLC	27799	07/01/2025	TELECOM- SUBSRIBER FEES	614-49870-442	3,705.00
BIG TEN NETWORK, LLC	409215	07/01/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	1,252.47
FOX CORPORATION	409216	07/01/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	236.98
FOX CORPORATION	409217	07/01/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	3,121.20
NEXSTAR BROADCASTING GR	615349	07/03/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	216.80
SHOWTIME NETWORKS INC	94298	07/01/2025	TELECOM- SUBSRIBER FEES	614-49870-442	153.45
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Telecom	614-49870-442	28.99
JONATHAN ENGSTROM	465	06/26/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,700.00
Activity 49870 - Telecom Total:					67,553.88
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97040	06/27/2025	GENERAL OBLIGATION EQUIP	614-49980-611	3,000.00
Activity 49980 - Debt Service Total:					3,000.00
Fund 614 - TELECOM Total:					70,553.88
Fund: 615 - ARENA					
Activity: 49850 - Arena					
VESTIS GROUP, INC	2560372786	07/01/2025	ARENA- SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560377672	07/01/2025	ARENA- SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560382345	07/01/2025	ARENA- SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560386751	07/01/2025	ARENA SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560391221	07/01/2025	ARENA - SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560395656	07/01/2025	ARENA/ SUPPLIES	615-49850-211	63.47
WEX BANK	JUNE 2025	07/08/2025	WEX FUEL	615-49850-212	85.51
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Arena	615-49850-215	48.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Arena	615-49850-215	44.99
US LBM OPERATING CO 3009	3186996	07/01/2025	ARENA/ SUPPLIES	615-49850-217	17.97
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	615-49850-217	304.57
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	615-49850-217	39.28
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	Arena	615-49850-217	858.60
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Arena	615-49850-217	2.99
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	Arena	615-49850-217	30.99
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	FAIRGROUNDS	615-49850-383	886.82
HOMETOWN SANITATION SER	0000618748	07/01/2025	ARENA- DISPOSAL	615-49850-384	192.98
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	615-49850-404	747.10
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	615-49850-444	351.57
Activity 49850 - Arena Total:					3,993.17

Expense Approval Report

Payment Dates: 6/28/2025 - 7/11/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	97041	06/27/2025	GENERAL OBLIGATION BONDS	615-49980-611	12,454.38
Activity 49980 - Debt Service Total:					12,454.38
Fund 615 - ARENA Total:					16,447.55
Fund: 617 - M/P CENTER					
BEVERAGE WHOLESALERS	733185	07/08/2025	WCC/KE GRETURN	617-38521	-30.00
DOLL DISTRIBUTING, LLC	921062	07/01/2025	WCC/KEG RETURN	617-38521	-209.00
DOLL DISTRIBUTING, LLC	921068-2	07/08/2025	WCC= KEG RETURN	617-38521	-30.00
					-269.00
Activity: 49860 - M/P Center					
VESTIS GROUP, INC	2560393416	07/08/2025	WCC/SUPPLIES	617-49860-211	19.64
MN MUNICIPAL UTILITIES ASS	66409	06/27/2025	SAFETY COMP	617-49860-217	456.85
A & B BUSINESS	IN1275333	07/03/2025	MAINTENANCE CONTRACT	617-49860-217	105.00
VESTIS GROUP, INC	27336554	07/08/2025	WCC/UNIFORMS	617-49860-218	258.79
DOLL DISTRIBUTING, LLC	1793380	07/01/2025	WCC/ LIQUOR/BEER/FREIGHT	617-49860-251	46.30
BEVERAGE WHOLESALERS	387855	07/03/2025	WCC/ LIQUOR/ BEER/ FREIGH	617-49860-251	64.25
DOLL DISTRIBUTING, LLC	921061	07/01/2025	WCC-LIQUOR	617-49860-251	14.20
DOLL DISTRIBUTING, LLC	1788021	07/08/2025	WCC/BEER/FREIGHT	617-49860-252	637.20
DOLL DISTRIBUTING, LLC	1793380	07/01/2025	WCC/ LIQUOR/BEER/FREIGHT	617-49860-252	26.70
BEVERAGE WHOLESALERS	387855	07/03/2025	WCC/ LIQUOR/ BEER/ FREIGH	617-49860-252	152.00
USPS-POC	8100511	07/03/2025	POSTAGE MACHINE	617-49860-322	2.07
DOLL DISTRIBUTING, LLC	1788021	07/08/2025	WCC/BEER/FREIGHT	617-49860-333	7.00
DOLL DISTRIBUTING, LLC	1793380	07/01/2025	WCC/ LIQUOR/BEER/FREIGHT	617-49860-333	7.00
BEVERAGE WHOLESALERS	387855	07/03/2025	WCC/ LIQUOR/ BEER/ FREIGH	617-49860-333	5.00
MN ENERGY RESOURCES	JUNE 2025	07/02/2025	COMMUNITY CENTER	617-49860-383	151.32
HOMETOWN SANITATION SER	0000618749	07/01/2025	COMMUNITY CENTER - DISPO	617-49860-384	189.98
PLUNKETT'S PEST CONTROL	9239928	07/08/2025	WCC/MAINTENANCE - STRUC	617-49860-402	498.15
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	M/P Building	617-49860-402	67.98
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	617-49860-404	996.09
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	M/P Building	617-49860-404	37.98
SCHWALBACH HARDWARE	SCHWALBACHS JUNE 2025	07/03/2025	M/P Building	617-49860-404	104.64
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	M/P maint/grounds	617-49860-406	29.17
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	M/P Building	617-49860-406	-4.99
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	M/P Building	617-49860-406	-2.99
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	m/p building	617-49860-406	7.98
RUNNINGS SUPPLY, INC	RUNNINGS JUNE 2025	07/03/2025	M/P maint/grounds	617-49860-406	24.99
FREEDOM SECURITY & SURVE	737	07/08/2025	SERVER CHASSIS & 24X IP CA	617-49860-444	468.75
Activity 49860 - M/P Center Total:					4,371.05
Fund 617 - M/P CENTER Total:					4,102.05
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002635	07/11/2025	Federal Tax Withholding	700-21701	11,710.48
MN Department of Revenue -	INV0002636	07/11/2025	State Withholding	700-21702	6,264.52
Internal Revenue Service-Payr	INV0002631	07/11/2025	Social Security	700-21703	37.20
Internal Revenue Service-Payr	INV0002635	07/11/2025	Social Security	700-21703	14,779.60
MN Pera	INV0002630	07/11/2025	PERA	700-21704	15.00
MN Pera	INV0002633	07/11/2025	PERA	700-21704	16,467.80
MN Pera	INV0002633	07/11/2025	PERA	700-21704	10,794.15
MN Pera	INV0002633	07/11/2025	PERA	700-21704	757.20
MN State Deferred	INV0002634	07/11/2025	Deferred Compensation	700-21705	3,804.00
MN State Deferred	INV0002634	07/11/2025	Deferred Roth	700-21705	902.00
LAW ENFORCEMENT LABOR S	JULY 2025	07/08/2025	POLICE-UNION DUES	700-21708	584.00
Internal Revenue Service-Payr	INV0002631	07/11/2025	Medicare Withholding	700-21711	8.76
Internal Revenue Service-Payr	INV0002635	07/11/2025	Medicare Withholding	700-21711	4,457.38
WEX Health Inc	7/8/2025	07/09/2025	FLEX SPENDING	700-21712	22.94
WEX Health Inc	INV0002632	07/11/2025	HSA Employee Contribution	700-21723	1,011.14
					71,616.17
Fund 700 - PAYROLL Total:					71,616.17
Grand Total:					1,360,811.57

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	604,071.31
211 - LIBRARY	2,497.05
225 - AIRPORT	719.72
230 - POOL	799.76
235 - AMBULANCE	119,307.55
250 - EDA GENERAL	522.25
261 - TIF 1-21 TIBODEAU'S CENTER	3,397.12
266 - TIF 1-10 RUNNINGS	18,731.25
271 - TIF 1- 18 AG BUILDERS GDF	5,728.73
274 - TIF 1-19 NWIP II	2,400.00
276 - TIF 1-20 NEW VISION	62.30
277 - TIF 1-22 CEMSTONE	21,232.03
306 - 2013 STREET IMPROVEMENT	9,610.00
307 - 2017 STREET PROJECT	32,322.50
308 - 2020 STREET PROJECT	36,287.50
401 - GENERAL CAPITAL PROJECTS	1,360.00
402 - CAPITAL PROJECT - ESF	11,170.00
601 - WATER	24,294.79
602 - SEWER	34,489.14
604 - ELECTRIC	194,374.71
609 - LIQUOR STORE	74,714.21
614 - TELECOM	70,553.88
615 - ARENA	16,447.55
617 - M/P CENTER	4,102.05
700 - PAYROLL	71,616.17
Grand Total:	1,360,811.57

Account Summary

Account Number	Account Name	Payment Amount
100-12900	Loans Receivable	579,739.18
100-20202	Sales Tax Payable	2.57
100-34781	Recreation Fees Non Tax	47.43
100-41110-304	Legal Fees	150.00
100-41310-200	Office Supplies	6.00
100-41310-217	Other Operating Supplie	1,020.67
100-41310-322	Postage	26.63
100-41310-331	Travel Expense	433.50
100-41310-334	Meals/Lodging	374.15
100-41910-212	Motor Fuels	86.40
100-41910-322	Postage	57.77
100-41910-480	Other Miscellaneous	228.42
100-41940-383	Gas Utility	220.77
100-41940-384	Refuse Disposal	124.98
100-41940-404	Repairs & Maint - M&E	747.10
100-41940-444	License Fees	351.57
100-42120-200	Office Supplies	1.30
100-42120-212	Motor Fuels	2,049.58
100-42120-218	Uniforms	399.68
100-42120-308	Training & Registrations	152.28
100-42120-322	Postage	44.58
100-42120-326	Data Processing	252.00
100-42120-404	Repairs & Maint - M&E	618.00
100-42120-405	Repairs & Maint - Vehicl	262.00
100-42120-480	Other Miscellaneous	38.98
100-42220-211	Cleaning Supplies	39.50
100-42220-212	Motor Fuels	527.36
100-42220-215	Materials & Equipment	97.81

Account Summary

Account Number	Account Name	Payment Amount
100-42220-217	Other Operating Supplie	107.00
100-42220-218	Uniforms	276.18
100-42220-308	Training & Registrations	5,000.00
100-42220-383	Gas Utility	130.26
100-42220-384	Refuse Disposal	60.00
100-42220-406	Repairs & Maint - Groun	52.99
100-42700-300	Charges for Services	41.68
100-43100-212	Motor Fuels	1,305.40
100-43100-217	Other Operating Supplie	779.06
100-43100-224	Street Maint Materials	1,554.70
100-43100-322	Postage	10.35
100-43100-383	Gas Utility	46.56
100-43100-384	Refuse Disposal	126.98
100-43100-401	Repairs & Maint - Buildi	12.99
100-43100-404	Repairs & Maint - M&E	9.81
100-43100-406	Repairs & Maint - Groun	10.00
100-45120-217	Other Operating Supplie	169.25
100-45120-340	Advertising & Promotion	330.00
100-45202-212	Motor Fuels	140.08
100-45202-384	Refuse Disposal	567.27
100-45202-402	Repairs & Maint - Struct	93.88
100-45202-404	Repairs & Maint - M&E	3,338.52
100-45202-406	Repairs & Maint - Groun	483.99
100-45202-444	License Fees	1,171.87
100-45202-480	Other Miscellaneous	152.28
211-45501-200	Office Supplies	4.78
211-45501-211	Cleaning Supplies	12.99
211-45501-217	Other Operating Supplie	329.86
211-45501-383	Gas Utility	77.86
211-45501-402	Repairs & Maint - Struct	44.65
211-45501-404	Repairs & Maint - M&E	498.05
211-45501-435	Books and Pamphlets	1,294.49
211-45501-444	License Fees	234.37
225-45127-200	Office Supplies	32.75
225-45127-404	Repairs & Maint - M&E	562.00
225-45127-406	Repairs & Maint - Groun	124.97
230-45124-217	Other Operating Supplie	19.25
230-45124-383	Gas Utility	48.09
230-45124-404	Repairs & Maint - M&E	498.05
230-45124-444	License Fees	234.37
235-42153-212	Motor Fuels	2,048.67
235-42153-217	Other Operating Supplie	543.63
235-42153-322	Postage	2.88
235-42153-334	Meals/Lodging	170.22
235-42153-383	Gas Utility	86.85
235-42153-384	Refuse Disposal	39.99
235-49950-500	Capital Outlay	116,415.31
250-46520-322	Postage	4.83
250-46520-340	Advertising & Promotion	250.00
250-46520-381	Electric Utility	39.00
250-46520-480	Other Miscellaneous	228.42
261-46530-482	TIF Payments	3,397.12
266-46530-482	TIF Payments	18,731.25
271-46530-482	TIF Payments	5,728.73
274-49980-611	Bond Interest	2,400.00
276-46530-482	TIF Payments	62.30
277-46530-482	TIF Payments	21,232.03
306-41000-480	Other Miscellaneous	475.00

Account Summary

Account Number	Account Name	Payment Amount
306-49980-611	Bond Interest	9,135.00
307-49980-611	Bond Interest	32,322.50
308-49980-611	Bond Interest	36,287.50
401-49950-500	Capital Outlay - Office	1,360.00
402-49980-612	Other Interest	11,170.00
601-49400-212	Motor Fuels	250.78
601-49400-217	Other Operating Supplie	629.74
601-49400-241	Small Tools	114.67
601-49400-303	Engineering and Surveyi	1,233.75
601-49400-304	Legal Fees	619.20
601-49400-310	Lab Testing	29.37
601-49400-322	Postage	502.53
601-49400-326	Data Processing	1,781.04
601-49400-381	Electric Utility	36.00
601-49400-383	Gas Utility	97.12
601-49400-384	Refuse Disposal	131.99
601-49400-406	Repairs & Maint - Groun	178.80
601-49400-408	Repairs & Maint - Distrib	82.92
601-49980-611	Bond Interest	18,606.88
602-49450-212	Motor Fuels	250.87
602-49450-216	Chemicals and Chemical	5,784.36
602-49450-217	Other Operating Supplie	398.16
602-49450-241	Small Tools	114.68
602-49450-304	Legal Fees	619.20
602-49450-310	Lab Testing	1,424.92
602-49450-322	Postage	499.75
602-49450-326	Data Processing	1,781.04
602-49450-383	Gas Utility	733.48
602-49450-404	Repairs & Maint - M&E	427.00
602-49450-406	Repairs & Maint - Groun	178.80
602-49980-611	Bond Interest	22,276.88
604-14200	Inventory	425.18
604-16300	Improvements Other Th	3,930.23
604-49550-200	Office Supplies	54.69
604-49550-212	Motor Fuels	719.45
604-49550-217	Other Operating Supplie	1,248.67
604-49550-304	Legal Fees	602.10
604-49550-308	Training & Registrations	815.00
604-49550-310	Lab Testing	323.43
604-49550-315	Energy Development	33,471.05
604-49550-322	Postage	502.54
604-49550-325	Dispatching	68.52
604-49550-326	Data Processing	3,394.44
604-49550-383	Gas Utility	76.27
604-49550-384	Refuse Disposal	399.45
604-49550-402	Repairs & Maint - Struct	194.32
604-49550-404	Repairs & Maint - M&E	84.99
604-49550-406	Repairs & Maint - Groun	76.47
604-49550-408	Repairs & Maint - Distrib	243.70
604-49550-409	Repairs & Maint - Utilitie	127.96
604-49550-480	Other Miscellaneous	435.00
604-49980-611	Bond Interest	147,181.25
609-49751-217	Other Operating Supplie	329.57
609-49751-251	Liquor	26,254.62
609-49751-252	Beer	29,341.50
609-49751-253	Wine	3,115.23
609-49751-254	Soft Drinks & Mix	535.03
609-49751-257	Ice	269.80

Account Summary

Account Number	Account Name	Payment Amount
609-49751-259	Non- Alcoholic	772.05
609-49751-261	Other Merchandise	54.29
609-49751-322	Postage	0.69
609-49751-333	Freight and Express	564.65
609-49751-340	Advertising & Promotion	666.26
609-49751-383	Gas Utility	97.04
609-49751-384	Refuse Disposal	210.98
609-49751-480	Other Miscellaneous	40.00
609-49980-611	Bond Interest	12,462.50
614-49870-200	Office Supplies	29.34
614-49870-212	Motor Fuels	150.08
614-49870-217	Other Operating Supplie	823.85
614-49870-227	Utility System Maint Sup	12.38
614-49870-241	Small Tools	12.99
614-49870-303	Engineering and Surveyi	2,040.00
614-49870-321	Telephone	94.61
614-49870-322	Postage	499.78
614-49870-326	Data Processing	4,594.45
614-49870-383	Gas Utility	17.45
614-49870-384	Refuse Disposal	115.98
614-49870-404	Repairs & Maint - M&E	18.99
614-49870-442	Subscriber Fees	57,443.98
614-49870-447	Internet Expense	1,700.00
614-49980-611	Bond Interest	3,000.00
615-49850-211	Cleaning Supplies	380.82
615-49850-212	Motor Fuels	85.51
615-49850-215	Materials & Equipment	93.97
615-49850-217	Other Operating Supplie	1,254.40
615-49850-383	Gas Utility	886.82
615-49850-384	Refuse Disposal	192.98
615-49850-404	Repairs & Maint - M&E	747.10
615-49850-444	License Fees	351.57
615-49980-611	Bond Interest	12,454.38
617-38521	M/P Beer Sales	-269.00
617-49860-211	Cleaning Supplies	19.64
617-49860-217	Other Operating Supplie	561.85
617-49860-218	Uniforms	258.79
617-49860-251	Liquor	124.75
617-49860-252	Beer	815.90
617-49860-322	Postage	2.07
617-49860-333	Freight and Express	19.00
617-49860-383	Gas Utility	151.32
617-49860-384	Refuse Disposal	189.98
617-49860-402	Repairs & Maint - Struct	566.13
617-49860-404	Repairs & Maint - M&E	1,138.71
617-49860-406	Repairs & Maint - Groun	54.16
617-49860-444	License Fees	468.75
700-21701	Federal Withholding	11,710.48
700-21702	State Withholding	6,264.52
700-21703	FICA Tax Withholding	14,816.80
700-21704	PERA Contributions	28,034.15
700-21705	Retirement	4,706.00
700-21708	PD Union Dues	584.00
700-21711	Medicare Tax Withholdi	4,466.14
700-21712	Flex Account	22.94
700-21723	HSA Employee Contribu	1,011.14
	Grand Total:	1,360,811.57

Project Account Summary

Project Account Key
None

Grand Total:

Payment Amount
1,360,811.57

1,360,811.57 ✓

MB 7/10/25

Donna Shebor

Date/Time received: _____

Agenda Request Form

(This form can be used only once a month by the same individual(s). It is not a venue to bypass policies and procedures of city commissions and committees.)

Name: Darci Jones Telephone No (507) 931-2752

Address: 303 9th st.

Date of Council Meeting: Tues. July 15th (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: Riverfest Donation and volunteer help.

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

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): _____

This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. No more than two (2) people should speak on the same topic at one meeting. Remarks should not exceed five (5) minutes per person. They should be directed to the council as a whole and not to any individual member or department head.

Darci Jones
Signature



Board of Peace Officer Standards and Training

1600 University Avenue, Suite 200, Saint Paul, MN 55104

(651) 643-3060 | www.mn.gov/post

July 3, 2025

Scott Peterson, CLEO
Windom Police Department
444 9th St., PO Box 38
Windom, MN 56101-0038

Dear Chief Peterson,

Congratulations, your agency has successfully passed the compliance review conducted on July 1, 2025.

As you are aware, there are three main areas of importance in the compliance review:

1. To review POST mandated policies and ensure they include the appropriate content.
2. To determine that all licensed peace officers have received the mandatory training as required by Minn. § 626.8452, Subd. 2 and 3.
3. To verify that all peace officers who are not exempt, have or will receive training in Emergency Vehicle Operation/Pursuit Driving as mandated by Minn. § 626.8458, Subd. 5.

I want to thank you for your time and the professional courtesy shown during our visit. It's my hope this was a positive experience and that your agency has benefited as a result of our review.

If you have any questions, please feel free to give me a call.

Sincerely,



Erik Misselt
Executive Director

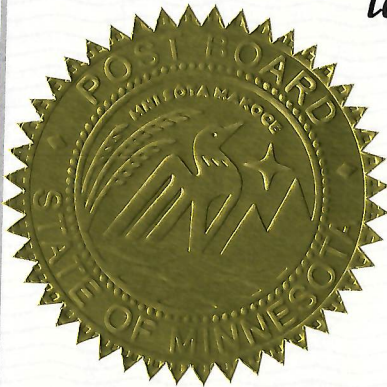
State of Minnesota

Board of Peace Officer Standards & Training

*The Minnesota Board of Peace Officer Standards and Training
presents this certificate to*

Windom Police Department

*In recognition of compliance with
legislative mandates and POST Board rules*



July 2, 2025

Date of Issue

Erik Misselt

Executive Director

Mike Cumiskey

Standards Coordinator

RESOLUTION #2025

INTRODUCED:

SECONDED:

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

WINDOM'S "NIGHT TO UNITE" PROCLAMATION

WHEREAS, the Minnesota Crime Prevention Association, AAA and local law enforcement agencies are sponsoring a unique, nationwide crime, drug and violence awareness program entitled "Night to Unite" on August 5, 2025; and

WHEREAS, the "Night to Unite" is designed to "get to know one another" in the City of Windom, build neighborhood involvement by bringing police and communities together; and to bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, the "Night to Unite" provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in Windom by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the Department of Corrections/Cottonwood County Probation and the Southwest Crisis Center play a vital role in assisting the Cottonwood County Sheriff and Windom Police Department through joint crime, drug and violence prevention efforts in Windom and are supporting "Night to Unite 2025" locally; and

WHEREAS, it is essential that all citizens of Windom be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Windom; and

WHEREAS, law enforcement-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "Night to Unite" Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that Tuesday, August 5, 2025, is designated as "**Night to Unite**" in Windom, Minnesota, and citizens of Windom are encouraged to support and participate in Windom's 19th Annual "Night to Unite".

Adopted by the Council this 15th day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

WINDOM FIRE DEPARTMENT

938 5TH Avenue
WINDOM MN.56101

To Windom City Council:

I applied for a grant on behalf of the Windom Fire Department from Federated Electric back in May to help purchase turn out gear for our new members. On May 28th I received notice that we have been approved for a \$7500.00 grant. The grant dollars are coming from three different companies. We will receive \$2500 from Federated Electric, \$2500 from Basin Electric, and \$2500 from Cobank. We are asking you to approve these donations to help purchase turn out gear for our new members.

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



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

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM FEDERATED RURAL ELECTRIC FOR THE WINDOM FIRE DEPARTMENT

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

WHEREAS, Federated Rural Electric is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the Windom Fire Department has received a donation of \$2,500 from Federated Rural Electric to purchase turn out gear for new Fire Department members.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation \$2,500 offered by Federated Rural Electric to purchase turn out gear for new Fire Department members.

Adopted by the Council this 15th day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM BASIN ELECTRIC FOR THE WINDOM FIRE DEPARTMENT

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

WHEREAS, Basin Electric is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the Windom Fire Department has received a donation of \$2,500 from Basin Electric to purchase turn out gear for new Fire Department members.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation \$2,500 offered by Basin Electric to purchase turn out gear for new Fire Department members.

Adopted by the Council this 15th day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM COBANK FOR THE WINDOM FIRE DEPARTMENT

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

WHEREAS, Cobank is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the Windom Fire Department has received a donation of \$2,500 from Cobank to purchase turn out gear for new Fire Department members.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation \$2,500 offered by Cobank to purchase turn out gear for new Fire Department members.

Adopted by the Council this 15th day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Jason Sykora, Electric General Manager and Steve Nasby, City Administrator
DATE: July 9, 2025
RE: Assignment of Power Purchase Agreements
DEPT: Electric
CONTACT: Jason Sykora: Jason.Sykora@windommn.com; Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

The Utility Commission and staff recommend that the City Council take the following action:

1. Approve the Assignment Agreement between the City of Windom and City of Kasson.

Issue Summary/Background

The City of Windom, individually and through our joint action agency (CMPAS), have power purchase agreements which provide power, capacity and renewable energy credits. Windom uses these resources to satisfy our power needs and the requirements of the transmission grid operator (MISO) as well as State of Minnesota requirements for clean energy.

Due to the loss of the Hylife Foods plant and addition of our new on-site generation we are long on both power and capacity. The City of Kasson (also a CMPAS member) is currently short on capacity and in need of future power. The proposal is to assign the City of Windom's contracts for NC2 (coal plant) and WPPI (nuclear) which total about 1.6 MW to the City of Kasson. Kasson would then be getting the energy and capacity from these two contracts and be responsible for all costs. Even with the assignments of these two agreements the City of Windom will be able to meet our power needs. The duration of the assignment is for eight years, but there is an opt-out in five years if Windom chooses to end the agreement early.

Fiscal Impact

This is a win-win for both communities and will enable Windom to reduce some of its power costs. In 2024 the cost of these two contracts, net of power sales and capacity, was approximately \$500,000.

Attachments

1. Assignment Agreement between the City of Windom and City of Kasson.

ASSIGNMENT & ASSUMPTION AGREEMENT

This Assignment and Assumption Agreement ("Assignment Agreement") is made and executed effective this _____ day of _____, 2025 ("Effective Date") by and between the City of Windom, a Minnesota municipality that owns and operates a municipal electric utility under the Minnesota Statutes ("Windom"), and City of Kasson, a Minnesota municipality that owns and operates a municipal electric utility under the Minnesota statutes ("Kasson").

RECITALS

WHEREAS, both Kasson and Windom are members of Central Minnesota Municipal Power Agency, a municipal joint power agency established under Chapter 453 of the Minnesota Statutes ("CMMPA"); and

WHEREAS, Windom is a party to (i) the NC2 Project Power Sales Agreement, dated February 15, 2005 ("NC2 Agreement"), under which it purchases from CMMPA a 7.7519% "Participant Entitlement Share" of the output and services of the Nebraska City Power Station Unit No. 2 ("NC2"), as defined in the NC2 Agreement; and (ii) the WPPI Purchase Power Sales Agreement, dated July 10, 2012 (the "WPPI Purchase Agreement"), under which it purchases from CMMPA a 0.5% Participant Entitlement Share of the "WPPI Purchase" as defined in the WPPI Purchase Agreement (together, the WPPI Purchase Agreement and the NC2 Agreement shall be known as the "Power Contracts"); and

WHEREAS, Kasson is a party to the WPPI Purchase Agreement, under which it purchases an 11.9% Participant Share of the WPPI Purchase from CMMPA;

WHEREAS, Section 1006 of both the WPPI Purchase Agreement and the NC2 Agreement allow Windom to assign its portion of the Power Contracts with CMMPA's consent;

WHEREAS, Windom desires to assign all of its rights contained in the Power Contracts, and further, to delegate all of its obligations contained in the Power Contracts, to Kasson under the terms of this Assignment Agreement; and

WHEREAS, Kasson desires to obtain an assignment of Windom's rights and obligations under the Power Contracts under the terms of this Assignment Agreement; and

WHEREAS, CMMPA has obtained due notice of both assignments from Windom and Kasson;

NOW, THEREFORE, in consideration of the above recitals and the promises set forth in this Assignment, Windom and Kasson agree, and CMMPA duly acknowledges, as follows:

AGREEMENT

1. Windom hereby assigns, conveys, transfers, and delivers to Kasson, all of Windom's rights, title, and interest in the Power Contracts and delegates to, transfers, conveys and assigns to Kasson any and all of Windom's liabilities, obligations and duties under the Power Contracts.

2. Kasson accepts the assignment of the Power Contracts as set forth herein, and assumes and agrees to timely pay, perform or discharge any and all duties, liabilities and obligations assigned and delegated to Kasson under the Power Contracts.

3. Windom and Kasson both understand and acknowledge that Kasson shall remain fully liable under the Power Contracts and shall perform Kasson's obligations under the Power Contracts for the term of this Assignment Agreement, as provided below.

4. Kasson represents, warrants and agrees as a Customer under the Power Contracts that with respect to the contractual obligations and performance thereof, Kasson will not claim immunity on the grounds of its status as a municipality or other governmental entity under Federal or state law or similar grounds with respect to itself or its revenues or assets from (i) suit, (ii) jurisdiction of court (including a court located outside the jurisdiction of its organization), (iii) relief by way of injunction, order for specific performance or recovery of property, (iv) attachment of assets, or (v) execution or enforcement of any judgment. The foregoing waiver of immunity provided herein by Kasson pertains to Kasson's contractual obligations under the Power Contracts, as approved by its governing body.

5. It is understood and acknowledged that the Power Contracts will not be utilized by Kasson for purposes of re-sale as a result of the transfer effectuated under this Assignment Agreement.

6. Kasson and Windom each represents and warrants to each other and to CMMPA those representations and warranties contained within each respective Power Contract and that (i) Windom and Kasson each has full power and authority under applicable law and its respective organizational documents to enter into, and to assume

the responsibilities and perform the obligations contemplated by the Power Contracts and by this Assignment Agreement; (ii) the execution, delivery and performance of this Assignment Agreement have been duly authorized and approved by the Windom Utility Commission and the City Council of the City of Windom and the City Council of the City of Kasson; and (iii) this Assignment Agreement is enforceable against Windom and Kasson in accordance with the terms set forth herein.

7. The term of this Assignment Agreement shall be eight (8) years from the Effective Date through May 31, 2033. Notwithstanding the foregoing sentence, Windom shall have the option of reclaiming the entirety of its share of the NC2 Power Contract in five (5) years from the Effective Date upon provision of written notice to Kasson and CMMPA, such notice to be provided no later than February 1 of the MISO planning year in which the option is intended to be exercised.

8. This Assignment Agreement may be amended by written agreement of Kasson, Windom and CMMPA.

9. This Assignment Agreement may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

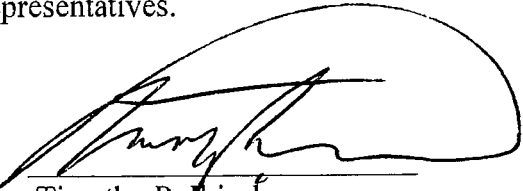
IN WITNESS WHEREOF, the Parties hereto have caused this Assignment Agreement to be duly executed by their authorized representatives.

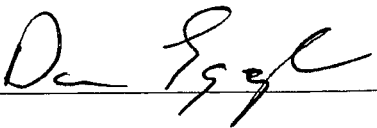
CITY OF WINDOM

By: _____
Name: _____
Title: _____

Attest: _____
Name: _____
Title: _____

Date: _____

By: 
Name: Timothy P. Zisch
Title: City Administrator

Attest: 
Name: Dan Egger
Title: Mayor

Date: 6/18/2025

CITY OF KASSON

ACKNOWLEDGED AND AGREED

_____,
Jay Anderson, Chief Executive Officer of Central Minnesota Municipal Power Agency

Date: _____

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE “ISLAND PARK BERM GRADING PROJECT”

WHEREAS, pursuant to a City Council approval on April 15, 2025, City Engineer DGR Engineering has prepared plans and specifications for the proposed “Island Park Berm Grading Project” and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Clerk/Administrator.
2. The City Clerk/Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Clerk/Administrator until 10:00 a.m. on July 24, 2025. At said time, the bids will be publicly opened by the City Clerk/Administrator and Project Engineer in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements will be awarded on or before August 5, 2025, at the City Council Meeting scheduled for 6:30 p.m.

Adopted by the Council this 15th day of July, 2025.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: July 15, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – Variance Application – Parking Area
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or
matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Variance Application, submitted by Taylor S. Kremmin and Emily J. Kremmin, requesting a variance of the driveway approach specification to allow them to add more hard-surfaced parking area on their residential property than is allowed by City Code.

Issue Summary/Background

Variance Application:

Applicants: Taylor S. Kremmin & Emily J. Kremmin
Address of Property: 680 Plum Avenue, Windom, MN
Description: Lot 1 in Block 2 of Plum Bay Subdivision in the City of Windom, Cottonwood County, Minnesota.
Parcel ID#: 25-624-0060

The Applicants filed an Application requesting a variance to allow them to extend their curb cut and also to concrete additional boulevard area. The Planning Commission held a public hearing on this application on July 8, 2025.

Following review of the application information and code requirements, the public hearing, comments from the property owner, and additional code information provided by Staff, the Planning Commission approved a motion to recommend that the City Council deny this variance application.

The reasons for this recommendation are set forth in the Minutes from the July 8th Meeting and include, but are not limited to, the following: The existing curb cut is at least 45 feet in width and exceeds the limitation set forth in City Code Section 152.495(A)(3). City Code Section 152.495(B)(2) provides that additional front-yard parking may be on an area not to exceed 12 feet in width abutting only one side of the driveway. This additional parking area is to begin at the property line (which is behind the boulevard area). The Street Superintendent does not favor increasing the size of the curb cut or converting additional boulevard into a parking area. The City Attorney has advised that this request for a variance does not meet the definition of practical difficulties (in the Code and Minnesota Statutes) or meet all of the requirements (criteria) for the granting of a variance. The granting of this variance could set a precedent. In its motion, the Planning Commission found that the Applicants have not established that there are practical difficulties, as defined by state statute, in complying with the ordinance and that the Applicants have not established that the unique circumstances of the property were not created by the landowners.

The Minutes from the July 8th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to deny this Variance Application.

Fiscal Impact

There should be no fiscal impact for the City to deny this variance.

Attachments

1. Zoning Application for a Variance;
2. Planning Commission's Public Hearing Notice;
3. Site Plan showing additional allowed parking area compared to camper dimensions;
4. Beacon aerial of the property.

MF:mah

CITY OF WINDOM, MINNESOTA
444 9th Street
Windom, MN 56101
507-832-8660 & 507-832-8659

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Taylor and Emily Kremmin *(Taylor S. Kremmin & Emily J. Kremmin)*
Address 680 Plum Ave
City Windom State MN Zip 56101 (Phone: 507-841-1190)

Owner(s): (If other than Applicant)

Name(s) _____
Address _____
City _____ State _____ Zip _____ (Phone: _____)

Property Address: 680 Plum Ave Windom

Legal Description of Property: Lot(s) Lot 1 Block(s) Block 2 Addition Plum Bay Subdivision

(If metes and bounds, attach description.) **Parcel No.** 256240060

Existing Use of Property: Primary Residence Present Zoning: R-1 Residential

Action Requested: Conditional Use Permit _____ Variance X
Subdivision (Platting) _____ (Includes Preliminary Plat and Final Plat)
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, etc.)– SPECIFY: _____
Other (Specify): _____

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

My wife and I are looking to create a place to park our camper between camping trips during summer without loosing access to our garage or parking in the street. We are asking for a variance to the "driveway approach" specification. The interpretation of this specification combined with our lot setback is limiting our "off street front yard parking" allowance to be 20 feet long.

(Please also complete additional form - "Supplemental Information for CUP/Variance" - Page 2.)

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

X Taylor Kremmin X Emily Kremmin
[SIGNATURES OF APPLICANT(S)]

Date: 6/9/25

Fee: \$200.00

Paid: Ck. 2242

Date: 6-9-2025 (mb)

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 10th day of June, 2025.

WINDOM BUILDING & ZONING OFFICIAL: Mattie To

Supplemental Information – To be Submitted with all Conditional Use & Variance Requests

The City's Land Use Regulations (Chapter 152 of the City Code) provide standards to evaluate your request. In order to grant a Conditional Use or Variance, the Planning Commission and City Council must make a finding that the request complies with these standards. The Applicant has the burden of proof to show that these standards have been satisfied. Please answer the following questions as they relate to your request. Attach additional sheets if needed.

1) Would your proposed use of the property be considered a reasonable use? Yes ☒ No ☐

Explain: Yes. Our city ordinance 152.495 B2 allows for off-street front-yard parking up to 12 feet wide abutting one side of the driveway

2) Is your proposed use in conflict with the intent of the zoning district in which it is to be located? Yes ☒ No ☐

Explain: Under current interpretations of 152.495 A5 the setback zone isn't able to be used for driveway or off-street parking beyond the curb cut size.

3) Is your proposed use of the property compatible with present uses on the property and on adjoining properties? Yes ☒ No ☐

Explain: Widening the driveway won't interfere with residential use or adjoining property use. I've spoken to my adjoining property neighbor and they have no concerns.

4) Will your proposed use of the property (a) alter the essential character of the locality or (b) interfere with the creation of a beneficial environment within its own property or on adjoining properties or (c) interfere with the provision of a reasonable economic benefit to the community? Yes ☐ No ☒

Explain: No Known interference (visual appearance, water drainage, etc.)

5) Can you assure the City that your proposed use of the property will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion to nearby properties? Yes ☒ No ☐

Explain: An added bonus is assurance I can keep my vehicles from needing to be parked on the street

6) Can you verify that the proposed use/development will not adversely affect pedestrian and vehicular movement on contiguous and non-contiguous adjacent properties and will not adversely affect the buffering of the service facilities and parking areas. Yes ☒ No ☐

Explain: I've been parking my camper in the driveway for 5 years now. This improvement will provide more visibility for me and my neighbors when backing out of my driveway.

7) Can you assure the City that the proposed project can be accommodated with existing public utilities and services and will not overburden the City's service capacity? Yes ☒ No ☐

Explain: No city services affected. Proposed area is not above any utilities.

8) Variance Application Only. The undersigned Landowner (Applicant) has established that there are practical difficulties, unique to this property and not caused by the Landowner, that necessitate the need for a variance. Yes ☒ No ☐

Explain: The lot line and house are not square resulting in insufficient room between my garage and lot line to create a parking space farther back in my lot beside the garage. The setback location is 17.5' up my driveway causing insufficient room.

ATTACH A SEPARATE SHEET TO PROVIDE ANY ADDITIONAL INFORMATION YOU BELIEVE MAY BE PERTINENT TO YOUR APPLICATION.

Completed By: Taylor Kremmin Date: 6/9/25

Property Address: 680 Plum Ave, Windom

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION – AMOUNT OF PARKING AREA**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicants and Owners, Taylor S. Kremmin and Emily J. Kremmin, husband and wife, of 680 Plum Avenue, Windom, Minnesota, have submitted a zoning application for a variance for their property located in an R-1 (“Single Family”) Residential District. The Applicants/Owners request a variance to add more hard-surfaced parking area than is allowed pursuant to City Code Section 152.495. The existing garage, driveway, and additional requested parking area are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the **City Hall Council Chamber, 444 Ninth Street, Windom, Minnesota, on Tuesday, July 8, 2025, at the meeting which begins at 7:00 p.m.**

The application and the plot plan may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing. Members of the public may also contact the Building & Zoning Office, prior to the public hearing, by phone at 507-832-8660 or 507-832-8659 or by e-mail at matthew.fast@windommn.com to obtain information concerning the application.

Those persons wishing to be heard on this application for consideration of a variance on hard-surfaced parking area are requested to attend this public hearing.

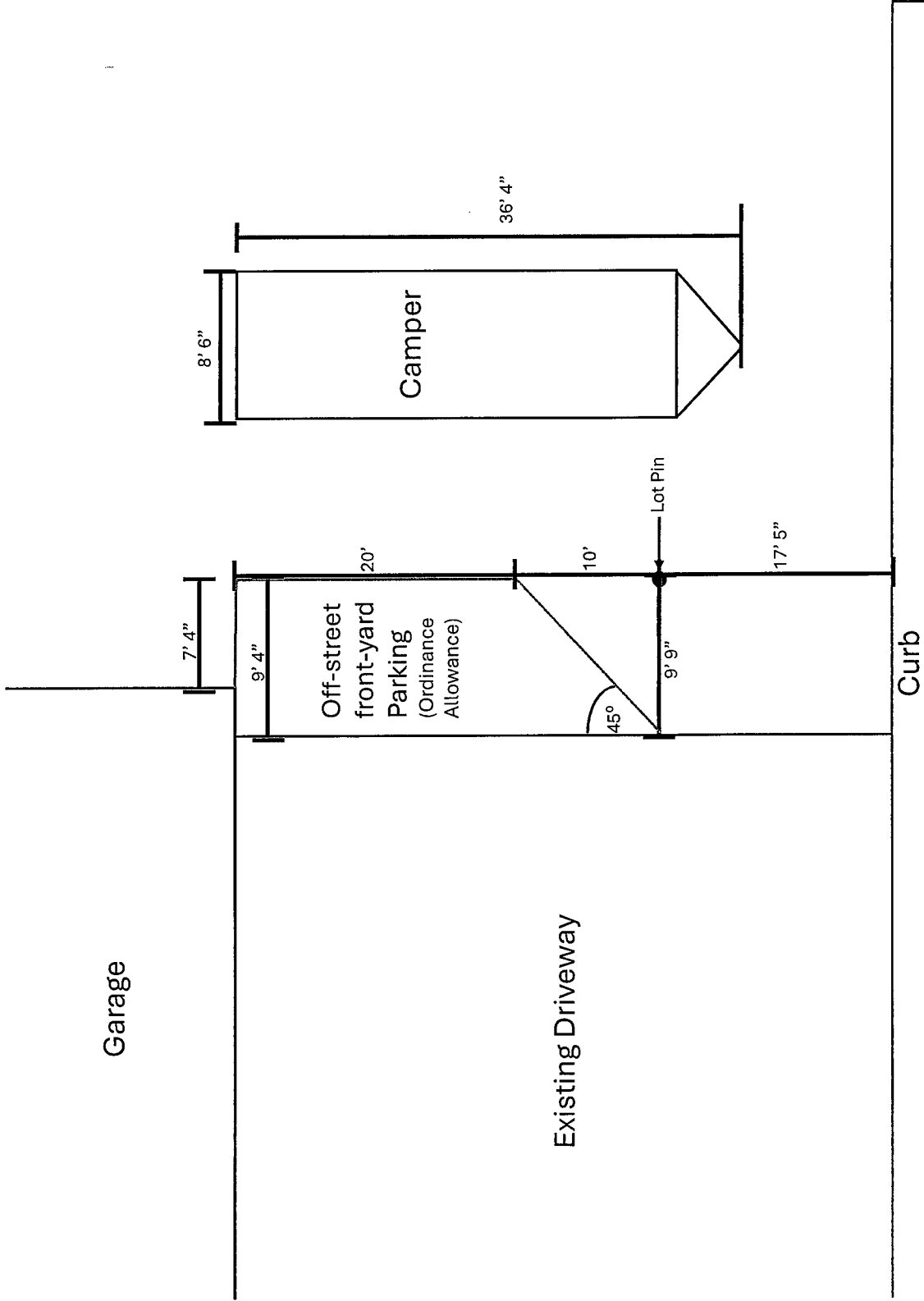
Legally described as follows: Lot 1, Block 2 of Plum Bay Subdivision in the City of Windom, Cottonwood County, Minnesota.

Parcel ID #: 25-624-0060

Address of the Property is: 680 Plum Avenue, Windom, MN 56101

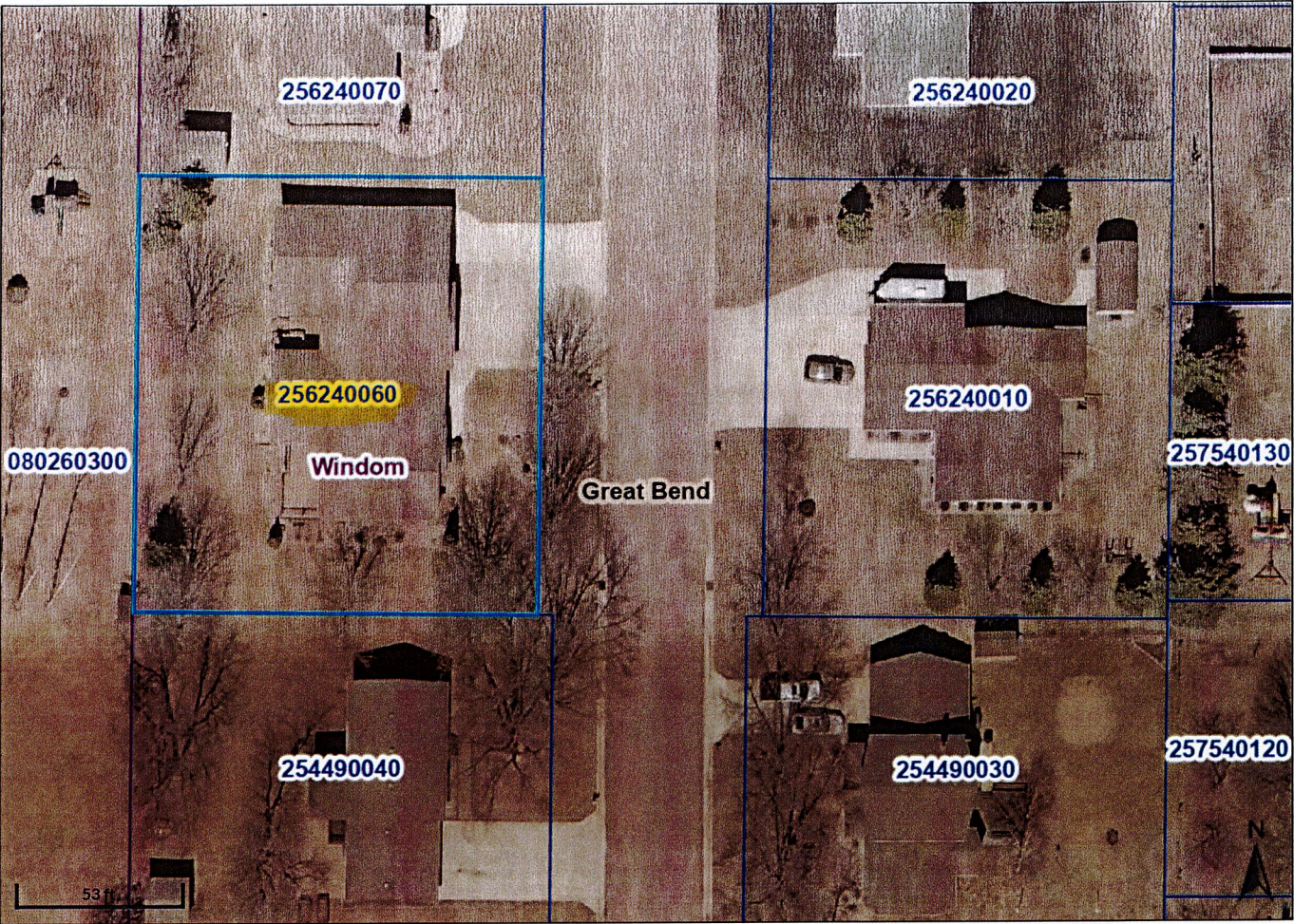
By Order of the City of Windom, Minnesota
Matthew Fast, Zoning Administrator

Published: Cottonwood County Citizen (June 25, 2025)



 BeaconTM

Cottonwood County, MN



Parcel ID	256240060	Alternate ID	n/a	Owner Address	KREMMIN/TAYLOR S & EMILY J
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		680 PLUM AVE
Property Address	680 PLUM AVE	Acreage	n/a		WINDOM MN 56101
	WINDOM				
District	n/a				
Brief Tax Description	n/a				
	(Note: Not to be used on legal documents)				

Date created: 7/10/2025
Last Data Uploaded: 7/10/2025 4:47:04 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

ACTION ITEM



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

TO: City Council
FROM: Building & Zoning Office
DATE: July 15, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – Variance Application – Timing of Garage Construction
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Variance Application, submitted by Joshua W. Montgomery requesting a variance to delay the time for construction/placement of a garage on his residential property.

Issue Summary/Background

Variance Application:

Applicant: Joshua W. Montgomery
Address of Property: 2165 Cottonwood Lake Drive, Windom, MN
Description: North Half of Lot 10, Lot 11, Lot 12 Except Tract in Northeast Part of Lot 12 in the City of Windom, Cottonwood County, Minnesota. (abbreviated description)
Parcel ID#: 25-831-0061

The Applicant filed an Application requesting a variance to delay construction/placement of a garage on his property until sometime in the future. The Applicant purchased a vacant lot and has since purchased a modular home to move on to the property. He has obtained a building permit and contractors are currently installing the foundation to move the house onto the foundation this year. The Planning Commission held a public hearing on this application on July 8, 2025.

Following review of the application information and code requirements, the public hearing, comments from the property owner, and additional code information provided by Staff, the Planning Commission approved a motion to recommend that the City Council deny this variance application.

The reasons for this recommendation are set forth in the Minutes from the July 8th Meeting and include, but are not limited to, the following: City Code Section 152.495(B)(1) provides that all single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized vehicles. This requirement shall include sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet. Mr. Montgomery stated that he did not have a timeframe for construction or placement of a garage on the property. He also stated that his request to delay the garage is economically related as the money comes along. City Code Section 152.565 defines “practical difficulties” and further states that economic considerations alone do not constitute practical difficulties. The City Attorney has advised that this request for a variance does not meet the definition of practical difficulties (in the Code and Minnesota Statutes) or meet all of the requirements (criteria) for the granting of a variance. The granting of this variance could set a precedent. In its motion, the Planning Commission found that the Applicant has not established that there are practical difficulties, as defined by state statute, in complying with the ordinance and that the Applicant has not

established that there are unique circumstances of the property.

The **Minutes from the July 8th Meeting** set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to deny this Variance Application.

Fiscal Impact

There should be no fiscal impact for the City to deny this variance.

Attachments

1. Zoning Application for a Variance;
2. Planning Commission's Public Hearing Notice;
3. Site Plan showing proposed placement of house, garage, etc.;
4. Beacon aerial of the property.

MF:mah

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Josh Montgomery

Address 2165 Cottonwood Lake Dr. 202 Ninth Avenue

City Windom Hopkins State MN Zip 56101-55343 (Phone: 507-350-9662)

Owner(s): (If other than Applicant) W.

Name(s) Same as above Joshua Montgomery

Address _____

City _____ State _____ Zip _____ (Phone: _____)

Property Address: 2165 Cottonwood Lake Dr., Windom, MN 56101

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition Warren Beach

N 1/2 LOT 10; LOT 11, LOT 12 EX TR IN NE PART 12

Parcel No. 25-831-0061

(If metes and bounds, attach description.)

Existing Use of Property: Land

Present Zoning: R-2

152.089 (B) Garage Space - would like no garage for now **X**

Action Requested: Conditional Use Permit

Variance _____

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

Planned Unit Development (PUD) _____

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

Other (Specify): _____

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

1) Use is a single family residential vacation home, not full time use 2) Due to the recent flooding, adding a structure susceptible to damage seems counterproductive if not necessary. Also, the property has several large Cottonwood trees, I'd like to see how the property acts throughout the year prior to determining a garage location. 3) The house immediately across the street does not have a garage, next door to that has 1 stall garage, there are 9 other one stall garage houses on the block. Me not having a garage will not negatively alter the character of the locality, however it would block views to the lake.

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

X _____ X

[SIGNATURES OF APPLICANT(S)]

Date: 6/5/25

Fee: \$200.00

Paid: Ck. 136

Date: 6-9-2025

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 10th day of June, 2025.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]

**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION – TIMING OF GARAGE CONSTRUCTION**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicant and Owner, Joshua W. Montgomery of 202 Ninth Avenue North, Hopkins, Minnesota 55343, has submitted a zoning application for a variance for his property located at 2165 Cottonwood Lake Drive, Windom, Minnesota. This property is located in an R-2 (“Urban 1& 2 Family”) Residential District. The Applicant/Owner is moving a previously-constructed home to his property in Windom and requests a variance to delay the time for construction of a garage on the property. City Code Section 152.495(B)(1) requires that all single-family homes built or placed on residential lots must provide, at minimum, access to and space for off-street parking of two standard-sized vehicles. This requirement includes a sheltered space (garage) for, at minimum, one vehicle. The site plan for the property, including a proposed garage, is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the **City Hall Council Chamber, 444 Ninth Street, Windom, Minnesota, on Tuesday, July 8, 2025, at the meeting which begins at 7:00 p.m.**

The application and other information may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing. Members of the public may also contact the Building & Zoning Office, prior to the public hearing, by phone at 507-832-8660 or 507-832-8659 or by e-mail at matthew.fast@windommn.com to obtain information concerning the application.

Those persons wishing to be heard on this application for consideration of a variance on the delay of construction of a garage on residential property are requested to attend this public hearing.

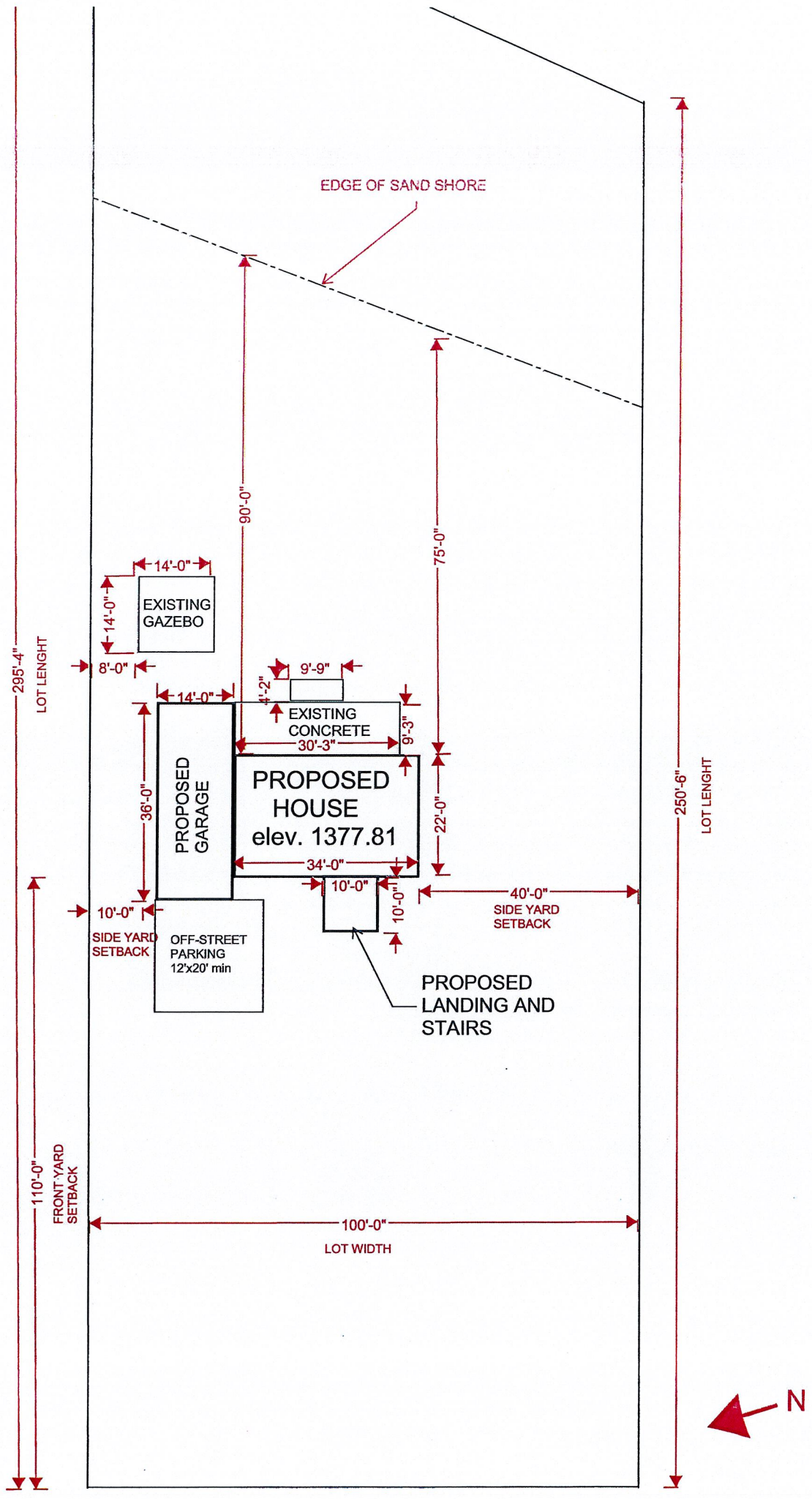
Legally described as follows: Part of Lot 10, all of Lot 11, and Part of Lot 12 of Warren Beach in the City of Windom, Cottonwood County, Minnesota.
(abbreviated description)

Parcel ID #: 25-831-0061

Address of the Property is: 2165 Cottonwood Lake Drive, Windom, MN 56101

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

Published: Cottonwood County Citizen (June 25, 2025)



 BeaconTM

Cottonwood County, MN



Parcel ID	258310061	Alternate ID	n/a	Owner Address	MONTGOMERY/JOSHUA W
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		202 9TH AVE
Property Address	2165 COTTONWOOD LAKE DR	Acreage	n/a		HOPKINS MN 55343
	WINDOM				
District	n/a				
Brief Tax Description	N1/2 LOT 10; LOT 11; LOT 12 EX TR IN NE PART				
	(Note: Not to be used on legal documents)				

Date created: 7/10/2025
Last Data Uploaded: 7/10/2025 4:47:04 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: July 15, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – Approval of Ordinance – Study & Moratorium
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or matthew.fast@windommn.com

Recommendations/Options/Action Requested

1. Approve First Reading of Ordinance No. 201, 2nd Series entitled “An Interim Ordinance of the City of Windom, Minnesota, Authorizing a Study and Imposing a Moratorium on the Acceptance of Conditional Use Permit Applications for Billboards”.
-

Issue Summary/Background

The Planning Commission previously discussed the need to review the City Code language regarding billboards within city limits. On June 10th, the Commissioners approved a recommendation that the City Council authorize preparation of a proposed ordinance authorizing a study and establishing a six-month moratorium on acceptance of applications for billboards. At the meeting on June 17th, the City Council approved a motion authorizing the Planning Commission to proceed with a moratorium ordinance related to conditional use permits for billboards.

Pursuant to information from Minnesota Statutes, etc. provided by City Attorney Ron Schramel, a proposed Ordinance No. 201, 2nd Series entitled “An Interim Ordinance of the City of Windom, Minnesota, Authorizing a Study and Imposing a Moratorium on the Acceptance of Conditional Use Permit Applications for Billboards” has been prepared. The City Attorney has reviewed and approved this proposed ordinance. He has also reviewed Minnesota Statutes and confirmed that the City does not need to hold a public hearing on this proposed ordinance.

At the July 8th Meeting, the Planning Commission approved a motion to approve the proposed Ordinance No. 201, 2nd Series, as presented, and recommend that the City Council hold the required two readings of the new ordinance and adopt the ordinance. Please refer to the Minutes from the July 8th Planning Commission Meeting for more information.

Fiscal Impact

There should be no fiscal impact to the City of Windom if the two readings for Ordinance No. 201, 2nd Series are held (July 15th and August 5th) and the ordinance is adopted on August 5th.

Attachments

1. Ordinance No. 201, 2nd Series.

MF:mah

ORDINANCE NO. 201, 2ND SERIES

AN INTERIM ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON THE ACCEPTANCE OF CONDITIONAL USE PERMIT APPLICATIONS FOR BILLBOARDS

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, ORDAINS:

WHEREAS, the Planning Commission recommended, and the Windom City Council has authorized, a study of the City Code provisions concerning billboards within city limits; and

WHEREAS, said study would include, but is not limited to, review of the existing provisions in the City Code concerning billboards; review of Minnesota Statutes concerning billboards; review of regulations established by the Minnesota Department of Transportation concerning billboards; review of other cities' ordinances relating to billboards; and preparation of proposed revisions to the City Code, in ordinance form, for review by the Planning Commission and submission to the City Council; and

WHEREAS, as part of this authorization, the Planning Commission has recommended, and the City Council has authorized, a moratorium on the City's acceptance of conditional use permit applications for the installation of new billboards within the City of Windom pending completion of this study and any required revisions to the City Code; and

WHEREAS, it is anticipated that the study and any required revisions to the City Code should be completed within a period of six (6) months; and

WHEREAS, Minnesota Statutes Section 462.355(4) sets forth the requirements and procedure for a city to impose a moratorium which includes adoption of an ordinance.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY ADOPTS AN INTERIM ORDINANCE AS SET FORTH BELOW:

1. The City Council of Windom, Minnesota, hereby authorizes the City of Windom to conduct a study to review the existing provisions concerning billboards in the City Code and conduct research as set forth above; and, if deemed advisable, to prepare proposed revisions to the City Code, in ordinance form, for review by the Planning Commission and submission to the City Council. Said study shall be completed within six (6) months from the date of publication of this interim ordinance.

2. The City Council hereby imposes a moratorium on the acceptance, processing, and actions by the City of Windom on any application for a conditional use permit seeking approval for the installation of a billboard(s) within the Windom city limits. The purposes of said moratorium are to allow for the study authorized herein by the City Council and to complete actions deemed appropriate pursuant to said study. This moratorium shall commence on the date of publication of this interim ordinance, or an approved Title and Summary of said ordinance, and continue for the period of 6 months from the date of publication unless earlier terminated by the City Council pursuant to Minnesota Statutes.

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER
ORDAINS:**

This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this
5th day of August, 2025.

Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: July 15, 2025
2nd Reading: August 5, 2025
Adoption: August 5, 2025
Published: August 13, 2025

MEMORANDUM



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: John Nelson, Liquor Store Manager
DATE: July 10, 2025
RE: Annual Minnesota Municipal Beverage Association (MMBA) Fire Department Fundraiser

In an effort to help cities promote the community value of their municipal liquor store operations, the Minnesota Municipal Beverage Association (MMBA), in partnership with MolsonCoors, is coordinating the 7th annual fundraiser benefiting local fire departments. This event will run from August 1st to September 11th. This is an effort to help raise additional money for local fire departments as many are running on very tight budgets. All funds raised here in Windom will go directly to the Windom Fire Department upon City Council action.

River Bend Liquor is looking at doing three different fundraisers for the Windom Fire Department this year.

1. Pallet Raffle – River Bend Liquor is working with the Windom Fire Department Relief Association to have a Pallet of Coors Banquet or Coors Light raffled off. Tickets will be sold at the store, along with our local fire fighters selling tickets. Tickets will be \$10 each. All proceeds will benefit the Windom Fire Department Relief Association.
2. Fire Boot Donation: Molson/Coors had specially made fire boots made for displays. These Fire Boots will be located at the registers, and once the fundraiser is over the money will be turned over directly to the Windom Fire Department Relief Association.
3. Donation based on a portion of sales of Coors Banquet & Coors Light from August 1st to September 11th. The funds for the Fire Department, though sales would be broken down as the following:
 - \$1 for every 24pk Package Sold
 - \$0.75 for every 15pk/18pk Package Sold
 - \$0.50 for every 9pk/12pk Package Sold
 - \$0.25 for every 6pk Package Sold

Total Proceeds from this fundraiser would be transferred to the Fire Department General Fund to be used to offset equipment purchases during the 2025 fiscal year. The fiscal impact is minimal, as this would be done in lieu of advertising a sale on these products. In the past, this has resulted in a transfer of \$207.50 in 2023, and \$692.50 in 2024.