CITY COUNCIL MEETING
September 2, 2025
City Council Chamber
6:30 p.m.

CITY OF WINDOM, MN
444 Ninth Street, P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127
www.windom-mn.com

AGENDA

Call to Order

Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - Council Minutes –August 19, 2025
     - Street Committee – August 18, 2025
     - Telecom Commission – July 21, 2025 & August 18, 2025
   - Exempt Gambling Permit – Des Moines Valley Chapter of MN Deer Hunters Assoc – February 26, 2026
   - Regular Bills
2. Department Heads
3. Windom Area Hospital – 2025 Audit Presentation
4. Ordinance No. 202, 2nd Series – Amending the Zoning Designation of Three Parcels
   - Second Reading
   - Title & Summary
5. WindomNet – Business Valuation Consultant
6. Community Center Roof Replacement – Bid Award
7. Pool Discussion – FEMA Report Appeal Discussion
8. Personnel – Hiring Recommendation
   - Riverbend Liquor – Non-Union Part-Time Clerk
9. New Business
10. Old Business
11. Council Comments
12. Adjourn

Preliminary

Regular Council Meeting
City Hall, Council Chamber
August 19, 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, Jenny Quade, James Nelson and Scott Benson
Council Absent:	Dennis Esplan and Jayesun Sherman
City Staff Present:	Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jon Ketzenberg, Streets & Parks Superintendent; Jeff Dahna, Windomnet General Manager; Donna Torkelson, Finance Director\Controller; Ben Derickson, Fire Chief; Matt Fast, Building Official and Sonya Wilt, EDA Director

3. Pledge of Allegiance

4. Consent Agenda:

   - Minutes
     - Council Minutes – August 5, 2025 and August 12, 2025
     - Community Center Commission – August 11, 2025
     - Economic Development Authority – August 11, 2025
     - Housing and Redevelopment Authority – August 8, 2025
     - Library Board – August 12, 2025
     - Planning Commission – August 12, 2025
   - Regular Bills

Motion by Benson second by Quade approving the Consent Agenda. Motion carried 3 – 0.

5. Public Comment – Fort Belmont Foundation:
   Mathis welcomed Ken Kruse and Craig Hakes from the Fort Belmont Foundation. Hakes thanked the City and citizens of Windom for the donation of the log cabin to Fort Belmont. They had intended on having it moved by now but their contractor had equipment issues so they are looking toward fall. Kruse said he had been with the Fort Belmont Foundation 37 years and has been involved with moving other buildings to their site and they are excited to have the log cabin with its fit into their property and Jackson County history.

   Mathis noted the log cabin was to be moved by August 1st. Hakes acknowledged that and reiterated their plan is for moving it in September, hopefully. Mathis asked if there was going to be an issue with the Island Park berm construction schedule. Nasby replied that the pre-construction meeting for the berm is August 25th so he will have more information on their schedule and any potential conflicts.

   Benson thanked the Fort Belmont Foundation for taking the log cabin and finding a home for it. It is good to see it moved and going to a good home. Kruse said he recalled a conversation 25-30 years ago about the log cabin being removed from Island Park but nothing was done about it.

Mathis said it is a good outcome for the community and the Foundation.

6. Department Heads:
None.

7. Public Hearing – Residential Tax Abatement – 1955 Bud Road:
Sonya Wilt, EDA Director, said that the City Council is holding the public hearing on a proposed residential tax abatement for 1955 Bud Road. The value of the home is estimated to be $210,000 with the estimated tax abatement for the five years at $6,645.35.

Mathis opened the public hearing and asked anyone had comments. No comments were received. Mathis closed the public hearing

Council Member Benson introduced the Resolution No. 2025-41, entitled "RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINNESOTA STATUTE 469.1813" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Quade, Benson, Nelson. Nay: None. Absent: Esplan and Sherman. Abstain: None. Resolution passed 3 – 0.

8. Federated Electric\Fiber – Proposal to Acquire Windomnet:
Troy Rasmussen, Federated Broadband Manager, introduced himself and noted that CEO Scott Reimers is unable to attend due to a family matter but members of the Federated Board are present. Rasmussen asked for the Council's consideration for Federated and the City to enter in to negotiations for the purpose of acquiring Windomnet. He said they have done due diligence and have financing available to proceed. Federated engaged Olsen-Theilen auditors and Finley Engineering to study the Windomnet system and do an assessment. He looks forward to open and transparent discussions with the City and citizens.

Benson asked if Federated has "senior" rates for services. Rasmussen said they have reviewed Windomnet rates and would have similar offerings.

Quade said the discussion tonight is whether to proceed with the next steps, this decision tonight is not to sell the system. Gathering more information is needed, she noted that she is not a technical expert so it is hard to guide policy decisions and set system goals without that knowledge. She recognizes the need to grow to continue to offer services, widen the customer base and bring in expertise. Rasmussen said that Federated is doing the fiber in Cottonwood County with an intent to serve all rural customers and Windomnet is a good fit for them to build density and to provide redundant reliability which will help out both parties. They recently did a build in Storden and have the next grant round with 1,000 passings of which 800 are in Cottonwood County. This is part of their system which includes Jackson and Martin counties.

Benson said the City needs to look at this as a business and what Windomnet is worth, so that is the step being discussed.

Nelson asked about the current employees. Rasmussen replied that they are hoping all of the Windomnet employees would come to Federated.

Mathis said that she saw the original Federated presentation to the Telecom Commission and they voted to move the discussion on to the Council. Mathis called on Dirk Abraham, Telecom Chair to make any comments he has for the Council.

Abraham said that the Telecom Commission was approached with the possibility of third party interest in Windomnet and what options were available. An ad hoc group of the Commission met with two interested parties. Federated continued their interest for discussion under a non-disclosure agreement which lead to them making a proposal to the Telecom Commission. He has been able to view information along the way on this whole process. He said the Commission is recommending further discussion and is in agreement with getting a business evaluation or appraisal done.

Mathis thanked Abraham and the Commission for their work on this matter. Abraham said he knows there are going to be opinions on both sides whether or not to consider a sale of Windomnet.

Nasby reviewed the staff memo in the packet stating that should the City Council decide to move forward with a consideration to sell the Windomnet system the City should engage a business valuation firm to appraise Windomnet. The value of Windomnet (assets, customers, leases, etc.) needs to be determined by an independent party to ensure that the City can negotiate for the best price for the ratepayers should a sale be considered. He has reached out to the City's auditors and others for possible business valuation firms and has several that may be contacted, but that will be a fee for service. If Council wants to move ahead he can get price quotes.

Motion by Benson second by Nelson to authorize the City Administrator to contact business valuation firms and get quotes for doing an appraisal and valuation for Windomnet. Motion carried 3 – 0.

9. Planning Commission - Variance – 2165 Cottonwood Lake Drive:
Matt Fast, Building Official, said that the applicant had requested a variance to the Code requirement to construct a covered parking space in a residential zone. The Council had previously tabled action on the variance as it received a letter from the applicant only shortly before the last regular meeting. A reason given for the delay is economic and not a practical difficulty, which is the standard for a variance. A memo in the packet shows the applicant's letter and the Planning\Building Department's responses. The Planning Commission and City Attorney are recommending denial of the variance.

Quade said she feels the Planning Commission and staff did all the due diligence and the Code needs to be followed.

Nelson asked what is next as the house is already moved onto the site. Fast said that the property owner will need to add the garage, preferably where it is shown on the site plan. Nelson asked if the property owner knew the Code required a garage. Fast said that the property owner was aware of the Code and thought they would try a variance.

Mathis thanked staff and the Planning Commission for their work. She is new and needed to learn about the Code and interrupting of the rules. She wants people to invest in the community but understands there are rules to be followed.

Motion by Benson second by Quade to deny the variance request for 2165 Cottonwood Lake Drive as recommended by the Planning Commission and City Attorney. Motion carried 3 – 0.

10. First Reading – Ordinance #202, 2nd Series – Amending the Zoning Designation of Three Parcels:
Fast said the City initiated rezoning applications on three properties located at 1755 First Avenue, 164 12th Street and 174 12th Street. The first parcel is zoned industrial and is located on Highway 60/71 whereas the use for the property is more in line with the B-2 Highway Business District. The two properties on 12th Street were inadvertently zoned as I-1 light industrial and should be residential R-2. The Planning Commission has reviewed and recommended the rezoning of these three parcels.

Motion by Benson second by Quade to approve the 1st Reading of Ordinance #202, 2nd Series to amend the zoning designation for three parcels located at 1755 First Avenue, 164 12th Street and 174 12th Street. Motion carried 3 – 0.

11. Airport – 2025 Taxiway Widening & Engineering Services Grant Authorization:
Nasby said the State is pushing ahead with getting grant agreements out and has a tight deadline so the City would not have the grant paperwork to Council for approval before the signatures are due. MN DOT is requesting the City authorize the Mayor and City Administrator to sign off on the grant based on the letter of application. The project cost is $214,475 with 95% from FAA and the remaining 5% split between the City and State. The City's share is $5,362 which will be paid from the budget.

Benson said he is abstaining from the vote as he is Airport manager.

Motion by Nelson second by Quade to approve an authorization for the Mayor and City Administrator to sign the State and Federal grant documents for the 2025 Taxiway Widening Project including engineering costs. Motion carried 2 – 0 - 1.

12. Pool Discussion –
Nasby said that FEMA had sent the determination letter, which is included in the Council packet, stating that they will not provide coverage for the pool vessel and underground plumbing as the pool was at the end of its economic life and that there is no documentation to prove the condition of the underground piping before and after the flood. The letter does state that FEMA will reimburse the City for damage in the amount of $285,171.25 for equipment. The City's decision at this time is whether or not to appeal the FEMA decision. The City has requested that DGR Engineering and Burbach Aquatics review the FEMA letter for areas where the City could challenge and appeal the FEMA determination. A review from DGR Engineering did not identify any errors or information for the City to base an appeal; however, Burbach Aquatics has noted that the value analysis they conducted on the Pool at the request of FEMA showed a "salvage value" of the pool at $500,000 so the City may want to use this number for an appeal should that be the Council's decision. Nasby noted the City has 60 days from August 4, 2025 to submit an appeal.

Nelson said he would try an appeal, why not.

Benson said if the cost for a consultant is low then try an appeal, but the community wants something done and the longer we wait to get started the longer it takes. The pool site maybe has another use.

Quade said she does not see much hope of getting FEMA to change its mind and we should move ahead with the settlement and work on next steps.

Mathis said if the cost is low she would consider making an appeal. The pool would need to be relocated if FEMA funds were received as the pool could not remain in the flood plain. Nasby said that is correct for FEMA remediation funding.

Benson said he is ready to get something moving forward.

Nasby reminded the Council that there would be demolition costs too if the pool were abandoned and the consultants estimated that cost at $250,000, but maybe it can be done cheaper if we can do it in-house and not have to remove all the material.

Motion by Benson second by Nelson to table this until the September 2nd meeting so the City Administrator can get a price from the consultants to do an appeal. Motion carried 3 – 0.

13. Personnel:
Donna Torkelson, Finance Director\Controller, said that she met with Personnel Committee on Tuesday, August 12th with a suggestion of changing the regular hours for City Hall. The staff's working hours will remain the same as 8:00 am to 5:00 pm, but change the times the City Hall Office is open to the public to 8:00 am to 4:30 pm. The change in hours will allow staff time to balance the daily receipts and finish any work before the end of the day. This change will also reduce the need for any overtime.

Nelson asked what is the plan for 2026 Summer hours. Torkelson said they do not know yet as they want to try out these hours, but maybe there would not be much change to the public hours.

Motion by Nelson second by Quade to change the City Hall Office's regular hours open to the public from 8:00 am -5:00 pm to 8:00 am to 4:30 pm. Motion carried 3 – 0.

14. Mayor Appointments:
Mathis said she is recommending the appointment of Tom White to the Parks & Recreation Commission, Sarah Peterson to the Library Board and Diane Sykora to the Library Board all these will fill unexpired terms. She said that Diane Sykora also serves on the Friends of the Library Board but after checking with the City Administrator and City Attorney there is not a conflict of interest.

Motion by Quade second by Benson to approve the appointments of Tom White to the Parks & Recreation Commission, Sarah Peterson to the Library Board and Diane Sykora to the Library Board. Motion carried 3 – 0.

15. New Business:
None.

16. Old Business:
None.

17. Council Comments:
Benson said the summer weather is giving way to fall. Help neighbors with yard work if you can and please take care of your yard. Thanks to all the City employees for their work.

Quade thanked the Departments for all their work and noted there are a lot of things going on in the community with projects and activities. She encouraged people to volunteer if they can.

Mathis said the Coalition of Greater Minnesota Cities had a regional meeting last week and Windom hosted. The discussion on Windomnet is just getting more information and a decision is not being made yet. She wants input on it, the pool and other things. She noted the work of the Water Department getting the main break fixed fast. She encouraged people to spay and neuter their pets.

18. Adjournment:
Mayor Mathis adjourned the meeting by unanimous consent at 7:40 p.m.

____________________________ Attest: ____________________________

Hilary Mathis, Mayor Steve Nasby, City Administrator

Windom Street Committee

Minutes for August 18, 2025

Roll Call: Jenny Quade, Dennis Esplan
Present:
City Staff: Jon Ketzenberg, Steve Nasby
Public:
Absent: None

Call the Meeting to Order at 10 a.m.

1. **4th Ave parking: Request to remove no parking signs on 4th Ave on the east side of the road. North of 11th street the road is the same width throughout out 4th Ave. Due to the high volume of traffic on 4th Ave the Street Committee decided to leave the signs as is.**

2. **Red Leaf Court Drainage:** Street Committee recommends that the council set a public hearing on the options that JEG has brought to the City with the Feasibilty study.

3. **South 6th Ave Mn Dot Detour: MN Dot wants to detour traffic off of highway 60 on to south 6th Ave. Dot is going to send engineers out to look at condition & do some core samples to evaluate the road with a possibility of MN Dot doing a overlay. The Street Committee has concerns with the width of the street & the pedestrian safety.**

4. Traffic Signal Project: The City has budgeted the original amount of up to $177,000 for local match. Street Committee agreed to go ahead with MN dot's Traffic Signal Replacement on Highway 60/71 in 2026 with the understanding that the City's total contribution will not exceed the $177,000 original local match total.

5. **Old Business:**

6. **New Business:**

7. **Commission Comments:**

8. **Adjourn meeting: 10:40 a.m.**

9. **Next Meeting: To be determined**

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers July 21st, 2025

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:01 PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby
V President:	Josh Peterson *Absent*	City Staff:	Jeff Dahna
Secretary:	*vacant*	Council Liaison:	Jayesun Sherman *Absent*
Commissioner:	Tim Hiley *Absent*	Council Liaison:	Dennis Esplan
Commissioner:	Jake Voth	Others Present:	Andrew Rossow, Jordan Bussa, Hilary Mathis
Commissioner:	Kegan Hofferbert	Others Present:	Scott Riemer, Glen Dixon

III. Approval of Minutes from June 16th , 2025 meeting.

Motion by commissioner Hofferbert, to approve minutes from the June 16th , 2025 meeting. Seconded by commissioner Voth. Motion approved 3 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 recent storm damages and Customer Serving Areas (CSA) cabinets and pedestal maintenance. Started to installing fiber optic service drops. North West Industrial Plant CSA to Cemstone cement plant location.
- 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. Multiple servers being turned up and old servers sunset.

V. Manager's Report: Dahna reports:
- Cable TV Headend – Maintaining as necessary. Verizon Wireless upgraded their antennas on their tower site and caused interference with Windomnet's satellite antenna dish reception. Interference overwhelmed the LNBs that had the needed 5G filters installed. A test LNB with built in 5G filtration was sent and installed to mitigate the issue. Additional LNB with 5G filtration were ordered for the other affected satellite dishes.
- SFN TV Gen 2 for SW Stream App was to roll out on July 15 with Southwest MN Broadband Services. SFN notified Windomnet that the SW Stream app with the SFN Gen 2 was delayed with an issue with the app. No rollout date was given at last meeting.

VI. New Business:
-Proposal from Federated Rural Electric Association to Acquire Windomnet Assets

Summary:
Scott Reimer, CEO of Federated Rural Electric Association and Broadband, presented a proposal to acquire the telecommunications assets of Windomnet from the City of Windom. Federated has conducted financial and technical due diligence, concluding that Windomnet aligns well with Federated's regional broadband expansion plans, particularly in Cottonwood, Jackson, and Martin Counties.

Federated emphasized their intention to maintain or improve current service levels without increasing rates. Customer service operations would be integrated and enhanced through Federated's established support systems, with plans to retain Windomnet staff and ensure a seamless transition for subscribers.

The proposed acquisition supports Federated's long-term mission to expand reliable fiber broadband services in underserved rural areas. Public informational meetings are anticipated following a recommendation from the Telecom Commission. Final approval would be determined by the City Council, with transition planning expected to begin shortly after and conclude by year-end 2025.

Action Requested:
The Telecom Commission is asked to review and discuss the proposal and make a recommendation to the City Council on whether to proceed with exploring the idea of the sale of Windomnet's assets to Federated Rural Electric Association.

Scott Reimer and Glen Dixon left the meeting at 6:50 pm.

Commissioners discussed and allowed comments from Mathis, Rossow, and Bussa. Email was received from absent Hiley in support of exploring the idea of moving forward with discussions/negotiations with Federated, Telecom Commission, and City Council.

Motion by commissioner Hofferbert, to move the Federated proposal forward to City Council for their further review and study. Seconded by commissioner Voth. Motion approved 3 to 0.

VII. Old Business: None

IX. Set Next Telecom meeting:
August 18th, 2025 at 6:00 pm in the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 7:23 pm**.**

____
Dirk Abraham, Telecom Commission President

____
XXXX, Telecom Commission Secretary

Attest: ___________________________________
Jeff Dahna, Telecom General Manager

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers August 18th , 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	City Staff:	Jeff Dahna
Secretary:	*vacant*	Council Liaison:	Jayesun Sherman *Absent*
Commissioner:	Tim Hiley *Absent*	Council Liaison:	Dennis Esplan
Commissioner:	Jake Voth	Others Present:	
Commissioner:	Kegan Hofferbert	Others Present:	

III. Approval of Minutes from July 21st , 2025 meeting.

Motion by commissioner Hofferbert, to approve minutes from the July 21st , 2025 meeting. Seconded by commissioner Voth. 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 87% complete.
- Outside Plant – Techs working on recent storm damages and Customer Serving Areas (CSA) cabinets and pedestal maintenance. Techs have been troubleshooting customer premise fiber connections from reports.
- Network – NOC Tech has been working on a multiple server to be replaced. Finalizing Microsoft Office 365 for city computer users. Multiple servers being turned up and old servers sunset.
- Electric Dept Project– The electric dept is going to be replacing all electric meters. These are capable of communicating with each other and there will be 20 Gateway meters with fiber optic connections to gather the information and send it to the meter management system. Telecom will connect an additional fiber strand to the Gateway meter locations and provision the meter with a pluggable SFP Optical Network Terminal (ONT)-on-a-stick for data connectivity. ONT-on -a-stick lead time is 12 weeks (trying to get it shortened) with meters in 4-6 weeks. New service drops might be installed to accommodate the project.
- Metaswitch Telephone – The two SS7 A-Links have been cutover to the new SIGTRAN connections on August 5th and have avoided the $11,500 monthly price increase on the legacy SS7 A-Links.

V. Manager's Report: Dahna reports:
- Cable TV Headend – Maintaining as necessary.
- SFN TV Gen 2 for SW Stream Gen 2 app is in the various app stores. Techs are testing Roku, Fire TV, Android devices with the SW Stream Gen 2. Bugs, issues, design changes are being reported up the chain.
- Internet customer counts: 1,758 (new high water mark)
- Top Subscriber Download: 5.65Tb (Tera byte)
- Top Application Download: 99.36Tb (Tera byte)

VI. New Business:
-None.

VII. Old Business:
-Proposal from Federated Rural Electric Association to Acquire Windomnet Assets will be presented to the City Council on August 19th , 2025.

IX. Set Next Telecom meeting:

September 15th , 2025 at 6:00 pm in the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 7:23 pm**.**

____
Dirk Abraham, Telecom Commission President

____
XXXX, Telecom Commission Secretary

Attest: ____________________________________
Jeff Dahna, Telecom General Manager

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Des Moines Valley Chapter of MN Deer Hunters Assoc.

Previous Gambling Permit Number: X-03906-25-017

Minnesota Tax ID Number, if any: 4326991

Federal Employer ID Number (FEIN), if any: [redacted]

Mailing Address: 57610 370th Street

City: Mt. Lake State: MN Zip: 56159 County: Cottonwood

Name of Chief Executive Officer (CEO): Brian Bergling

CEO Daytime Phone: 507-221-0201 CEO Email: berglingbrian@dyahoo.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 one of the following showing proof of nonprofit status:

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

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

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

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

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

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

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

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

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Community Center

Physical Address (do not use P.O. box): 1750 Cottonwood Drive

Check one:

☑ City: Windom Zip: 56101 County: Cottonwood

☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): Feb. 28th 2026

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

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

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

LG220 Application for Exempt Permit

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

CITY APPROVAL for a gambling premises located within city limits

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

Print City Name: ____________________

Signature of City Personnel: ____________________

Title: ____________________ Date: __________

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

COUNTY APPROVAL for a gambling premises located in a township

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

Print County Name: ____________________

Signature of County Personnel: ____________________

Title: ____________________ Date: __________

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

Print Township Name: ____________________

Signature of Township Officer: ____________________

Title: ____________________ Date: __________

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: B Bg Date: 8/14/2025
(Signature must be CEO's signature; designee may not sign)

Print Name: Brian Bergling

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

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

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

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

MAIL APPLICATION AND ATTACHMENTS

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

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's 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.

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

An equal opportunity employer

Expense Approval Report
By Fund

Payment Dates 8/16/2025 - 8/28/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
RUTH RAVERTY	8/18/2025	08/18/2025	SHELTER RENTAL REFUND	100-20202	11.26
RUTH RAVERTY	8/18/2025	08/18/2025	SHELTER RENTAL REFUND	100-34780	163.74
					175.00
Activity: 41110 - Mayor & Council					
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	FIREWORKS	100-41110-350	83.25
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	SUMMER HOURS	100-41110-350	44.40
CONVENT. & VISITOR BUREAU	AUG 2025	08/25/2025	LODGING TAX	100-41110-491	5,208.18
			Activity 41110 - Mayor & Council Total:		**5,335.83**
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	100-41310-131	3.60
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	100-41310-133	104.00
WEX Health Inc	0002208228-IN	08/19/2025	PARICIPANT FEE (ADMIN)	100-41310-217	148.00
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	100-41310-326	50.00
STEVE NASBY	8/14/2025	08/18/2025	CITY OFFICE-TRAVEL	100-41310-331	70.00
			Activity 41310 - Administration Total:		**375.60**
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	100-41910-133	24.00
INDOFF, INC	3814399	08/25/2025	EDA / P& Z SUPPLIES	100-41910-200	21.88
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	ADVERTISING	100-41910-350	278.20
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	100-41910-433	50.00
			Activity 41910 - Building & Zoning Total:		**374.08**
Activity: 41940 - City Hall					
CRISTINA MAZARIEGOS	7/28/2025-8/15/2025	08/18/2025	P&Z-LIBRARY-AIRPORT-CITY O	100-41940-406	675.00
			Activity 41940 - City Hall Total:		**675.00**
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	100-42120-131	16.20
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	100-42120-133	176.00
INDOFF, INC	3812151	08/18/2025	POLICE-SUPPLIES	100-42120-200	37.15
INDOFF, INC	3813188	08/25/2025	POLICE- SUPPLIES	100-42120-200	162.97
INDOFF, INC	3813452	08/25/2025	POLICE- SUPPLIES	100-42120-200	64.90
WINDOM AREA HEALTH	325699783	08/18/2025	POLICE-MEDICAL FEES	100-42120-305	8.00
LANGUAGE LINE SERVICES, IN	11674888	08/18/2025	POLICE-INTERPRETATION FEES	100-42120-327	35.00
COTTONWOOD CO AUD/TREA	SEPT 2025	08/18/2025	POLICE-BUILDING RENTAL	100-42120-412	2,152.50
ENTERPRISE FM TRUST	613153-080525	08/13/2025	POLICE- TELECOM - VEHICLE L	100-42120-419	274.09
ENTERPRISE FM TRUST	613153-080525	08/13/2025	POLICE- TELECOM - VEHICLE L	100-42120-419	517.69
			Activity 42120 - Crime Control Total:		**3,444.50**
Activity: 42220 - Fire Fighting					
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	100-42220-326	50.00
EMERGENCY APPARATUS MAI	136803	08/18/2025	FIRE-MAINTENANCE -VEHICLE	100-42220-405	875.24
EMERGENCY APPARATUS MAI	136804	08/18/2025	FIRE-MAINTENANCE - VEHICL	100-42220-405	682.62
EMERGENCY APPARATUS MAI	136805	08/18/2025	FIRE-MAINTENANCE -VEHICLE	100-42220-405	905.94
EMERGENCY APPARATUS MAI	136806	08/18/2025	FIRE-MAINTENANCE - VEHICL	100-42220-405	1,324.45
EMERGENCY APPARATUS MAI	136837	08/18/2025	FIRE-MAITENANCE-VEHICLE	100-42220-405	337.08
EMERGENCY APPARATUS MAI	137086	08/18/2025	FIRE-MAITENANCE-VEHICLE	100-42220-405	385.24
EMERGENCY APPARATUS MAI	137111	08/18/2025	FIRE-MAINTENANCE - VEHICL	100-42220-405	604.80
			Activity 42220 - Fire Fighting Total:		**5,165.37**
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	100-43100-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	100-43100-133	80.00
DIAMOND VOGEL PAINT	295230639	08/22/2025	STREETS-STREET MAITENANC	100-43100-224	872.50
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	100-43100-326	50.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CARQUEST - SMITH AUTO SUP	4433	08/25/2025	STREET-MAINTENANCE - OFFI	100-43100-404	93.83
SMITH AUTOMOTIVE CO	47896	08/22/2025	STREETS-MAITENANCE-OFFIC	100-43100-404	25.95
BAUER BUILT	830176041	08/19/2025	STREET- MAINT- REPAIRS	100-43100-404	580.64
				Activity 43100 - Streets Total:	**1,704.72**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	100-45202-133	16.00
				Activity 45202 - Park Areas Total:	**16.00**
				Fund 100 - GENERAL Total:	**17,266.10**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	211-45501-133	16.00
PLUM CREEK LIBRARY	IV26504	08/18/2025	LIBRARY-SUPPLIES	211-45501-200	10.80
VESTIS GROUP, INC	2560410809	08/25/2025	LIBRARY-MAINT. STRUCTURE	211-45501-402	44.65
CRISTINA MAZARIEGOS	7/28/2025-8/15/2025	08/18/2025	P&Z-LIBRARY-AIRPORT-CITY O	211-45501-402	450.00
				Activity 45501 - Library Total:	**521.45**
Activity: 49950 - Capital Outlay					
DOUG BERGENDAHL	9651	08/18/2025	LIBRARY-CAPITAL	211-49950-500	1,750.00
				Activity 49950 - Capital Outlay Total:	**1,750.00**
				Fund 211 - LIBRARY Total:	**2,271.45**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
BEST OIL COMPANY	70202	08/22/2025	AVIATION FUEL	225-45127-264	5,989.46
BEST OIL COMPANY	91189	08/22/2025	AVIATION FUEL	225-45127-264	3,308.56
SOUTHWEST MN BROADBAN	8/15/2025-9/14/2025	08/18/2025	AIRPORT- TELEPHONE	225-45127-321	30.97
				Activity 45127 - Airport Total:	**9,328.99**
				Fund 225 - AIRPORT Total:	**9,328.99**
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	235-42153-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	235-42153-133	16.00
WINDOM AREA HEALTH	734-0024-08-2025-01	08/19/2025	AMBO- MEDICAL SUPPLIES	235-42153-217	59.80
JUSTIN HARRINGTON	8/12/2025-8/13/2025	08/18/2025	AMBO- MEALS	235-42153-334	48.48
LANDON JOHNSON	8/14/2025	08/18/2025	AMBO-MEAL	235-42153-334	104.53
JIM AXFORD	8/17/2025	08/18/2025	AMBO-MEAL	235-42153-334	22.96
KRISTEN PORATH	8/4/2025	08/18/2025	AMBO-MEAL	235-42153-334	20.45
DAN MESNER	8/5/2025	08/18/2025	AMBO-MEAL	235-42153-334	16.82
JENNA VACHUSKA	8/9/2025	08/18/2025	AMBO-MEAL	235-42153-334	25.09
PAUL MARSH	034769	08/25/2025	AMBO- VEHICLE MAINT.	235-42153-405	120.42
PAUL MARSH	035008	08/18/2025	AMBULANCE-MAINTENANCE-	235-42153-405	99.42
				Activity 42153 - Ambulance Total:	**535.77**
Activity: 49950 - Capital Outlay					
MOTOROLA SOLUTIONS, INC.	8282165489	08/19/2025	AMBO- CAPITAL- RADIO UNIT	235-49950-500	877.62
MOTOROLA SOLUTIONS, INC.	8282165671	08/19/2025	AMBO- CAPITAL- RADIO UNIT	235-49950-500	538.16
				Activity 49950 - Capital Outlay Total:	**1,415.78**
				Fund 235 - AMBULANCE Total:	**1,951.55**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	250-46520-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	250-46520-133	24.00
INDOFF, INC	3814399	08/25/2025	EDA / P& Z SUPPLIES	250-46520-200	21.88
EHLERS & ASSOC., INC.	102701	08/18/2025	EDA-CONSULTING&AUDITING	250-46520-301	6,912.50
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	250-46520-433	50.00
				Activity 46520 - EDA Total:	**7,010.18**
				Fund 250 - EDA GENERAL Total:	**7,010.18**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
KULSETH LAWN LANDSCAPE	5562	08/13/2025	EDA- MAINTENANCE - GROU	254-46520-406	545.00
				Activity 46520 - EDA Total:	**545.00**
				Fund 254 - NORTH IND PARK Total:	**545.00**
Fund: 309 - 2025 STREET PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00277366	08/18/2025	STREET-CAPITAL	309-41000-303	2,417.00
				Activity 41000 - General Government Total:	**2,417.00**
				Fund 309 - 2025 STREET PROJECT Total:	**2,417.00**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
JONATHAN ENGSTROM	473	08/22/2025	TELECOM-CONSULTING & AU	401-49950-500	680.00
JONATHAN ENGSTROM	474	08/22/2025	TELECOM-CONSULTING & AU	401-49950-500	680.00
DGR ENGINEERING	00277375	08/18/2025	PARKS-CAPITALS	401-49950-508	3,477.40
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	ADVERTISING	401-49950-508	310.30
				Activity 49950 - Capital Outlay Total:	**5,147.70**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**5,147.70**
Fund: 601 - WATER					
Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	601-49400-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	601-49400-133	48.00
HAWKINS, INC	7165378	08/18/2025	WATER-CHEMICALS	601-49400-216	7,930.87
BENESCH, FRIEDLANDER, COP	1096271	08/18/2025	WATER-SEWER-ELECTRIC	601-49400-304	288.00
MN VALLEY TESTING	1319258	08/18/2025	WATER-LANDFILL	601-49400-386	1,580.00
				Activity 49400 - Water Total:	**9,848.67**
				Fund 601 - WATER Total:	**9,848.67**
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	602-49450-133	32.00
HAWKINS, INC	7174334	08/25/2025	WATER- CHEMICALS	602-49450-216	1,338.48
BENESCH, FRIEDLANDER, COP	1096271	08/18/2025	WATER-SEWER-ELECTRIC	602-49450-304	288.00
MN VALLEY TESTING	1318632	08/13/2025	SEWER - LAB TESTING	602-49450-310	234.80
MN VALLEY TESTING	1318660	08/12/2025	SEWER LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1318887	08/18/2025	SEWER-LAB TESTING	602-49450-310	93.20
MN VALLEY TESTING	1318889	08/18/2025	SEWER-LAB TESTING	602-49450-310	141.60
MN VALLEY TESTING	1319959	08/25/2025	SEWER- LAB TESTING	602-49450-310	234.80
MN VALLEY TESTING	1319995	08/25/2025	SEWER- LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1320019	08/25/2025	SEWER- LAB TESTING	602-49450-310	202.80
MN VALLEY TESTING	1320127	08/25/2025	SEWER- SLUDGE HAULING	602-49450-446	132.00
				Activity 49450 - Sewer Total:	**2,949.68**
				Fund 602 - SEWER Total:	**2,949.68**
Fund: 604 - ELECTRIC					
ELECTRIC FUND	# 680 RETURN	08/18/2025	ELECTRIC-INVENTORY -MAITE	604-14200	167.85
WESCO DISTRIBUTION, INC	590245	08/18/2025	ELECTRIC-INVENTORY	604-14200	1,623.05
J. H. LARSON	S103445845.001	08/18/2025	ELECTRIC-INVENTORY	604-14200	432.73
DAKOTA SUPPLY GROUP	S104936859.001	08/18/2025	ELECTRIC-INVENTORY	604-14200	10,266.67
ELECTRIC FUND	# 1078	08/18/2025	ELECTRIC/CAPITAL	604-16300	115.77
ELECTRIC FUND	# 1081	08/18/2025	ELECTRIC-IMPROVEMENTS	604-16300	1,392.27
ELECTRIC FUND	# 1083	08/25/2025	ELECTRIC- CAPITAL	604-16300	1,253.37
CEMSTONE PRODUCTS CO	7847660	08/18/2025	ELECTRIC-IMPROVEMENTS	604-16300	739.50
					15,991.21
Activity: 49550 - Electric					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	604-49550-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	604-49550-133	88.00
INDOFF, INC	3814400	08/25/2025	ELECTRIC- SUPPLIES	604-49550-200	129.52
AMAZON CAPITAL SERVICES, I	147X-DPRL-4G4N	08/13/2025	ELECTRIC- SUPPLIES	604-49550-217	89.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMARIL UNIFORM COMPANY	IV282764	08/18/2025	ELECTRIC-UNIFORMS	604-49550-218	112.70
BENESCH, FRIEDLANDER, COP	1096271	08/18/2025	WATER-SEWER-ELECTRIC	604-49550-304	144.00
DITCH WITCH OF MN	P89801	08/25/2025	ELECTRIC- MAINTENANCE - O	604-49550-404	69.67
ELECTRIC FUND	# 1082	08/25/2025	ELECTRIC DISTRIBUTION	604-49550-408	2,902.11
AMAZON CAPITAL SERVICES, I	14Q6-9MHC-QJVN	08/25/2025	ELECRIC- GENERATION MAINT	604-49550-410	16.69
AMAZON CAPITAL SERVICES, I	17KL-4PGN-44LP	08/18/2025	ELECTRIC-MAINTENANCE-GE	604-49550-410	128.20
AMAZON CAPITAL SERVICES, I	17LP-FYPT-PQ17	08/13/2025	ELECTRIC-MAINTENANCE - GE	604-49550-410	-80.71
AMAZON CAPITAL SERVICES, I	1MVD-J9DW-C9XC	08/18/2025	ELECTRIC-MAINTENANCE-GE	604-49550-410	-96.16
AMAZON CAPITAL SERVICES, I	1NFW-V4WW-J4VP	08/18/2025	ELECTRIC-MAITENANCE-GENE	604-49550-410	41.07
AMAZON CAPITAL SERVICES, I	1R6T-FRKV-PGTL	08/25/2025	ELECTRIC- GENERATION MAIN	604-49550-410	96.32
AMAZON CAPITAL SERVICES, I	1T3V-RD4N-C1QQ	08/18/2025	ELECTRIC- MAINTENANCE-GE	604-49550-410	-91.73
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	604-49550-433	50.00
KRIS HAYENGA	8/15/2025	08/18/2025	ELECTRIC REBATES	604-49550-450	300.00
WINDOM ISD #177	8/15/2025	08/18/2025	ELECTRIC- CONSERVATION	604-49550-450	643.03
JOEY VOUGHT	8/15/2025	08/18/2025	ELECTRIC REBATE	604-49550-450	600.00
				Activity 49550 - Electric Total:	**5,143.75**
				Fund 604 - ELECTRIC Total:	**21,134.96**

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	609-49751-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	609-49751-133	48.00
VESTIS GROUP, INC	2560410811	08/18/2025	LIQUOR STORE- CLEANING/SU	609-49751-211	57.05
BREAKTHRU BEVERAGE MINN	122845152	08/18/2025	LIQUOR STORE-LIQUOR	609-49751-251	75.00
BREAKTHRU BEVERAGE MN	122845262	08/18/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	3,197.60
DOLL DISTRIBUTING, LLC	1828462	08/18/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-251	154.30
SOUTHERN GLAZER'S OF MN	2658100	08/18/2025	LIQUOR STORE- LIQUOR	609-49751-251	1,750.25
JOHNSON BROS.	2855709	08/18/2025	LIQUOR STORE-	609-49751-251	2,184.02
BEVERAGE WHOLESALERS	395471	08/18/2025	LIQUOR-BEER-SOFT DRINKS&	609-49751-251	1,420.20
PHILLIPS WINE & SPIRITS	5027879	08/18/2025	LIQUOR STORE- FREIGHT	609-49751-251	3,003.32
DOLL DISTRIBUTING, LLC	1828462	08/18/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-252	4,972.80
DOLL DISTRIBUTING, LLC	1828468	08/18/2025	LIQUOR STORE- BEER	609-49751-252	-53.33
ARTISAN BEER COMPANY	3789553	08/18/2025	LIQUOR STORE-BEER	609-49751-252	280.75
BEVERAGE WHOLESALERS	395471	08/18/2025	LIQUOR-BEER-SOFT DRINKS&	609-49751-252	15,048.82
SOUTHERN GLAZER'S OF MN	2658101	08/18/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	196.00
JOHNSON BROS.	2855710	08/18/2025	LIQUOR STORE-WINE-SOFT D	609-49751-253	295.55
PHILLIPS WINE & SPIRITS	5027880	08/18/2025	LIQUOR-WINE-FREIGHT	609-49751-253	815.30
AH HERMEL COMPANY	1081747	08/13/2025	LIQUOR STORE- FREIGHT- OTH	609-49751-254	107.45
SOUTHERN GLAZER'S OF MN	2655423	08/18/2025	LIQUOR STORE-SOFT DRINKS	609-49751-254	-50.44
JOHNSON BROS.	2855710	08/18/2025	LIQUOR STORE-WINE-SOFT D	609-49751-254	37.00
BEVERAGE WHOLESALERS	395471	08/18/2025	LIQUOR-BEER-SOFT DRINKS&	609-49751-254	27.00
JOHNSON BROS.	2855711	08/18/2025	LIQUOR STORE-THC	609-49751-258	446.75
DOLL DISTRIBUTING, LLC	1828462	08/18/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-259	151.80
BEVERAGE WHOLESALERS	395471	08/18/2025	LIQUOR-BEER-SOFT DRINKS&	609-49751-259	12.24
AH HERMEL COMPANY	1081747	08/13/2025	LIQUOR STORE- FREIGHT- OTH	609-49751-261	27.79
AH HERMEL COMPANY	1081747	08/13/2025	LIQUOR STORE- FREIGHT- OTH	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	122845262	08/18/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	72.15
DOLL DISTRIBUTING, LLC	1828462	08/18/2025	LIQUOR STORE-LIQUOR-BEER-	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2658100	08/18/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	28.70
SOUTHERN GLAZER'S OF MN	2658101	08/18/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	4.10
JOHNSON BROS.	2855709	08/18/2025	LIQUOR STORE-	609-49751-333	39.63
JOHNSON BROS.	2855710	08/18/2025	LIQUOR STORE-WINE-SOFT D	609-49751-333	12.30
PHILLIPS WINE & SPIRITS	5027879	08/18/2025	LIQUOR STORE- FREIGHT	609-49751-333	58.08
PHILLIPS WINE & SPIRITS	5027880	08/18/2025	LIQUOR-WINE-FREIGHT	609-49751-333	26.65
CITIZEN PUBLISHING CO	JULY 25	08/13/2025	LIQUOR STORE- PRINTING	609-49751-340	566.30
				Activity 49751 - Liquor Store Total:	**35,030.88**
				Fund 609 - LIQUOR STORE Total:	**35,030.88**

Fund: 614 - TELECOM

Activity: 49870 - Telecom

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	614-49870-131	1.80

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	614-49870-133	64.00
CITY LAUNDERING CO.	2148256	08/22/2025	TELECOM-CLEANING/SUPPLIE	614-49870-211	28.92
JONATHAN ENGSTROM	473	08/22/2025	TELECOM-CONSULTING & AU	614-49870-301	1,020.00
JONATHAN ENGSTROM	474	08/22/2025	TELECOM-CONSULTING & AU	614-49870-301	1,020.00
FRYBERGER, BUCHANAN, SMI	12336.000041.12508	08/22/2025	TELECOM-LEGAL FEES	614-49870-304	1,402.50
COTTONWOOD CO ASSESSOR	8/15/2025	08/19/2025	B&Z/EDA/ADMIN/STREET/ELC	614-49870-326	50.00
NEUSTAR, INC.	L0000051335	08/13/2025	TELECOM-DATA PROCESSING	614-49870-326	7.50
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	ADVERTISING	614-49870-350	279.75
PLUNKETT'S PEST CONTROL	9181250	08/13/2025	TELECOM-MAINTENANCE - O	614-49870-404	576.04
EXTRA TOUCH AUTO SALES	6739	08/13/2025	TELECOM-MAINTENANCE - VE	614-49870-405	989.16
AMAZON CAPITAL SERVICES, I	1P6H-THX4-3J7T	08/13/2025	TELECOM-MAINTENANCE - G	614-49870-406	131.33
KULSETH LAWN LANDSCAPE	5552	08/22/2025	TELECOM-MAINTENANCE-GR	614-49870-406	916.00
ENTERPRISE FM TRUST	613153-080525	08/13/2025	POLICE- TELECOM - VEHICLE L	614-49870-419	537.16
CONSOLIDATED COMMUNICA	507-151-0204/0 8/1/2025	08/13/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	1,444.95
SHOWTIME NETWORKS INC	95110	08/18/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	153.45
CONSOLIDATED CALL CENTER	27629	08/13/2025	TELECOM-SWITCH FEES	614-49870-445	123.72
FIBER MINNESOTA LLC	3454	08/13/2025	TELECOM- SWITCH FEES	614-49870-445	300.00
ICONECTIV LLC	L-10620172	08/13/2025	TELECOM SWITCH FEES	614-49870-445	670.97
MANKATO NETWORKS, LLC	390486	08/13/2025	TELECOM- INTERNET EXPENS	614-49870-447	633.75
MANKATO NETWORKS, LLC	390494	08/13/2025	TELECOM- INTERNET EXPENS	614-49870-447	1,293.88
ONVOY, LLC dba INTELIQUENT	578513	08/13/2025	TELECOM- CALL COMPLETION	614-49870-451	2,460.24
				Activity 49870 - Telecom Total:	**14,105.12**
				Fund 614 - TELECOM Total:	**14,105.12**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	615-49850-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	615-49850-133	32.00
				Activity 49850 - Arena Total:	**33.80**
				Fund 615 - ARENA Total:	**33.80**
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
SW/WC SERVICE COOPERATIV	SEPT 25	08/25/2025	EAP	617-49860-131	1.80
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	617-49860-133	48.00
INDOFF, INC	3812152	08/18/2025	COMMUNITY CENTER-SUPPLI	617-49860-200	24.99
VESTIS GROUP, INC	2560410804	08/22/2025	COMMUNITY CENTER-CLEANI	617-49860-211	18.37
DOLL DISTRIBUTING, LLC	1828473	08/22/2025	COMMUNITY CENTER-BEER	617-49860-252	91.50
DOLL DISTRIBUTING, LLC	1828473	08/22/2025	COMMUNITY CENTER-BEER	617-49860-333	7.00
CITIZEN PUBLISHING CO	JULY 2025	08/13/2025	ADVERTISING	617-49860-340	948.65
				Activity 49860 - M/P Center Total:	**1,140.31**
				Fund 617 - M/P CENTER Total:	**1,140.31**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0002654	08/22/2025	Federal Tax Withholding	700-21701	11,497.53
MN Department of Revenue -	INV0002655	08/22/2025	State Withholding	700-21702	6,244.12
Internal Revenue Service-Payr	INV0002654	08/22/2025	Social Security	700-21703	14,863.14
MN Pera	INV0002652	08/22/2025	PERA	700-21704	901.22
MN Pera	INV0002652	08/22/2025	PERA	700-21704	16,654.33
MN Pera	INV0002652	08/22/2025	PERA	700-21704	9,876.05
MN State Deferred	INV0002653	08/22/2025	Deferred Roth	700-21705	902.00
MN State Deferred	INV0002653	08/22/2025	Deferred Compensation	700-21705	2,804.00
NECA IBEW FAMILY MEDICAL	SEPT 2025	08/18/2025	HEALTH INSURANCE	700-21706	49,503.27
SW/WC SERVICE COOPERATIV	SEPT 2025	08/25/2025	HEALTH INSURANCE	700-21706	38,622.92
LOCAL UNION #949	Aug-25	08/18/2025	Union Dues	700-21707	1,744.05
LAW ENFORCEMENT LABOR S	AUG-2025	08/18/2025	POLICE UNION DUES	700-21708	584.00
Internal Revenue Service-Payr	INV0002654	08/22/2025	Medicare Withholding	700-21711	4,392.44
WEX Health Inc	08/13/2025	08/19/2025	FLEX SPENDING	700-21712	526.50
WEX Health Inc	8/13/2025	08/19/2025	FLEX SPENDING	700-21712	75.21
WEX Health Inc	8/8/2025	08/19/2025	FLEX SPENDING	700-21712	22.92
AFLAC	028954	08/18/2025	INSURANCE	700-21715	499.73

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AFLAC	028954	08/18/2025	INSURANCE	700-21715	526.79
NCPERS MINNESOTA	SEPT 2025	08/18/2025	INSURANCE	700-21718	16.00
MN BENEFIT ASSOCIATION	2025-0345780	08/18/2025	TELECOM-INDIVIDUAL INSUR	700-21719	589.78
WEX Health Inc	INV0002651	08/22/2025	VEBA Employer Contribution	700-21720	2,281.29
WEX Health Inc	INV0002650	08/22/2025	HSA Employer Contribution	700-21722	1,093.77
WEX Health Inc	INV0002649	08/22/2025	HSA Employee Contribution	700-21723	1,156.14
					165,377.20
				Fund 700 - PAYROLL Total:	**165,377.20**
				Grand Total:	**295,558.59**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	17,266.10
211 - LIBRARY	2,271.45
225 - AIRPORT	9,328.99
235 - AMBULANCE	1,951.55
250 - EDA GENERAL	7,010.18
254 - NORTH IND PARK	545.00
309 - 2025 STREET PROJECT	2,417.00
401 - GENERAL CAPITAL PROJECTS	5,147.70
601 - WATER	9,848.67
602 - SEWER	2,949.68
604 - ELECTRIC	21,134.96
609 - LIQUOR STORE	35,030.88
614 - TELECOM	14,105.12
615 - ARENA	33.80
617 - M/P CENTER	1,140.31
700 - PAYROLL	165,377.20
Grand Total:	**295,558.59**

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	11.26
100-34780	Park Fees	163.74
100-41110-350	Printing & Design	127.65
100-41110-491	Payments to Other Orga	5,208.18
100-41310-131	Employer Paid Insurance	3.60
100-41310-133	Employer Paid Insurance	104.00
100-41310-217	Other Operating Supplie	148.00
100-41310-326	Data Processing	50.00
100-41310-331	Travel Expense	70.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	21.88
100-41910-350	Printing & Design	278.20
100-41910-433	Dues & Subscriptions	50.00
100-41940-406	Repairs & Maint - Groun	675.00
100-42120-131	Employer Paid Insurance	16.20
100-42120-133	Employer Paid Insurance	176.00
100-42120-200	Office Supplies	265.02
100-42120-305	Medical & Dental Fees	8.00
100-42120-327	Interpretation Fees	35.00
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	791.78
100-42220-326	Data Processing	50.00
100-42220-405	Repairs & Maint - Vehicl	5,115.37
100-43100-131	Employer Paid Insurance	1.80
100-43100-133	Employer Paid Insurance	80.00
100-43100-224	Street Maint Materials	872.50
100-43100-326	Data Processing	50.00
100-43100-404	Repairs & Maint - M&E	700.42
100-45202-133	Employer Paid Insurance	16.00
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	10.80
211-45501-402	Repairs & Maint - Struct	494.65
211-49950-500	Capital Outlay	1,750.00
225-45127-264	Merchandise For Resale	9,298.02
225-45127-321	Telephone	30.97
235-42153-131	Employer Paid Insurance	1.80
235-42153-133	Employer Paid Insurance	16.00

Account Summary

Account Number	Account Name	Payment Amount
235-42153-217	Other Operating Supplie	59.80
235-42153-334	Meals/Lodging	238.33
235-42153-405	Repairs & Maint - Vehicl	219.84
235-49950-500	Capital Outlay	1,415.78
250-46520-131	Employer Paid Insurance	1.80
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	21.88
250-46520-301	Auditing & Consulting Se	6,912.50
250-46520-433	Dues & Subscriptions	50.00
254-46520-406	Repairs & Maint - Groun	545.00
309-41000-303	Engineering and Surveyi	2,417.00
401-49950-500	Capital Outlay - Office	1,360.00
401-49950-508	Capital Outlay - Island Pa	3,787.70
601-49400-131	Employer Paid Insurance	1.80
601-49400-133	Employer Paid Insurance	48.00
601-49400-216	Chemicals and Chemical	7,930.87
601-49400-304	Legal Fees	288.00
601-49400-386	Landfill	1,580.00
602-49450-133	Employer Paid Insurance	32.00
602-49450-216	Chemicals and Chemical	1,338.48
602-49450-304	Legal Fees	288.00
602-49450-310	Lab Testing	1,159.20
602-49450-446	Sludge Hauling	132.00
604-14200	Inventory	12,490.30
604-16300	Improvements Other Th	3,500.91
604-49550-131	Employer Paid Insurance	1.80
604-49550-133	Employer Paid Insurance	88.00
604-49550-200	Office Supplies	129.52
604-49550-217	Other Operating Supplie	89.24
604-49550-218	Uniforms	112.70
604-49550-304	Legal Fees	144.00
604-49550-404	Repairs & Maint - M&E	69.67
604-49550-408	Repairs & Maint - Distrib	2,902.11
604-49550-410	Repairs & Maint - Gener	13.68
604-49550-433	Dues & Subscriptions	50.00
604-49550-450	Conservation	1,543.03
609-49751-131	Employer Paid Insurance	1.80
609-49751-133	Employer Paid Insurance	48.00
609-49751-211	Cleaning Supplies	57.05
609-49751-251	Liquor	11,784.69
609-49751-252	Beer	20,249.04
609-49751-253	Wine	1,306.85
609-49751-254	Soft Drinks & Mix	121.01
609-49751-258	Liquor Store THC	446.75
609-49751-259	Non- Alcholic	164.04
609-49751-261	Other Merchandise	27.79
609-49751-333	Freight and Express	257.56
609-49751-340	Advertising & Promotion	566.30
614-49870-131	Employer Paid Insurance	1.80
614-49870-133	Employer Paid Insurance	64.00
614-49870-211	Cleaning Supplies	28.92
614-49870-301	Auditing & Consulting Se	2,040.00
614-49870-304	Legal Fees	1,402.50
614-49870-326	Data Processing	57.50
614-49870-350	Printing & Design	279.75
614-49870-404	Repairs & Maint - M&E	576.04
614-49870-405	Repairs & Maint - Vehicl	989.16
614-49870-406	Repairs & Maint - Groun	1,047.33

Account Summary

Account Number	Account Name	Payment Amount
614-49870-419	Vehicle Lease	537.16
614-49870-442	Subscriber Fees	1,598.40
614-49870-445	Switch Fees	1,094.69
614-49870-447	Internet Expense	1,927.63
614-49870-451	Call Completion	2,460.24
615-49850-131	Employer Paid Insurance	1.80
615-49850-133	Employer Paid Insurance	32.00
617-49860-131	Employer Paid Insurance	1.80
617-49860-133	Employer Paid Insurance	48.00
617-49860-200	Office Supplies	24.99
617-49860-211	Cleaning Supplies	18.37
617-49860-252	Beer	91.50
617-49860-333	Freight and Express	7.00
617-49860-340	Advertising & Promotion	948.65
700-21701	Federal Withholding	11,497.53
700-21702	State Withholding	6,244.12
700-21703	FICA Tax Withholding	14,863.14
700-21704	PERA Contributions	27,431.60
700-21705	Retirement	3,706.00
700-21706	Medical Insurance	88,126.19
700-21707	Union Dues	1,744.05
700-21708	PD Union Dues	584.00
700-21711	Medicare Tax Withholdi	4,392.44
700-21712	Flex Account	624.63
700-21715	Individual Insurance-Afla	1,026.52
700-21718	Individual Insurance-NC	16.00
700-21719	Individual Insurance-MB	589.78
700-21720	VEBA Contributions	2,281.29
700-21722	HSA Contribution	1,093.77
700-21723	HSA Employee Contribu	1,156.14
	Grand Total:	**295,558.59**

Project Account Summary

Project Account Key		Payment Amount
None		295,558.59
	Grand Total:	**295,558.59**

✓ MB 8/28/25

Donna Skelton

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: MATTHEW FAST, BUILDING & ZONING OFFICIAL
CC MEETING DATE: SEPTEMBER 2, 2025
RE: APPROVAL OF ORDINANCE – REZONING 3 PARCELS **and** TITLE & SUMMARY (For Publication)
DEPT: BUILDING & ZONING
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following actions regarding a proposed new ordinance:

1. Approve, by Motion, the second reading of **Ordinance No. 202, 2nd Series** amending the zoning map of the City of Windom to rezone three parcels as recommended by the Planning Commission and approved by City Attorney.

2. Approve, by Motion, the proposed **Title & Summary for Ordinance No. 202, 2nd Series** for publication, in lieu of publishing the entire ordinance, **by at least a 4/5 vote of the Council**.

Issue Summary/Background

In summary, the purpose of Ordinance No. 202, 2nd Series is: To rezone property formerly designated as I-1 "Light Industrial" to the zoning designation of adjacent parcels. The property located at 1755 First Avenue owned by Robert and Bonny Messer would be rezoned as B-2 "Highway Business" District. The residential properties located at 164 12th Street owned by Jeffrey Wright and 174 12th Street owned by Rachel Bjorklund would be rezoned as R-2 "Urban 1 & 2 Family" District. The property owners consented to the proposed rezoning of their properties.

The City Council approved the first reading of Ordinance No. 202, 2nd Series on August 19, 2025. No changes were requested by the City Council at the August 19th Meeting. The second reading is scheduled for September 2, 2025. At that time, the ordinance can be adopted.

Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance. A proposed Title and Summary has been prepared and approved by the City Attorney and is attached for your review.

Pursuant to State law, the Council needs to **approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance**. ***Approval of the Title and Summary requires a 4/5 vote of the Council.***

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Ordinance No. 202, 2nd Series;
2. Title and Summary of Ordinance No. 202, 2nd Series.

MF:mah

ORDINANCE NO. 202, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING THE "ZONING MAP OF WINDOM" BY AMENDING THE ZONING DESIGNATION OF THREE PARCELS

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

WHEREAS, property owned by Robert S. Messer and Bonny L. Messer, located at 1755 First Avenue in Windom, Minnesota, and identified as **Parcel No. 25-164-0030** had been zoned as I-1 "Light Industrial"; and

WHEREAS, the Planning Commission, with the consent of the Property Owners, has recommended that the "Messer Property" briefly legally described as:

"A tract in Lot 1 of County Auditor's Subdivision 4 in the City of Windom, Cottonwood County, Minnesota, with a 120-foot frontage lying east of Highways 60 and 71",

be rezoned as B-2 "Highway Business" which is the zoning designation of adjacent properties; and

WHEREAS, property owned by Jeffrey C. Wright, located at 164 12th Street in Windom, Minnesota, and identified as **Parcel No. 25-821-0050** had been zoned as I-1 "Light Industrial"; and

WHEREAS, the Planning Commission, with the consent of the Property Owner, has recommended that the "Wright Property" legally described as:

"West 70 Feet of East 200 Feet of Lot 3 in Block 26 of Windom East Addition to the City of Windom, Cottonwood County, Minnesota",

be rezoned as R-2 "Urban 1 & 2 Family" which is the zoning designation of other residential properties in that block; and

WHEREAS, property owned by Rachel A. Bjorklund, located at 174 12th Street in Windom, Minnesota, and identified as **Parcel No. 25-821-0060** had been zoned as I-1 "Light Industrial"; and

WHEREAS, the Planning Commission, with the consent of the Property Owner, has recommended that the "Bjorklund Property" legally described as:

"West 87½ Feet of South 12 Feet of Lot 2 and West 87½ Feet of Lot 3 in Block 26 of Windom East Addition to the City of Windom, Cottonwood County, Minnesota",

be rezoned as R-2 "Urban 1 & 2 Family" which is the zoning designation of other residential properties in that block.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY ADOPTS AN ORDINANCE AMENDING THE ZONING MAP OF WINDOM BY AMENDING THE ZONING DESIGNATION OF THREE PARCELS AS SET FORTH HEREIN.

*** ***

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 2nd day of September, 2025.

____
Hilary Mathis, Mayor

ATTEST:

____
Steven Nasby, City Administrator

1st Reading:	August 19, 2025
2nd Reading:	September 2, 2025
Adoption:	September 2, 2025
Published:	September 10, 2025

TITLE AND SUMMARY
OF
ORDINANCE NO. 202, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING THE "ZONING MAP OF WINDOM" BY AMENDING THE ZONING DESIGNATION OF THREE PARCELS

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

WHEREAS, upon consent of the property owners, the Planning Commission recommended rezoning three parcels within the City of Windom from I-1 "Light Industrial" to the zoning designation for adjacent parcels.

NOW, THEREFORE, THE ZONING MAP OF WINDOM, MINNESOTA, IS AMENDED AS FOLLOWS:

Parcel No. 25-164-0030 located at 1755 First Avenue, Windom, Minnesota, owned by Robert S. Messer and Bonny L. Messer, briefly legally described as:

"A tract in Lot 1 of County Auditor's Subdivision 4 in the City of Windom, Cottonwood County, Minnesota, with a 120-foot frontage lying east of Highways 60 and 71",

is rezoned as B-2 "Highway Business"; and

Parcel No. 25-821-0050 located at 164 12th Street, Windom, Minnesota, owned by Jeffrey C. Wright, legally described as:

"West 70 Feet of East 200 Feet of Lot 3 in Block 26 of Windom East Addition to the City of Windom, Cottonwood County, Minnesota"; AND

Parcel No. 25-821-0060 located at 174 12th Street, Windom, Minnesota, owned by Rachel A. Bjorklund, legally described as:

"West 87½ Feet of South 12 Feet of Lot 2 and West 87½ Feet of Lot 3 in Block 26 of Windom East Addition to the City of Windom, Cottonwood County, Minnesota",

are rezoned as R-2 "Urban 1 & 2 Family".

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 202, 2ND SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com OR A PRINTED COPY IS AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Building & Zoning Office
Windom City Hall, 444 9th Street
Windom, MN 56101

During regular office hours (Monday thru Friday – 8:00 a.m. to 4:30 p.m.)

AND AT: Windom Public Library
904 4th Avenue, Windom, MN 56101

During regular library hours: Monday – 9:00 a.m. to 7:00 p.m.
Tuesday thru Friday – 9:00 a.m. to 5:30 p.m.
Saturday – 9:00 a.m. to 12:00 p.m.

ORDINANCE NO. 202, 2ND SERIES:

1st Reading by Council: August 19, 2025
2nd Reading by Council & Adoption & Approval of Title & Summary: September 2, 2025
Publication of Title & Summary & Effective Date: September 10, 2025

CITY OF WINDOM
By 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: City Administrator
DATE: August 26, 2025
RE: Windomnet Valuation\Appraisal
DEPT: Administration
CONTACT: Steve.Nasby@windommn.com and Jeff.Dahna@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Engage a business valuation firm to appraise Windomnet.

Issue Summary/Background

Federated Electric\Fiber has presented a proposal to the Windom Telecommunications Commission and City Council to acquire the Windomnet system. At the August 19th City Council meeting the Council voted to explore the hiring of a third-party consultant to determine the value of Windomnet (assets, customers, leases, etc.). This determination, by an independent party, is needed to ensure that the City can negotiate for the best price for the ratepayers should a sale be considered.

Staff had contacted the City's auditors (CliftonLarsonAllen LLP) for possible consultants and others to get the names and qualifications of firms that have worked in the telecom field. Four firms were contacted and two of them responded positively to their qualifications and availability to perform an evaluation\appraisal of Windomnet. Included in the Council packet are informational pages from two firms (Apex Financial Services, Inc) who were referred by the auditors and CCG Consulting who Windomnet has utilized for expertise in the past. Discussions with these parties indicates that 45-60 days would be a reasonable amount of time for completion of their review.

Fiscal Impact

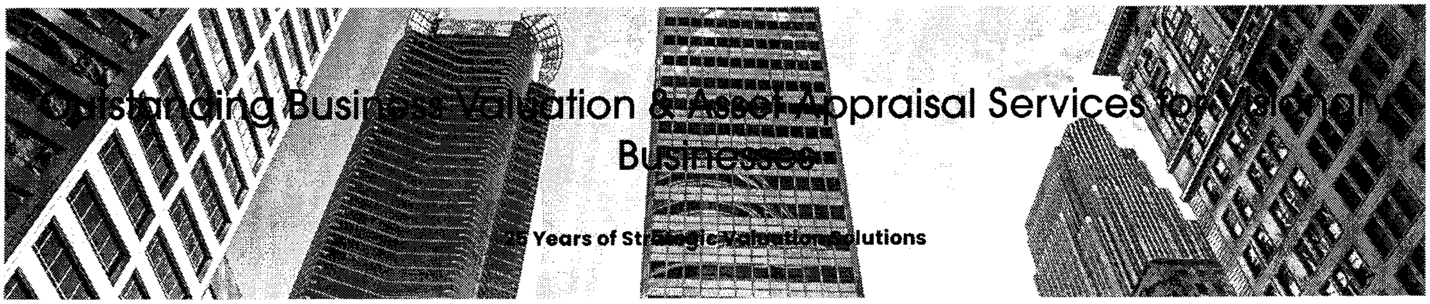
Costs for this valuation\appraisal are estimated to be $10,000.

Attachments

1. Company Information from Apex Financial Services, Inc and CCG Consulting.

APEX FINANCIAL SERVICES

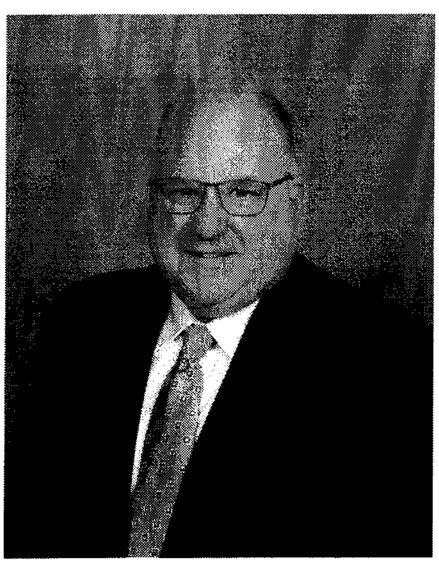
Who We Serve Services About Us in CONTACT US



Who We Are

For more than 25 years, Apex Financial Services has successfully helped guide smart fiscal decisions that help ensure that our clients achieve their goals. Utilizing industry-leading business valuation and asset appraisal methodologies and techniques for ASC compliant financial reporting, we will be your partner in achieving smart estate planning and other purposes. We partner with our clients in order to achieve their specific needs. You will gain sound financial strategies today, drive business performance that lasts, and secure a smooth succession plan. Apex will be here for you every step of the way.

> "Our pledge to you is a thoughtful, actionable approach to your long-term success."
>
> — Tom Furlong



Tom Furlong, ASA

Founder and President of APEX Financial Services.

Our 25 year history of trusted advice in valuations starts with our founder, Mr. Tom Furlong.

Tom brings his extensive and proven track record of business and intangible asset valuations and financial consulting services to businesses in Minnesota and nationwide. He also provides an impressive portfolio of industry experience for your business valuation, including unmatched experience in all major industries and knowledge of several unique niche fields.

APEX FINANCIAL SERVICES

Who We Serve Services About Us in CONTACT US

Tom's asset valuation consulting services help corporate tax, finance, and acquisition leaders make sound financial decisions. Attorneys, auditors, and tax advisors depend on his professional advice, while creditors, debtors, and equity security holders' committees look to Tom for guidance on bankruptcy-related issues. His valuation, negotiation, and structuring services provide invaluable insights for mergers and acquisitions. His analysis has furthermore helped clients navigate IRS audits, and his perspective has served as expert testimony in court.

Serious about serving his clients, Tom has helped them establish corporate valuation policies and procedures, and has become a noted lecturer in the field. Tom's accolades include becoming an Accredited Senior Appraiser in Business Valuation (ASA) and earning Certification in Entity and Intangible Valuations (CEIV) credentials from the American Society of Appraisers.

Prior to founding APEX, Tom held leadership positions within international accounting, appraisal, and investment banking firms. He holds a Master's of Business Administration in Finance and a Bachelor's of Science in Chemical Engineering, both from the University of Minnesota. Since 1995, Tom has built APEX Financial Services on a foundation of knowledge, excellence, and earned trust.

An ASA Credentialed Appraiser Means Business

The American Society of Appraisers (ASA) is a world-renowned and respected international organization entirely devoted to the appraisal profession. To earn accreditation from the ASA, the appraiser must go through a thorough and meticulous process. Members earning the ASA designation have demonstrated experience and excellence in the valuation profession, and are committed to upholding ASA's high professional and ethical standards.

ASC 805 compliant intangible asset valuation and other financial reporting appraisals require highly-specialized knowledge and experience. An appraiser with the Certified in Entity and Intangible Valuations™ (CEIV™) Credential holds the most distinguished Fair Value valuation experience in the market today.

Your ASA and CEIV certified professionals at APEX Financial Services will customize the valuation process in order to meet your individual requirements and achieve tax and audit supportable results.

APEX Financial Services, Inc.

7915 Stone Creek Dr, Suite 130, Chanhassen, Minnesota 55317 | 952-238-1315

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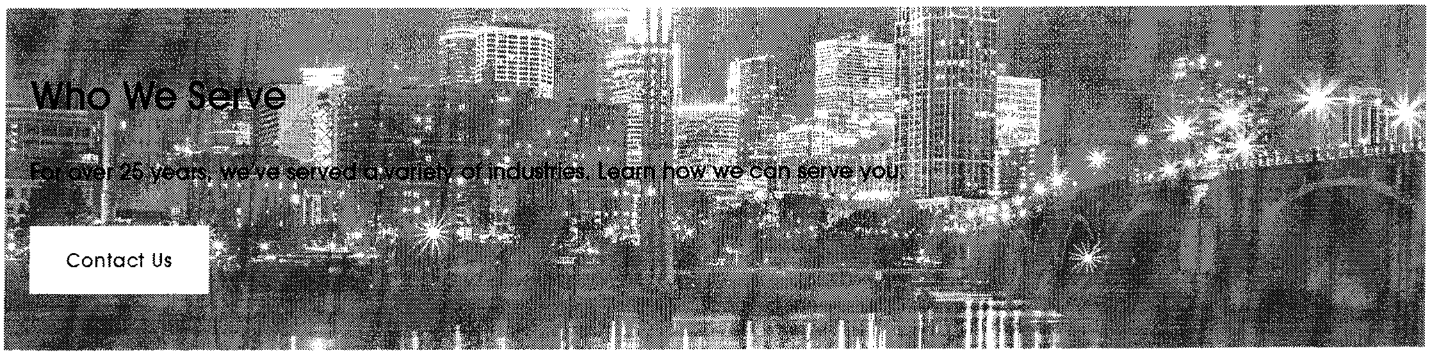

Who We Serve

For over 25 years, we've served a variety of industries. Learn how we can serve you.

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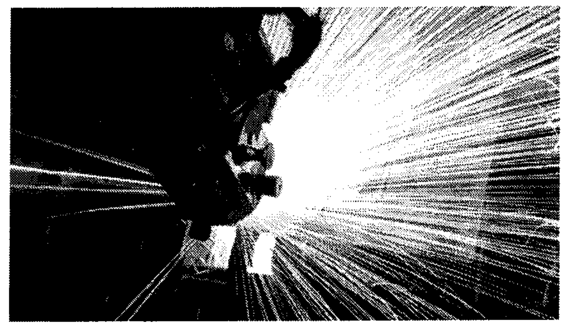
Manufacturing

Like any quality manufacturing organization, determining the best method for a business appraisal of your U.S. manufacturing company depends on a complex collection of variables working together flawlessly. At APEX Financial Services, our business valuation methods specialize in simplifying the complex so you can keep your manufacturing business on track.



Professional Services

Valuations of financial, engineering, and other professional service firms require unique understanding and experience. Business values are highly dependent upon expected profits in order to support these entities' unique and hard-earned intangible assets, relationships, and goodwill. APEX Financial Services has broad experience with professional services firms and can leverage that experience for your benefit.

Biotechnology

Biotechnology business valuation is not like other business appraisals. APEX Financial Services brings specific biotechnology appraisal expertise to the table, ensuring that your unique market opportunity is accounted for accurately.

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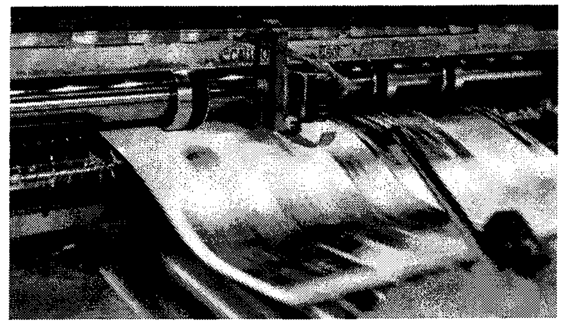
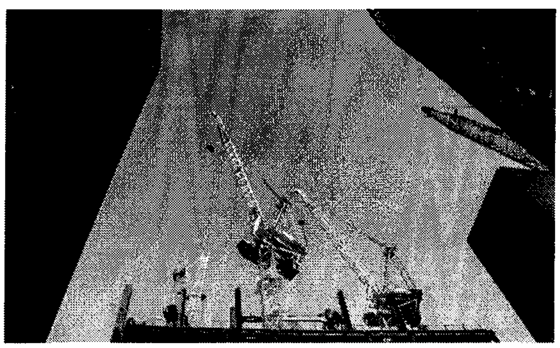
valuation appraisals to ensure compliance with IRS reporting, SEC rules, and your company's audit requirements. From start-up medical device organizations to well-established firms, APEX understands the complexities, challenges, and opportunities of top medical device companies and can help to accurately assess attributes of value.

Printing & Publishing

What is your printing and publishing company worth? Unlike other industries, printers and publishers offer distinctive tangible and intangible value qualities. You deserve to take full advantage of our professional experience and apply our understanding and application of the business valuation methods and techniques that accurately reflect the value of the important work you do.





Construction

Valuations for the construction industry require a specific set of skills. Land, buildings and equipment, goodwill and intangible valuations, and progress payment valuations all need to be carefully considered and expertly analyzed. That is why for 25 years, construction management companies have trusted APEX to assess their business and asset values.

Need Help? We can help you with your specific business or need.

Get In Touch

APEX Financial Services, Inc.

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POTs and PANs

Broadband for All

SEARCH

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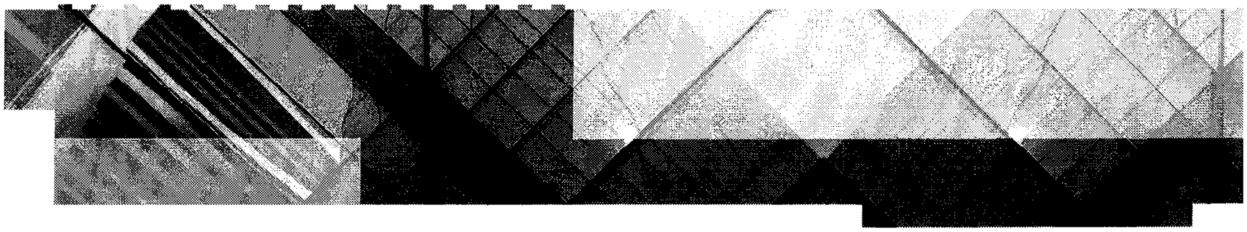


Strategy and Planning

Strategic planning
One of our most popular products since our inception has been to conduct strategic reviews at the client site. The agenda is always tailored to what the client is most interested in learning about. We typically talk about ideas that can improve bottom line wither through introducing new products, selling products better, or improving operational efficiency.

Business plan development
We believe we have the best business plan models in the industry. Our models are done at budgetary detail and take an in-depth look at launching a new business venture. Unlike many consultants we will not paint a too rosy picture on your opportunities, but instead are conservative. We are also one of the few consultants around who will tell you when we think something is a bad idea. Unlike some other consultants we also give you the spreadsheets. We also can provide written feasibility reports aimed to educate target audiences like your Board or the public.

Assistance with financing
We know what lenders are looking for and we can help you assemble the financing packages needed to successfully get funded. We have successfully helped our clients get funded with grants, RUS loans, CoBank loans, commercial bank loans, municipal bonds, and capital leases.

Policy and goal setting
We can help your company decide where you want to go in the future. We often work with management and Boards to set help policy and direction. We can bring you the perspective of knowing how other successful companies have solved the same issues that you face.

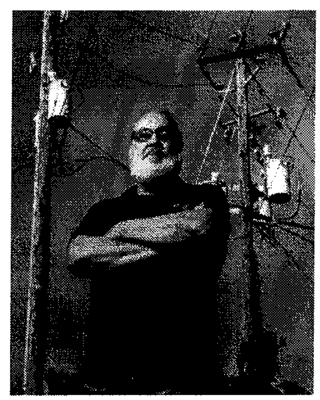
Profitability analysis
We can help you understand which of your products are making or losing money.

Strategic alliances and partnerships
We can help you find strategic partners for new or existing ventures and can then help you form a realistic contract to achieve your goals.

Outsourcing strategy
Very few companies are capable at being good at everything required to offer complex products. We can help you determine those functions you should tackle in-house and which you should outsource.

CCG CONSULTING

DOUG DAWSON, PRESIDENT



CONTACT DOUG DAWSON

(202) 255-7689
blackbean2@ccgcomm.com

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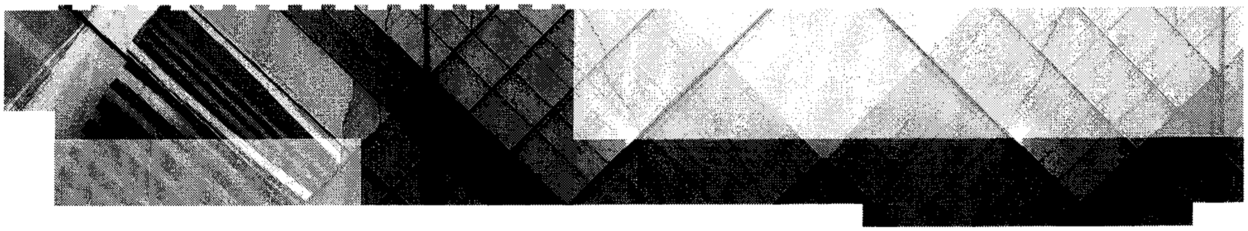

About CCG

Thanks for Visiting CCG Consulting

We are the premier full service telecommunications consulting firm and offer a wide range of services in areas like regulatory, engineering, strategy and planning, operations, budgeting, billing and many more.

Our Mission

The mission of CCG is to provide traditional and cutting-edge solutions that support the long-term success of our clients in a competitive communications environment.

Our Services

CCG offers a full range of carrier services plus many other products. We are ready to help your staff in areas like regulatory, engineering, strategy and planning, operations, budgeting, billing and more. We also offer direct operational assistance in a number of areas such as number portability, new product development, cable programming, carrier disputes, billing audits and many other areas. We have the most experienced staff in the industry. We work with our clients one-on-one to help solve problems. CCG knows what it takes to help you be effective in the competitive environment.

Our Experience

CCG brings broad experience in almost every aspect of telecommunications. We have been in business since 1997 helping companies thrive in a competitive environment. Our focus is on your profitability and bottom line and we can help you make sure that everything you do is contributing towards that goal. We also think that we are one of the only firms you will find who will tell you when we think something is a bad idea.

3 Comments

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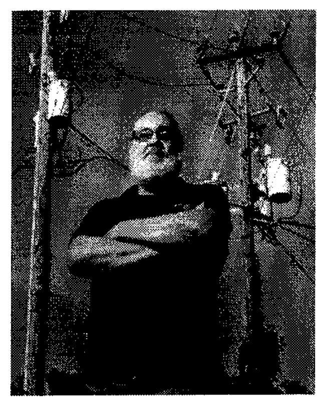
DOUG DAWSON, PRESIDENT



CONTACT DOUG DAWSON

(202) 255-7689
blackbean2@ccgcomm.com

3 thoughts on "About CCG"

Bill Coleman
January 16, 2016 at 1:28 pm

Hi Doug, I don't recall a blog post from you about the technical bandwidth issues of FTTN/DSL to be built by incumbents. That vectoring and Gfast are largely ineffective technologies for long loop lengths, etc. The incumbent LECs are banging the drum that CAF2 networks will solve the rural broadband issue. My perspective is that 10/1 is the new dialup. If you have already written about this, could you send a link or consider this for a post? Thanks.

Reply

CCGConsulting
January 17, 2016 at 9:42 am

I don't know that I've complained about only this topic in a blog, but I have said how dumb the CAF II limits are in dozens of blogs. This is the stupidest thing I've ever seen the FCC do and it is a $9 billion boondoggle in giving money to the big telcos for no practical benefits in the real world. It's probably worth another blog!

Like

Reply

Pingback: *Final ARPA Treasury Rules - Some Key Differences to Point Out. - Finley Engineering : Finley Engineering*

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RESOLUTION #2025

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

A RESOLUTION AWARDING THE CONTRACT FOR THE "WINDOM COMMUNITY CENTER ROOF REPLACEMENT PROJECT"

WHEREAS, pursuant to an advertisement for bids for the project entitled "Windom Community Center Roof Replacement Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	Bid Amount	Alternate #1
Gag Sheet Metal Inc	$110,000.00	$15,050.00
Laraway Roofing Inc	$126,450.00	$16,320.00
Heyn Brothers	$139,949.00	$11,250.00
Schwickerts Tecta America LLC	$147,630.00	$16,820.00
Gabriel Roofing, LLC	$152,900.00	$11,900.00
Minnesota Exterier Commercial	$157,495.81	$19,691.43
Brimstone Construction, LLC	$206,889.00	$44,042.00
David Ernst Construction, LLC	$214,420.01	$14,616.23
Equity Builders & Construction Serv.	$238,750.00	$ 1.00
Reiling Construction	$265,017.00	$28,917.00

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

	Bid Amount	Alternate #1
Gag Sheet Metal Inc	$110,000.00	$15,050.00

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

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

Adopted by the Council this 2nd day of September, 2025.

____
Hilary Mathis, Mayor

Attest:____________________________
Steve Nasby, City Administrator

SEH

Building a Better World for All of Us®

August 25, 2025

RE: City of Windom, MN
Community Center Roof Replacement Bid Award Recommendation
SEH No. WINDM 186195

Mr. Steve Nasby
City Administrator
City of Windom
444 9th Street
Windom, MN 56101

On Friday, August 22, 2025, at 10:00 AM bids were received for the Windom Community Center Roof Replacement Project. The project includes a base bid to replace the roofing on the high roof area and an alternate bid to replace the roofing on the smaller low roof. Ten bids were received with the low base bid being submitted by Gag Sheet Metal, Inc. in the amount of $110,000. A complete tabulation of the bids is attached for your reference.

Based on our review of the bids it is our opinion that Gag Sheet Metal, Inc. has submitted the lowest responsive and responsible base bid, and they are qualified to complete the work as described in the bidding documents. It is our recommendation to award the base bid for the Community Center Roof Replacement Project to Gag Sheet Metal, Inc in the amount of $110,000. If funding is available, we also recommend awarding the alternate bid to Gag Sheet Metal, Inc. in the amount of $15,050.

If you have any additional questions, please contact me at 952.215.8118 or bbergstrom@sehinc.com.

Sincerely,

Brian Bergstrom

Brian Bergstrom, AIA
Project Manager

Attachment

x:\uz\w\windm\186195\6-bid-const\bidding documents\bids received\rec award letter.docx

BURBACH AQUATICS, INC.
5974 HIGHWAY 80 SOUTH* P.O. BOX 721* PLATTEVILLE, WI 53818
608-348-3262 FAX: 608-348-4970
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visit us on the web at burbachaquatics.com

August 19, 2025

Steve Nasby, City Administrator
City of Windom
444 9th Street - Box 38
Windom, Minnesota 56101 Sent via: Steve.Nasby@windommn.com

Re: Swimming Pool FEMA Determination letter basis for appeal

This memo is in response to your request. Burbach Aquatics, Inc. (BAI) and Albertson Engineering agree that without pre flood ground penetrating radar field data and evaluation there lacks a basis for determining the flood event impact on the structure and potential collateral damage to the underground pipe assets. Age and condition also leave little value for which to base an appeal for a new vessel.

A revised application for the salvage value of the existing pool vessel and appurtenances that is shown on the schedules of BAI's report could be considered.

Please advise if the City needs any other information from our firms.

Sincerely,
Burbach Aquatics, Inc.

Richard T. Weegens, P.E.
Duane C. Wepking, P.E. (WI)

cc: Jordan Wiegand, Project Manager

BURBACH AQUATICS, INC.
5974 HIGHWAY 80 SOUTH* P.O. BOX 721* PLATTEVILLE, WI 53818
608-348-3262 FAX: 608-348-4970
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MEMO

TO: Steve Nasby, City Administrator Sent via: Steve.Nasby@windommn.com
City of Windom

FROM: Julie Westemeier, Director of Accounting
Burbach Aquatics, Inc.

DATE: August 27, 2025

RE: Windom Swimming Pool Facility - FEMA appeal assistance

Please take this Memo as a follow-up to your email of Friday, August 22, 2025, requesting Burbach Aquatics, Inc. (BAI)'s assistance in appealing the FEMA determination letter received by the City of Windom. BAI's proposal is based on providing the following services:

* Confirming the estimated salvage/site restoration costs;
* Assisting the City with a new/revised Application;
* Assisting with the equipment list still in the FEMA review process.

BAI's stipulated compensation for the above Scope of Work is a lump sum of $3,500, including basic service reimbursables. Additional Services requested beyond the above shall be negotiated prior to work being completed.

Should you have any questions, please feel free to contact our office. We look forward to continuing to work with your Community on this very important project.

JMW:jmw

CC: Duane Wepking, P.E.(WI) Sent: DuaneW@burbachinc.com
Jordan Wiegand, Project Manager Sent: JordanW@burbachinc.com

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: John Nelson, Manager, River Bend Liquor
DATE: August 28, 2025
RE: Liquor Store Non-Union Part-Time Clerk Hiring
DEPT: Liquor Store
CONTACT: John Nelson John.Nelson@windommn.com

Recommendations/Options/Action Requested

It is recommended that the City Council approve the hiring of Gwen Meyerink as a Non-Union Part-Time Liquor Store Clerk at a starting wage of $13.00. This wage is in accordance with the Wage Schedule for Seasonal, Part-time and Swimming Pool Employees.

Issue Summary/Background

On August 22, 2025, Kathy Morphew submitted her retirement notice, and her last day will be Friday September 5, 2025. Back in June we had multiple applications for an open position within the store. After receiving Kathy's notice, I reached out to a previous applicant and she was still interested in job.

It is my recommendation to hire Gwen as a Non-Union Part-Time Clerk at a starting wage of $13.00 as we transition forward.

Fiscal Impact

The fiscal impact is minimal as these hours are already budgeted hours during normal operations, but will require some training time.

Attachments

None