



CITY COUNCIL MEETING

June 2, 2026

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 – May 19, 2026
 - Council Minutes – Special Meeting – May 19, 2026
 - Park & Recreation Commission – May 13, 2026
 - Planning Commission – May 27, 2026
 - Utility Commission – May 28, 2026
 - Business Solicitation Permits
 - Dakota Odemann – Midwestern Construction Inc.
 - Matthew Berry – Midwestern Construction Inc.
 - Exempt Gambling Permit – Windom Fire Department Relief Association – October 11, 2026
 - Regular Bills
2. Department Heads
3. Resolution Designating the 2026 Filing Period
4. First Reading – Ordinance No. 207, 2nd Series – Minor Code Revisions Recommendations
5. Resolution Calling for a Public Hearing – 2025 Alley Improvement Project Assessments
6. EDA – Windom Apartments LLC – Lender Acknowledgement Form for PACE
7. Contractor Payments
 - 2025 Alley Improvement Project – Pay Request #5 - \$7,457.50
8. Personnel Recommendations
 - Recreation – Seasonal Hires
9. New Business
10. Old Business
 - FEMA – Pool Appeal
11. Council Comments
12. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
May 19, 2026
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

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

Council Absent:

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief and Matt Fast, Building Official

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – May 5, 2026; Special meetings May 5, 2026 and May 12, 2026
 - Community Center Commission – May 11, 2026
 - Economic Development Authority – May 11, 2026
 - Library Board – May 12, 2026
 - Telecom Commission - April 27, 2026
- Regular Bills

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

5. Department Heads:

None.

6. Resolution Accepting a Donation – Library – Friends of the Library:

Council Member Benson introduced the Resolution No. 2026-35, entitled “RESOLUTION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM PUBLIC LIBRARY” and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Quade, Benson, Sherman, Esplan and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

7. 2nd Reading Ordinance No. 206, 2nd Series – I-3 Zoning District (Data Centers):

Matt Fast, Building Official, said that this ordinance was crafted using this information which establishes an I-3 Zone for Data Centers which is an overlay zone that can be used in B-2 Highway Business, I-1 Light Industrial and I-2 Heavy Industrial. This ordinance sets out the requirements and conditions for data centers. Fast said that the second action is an approval for publishing the title and summary, which needs 4/5 Council approval.

Motion by Nelson second by Benson to approve the 2nd Reading of Ordinance No. 206, 2nd Series as presented. Motion carried 5 – 0.

Motion by Quade second by Nelson to approve the publication of a Title & Summary for Ordinance No. 2026, 2nd Series. Motion carried 5 – 0.

8. U.S. Geological Survey – Joint Funding Agreement – Des Moines River Gage:

Nasby said the city been working with USGS on the renewal of the joint funding agreement for the Des Moines River gage for the next five-year period. The Federal agreement is included in the packet and does not have any material changes from the last agreement. The city has already executed the funding agreements with the local partners so this is the last remaining item to finalize.

Motion by Nelson second by Esplan to approve the renewing of the USGS Agreement for Joint Funding for Water Resource Investigations as presented and authorize the Mayor and City Administrator to execute the agreement. Motion carried 5 – 0.

9. American Legion – Unserviceable Flag Ceremony:

Nasby said the Windom American Legion has requested that the city permit an Unserviceable Flags Ceremony at Tegels Park on Sunday, June 14, 2026 at 12 noon. This ceremony will be conducted closely to the ceremony as outlined by the American Legion and involve a small, controlled burn. The Fire Department will have a unit standing by.

Motion by Sherman second by Quade to approve the Windom American Legion Post to conduct an Unserviceable Flag Ceremony on June 14, 2026 at Tegels Park. Motion carried 5 – 0.

10. Personnel Recommendations:

Quade said that the Liquor Store Manager is not available tonight, but she is filling in as a Liquor Committee person and he is requesting the hiring of Luis Viramontes for a non-union, part-time liquor clerk position at the rate of \$14.25/hour.

Motion by Benson second by Quade to approve the hiring of Luis Viramontes for a non-union, part-time liquor clerk position at a rate of \$14.25\hour. Motion carried 5 – 0.

11. Contractor Payments:

Nasby, said that DGR Engineering and city staff are recommending approval of Payment #1 to Svoboda Excavating for the 2026 Street Project in the amount of \$260,059.19.

Motion by Quade second by Sherman to approve Payment #1 to Svoboda Excavating for the 2026 Street Project in the amount of \$260,059.19. Motion carried 5 – 0.

12. New Business:

None.

13. Old Business:

Nasby said the legislature adjourned and in the final tax bill there were no communities that were approved for a local sales and use tax. As such, the city is not able to put anything on the 2026 General Election ballot. Funding for the pool is back to square one.

Benson asked about the Traffic Signal agreement. Nasby said staff talked to MN DOT about the crosswalk striping and have a compromise agreement where MN DOT will do traffic control and the city can do the striping work.

14. Council Comments:

Benson said that with graduations and Memorial Day it will be very busy in town so he cautioned people to be careful driving and to be safe. He wished everyone a good Memorial Day.

Quade said the Fire Department Community Appreciation event was very good and well attended.

Preliminary

Nelson thanked the Windom American Legion for doing the unserviceable flag ceremony and encouraged the public to attend.

Mathis said echoed that the Fire Department event was excellent, well attended and was fun for everyone. She said that she has had calls on commercial and residential properties that are in disrepair and wanted staff to look into what rules could be used or put into place to enforce a property clean-up or maintenance. She said there are a couple volunteer groups available to help out and if anyone wants to volunteer, please contact her.

15. Closed Session – MN Statute 13D.05 Subd. 3 – Real Estate (Windomnet) PIN #25-820-1690
Motion by Quade second by Sherman to go into closed session for the purposes of real estate negotiations. Motion carried 5 – 0.

Closed session began at 6:54 pm.

Closed session ended at 7:51 pm.

Motion by Sherman second by Esplan not to sell Windomnet. Motion failed 2 – 3 (Quade, Benson and Nelson).

Motion by Benson second by Quade to sell Windomnet. Motion carried 3 – 2 (Sherman and Esplan).

Motion by Benson second by Quade to proceed with selling Windomnet to Federated Electric\Fiber according to the terms outlined in their April 2026 proposal. Motion failed 2 – 3 (Nelson, Esplan and Sherman).

Motion by Nelson second by Benson to contact Ron Schramel to see if the City Council, as a whole body, can negotiate with all three companies that submitted proposals in April 2026. Motion carried 5 – 0.

Quade said the Council needs to move ahead and have both answers and a clear path forward. The city needs to plan for server maintenance, IT services and other items so that may be part of the discussions.

Mathis said she has had conversations about city IT items and there are positive options available.

Nelson said that it is important to keep employees in town.

Benson acknowledged the difficulty of these discussions and thanked the Council for the informative and respectful nature of everyone.

16. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 8:05 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special City Council Meeting
Windom City Council Chamber
May 19, 2026
5:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

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

Council Absent:

City Staff Present: Steve Nasby, City Administrator and Donna Torkelson, Finance Director

3. Call to Order

4. Minnesota Energy Resources Company – Windom Franchise Fee Discussion:

Nasby said that the Council had previously been provided copies of the Minnesota Statute, Minnesota Energy Resources Company (MERC) expired Franchise Agreement with the City of Windom, lists of the communities that MERC and Center Pointe Energy have that charge a franchise fee and that rate along with customer information from MERC on Windom. Nasby reviewed the three formulas used to calculate franchise fees and the pros/cons of each. He put up an Excel spreadsheet with the different franchise fee formulas and noted that the numbers can be easily changed to show what the potential revenue would be for the various rates or formula used.

Council discussed the need to have dedicated revenues for municipal projects as everything is expensive and there are a lot of demands on property tax funds. Quade noted this is a 25-year type of decision so the Council needs to make sure it is proceeding wisely as it impacts the future. Nasby said that the franchise fee is for use of the public right of way and that it may be a good idea to link the franchise fee with a particular improvement like fire equipment or street repairs, reconstruction or maintenance than into the general fund. Council consensus that dedicating the revenue to streets at least for a period of time would be beneficial as that is something that benefits everyone.

Various calculations of the franchise fee were made to see how the formulas impacted residential, commercial and industrial users. Area communities including Jackson, Lakefield, Marshall, Luverne and Worthington all have gas franchise so their fees were used as a baseline to gage what may be done in Windom. After discussion the Council had consensus on moving ahead with a gas franchise fee of a per meter/per month basis in the amount of \$2.50/month for residential; \$15.00/month for commercial and \$30.00/month for industrial customers with funds going toward street seal-coating with the plan to have an annual seal-coating schedule and on-going program. Nasby said he would get in touch with MERC and get the franchise fee ordinance drafted for Council consideration. He noted that the city and MERC will also have to get this approved by the Minnesota Public Utilities Commission.

5. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 5:53 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Park & Recreation Commission

Minutes for Wednesday, May 13th, 2026

City Hall Council Chambers

Roll Call: Antonio Cerda, Jenny Quade, Scott Benson, Faith Andrade, Tom White, Jackie Jurgens, Jess Smith, Pam Hogan

Not Present: Autumn Hauge, Tim Hogan

City Staff: Jon Ketzenberg,

Public Present: None

Call the Meeting to Order at 5:30 p.m. Meeting was called to order at 5:34pm

1. **Motion to Approve or amend agenda:** Motion to approve the agenda was made by Antonio and a second by Faith. Motion carried.
2. **Approve Minutes from April 8th, 2026:** Motion to approve the minutes was made by Antonio and a second by Pam. Motion carried.
3. **Recreation Director report:**
 - a) Arena:
 - i. Score board and Sound System Project almost complete: Tim had to leave so Ketzenberg updated that the new scoreboard is up as well as the new sound system is also installed.
 - b) Summer Rec/Ball Fields:
 - i. Irrigation leak repairs: Ketzenberg updated that there is a main line leak under the bleachers on eagle field and a contractor has been contacted to make the repairs.
 - c) Pool:
 - i. Friends of the Pool Committee: Quade updated the commission that we are going to move forward with a pool committee and get the ball rolling. Even with the fact we are still waiting for FEMA results we need to continue to get a committee formed and move forward with Burbach Aquatics on cost, design and location on the new pool. Quade also said that we are waiting on local sales tax option to be approved to help pay for a pool and that it would need to get to November vote.
4. **Park Superintendent Report:**
 - a) Island Park Shelter Updates: Ketzenberg gave an update on the shelter that electric and plumbing work is almost done but he does not have a completion date at this time. He also said that he has two bids on concrete work. Ketzenberg hopes that in the next month it will be ready to open.
 - i. Completion Date: TBD
 - b) Additional Park Updates: Previous meeting discussion was held about the playhouse at Jens Park. Ketzenberg updated that Nasby did draft a letter to the Higley family to see if they are interested in fixing the playhouse otherwise it would be removed. Ketzenberg also said that they have planted 72 new trees in the parks. Tom asked if the Lomen Park sign that is in the new Veteran Memorial park can be moved as it is right in front of the memorial and may be able to be placed by the new gas regulators that were put in to hide them. Ketzenberg said he would look into options for relocating the sign.

- c) **Misc. :** Discussion was held about Kastle Kingdom and the public asking about additional donations and possible options about having a sign with additional donations for the playground. Motion was made by Tom to allow the friends of the park to use the template to for additional fundraising options. A second was made by Jackie. Motion carried.

5. **Old Business:** Tom had brought up the sale of Dynamite Park for development and thinks that it should go to City Council for proposed sale. Tom also added that when it was sold to the city that any sale of the park that the county would receive the profits from the sale. Tom said that if the park was sold to the EDA for \$1.00 that the county would receive the \$1.00 as their profit. The EDA could then promote the sale of the property for a potential financial gain and tax benefit. Tom also brought back the concept of putting in a boat landing with a cement pad and picnic area on cottonwood lake near the volleyball courts. Tom said he spoke with the DNR and also Gary Grunewald and they do not have any issue with the project. More info to come at the next meeting.
6. **New Business:** Tom also mentioned that he had stopped by the soccer area up at the Rec Area and talked to some of the users about providing some shade by the soccer fields. Antonio said that it would something that would be of interest. More information to come as well as Tom's great idea for July!!!
7. **Commission Comments:** Jackie said that she is going to be selling baked goods every Tuesday at the Farmers Market and the proceeds will be going to Kastle Kingdom.
8. **Adjourn meeting.** Meeting was adjourned at 6:25pm by unanimous consent.
9. **Next Meeting June 10th @ 5:30 in the City Council Chambers**

**CITY OF WINDOM
PLANNING COMMISSION
SPECIAL MEETING
MINUTES
MAY 26, 2026**

1. Call to Order: The meeting was called to order by Chairman Baloun at 7:02 p.m.

2. Roll Call & Guest Introductions:

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

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

3. Approval of Minutes: April 14, 2026:

Motion by Commissioner Pletcher, seconded by Commissioner Tegels, to approve the Planning Commission Minutes for the Meeting held on April 14, 2026, as written. Motion carried 7-0.

4. Review of Proposed New Code Sections

A. Sections 121.01 – 121.15 – Crematories & Pet Crematories: Chairman Baloun introduced the agenda item and referred to Zoning Admin. Fast for further information. The Building & Zoning Office has received an inquiry concerning the possibility of constructing a pet crematory in the North Windom Industrial Park (“NWIP”). The zoning district for NWIP is I-1 “Light Industrial”.

Currently there is nothing in City Code that identifies “crematories” or “pet crematories” as either permitted or conditional uses. Staff has researched other cities’ ordinances, contacted the League of Minnesota Cities Research Department for links, researched ordinances in other states, and reviewed Minnesota Statutes Section 149A.95. Proposed new City Code Sections covering these uses have been drafted and approved by the City Attorney. A copy of the proposed language was included in the meeting packets. Zoning Admin. Fast provided a summary of the proposed code provisions. After a brief discussion, the following action was taken.

Motion by Commissioner Cole, seconded by Commissioner Patterson, to recommend that the City Council hold the required first and second readings on the proposed new City Code Sections 121.01 through 121.15, covering Crematories and Pet Crematories, following the public hearing scheduled before the Planning Commission for June 9, 2026. Motion carried 7-0.

B. Public Hearing – June 9, 2026: The City Attorney reviewed and approved the proposed new City Code Sections. The City Attorney also reminded the City that the Planning Commission will need to hold a public hearing on these proposed new Sections as this would be considered a code amendment. A public hearing has been scheduled for the regular Planning Commission Meeting on June 9th.

5. Review of Additional Proposed Minor Code Revision: Chairman Baloun introduced this agenda item and referred to Zoning Admin. Fast for further information and he advised that the City Attorney suggested that clarification should be made concerning residential garages. Proposed language was drafted and the City Attorney has reviewed and approved the proposed revision to City Code Section 152.495(B)(1). A copy had been included in the meeting packet.

In response to a question concerning whether this Section relates to new construction or placement of a home on undeveloped residential lots, Zoning Admin. Fast advised that this Section does relate to lots that were previously not developed. In response to a follow-up question as to what would happen if an existing property is sold and the garage doesn’t meet the City Code requirements for parking on residential lots. If the existing garage on the property does not comply with City Code or if there is no existing garage on the property, the property would be classified as non-conforming and could continue in that condition until another factor triggered bringing the property up to code. Zoning Admin. Fast further advised that if an

existing garage was classified as a non-conforming structure, it could remain until it was destroyed or needed to be replaced. If the garage is subsequently destroyed or needs to be replaced, it could be reconstructed in the same location in the exact footprint (same dimensions) if the garage is reconstructed within 180 days after it is destroyed.

In response to a question concerning enforcement of this code section, Zoning Admin. Fast replied that if a garage is not constructed or placed on the property in compliance with City Code, a final certificate of occupancy for the home would not be issued; and there are also provisions in City Code that violations are misdemeanors and the City Attorney would be contacted to proceed as necessary.

If approved by the Commission, Staff will incorporate this revision into a housekeeping ordinance with other revisions that the Planning Commission has recently approved and will present that ordinance to the City Council. After brief additional discussion, the following action was taken.

Motion by Commissioner Pletcher, seconded by Commissioner Miller, to approve the proposed revision to City Code Section 152.495(B)(1), and further recommend that the City Council conduct the required first and second readings on this and other recent proposed City Code revisions previously approved by the Planning Commission. Motion carried 7-0.

6. Summary from Data Center Seminar

A. Presentation – Chairman Jared Baloun: Chairman Baloun advised that, as part of his work with Jackson County, he had an opportunity to attend a seminar sponsored by the Southwest Initiative Foundation held in Worthington. The seminar included information from a design engineer and representatives from the University of Minnesota Extension Service, MPCA, and World Resources Institute (regarding water rights) concerning data centers. Chairman Baloun presented a brief summary of some of the highlights from the seminar. He stated that the purposes of the presentation were to provide an informational overview of data center development topics discussed at a regional seminar and to summarize infrastructure, utility, environmental, and planning considerations. He advised that much of the information centered around hyper-scale data centers which are the large data centers typically in metro areas. He recapped that the engineer said that there have been data centers in the United States since the 1950's, but we've never seen them at this scale because of the current increased demand for cloud storage and AI.

There are power infrastructure considerations. Power infrastructure and internet connectivity are major factors in selecting a potential location for a data center. A hyper-scale data center could use in excess of 100 megawatts per hour. Wind and solar farms are prime spots for these hyper-scale data centers. Large power users are regulated by the power regulations (Public Utility Commission, etc.) A hyper-scale data center may also consider a small modular nuclear reactor (known as "reactors in a box") for its power needs.

High-speed fiber infrastructure and internet connectivity are also important factors in selecting a location. One of the seminar presenters displayed a map which highlighted major fiber routes. In our area, there are major routes to Sioux Falls and also to Rochester and the Twin Cities metro area. The areas near major fiber routes and which have existing fiber infrastructure may attract data center proposals.

Cooling and water usage are also major factors in determining potential sites. Liquid cooling systems require filtration. When evaporative cooling systems are used, the water usage can increase. The question of a data center's potential effect on groundwater was also discussed at the seminar. There are already chemicals in the water and when exposed to the air, some of these chemicals can go into the water sources. Another consideration is potential water usage by the data center and a city would not want the water table to be drawn down too much. Chairman Baloun included a link to a water risk mapping resource (an Aqueduct water risk atlas) that lists different risk factors and was provided by the World Resources Institute.

Construction and transportation for data centers—particularly the hyper-scale data centers—can present road capacity and maintenance concerns as was evidenced during wind turbine construction. Policymakers may determine that the Developer should upgrade existing road or other infrastructure.

Policymakers should also consider potential environmental considerations and possibly an environmental review. The Minnesota Environmental Quality Board provides a guide concerning an AUAR (“Alternative Urban Areawide Review”). Pursuant to their website, this review provides the attributes of both an Environmental Assessment Worksheet and an Environmental Impact Statement. A city needs to have a comprehensive plan in place in order for an AUAR to be completed. A city could request that a developer have an AUAR completed.

Also in public policy discussions, a city may want to consider a data center tax similar to what was used by some cities where wind turbines have been constructed. As learned in past experience with wind turbine projects, a city’s ordinance should also provide decommissioning provisions for data centers so that cost does not become the city’s responsibility.

The State Legislature will be reviewing the potential level of water usage by hyper-scale data centers and also considering possible data center legislation.

The Commissioners thanked Chairman Baloun for his presentation and said that he had provided good information. Chairman Baloun said that he thinks Windom did a pretty good job on its data center ordinance (based on current information).

Zoning Admin. Fast advised that he has a link to the Cannon Falls Meetings during which lengthy seminar information, similar to these points, was also presented.

7. Unfinished Business: In response to a question if he had heard whether a cannabis retailer would be going into the location where the conditional use permit was granted, Zoning Admin. Fast advised that he had been contacted by the second and third parties interested in such a retail operation. However, he did not know the current status concerning that building and had not received additional follow-up information concerning any other proposed location.
8. New Business: Reminder of public hearing scheduled for June 9th Planning Commission Meeting concerning proposed new City Code Sections covering crematories and pet crematories.
9. Planning Commission Comments, Concerns, Suggestions: Commissioner Hartman said that the City and Hometown Sanitation did a good job concerning the citywide cleanup weekend and thanked them for their efforts.
10. Adjourn: The meeting was adjourned by unanimous consent at 7:49 p.m.

Attest: _____
Matthew Fast, Building & Zoning Official

Jared Baloun, Chairman

UTILITY COMMISSION MINUTES
Council Chambers
May 28, 2026

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan and Glen Francis
Members Absent: None
City Council Liaison: Scott Benson
City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent and Tayler Lehmann, Utility Billing/Analyst
Others: None

APPROVE MINUTES

Motion by Riordan, second by Francis to approve the April 23, 2026 Minutes. Motion carried 3 – 0.

ELECTRIC ITEMS

1st Ave Update

Sykora discussed the progress and challenges of the 1st Ave Street project, focusing on the Duffy's and Hy-Vee block. Sykora highlighted issues with unmarked utilities, including two gas and one fiber line. Sykora will use Oddson Underground for boring lines that are needed.

AMI Meter Update

Sykora shared the electric meters are all installed. There are a few meters that do not read based on their location to the gateways. Installation of repeaters has helped out a few of these meters with the reading issues. There is a potential need for more repeaters. Sykora mentioned the water meters are now getting readings remotely with only a handful not connecting.

Future Wind PPA

Sykora discussed a new wind contract. Sykora stated we were not supposed to pay when the local marginal price was below zero. It is now corrected when the turbines are not producing we are not buying. Sykora mentioned the legal counsel recommended it would not be worth perusing in an attempt to gain back the loss. Sykora shared that he will continue to gather information and decide whether to pursue a new wind site over by Chandler or pass on it.

Capacity Auction

Sykora told the Commission that the auction cleared lower than last year, with Windom's surplus capacity expected to net a \$162,000 credit on bills. New generators, after de-rating, will gain \$206,000 in capacity payments, saving 80% but taking 20% off on downtime average. Sykora shared the capacity market dipped slightly from last year, with significant changes in the spring and fall seasons. Solar power's impact is increasing, with a potential steep decline in capacity prices without batteries, making the market expensive. The subsidy for solar is expected to end soon, affecting costs. Without the subsidy, the market would see less reasonable prices for solar, affecting the overall capacity market.

Other

Sykora mentioned the need for maintenance on the power plant's front lawn and the surrounding areas. This would include mowing, trimming, and spraying, at a cost of \$92 per mow and \$100 per spray treatment.

Sykora noted the water tower has new LED lights. Their lights are more directional and energy-efficient.

WATER/WASTEWATER ITEMS

Mn Dot-Sewer Under HWY 60

Anderson inquired about redoing the sewer main under Highway 60, which will already be dug up. DGR stated that a properly lined pipe is similar to a replacement. The new pipe would cost an estimated \$20,000, excluding engineering. With the pipe being relined in 2018 and it is only a small section of the line the commission thought that a replacement would not be needed.

1st Ave Construction Progress Update

Anderson discussed the strategy to minimize disruption around the Staples bulk plant by boring water lines in front of their parking area. Anderson shares they are currently working on tapping a 12-inch water main on First Avenue, south of 10th Street. Anderson stated they will work on the 10th Street intersection next week, with early June being the tentative date. Anderson shares an incident where a milling machine hit a manhole in the intersection of Ninth Street, which was asphalted over and not marked. Anderson mentioned the project is progressing well, with no significant issues on their end, and the team is prepared for any unexpected challenges.

B&M Rate Study and CIP Progress

Anderson discussed the preliminary budget and CIP schedule, focusing on short-term (0-5 years) and long-term (10-20 years) projects. There was discussion on whether to raise rates now or bond for future expenses, noting a 9% annual rate increase over five years, if projects were to be paid for with cash. Anderson explained that the plan is amendable, and costs can be moved between different timeframes based on future needs. Schwalbach raised questions about the classification of maintenance items under the capital expense tab. Anderson clarified that the numbers were preliminary. There was an emphasis on the importance of accurate cost projections to set reasonable rates and ensure financial stability.

Other Water/Wastewater Items

Anderson shared the project involving the new bypass for the Premium Iowa Park ponds fell apart due to miscommunication between private parties. Anderson stated there are other options. The new revised route should be quicker to implement than the previous plan.

Regular Bills

Motion by Riordan, second by Francis to approve the regular bills as presented.

Motion carried 3 – 0.

Old Business

Benson said the council discussed the possible implementation of a natural gas franchise fee. With residential meters set at \$2.50 per month, commercial at \$15 per month, and industrial at \$30 per month. Benson discussed the other options council discussed. However, the most common approach, favored for its simplicity, is a flat per-meter fee.

New Business

None

The next Commission meeting was scheduled for June 25th, 2026 at 10:00 a.m. in the Council Chambers.

Adjourn

Schwalbach adjourned the meeting by unanimous consent at 11:30a.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

From: donna.torkelson@windommn.com
Sent: Monday, May 18, 2026 4:23 PM
To: Leesa Arndt
Subject: Application for Business Solicitation

First Name

Dakota

Middle name

Lee

Last Name

Odermann

Date of Birth

[REDACTED]

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID#

[REDACTED]

Driver's License Number

[REDACTED]

State of Issue

Minnesota

Solicitor's Address

[REDACTED] 01
[REDACTED]

[Map It](#)

Phone

(800) 234-0283

Email

office@midwesternconstruction.us

Name of Business/Organization

Midwestern Construction INC

Contractor's License

BC736016

Address of Business/Organization

54318 153rd Street
GOOD THUNDER, Minnesota 56037

United States
[Map It](#)

Business/Organization Phone

(800) 234-0283

Purpose of Solicitation

Door knocking for storm damage to exterior of buildings.

If door to door solicitation, indicate area to be solicited

Residential District

Informed Consent Form

- I have downloaded the above informed consent form and will fax it to the City of Windom or call 507-831-6129 for other options.

Acknowledgement

- I acknowledge and accept that a convenience fee will be added to the license/application fee made via this online form.

Credit Card

MasterCard
XXXXXXXXXXXX4787

Would you like a copy?

- Yes

Name

Aaron Robinson

Order

Product	Qty	Unit Price	Price
Application Fee			
License/Application Fees:: Initial Investigation Fee	1	\$60.00	\$60.00
License/Application Fees:: Annual License Fee			
Credit Card Surcharge	1	\$1.80	\$1.80
Sub Total			\$61.80
Total			\$61.80

Referred to the Police Chief on 05/19/26.
Recommendation: Approved X Disapproved _____. If disapproved, give reason: _____
05/19/26 _____
Date Police Chief

Approved by the City Council on _____, 19____.

Subject:

Application for Business Solicitation

First Name

Matthew

Middle name

Cody

Last Name

Berry

Date of Birth

[REDACTED]

Federal ID # - FEIN # or SSN #

[REDACTED]

MN ID#

[REDACTED]

Driver's License Number

[REDACTED]

State of Issue

Maryland

Solicitor's Address

[REDACTED]
[REDACTED]

United States

[Map It](#)

Phone

(800) 234-0283

Email

office@midwesternconstruction.us

Name of Business/Organization

Midwestern Construction INC

Contractor's License

BC736016

Address of Business/Organization

54318 153rd Street
GOOD THUNDER, Minnesota 56037

United States
Map It

Business/Organization Phone

(800) 234-0283

Purpose of Solicitation

Door knocking for storm damage to exterior of buildings. Matthew is here for work for the summer.

If door to door solicitation, indicate area to be solicited

Residential District

Informed Consent Form

- I have downloaded the above informed consent form and will fax it to the City of Windom or call 507-831-6129 for other options.

Acknowledgement

- I acknowledge and accept that a convenience fee will be added to the license/application fee made via this online form.

Credit Card

MasterCard
XXXXXXXXXXXX4787

Would you like a copy?

- Yes

Name

Aaron Robinson

Order

Product	Qty	Unit Price	Price
Application Fee			
• License/Application Fees:: Initial Investigation Fee	1	\$60.00	\$60.00
• License/Application Fees:: Annual License Fee			
Credit Card Surcharge	1	\$1.80	\$1.80
Sub Total			\$61.80
Total			\$61.80

Referred to the Police Chief on 05/19/26
Recommendation: Approved X Disapproved _____. If disapproved,
give reason: _____

05/19/26
Date

[Signature]
Police Chief

Approved by the City Council on _____, 19____.

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: Windom Fire Department Relief Association

Previous Gambling Permit Number: X-[REDACTED]

Minnesota Tax ID Number, if any: _____

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

Mailing Address: 444 9th Street

City: Windom State: MN Zip: 56101 County: Cottonwood

Name of Chief Executive Officer (CEO): Kjell Turner

CEO Daytime Phone: [REDACTED] CEO Email: [REDACTED]

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO) [REDACTED]

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 Emergency Services Facility

Physical Address (do not use P.O. box): 938 5th Avenue

Check one:

☒ City: Windom Zip: 56101 County: Cottonwood

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10-11-2026

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.

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: 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**

- ☐ 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.)

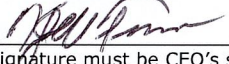
Print Township Name: _____

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:  Date: 5-27-2026
(Signature must be CEO's signature; designee may not sign)

Print Name: Kjell Turner

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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

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

An equal opportunity employer



Windom, MN

Expense Approval Report

By Fund

Payment Dates 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
JOSE RICARDO MARIN ZACARI	00000560-7	05/18/2026	CREDIT BALANCE REFUND	100-20191	63.06
ANN MAY	00000772-3	05/18/2026	CREDIT BALANCE REFUND	100-20191	17.34
JOHN BROMMER	00000777-8	05/18/2026	CREDIT BALANCE REFUND	100-20191	20.16
ELIZABETH BAYARDO RAMIRE	00001584-7	05/18/2026	ELECTRIC PREPAYMENT REFUND	100-20191	45.38
EDWARD D. JONES & CO	00005424-2	05/18/2026	CREDIT BALANCE REFUND	100-20191	40.00
SANFORD HEALTH EQUIP	00008460-2	05/18/2026	CREDIT BALANCE REFUND	100-20191	20.23
CINDI STEGEMANN	00010796-2	05/18/2026	CREDIT BALANCE REFUND	100-20191	28.10
DANIEL & AMANDA ROOT	00013611-6	05/18/2026	CREDIT BALANCE REFUND	100-20191	28.15
JOSEPH GRAW	00013869-6	05/18/2026	CREDIT BALANCE REFUND	100-20191	24.04
COUNTRY PRIDE SERVICE	00015874-7	05/18/2026	CREDIT BALANCE REFUND	100-20191	208.41
DENNIS & NORMA ROSIN	00018733-3	05/18/2026	CREDIT BALANCE REFUND	100-20191	22.86
FLORINDA CARPIO RAMOS	00019468-3	05/18/2026	CREDIT BALANCE REFUND	100-20191	85.00
WAYNE ERICKSON	00020225-3	05/18/2026	CREDIT BALANCE REFUND	100-20191	74.95
EDWARD D JONES & CO., L.P.	00024620-0	05/18/2026	CREDIT BALANCE REFUND	100-20191	40.00
JEFFERY HUNTER	00041504-5	05/18/2026	CREDIT BALANCE REFUND	100-20191	95.26
BREANA HALVORSON	00042025-7	05/18/2026	CREDIT BALANCE REFUND	100-20191	4.54
LOIS THEESFELD	00047105-4	05/18/2026	CREDIT BALANCE REFUND	100-20191	11.97
DANIEL GARDINER	00053551-7	05/18/2026	CREDIT BALANCE REFUND	100-20191	85.00
LEVI DUERKSEN	00053800-9	05/18/2026	CREDIT BALANCE REFUND	100-20191	43.87
GUERRERO M GERMAN	00053804-3	05/18/2026	CREDIT BALANCE REFUND	100-20191	19.83
CAROLYN EIGENBERG	00054784-0	05/18/2026	CREDIT BALANCE REFUND	100-20191	147.61
WINDOM LIVESTOCK	00055565-7	05/18/2026	CREDIT BALANCE REFUND	100-20191	46.72
GLOBAL INVESTMENT PROPE	00058637-0	05/18/2026	CREDIT BALANCE REFUND	100-20191	22.47
GITSIT SOLUTIONS LLC	015407-2	05/18/2026	CREDIT BALANCE REFUND	100-20191	2.00
ANDREA C FLORES NAVARRO	48936-1	05/18/2026	CREDIT BALANCE REFUND	100-20191	13.71
LARRY SMITH	53799-5	05/18/2026	CREDIT BALANCE REFUND	100-20191	12.00
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	100-20202	23,321.00
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	100-20202	117.00
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	100-20202	3,412.00
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	100-20202	58.00
					28,130.66
Activity: 41110 - Mayor & Council					
KENNEDY & GRAVEN , CHART	193279	05/14/2026	APRIL 2026	100-41110-304	1,496.50
WINDOM LIONS CLUB	5/13/2026	05/21/2026	WINDOM LIONS CLUB PAY OU	100-41110-490	1,871.41
CONVENT. & VISITOR BUREAU	May 2026	05/27/2026	May 2026	100-41110-491	4,019.16
Activity 41110 - Mayor & Council Total:					7,387.07
Activity: 41310 - Administration					
INDOFF, INC	3861134	05/19/2026	Swingline 747 Classic Stapler	100-41310-200	24.99
USPS-POC	5/22/2026	05/22/2026	Postage Machine	100-41310-322	161.39
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-41310-322	0.93
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-41310-322	35.90
Activity 41310 - Administration Total:					223.21
Activity: 41910 - Building & Zoning					
INDOFF, INC	3858464	05/20/2026	EDA/ P & Z- OFFICE SUPPLIES	100-41910-200	24.99
INDOFF, INC	3860145	05/20/2026	EDA / P & Z - OFFICE SUPPLIES	100-41910-200	33.45
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-41910-200	19.99
KENNEDY & GRAVEN , CHART	193279	05/14/2026	APRIL 2026	100-41910-304	758.50
USPS-POC	5/22/2026	05/22/2026	Postage Machine	100-41910-322	20.72
Activity 41910 - Building & Zoning Total:					857.65
Activity: 41940 - City Hall					
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-41940-409	127.35
Activity 41940 - City Hall Total:					127.35

Expense Approval Report

Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 42120 - Crime Control					
INDOFF, INC	3861132	05/26/2026	POLICE DEPT- SUPPLIES	100-42120-200	67.90
STREICHER'S, INC	I1826820	05/26/2026	POLICE DEPT- UNIFORMS	100-42120-218	53.00
JACKSON COUNTY	2026-2	05/19/2026	2026 Attorney Contract Paym	100-42120-304	9,320.00
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-42120-322	7.45
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-42120-322	0.93
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-42120-322	7.45
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-42120-322	8.05
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	100-42120-322	8.05
PAUL MARSH	37060	05/19/2026	POLICE DEPT- REPAIRS & MAI	100-42120-405	1,936.80
PAUL MARSH	37070	05/19/2026	POLICE DEPT- REPAIRS & MAI	100-42120-405	60.91
COTTONWOOD CO AUD/TREA	JUNE 2026	05/18/2026	Jail Rent	100-42120-412	2,152.50
ENTERPRISE FM TRUST	613153-050526 POLICE	05/19/2026	POLICE DEPT- VEHICLE LEASE	100-42120-419	517.69
ENTERPRISE FM TRUST	613153-050526 POLICE	05/19/2026	POLICE DEPT- VEHICLE LEASE	100-42120-419	274.09
SMITH AUTOMOTIVE CO	RO 49586	05/18/2026	POLICE DEPT- MISC	100-42120-480	155.29
Activity 42120 - Crime Control Total:					14,570.11
Activity: 42220 - Fire Fighting					
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-42220-211	35.94
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-42220-215	139.98
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-42220-215	13.58
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-42220-217	23.99
USPS-POC	5/22/2026	05/22/2026	Postage Machine	100-42220-322	4.12
HEIMAN FIRE EQUIP. CO	0955522-IN	05/18/2026	FIRE DEPT- REPAIRS & MAINT	100-42220-405	1,391.51
O'REILLY AUTOMOTIVE, INC	4425-468928	05/18/2026	FIRE DEPT-REPAIRS & MAINT -	100-42220-405	37.00
PAUL MARSH	37058	05/18/2026	FIRE- AMBULANCE - REPAIRS	100-42220-406	273.66
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-42220-406	254.97
SCHWICKERT'S TECTA AMERIC	S510154734	05/18/2026	FIRE DEPT- AMBULANCE -REP	100-42220-406	276.00
SCHWICKERT'S TECTA AMERIC	S510154735	05/18/2026	FIRE DEPT- AMBULANCE- REP	100-42220-406	225.00
Activity 42220 - Fire Fighting Total:					2,675.75
Activity: 43100 - Streets					
ATCO INTERNATIONAL CO	I0657707	05/26/2026	STREET-MAINTENCE MATERIA	100-43100-224	471.83
USPS-POC	5/22/2026	05/22/2026	Postage Machine	100-43100-322	1.63
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-43100-401	9.59
GDF ENTERPRISES, INC	A30562	05/20/2026	STREET-REPAIRS & MAINT - G	100-43100-406	140.00
REDWOOD FALLS NURSERY, IN	5/16/2026	05/26/2026	STREET-SPECIAL PROJECTS	100-43100-439	708.35
Activity 43100 - Streets Total:					1,331.40
Activity: 45202 - Park Areas					
STATE CHEMICAL SOLUTIONS	904207993	05/20/2026	PARKS-CLEANING SUPPLIES	100-45202-211	307.58
ATCO INTERNATIONAL CO	I0657610	05/26/2026	PARKS-CLEANING SUPPLIES	100-45202-211	340.00
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	100-45202-381	5.99
Activity 45202 - Park Areas Total:					653.57
Fund 100 - GENERAL Total:					55,956.77
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
VESTIS GROUP, INC	2560494923	05/26/2026	LIBRARY-REPAIRS & MAINT - S	211-45501-402	48.05
SCHWICKERT'S TECTA AMERIC	S510155249	05/18/2026	LIBRARY-REPAIRS & MAINT - S	211-45501-402	130.00
SCHWICKERT'S TECTA AMERIC	S510155250	05/18/2026	library- Good morning, can w	211-45501-402	500.00
Activity 45501 - Library Total:					678.05
Fund 211 - LIBRARY Total:					678.05
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	05/15/2026-06/14/2026	05/20/2026	TELEPHONE 507-831-6120	225-45127-321	31.31
SOUTH CENTRAL ELECTRIC	367400 4/1/26 TO 4/30/26	05/26/2026	AIRPORT ELECTRIC UTILITY	225-45127-381	314.00
SOUTH CENTRAL ELECTRIC	367403 4/1/26 to 4/30/26	05/26/2026	AIRPORT - ELECTRIC UTILITY	225-45127-381	217.25
Activity 45127 - Airport Total:					562.56
Fund 225 - AIRPORT Total:					562.56

Expense Approval Report

Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 235 - AMBULANCE					
ADVANTAGE COLLECTION PR	2685816 / 25-E2016553	05/26/2026	AMBULANCE - OVERPAYMENT	235-34205	886.35
ANITA K SKOW	26-E221900	05/26/2026	AMBULANCE - OVER PAYMEN	235-34205	250.00
MICHAEL MUNNING	26-E222099	05/26/2026	AMBULANCE OVER PAYMENT	235-34205	118.71
BRIAN C REDDING ESTATE	26-E401425	05/26/2026	AMBULANCE- OVER PAYMENT	235-34205	200.00
					1,455.06

Activity: 42153 - Ambulance

WINDOM AREA HEALTH	734-0024-05-2026-01	05/18/2026	AMBULANCE - MEDICATIONS	235-42153-261	59.80
SAFETY & SECURITY CONSULT	6155	05/19/2026	AMBULANCE-TRAINING & RE	235-42153-308	70.00
WINDOM AREA HEALTH	734-0024-05-2026-02	05/18/2026	NURSING TRANSFER REIMBU	235-42153-312	1,187.45
USPS-POC	5/22/2026	05/22/2026	Postage Machine	235-42153-322	34.46
EMS MANAGEMENT & CONSU	EMS-026182	05/18/2026	AMBULANCE- DATA PROCESSI	235-42153-326	3,748.44
KRISTEN PORATH	5/1/2026-5/6/2026	05/13/2026	AMBULANCE-MEALS	235-42153-334	58.26
REBEKAH ELLINGSON	5/14/2026-5/17/2026	05/26/2026	AMBULANCE MEALS	235-42153-334	71.30
JODI JOHNSON	5/17/2026	05/26/2026	AMBULANCE MEALS	235-42153-334	16.46
DONNA WINKER	5/22/2026-5/23/2026	05/26/2026	AMBULANCE MEALS	235-42153-334	33.41
PAUL MARSH	37058	05/18/2026	FIRE- AMBULANCE - REPAIRS	235-42153-406	273.65
SCHWICKERT'S TECTA AMERIC	S510154734	05/18/2026	FIRE DEPT- AMBULANCE -REP	235-42153-406	184.00
SCHWICKERT'S TECTA AMERIC	S510154735	05/18/2026	FIRE DEPT- AMBULANCE- REP	235-42153-406	150.00

Activity 42153 - Ambulance Total: **5,887.23****Fund 235 - AMBULANCE Total:** **7,342.29****Fund: 250 - EDA GENERAL****Activity: 46520 - EDA**

INDOFF, INC	3858464	05/20/2026	EDA/ P & Z- OFFICE SUPPLIES	250-46520-200	25.00
INDOFF, INC	3860145	05/20/2026	EDA / P & Z - OFFICE SUPPLIES	250-46520-200	33.45
KENNEDY & GRAVEN , CHART	193279	05/14/2026	APRIL 2026	250-46520-304	1,148.00
USPS-POC	5/22/2026	05/22/2026	Postage Machine	250-46520-322	1.48
STEVE NASBY	5/15/2026	05/19/2026	EDA Travel	250-46520-331	185.60
FEDERATED RURAL ELECTRIC	03/31/2026-04/30/2026	05/20/2026	WATER/EDA/ ELECTRIC UTILIT	250-46520-381	49.00

Activity 46520 - EDA Total: **1,442.53****Fund 250 - EDA GENERAL Total:** **1,442.53****Fund: 313 - 2026 1ST AVENUE PROJECT****Activity: 41000 - General Government**

DGR ENGINEERING	00283134	05/18/2026	STREET- ENG/SURVEYING FEE	313-41000-303	15,724.46
SVOBODA EXCAVATING, INC	May 4 2026 - May 15 2026	05/20/2026	Payment # 1 2026 Street Imp	313-41000-480	260,059.19

Activity 41000 - General Government Total: **275,783.65****Fund 313 - 2026 1ST AVENUE PROJECT Total:** **275,783.65****Fund: 601 - WATER****Activity: 49400 - Water**

HAWKINS, INC	7423742	05/20/2026	WATER- CHEMICALS	601-49400-216	10.00
MN VALLEY TESTING	1356988	05/18/2026	WATER- LAB TESTING	601-49400-310	77.50
MN VALLEY TESTING	1358828	05/26/2026	WATER- LAB TESTING	601-49400-310	6,838.00
SECR REV FUND/CITY OF WD	5-22-2026	05/22/2026	Postage Reimbursement	601-49400-310	11.95
USPS-POC	5/22/2026	05/22/2026	Postage Machine	601-49400-322	5.92
USPS-POC	5/22/2026	05/22/2026	Postage Machine	601-49400-322	192.20
FEDERATED RURAL ELECTRIC	03/31/2026-04/30/2026	05/20/2026	WATER/EDA/ ELECTRIC UTILIT	601-49400-381	67.00
RON'S ELECTRIC INC	156893	05/26/2026	WATER - REPAIRS & MAINT -	601-49400-404	725.01

Activity 49400 - Water Total: **7,927.58****Fund 601 - WATER Total:** **7,927.58****Fund: 602 - SEWER****Activity: 49450 - Sewer**

MN VALLEY TESTING	1356932	05/18/2026	SEWER- LAB TESTING	602-49450-310	186.80
MN VALLEY TESTING	1357155	05/18/2026	SEWER- LAB TESTING	602-49450-310	141.60
MN VALLEY TESTING	1357166	05/18/2026	SEWER- LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1357419	05/18/2026	SEWER- LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1357543	05/18/2026	SEWER- LAB TESTING	602-49450-310	247.20
MN VALLEY TESTING	1357581	05/18/2026	SEWER- LAB TESTING	602-49450-310	186.80

Expense Approval Report

Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1358512	05/26/2026	SEWER- LAB TESTING	602-49450-310	142.00
MN VALLEY TESTING	1358678	05/26/2026	SEWER- LAB TESTING	602-49450-310	266.80
USPS-POC	5/22/2026	05/22/2026	Postage Machine	602-49450-322	192.20
ELECTRIC PUMP INC	038903	05/26/2026	SEWER-REPAIRS & MAINT - M	602-49450-404	1,536.75
				Activity 49450 - Sewer Total:	3,292.95
				Fund 602 - SEWER Total:	3,292.95

Fund: 604 - ELECTRIC

WESCO DISTRIBUTION, INC	697274	05/20/2026	**4/0-01XL-USE-2-AL-1 4/0 A	604-14200	10,131.75
ELECTRIC FUND	777 Return	05/26/2026	LED PHOTO CONTROL EK4536	604-14200	43.17
ODDSON UNDERGROUND INC	2026-043	05/11/2026	1st Ave. Project	604-16300	20,600.00
ODDSON UNDERGROUND INC	2026-053	05/22/2026	Site Work Directional boring 6	604-16300	20,712.00
ELIZABETH BAYARDO RAMIRE	00001584-7	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
MARY COLEMAN	00007211-9	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
EDWARD D. JONES & CO	00011562-2	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
SALVADOR NAVA GARCIA	00015406-1	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
RUBEN ORLANDO GUTIERREZ	00017200-7	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
SAMIRA D MEUANGSAKSITH	00030511-1	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
CLAUDIA CERDA MENDOZA	00033328-4	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
BREANA HALVORSON	00042025-7	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
ADRIENE S. MATTHEWS	00055598-6	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
TRISTA LUDVIGSON	00061230-6	05/18/2026	ELECTRIC PREPAYMENT REFU	604-22000	300.00
					54,486.92

Activity: 49550 - Electric

AMAZON CAPITAL SERVICES, I	1QFJ-61Q1-NJQC	05/12/2026	Vtopmart 12. 1"W Clear Stack	604-49550-200	196.84
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	604-49550-211	33.98
LOCATORS & SUPPLIES, INC	0326962-IN	05/18/2026	AER-256 3.000 Red Constructi	604-49550-217	417.48
AMAZON CAPITAL SERVICES, I	1NX6-16WX-LH11	05/27/2026	Invisible Glass 91164-6PK Pre	604-49550-217	54.07
SCHWALBACH HARDWARE	551357	05/08/2026	CABLE TIES 12" 50LBS 100PK	604-49550-217	21.99
SCHWALBACH HARDWARE	551555	05/13/2026	MARKING WAND PRO	604-49550-217	75.98
SCHWALBACH HARDWARE	5518841	05/21/2026	DUCT TAPE 1.88"X55YD 2PK	604-49550-217	72.95
FRANKS SHOE REPAIR	0048760	05/18/2026	Boots J. Sykora	604-49550-218	220.00
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	604-49550-241	27.78
CMP - CENTRAL MUNICIPAL P	8261	05/11/2026	ENERGY ENERGY SUPPLY	604-49550-263	157,035.94
CMP - CENTRAL MUNICIPAL P	8261	05/11/2026	ENERGY ENERGY SUPPLY	604-49550-263	6,097.68
DGR ENGINEERING	00283383	05/19/2026	Engineer 9	604-49550-303	125.50
DGR ENGINEERING	00283490	05/19/2026	Schueler, Dylan Distribution U	604-49550-303	1,746.00
CMP - CENTRAL MUNICIPAL P	8261	05/11/2026	ENERGY ENERGY SUPPLY	604-49550-303	1,099.50
MN MUNICIPAL UTILITIES ASS	68900	05/13/2026	Member registration (Cody M	604-49550-308	1,170.00
USPS-POC	5/22/2026	05/22/2026	Postage Machine	604-49550-322	192.20
USPS-POC	5/22/2026	05/22/2026	Postage Machine	604-49550-322	0.74
STEVE NASBY	5/14/2026	05/19/2026	Electric - Travel	604-49550-331	68.15
SCHWALBACH HARDWARE	55186710	05/21/2026	Nuts/ Bolts/ Nails	604-49550-402	2.98
SCHWALBACH HARDWARE	551900	05/22/2026	1LB PP INTERIOR 9X3	604-49550-402	26.47
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	604-49550-402	51.96
ELECTRIC FUND	1176	05/26/2026	VINAL ELECTRIC TAPE 33- SUP	604-49550-408	286.24
ELECTRIC FUND	1177	05/26/2026	S-PHASE UG 25 KVA 240 V	604-49550-408	1,622.92
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	604-49550-409	11.35
PRITTS ELECTRIC MOTORS, IN	9817	05/12/2026	20 HP 3 Phase New - bearings	604-49550-410	592.16
CMP - CENTRAL MUNICIPAL P	8261	05/11/2026	ENERGY ENERGY SUPPLY	604-49550-450	3,819.16
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	604-49550-460	526.00

Activity 49550 - Electric Total: 175,596.02**Fund 604 - ELECTRIC Total: 230,082.94****Fund: 609 - LIQUOR STORE**

MN REVENUE	April 2026	05/21/2026	MN Sales Tax	609-20202	16,822.00
					16,822.00

Activity: 49751 - Liquor Store

VESTIS GROUP, INC	2560494925	05/26/2026	LIQUOR STORE-CLEANING SU	609-49751-211	66.14
AH HERMEL COMPANY	1116994	05/20/2026	LIQUOR STORE--OPERATING S	609-49751-217	93.83

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Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	1051718	05/20/2026	LIQUOR STORE- LIQUOR	609-49751-251	1,255.65
JOHNSON BROS.	1056408	05/22/2026	Liquor Store- Delivery	609-49751-251	6,119.31
BREAKTHRU BEVERAGE MN	127104083	05/22/2026	Liquor Store- Delivery	609-49751-251	1,442.10
JOHNSON BROS.	182147	05/20/2026	LIQUOR STORE- LIQUOR-FREI	609-49751-251	-387.00
DOLL DISTRIBUTING, LLC	2040433	05/20/2026	LIQUOR STORE-LIQUOR	609-49751-251	54.00
DOLL DISTRIBUTING, LLC	2040450	05/20/2026	LIQUOR STORE- LIQUOR	609-49751-251	277.80
DOLL DISTRIBUTING, LLC	2040451	05/20/2026	LIQUOR STORE- LIQUOR	609-49751-251	-23.88
DOLL DISTRIBUTING, LLC	2046690	05/22/2026	Liquor Store- Delivery	609-49751-251	1,367.77
SOUTHERN GLAZER'S OF MN	2758071	05/20/2026	LIQUOR STORE- LIQUOR	609-49751-251	2,240.23
SOUTHERN GLAZER'S OF MN	2760770	05/22/2026	Liquor Store- Delivery	609-49751-251	823.84
PHILLIPS WINE & SPIRITS	5172756	05/20/2026	LIQUOR STORE- LIQUOR	609-49751-251	1,313.93
PHILLIPS WINE & SPIRITS	5176381	05/22/2026	Liquor Store- Delivery	609-49751-251	3,194.31
MAVERICK BEVERAGE COMPA	INV1735484	05/20/2026	LIQUOR STORE-LIQUOR	609-49751-251	1,091.04
BREAKTHRU BEVERAGE MINN	127104818	05/22/2026	Liquor Store- Delivery	609-49751-252	30.80
DOLL DISTRIBUTING, LLC	2040433	05/20/2026	LIQUOR STORE-BEER	609-49751-252	16,455.10
DOLL DISTRIBUTING, LLC	2046688	05/22/2026	Liquor Store- Delivery	609-49751-252	-39.24
DOLL DISTRIBUTING, LLC	2046689	05/22/2026	Liquor Store- Delivery	609-49751-252	984.90
DOLL DISTRIBUTING, LLC	2046690	05/22/2026	Liquor Store- Delivery	609-49751-252	3,948.20
ARTISAN BEER COMPANY	3855138	05/20/2026	LIQUOR STORE- BEER	609-49751-252	170.40
ARTISAN BEER COMPANY	3857148	05/22/2026	Liquor Store- Delivery	609-49751-252	169.15
BEVERAGE WHOLESALERS	434589	05/20/2026	LIQUOR STORE- BEER	609-49751-252	16,424.20
BEVERAGE WHOLESALERS	435672	05/22/2026	Grainbelt Premium Order	609-49751-252	1,248.80
BEVERAGE WHOLESALERS	435673	05/22/2026	Liquor Store- Delivery	609-49751-252	10,282.95
JOHNSON BROS.	1051719	05/20/2026	LIQUOR STORE- WINE	609-49751-253	1,084.70
JOHNSON BROS.	1056409	05/22/2026	Liquor Store- Delivery	609-49751-253	774.93
BREAKTHRU BEVERAGE MN	127104083	05/22/2026	Liquor Store- Delivery	609-49751-253	1,470.50
JOHNSON BROS.	182146	05/20/2026	LIQUOR STORE- WINE	609-49751-253	-11.25
JOHNSON BROS.	182148	05/20/2026	LIQUOR STORE- WINE	609-49751-253	-237.30
DOLL DISTRIBUTING, LLC	2040433	05/20/2026	LIQUOR STORE-LWINE	609-49751-253	104.80
SOUTHERN GLAZER'S OF MN	2758072	05/20/2026	LIQUOR STORE- WINE	609-49751-253	1,217.75
SOUTHERN GLAZER'S OF MN	2760771	05/22/2026	Liquor Store- Delivery	609-49751-253	76.00
PHILLIPS WINE & SPIRITS	5172757	05/20/2026	LIQUOR STORE- WINE	609-49751-253	144.00
PHILLIPS WINE & SPIRITS	5176382	05/22/2026	Liquor Store- Delivery	609-49751-253	888.70
MAVERICK BEVERAGE COMPA	INV1735484	05/20/2026	LIQUOR STORE-WINE	609-49751-253	520.08
JOHNSON BROS.	1051719	05/20/2026	LIQUOR STORE- SOFT DRINKS	609-49751-254	37.00
JOHNSON BROS.	1056409	05/22/2026	Liquor Store- Delivery	609-49751-254	18.84
AH HERMEL COMPANY	1116994	05/20/2026	LIQUOR STORE-SOFT DRINKS	609-49751-254	76.17
AH HERMEL COMPANY	1117955	05/20/2026	LIQUOR STORE-SOFT DRINKS	609-49751-254	47.17
BEVERAGE WHOLESALERS	434589	05/20/2026	LIQUOR STORE-SOFT DRINKS	609-49751-254	217.00
BEVERAGE WHOLESALERS	435673	05/22/2026	Liquor Store- Delivery	609-49751-254	224.00
HOME CITY ICE COMPANY	7952262697	05/22/2026	Ice Delivery	609-49751-257	330.00
ARTISAN BEER COMPANY	3855139	05/20/2026	LIQUOR STORE-THC	609-49751-258	20.00
ARTISAN BEER COMPANY	3857149	05/22/2026	Liquor Store- THC	609-49751-258	20.00
NUTRITION EXCELLENCE LLC	invoice-3096	05/26/2026	Moonshot Delta 9- Blue raspb	609-49751-258	492.50
GLOBAL RESERVE LLC	ORD-25902	05/20/2026	LIQUOR STORE-THC	609-49751-258	340.00
DOLL DISTRIBUTING, LLC	2040433	05/20/2026	LIQUOR STORE-NON-ALCHOLI	609-49751-259	161.80
DOLL DISTRIBUTING, LLC	2040451	05/20/2026	LIQUOR STORE-NON-ALCHOLI	609-49751-259	-43.20
DOLL DISTRIBUTING, LLC	2046690	05/22/2026	Liquor Store- Delivery	609-49751-259	223.40
AH HERMEL COMPANY	1116994	05/20/2026	LIQUOR STORE- OTHER MERC	609-49751-261	74.12
AH HERMEL COMPANY	1117955	05/20/2026	LIQUOR STORE-OTHER MERC	609-49751-261	24.99
BEVERAGE WHOLESALERS	435673	05/22/2026	Liquor Store- Delivery	609-49751-261	100.00
USPS-POC	5/22/2026	05/22/2026	Postage Machine	609-49751-322	0.74
JOHNSON BROS.	1051718	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	17.07
JOHNSON BROS.	1051719	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	30.24
JOHNSON BROS.	1056408	05/22/2026	Liquor Store- Delivery	609-49751-333	185.16
JOHNSON BROS.	1056409	05/22/2026	Liquor Store- Delivery	609-49751-333	18.47
AH HERMEL COMPANY	1116994	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	8.95
AH HERMEL COMPANY	1117955	05/20/2026	LIQUOR STORE-FREIGHT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	127104083	05/22/2026	Liquor Store- Delivery	609-49751-333	55.50
JOHNSON BROS.	182147	05/20/2026	LIQUOR STORE- LIQUOR-FREI	609-49751-333	-2.11

Expense Approval Report

Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	182148	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	-4.57
DOLL DISTRIBUTING, LLC	2040433	05/20/2026	LIQUOR STORE-FREIGHT	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2046689	05/22/2026	Liquor Store- Delivery	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2758071	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	41.85
SOUTHERN GLAZER'S OF MN	2758072	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	49.54
SOUTHERN GLAZER'S OF MN	2760770	05/22/2026	Liquor Store- Delivery	609-49751-333	12.30
SOUTHERN GLAZER'S OF MN	2760771	05/22/2026	Liquor Store- Delivery	609-49751-333	2.05
BEVERAGE WHOLESALERS	435673	05/22/2026	Liquor Store- Delivery	609-49751-333	5.00
PHILLIPS WINE & SPIRITS	5172756	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	26.02
PHILLIPS WINE & SPIRITS	5172757	05/20/2026	LIQUOR STORE- FREIGHT	609-49751-333	6.33
PHILLIPS WINE & SPIRITS	5176381	05/22/2026	Liquor Store- Delivery	609-49751-333	52.40
PHILLIPS WINE & SPIRITS	5176382	05/22/2026	Liquor Store- Delivery	609-49751-333	30.60
HOME CITY ICE COMPANY	7952262697	05/22/2026	Ice Delivery	609-49751-333	4.00
MAVERICK BEVERAGE COMPA	INV1735484	05/20/2026	LIQUOR STORE-FREIGHT	609-49751-333	80.00
NUTRITION EXCELLENCE LLC	invoice-3096	05/26/2026	Moonshot Delta 9- Blue raspb	609-49751-333	9.99
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	609-49751-460	18.00
Activity 49751 - Liquor Store Total:					77,671.51
Fund 609 - LIQUOR STORE Total:					94,493.51

Fund: 614 - TELECOM

INTERNAL REVENUE SERVICE	April 2026 Final	05/21/2026	Excise Tax Posting	614-20201	310.27
INTERNAL REVENUE SERVICE	May 28	05/21/2026	Excise Tax Posting	614-20201	250.00
MN 9-1-1 PROGRAM	April 2026	05/20/2026	911 Services April 2026	614-20206	702.81
					1,263.08

Activity: 49870 - Telecom

JONATHAN ENGSTROM	#545	05/19/2026	04/20- Winrm settings	614-49870-217	1,700.00
JONATHAN ENGSTROM	#546	05/19/2026	04/27- OpenVas Open source	614-49870-217	1,700.00
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	614-49870-227	36.41
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	614-49870-227	5.43
INTERSTATE TRS FUND	82580760101-0526	05/20/2026	2025-2026 obligation for pay	614-49870-304	716.76
INTERSTATE TRS FUND	82580760101-0526	05/20/2026	2025-2026 obligation for pay	614-49870-304	1.99
USPS-POC	5/22/2026	05/22/2026	Postage Machine	614-49870-322	192.20
CARQUEST - SMITH AUTO SUP	002121	05/12/2026	PTT LINE CLAMP SET	614-49870-404	45.98
ENTERPRISE FM TRUST	613153-050526 TELECOM	05/12/2026	Lease Charge (Full Month): Re	614-49870-419	537.16
CENTURY LINK	LX017082026142	05/26/2026	Alternate Call Listing	614-49870-441	491.00
MANKATO NETWORKS, LLC	390706	05/18/2026	2026-04-14 : (0.25 hrs @ 195.	614-49870-442	780.00
SOUTHWEST MN BROADBAN	April 2026 - Streaming	05/18/2026	TV	614-49870-442	1,730.00
UNIVERSAL SERVICE ADMIN C	4547213	05/20/2026	May 2026 USF Contribution C	614-49870-443	1,544.16
IP NETWORKS INC	#20268704	05/13/2026	Edgewave EW-743MB-1YR, O	614-49870-447	5,921.00
JONATHAN ENGSTROM	#547	05/19/2026	05/04-Zabbixor migration to	614-49870-447	1,700.00
JONATHAN ENGSTROM	#549	05/19/2026	- Grafanao minor issue remed	614-49870-447	1,700.00
MANKATO NETWORKS, LLC	390695	05/18/2026	1 RU at 511**	614-49870-447	1,342.42
MANKATO NETWORKS, LLC	390706	05/18/2026	2026-04-14 : (0.25 hrs @ 195.	614-49870-447	243.75
CENTURY LINK	May 16 2026 - June 15 2026	05/27/2026	Monthly Charges	614-49870-451	96.79
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	614-49870-460	394.00
Activity 49870 - Telecom Total:					20,879.05
Fund 614 - TELECOM Total:					22,142.13

Fund: 615 - ARENA**Activity: 49850 - Arena**

SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	615-49850-215	114.99
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	615-49850-217	89.99
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	615-49850-460	11.00
Activity 49850 - Arena Total:					215.98
Fund 615 - ARENA Total:					215.98

Fund: 617 - M/P CENTER

DOLL DISTRIBUTING, LLC	2046697	05/26/2026	WCC- KEG RETURN	617-38521	-180.00
					-180.00

Activity: 49860 - M/P Center

SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	617-49860-200	4.17
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Expense Approval Report

Payment Dates: 5/16/2026 - 5/29/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VESTIS GROUP, INC	2560494936	05/26/2026	WCC/ CLEANING SUPPLIES	617-49860-211	18.70
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	617-49860-211	7.99
DOLL DISTRIBUTING, LLC	2040457	05/18/2026	WCC-BEER-LIQUOR-FREIGHT	617-49860-251	59.40
DOLL DISTRIBUTING, LLC	2046697	05/26/2026	WCC- LIQUOR-BEER-FREIGHT	617-49860-251	146.50
BEVERAGE WHOLESALERS	435671	05/26/2026	WCC-LIQUOR-BEER-FREIGHT	617-49860-251	64.25
DOLL DISTRIBUTING, LLC	2040457	05/18/2026	WCC-BEER-LIQUOR-FREIGHT	617-49860-252	947.15
DOLL DISTRIBUTING, LLC	2046697	05/26/2026	WCC- LIQUOR-BEER-FREIGHT	617-49860-252	16.45
BEVERAGE WHOLESALERS	435671	05/26/2026	WCC-LIQUOR-BEER-FREIGHT	617-49860-252	163.25
DOLL DISTRIBUTING, LLC	2040457	05/18/2026	WCC-BEER-LIQUOR-FREIGHT	617-49860-333	7.00
DOLL DISTRIBUTING, LLC	2046697	05/26/2026	WCC- LIQUOR-BEER-FREIGHT	617-49860-333	7.00
BEVERAGE WHOLESALERS	435671	05/26/2026	WCC-LIQUOR-BEER-FREIGHT	617-49860-333	5.00
SCHWALBACH HARDWARE	May 2026	05/26/2026	Schwalbachs May 2026	617-49860-406	13.96
MN REVENUE	April 2026	05/21/2026	MN Sales Tax	617-49860-460	739.00
Activity 49860 - M/P Center Total:					2,199.82
Fund 617 - M/P CENTER Total:					2,019.82

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0002810	05/29/2026	Federal Tax Withholding	700-21701	11,760.24
MN Department of Revenue -	INV0002811	05/29/2026	State Withholding	700-21702	6,581.17
Internal Revenue Service-Payr	INV0002804	05/29/2026	Social Security	700-21703	74.40
Internal Revenue Service-Payr	INV0002810	05/29/2026	Social Security	700-21703	15,157.76
MN Pera	INV0002803	05/29/2026	PERA	700-21704	30.00
MN Pera	INV0002808	05/29/2026	PERA	700-21704	16,940.87
MN Pera	INV0002808	05/29/2026	PERA	700-21704	10,249.77
MN Pera	INV0002808	05/29/2026	PERA	700-21704	941.06
MN State Deferred	INV0002809	05/29/2026	Deferred Compensation	700-21705	3,055.00
MN State Deferred	INV0002809	05/29/2026	Deferred Roth	700-21705	1,272.00
STATE OF MINNESOTA MANA	1629774	05/20/2026	Health Insurance / Dental PEI	700-21706	28,146.64
NECA IBEW FAMILY MEDICAL	June 2026	05/18/2026	Health Insurance	700-21706	48,689.14
LOCAL UNION #949	May 2026	05/22/2026	Union Dues	700-21707	1,848.22
Internal Revenue Service-Payr	INV0002804	05/29/2026	Medicare Withholding	700-21711	17.40
Internal Revenue Service-Payr	INV0002810	05/29/2026	Medicare Withholding	700-21711	4,513.62
WEX Health Inc	5/12/2026	05/20/2026	Flex Spending	700-21712	525.02
WEX Health Inc	5/18/2026	05/20/2026	Flex Spending	700-21712	244.70
WEX Health Inc	5/8/2026	05/20/2026	Flex Spending	700-21712	490.75
AFLAC	898994	05/18/2026	Insurance May 2026	700-21715	499.73
AFLAC	898994	05/18/2026	Insurance May 2026	700-21716	526.79
MN BENEFIT ASSOCIATION	2026-0389293	05/18/2026	Employee Reimbursed Insura	700-21719	765.35
WEX Health Inc	INV0002807	05/29/2026	VEBA Employer Contribution	700-21720	4,604.21
WEX Health Inc	INV0002806	05/29/2026	HSA Employer Contribution	700-21722	3,250.05
WEX Health Inc	INV0002805	05/29/2026	HSA Employee Contribution	700-21723	917.71
STATE OF MINNESOTA MANA	1629774	05/20/2026	Health Insurance / Dental PEI	700-21725	1,237.40
					162,339.00
Fund 700 - PAYROLL Total:					162,339.00
Grand Total:					864,279.76

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	55,956.77
211 - LIBRARY	678.05
225 - AIRPORT	562.56
235 - AMBULANCE	7,342.29
250 - EDA GENERAL	1,442.53
313 - 2026 1ST AVENUE PROJECT	275,783.65
601 - WATER	7,927.58
602 - SEWER	3,292.95
604 - ELECTRIC	230,082.94
609 - LIQUOR STORE	94,493.51
614 - TELECOM	22,142.13
615 - ARENA	215.98
617 - M/P CENTER	2,019.82
700 - PAYROLL	162,339.00
Grand Total:	864,279.76

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	1,222.66
100-20202	Sales Tax Payable	26,908.00
100-41110-304	Legal Fees	1,496.50
100-41110-490	Donations & Contributio	1,871.41
100-41110-491	Payments to Other Orga	4,019.16
100-41310-200	Office Supplies	24.99
100-41310-322	Postage	198.22
100-41910-200	Office Supplies	78.43
100-41910-304	Legal Fees	758.50
100-41910-322	Postage	20.72
100-41940-409	Repairs & Maint - Utilitie	127.35
100-42120-200	Office Supplies	67.90
100-42120-218	Uniforms	53.00
100-42120-304	Legal Fees	9,320.00
100-42120-322	Postage	31.93
100-42120-405	Repairs & Maint - Vehicl	1,997.71
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	791.78
100-42120-480	Other Miscellaneous	155.29
100-42220-211	Cleaning Supplies	35.94
100-42220-215	Materials & Equipment	153.56
100-42220-217	Other Operating Supplie	23.99
100-42220-322	Postage	4.12
100-42220-405	Repairs & Maint - Vehicl	1,428.51
100-42220-406	Repairs & Maint - Groun	1,029.63
100-43100-224	Street Maint Materials	471.83
100-43100-322	Postage	1.63
100-43100-401	Repairs & Maint - Buildi	9.59
100-43100-406	Repairs & Maint - Groun	140.00
100-43100-439	Special Projects	708.35
100-45202-211	Cleaning Supplies	647.58
100-45202-381	Electric Utility	5.99
211-45501-402	Repairs & Maint - Struct	678.05
225-45127-321	Telephone	31.31
225-45127-381	Electric Utility	531.25
235-34205	Ambulance Revenues -	1,455.06
235-42153-261	Other Merchandise-Med	59.80
235-42153-308	Training & Registrations	70.00
235-42153-312	Nursing	1,187.45

Account Summary

Account Number	Account Name	Payment Amount
235-42153-322	Postage	34.46
235-42153-326	Data Processing	3,748.44
235-42153-334	Meals/Lodging	179.43
235-42153-406	Repairs & Maint - Groun	607.65
250-46520-200	Office Supplies	58.45
250-46520-304	Legal Fees	1,148.00
250-46520-322	Postage	1.48
250-46520-331	Travel Expense	185.60
250-46520-381	Electric Utility	49.00
313-41000-303	Engineering and Surveyi	15,724.46
313-41000-480	Other Miscellaneous	260,059.19
601-49400-216	Chemicals and Chemical	10.00
601-49400-310	Lab Testing	6,927.45
601-49400-322	Postage	198.12
601-49400-381	Electric Utility	67.00
601-49400-404	Repairs & Maint - M&E	725.01
602-49450-310	Lab Testing	1,564.00
602-49450-322	Postage	192.20
602-49450-404	Repairs & Maint - M&E	1,536.75
604-14200	Inventory	10,174.92
604-16300	Improvements Other Th	41,312.00
604-22000	Prepayments	3,000.00
604-49550-200	Office Supplies	196.84
604-49550-211	Cleaning Supplies	33.98
604-49550-217	Other Operating Supplie	642.47
604-49550-218	Uniforms	220.00
604-49550-241	Small Tools	27.78
604-49550-263	Merchandise for Resale -	163,133.62
604-49550-303	Engineering and Surveyi	2,971.00
604-49550-308	Training & Registrations	1,170.00
604-49550-322	Postage	192.94
604-49550-331	Travel Expense	68.15
604-49550-402	Repairs & Maint - Struct	81.41
604-49550-408	Repairs & Maint - Distrib	1,909.16
604-49550-409	Repairs & Maint - Utilitie	11.35
604-49550-410	Repairs & Maint - Gener	592.16
604-49550-450	Conservation	3,819.16
604-49550-460	Miscellaneous Taxes	526.00
609-20202	Sales Tax Payable	16,822.00
609-49751-211	Cleaning Supplies	66.14
609-49751-217	Other Operating Supplie	93.83
609-49751-251	Liquor	18,769.10
609-49751-252	Beer	49,675.26
609-49751-253	Wine	6,032.91
609-49751-254	Soft Drinks & Mix	620.18
609-49751-257	Ice	330.00
609-49751-258	Liquor Store THC	872.50
609-49751-259	Non- Alcoholic	342.00
609-49751-261	Other Merchandise	199.11
609-49751-322	Postage	0.74
609-49751-333	Freight and Express	651.74
609-49751-460	Miscellaneous Taxes	18.00
614-20201	Excise Tax Payable	560.27
614-20206	911 988 TAP & TACIP Fe	702.81
614-49870-217	Other Operating Supplie	3,400.00
614-49870-227	Utility System Maint Sup	41.84
614-49870-304	Legal Fees	718.75
614-49870-322	Postage	192.20

Account Summary

Account Number	Account Name	Payment Amount
614-49870-404	Repairs & Maint - M&E	45.98
614-49870-419	Vehicle Lease	537.16
614-49870-441	Transmission Fees	491.00
614-49870-442	Subscriber Fees	2,510.00
614-49870-443	Intergovernmental Fees	1,544.16
614-49870-447	Internet Expense	10,907.17
614-49870-451	Call Completion	96.79
614-49870-460	Miscellaneous Taxes	394.00
615-49850-215	Materials & Equipment	114.99
615-49850-217	Other Operating Supplie	89.99
615-49850-460	Miscellaneous Taxes	11.00
617-38521	M/P Beer Sales	-180.00
617-49860-200	Office Supplies	4.17
617-49860-211	Cleaning Supplies	26.69
617-49860-251	Liquor	270.15
617-49860-252	Beer	1,126.85
617-49860-333	Freight and Express	19.00
617-49860-406	Repairs & Maint - Groun	13.96
617-49860-460	Miscellaneous Taxes	739.00
700-21701	Federal Withholding	11,760.24
700-21702	State Withholding	6,581.17
700-21703	FICA Tax Withholding	15,232.16
700-21704	PERA Contributions	28,161.70
700-21705	Retirement	4,327.00
700-21706	Medical Insurance	76,835.78
700-21707	Union Dues	1,848.22
700-21711	Medicare Tax Withholdi	4,531.02
700-21712	Flex Account	1,260.47
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	526.79
700-21719	Individual Insurance-MB	765.35
700-21720	VEBA Contributions	4,604.21
700-21722	HSA Contribution	3,250.05
700-21723	HSA Employee Contribu	917.71
700-21725	Dental Insurance	1,237.40
	Grand Total:	864,279.76

Project Account Summary

Project Account Key	Payment Amount
None	864,279.76
Grand Total:	864,279.76

5-28-26
 Reviewed by
 J. [Signature]
 5-25-26

RESOLUTION #2026-

INTRODUCED:

SECONDED:

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

A RESOLUTION DESIGNATING THE FILING PERIOD FOR CANDIDATES FOR THE CITY ELECTION

WHEREAS, vacancies in elected offices for the City of Windom will occur on January 1, 2027; and

WHEREAS, vacancies will exist for the following positions:

Councilmember – At Large
Councilmember - Ward I
Councilmember - Ward II

WHEREAS, pursuant to State Statute, the filing period shall not commence earlier than 112 days nor less than 98 days before the municipal general election.

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

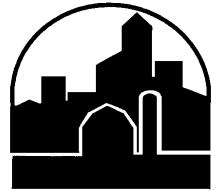
The filing period for elective office in the City of Windom shall commence on July 14, 2026, at 8:00 a.m. and end on July 28, 2026, at 5:00 p.m. Affidavit of candidacy papers may be filed at the City Clerk's Office in the Windom City Hall during normal business hours (Monday through Friday from 7:30 a.m. to 4:00 p.m.) during said filing period.

Adopted this 2nd day of June, 2026.

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: MATTHEW FAST, BUILDING & ZONING OFFICIAL
CC MEETING DATE: JUNE 2, 2026
RE: PROPOSED NEW ORDINANCE – “MINOR CODE REVISIONS”
DEPT: BUILDING & ZONING OFFICE
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

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

1. Review and approve the first reading of **Ordinance No. 207, 2nd Series** which includes minor revisions to various existing City Code sections and new language.
-

Issue Summary/Background

Periodically questions arise that are not addressed in City Code, or there are questions concerning existing Code language that can be addressed by clarification of the language, or revisions are recommended by the City Attorney. For these reasons, City Staff and the Planning Commission periodically review the City Code and submit proposed minor City Code revisions. Proposed Ordinance No. 207, 2nd Series is a “housekeeping ordinance” in response to these questions and the need for clarification of certain Sections.

As an example, in City Code Chapter 73 there is language that needs clarification concerning parking prohibitions and additional parking rules for residential areas are needed to address questions posed to the City and issues that have arisen. In City Code Section 90.02(D) there was a need to provide clarification that brush was also meant to include fallen or downed trees, logs, and branches. New language in City Code Section 95.18 provides clarification for street right-of-way areas. In Section 152.113, it is necessary to add the footnote language that was inadvertently omitted when Chapter 152 was amended in 2023. In Section 152.352(A), it is necessary to remove language that no longer applies. In City Code Subsection 152.495(B)(1) additional language was necessary to provide further clarification of this Subsection.

All of these proposed minor City Code revisions are set forth in Ordinance No. 207, 2nd Series.

The Planning Commission has recommended that the City Council conduct the required two readings of this proposed ordinance. The City Attorney has reviewed and approved the proposed minor code revisions.

Fiscal Impact

There should be no fiscal impact to the City to hold the required readings and adopt Ordinance No. 207, 2nd Series.

Attachments

1. Ordinance No. 207, 2nd Series.

MF:mah

ORDINANCE NO. 207, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, ADDING NEW LANGUAGE TO EXISTING CITY CODE SECTIONS AND ADDING NEW SUBSECTIONS

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

WHEREAS, City Code Section 73.02, entitled “General Parking Prohibitions”, needs to be amended to add language for clarification purposes; and

WHEREAS, City Code Chapter 73, entitled “Parking Rules”, needs to be amended to add a new “Section 73.10 Additional Parking Rules in Residential Areas” and renumber existing Sections 73.10, 73.11, 73.12, 73.13, and 73.14; and

WHEREAS, City Code Section 90.02, entitled “Public Nuisances Affecting Health”, needs to be amended to include additional nuisance items in Subsection 90.02(D); and

WHEREAS, City Code Chapter 95, entitled “Streets and Sidewalks”, needs to be amended to add Section 95.18(C), to Section 95.18 entitled “Materials On Street Or Sidewalk”, for purposes of clarification; and

WHEREAS, City Code Section 152.113, entitled “Yard and Lot Requirements”, needs to be amended to add language that was inadvertently omitted when Chapter 152 was revised in 2023; and

WHEREAS, City Code Section 152.352, entitled “Permitted Home Occupations”, needs to be amended to remove Subsection 152.352(A)(6) as this Subsection no longer applies; and

WHEREAS, City Code Section 152.495(B)(1), in the provisions for design standards for off-street residential parking, needs to be amended for purposes of clarification.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY ADOPTING REVISIONS TO THE FOLLOWING CODE SECTIONS:

1. **City Code Chapter 73**, entitled “Parking Rules”, is amended to delete the existing language in the introductory paragraph of Section 73.02 and replace the existing language with the following language (*new language highlighted in yellow*):

“§73.02 GENERAL PARKING PROHIBITIONS.

It is unlawful for any person to stop, stand or park a vehicle, **trailer, or any object**, except when necessary to avoid conflict with other traffic or in compliance with a traffic control device or the specific directions of a **law enforcement officer, firefighter, emergency personnel, or city officials, and then only for the period of time designated by these officials**, in any of the following places:”

NOTE: The City Code then sets forth the list of places in Subsections 73.02(A) through 73.02(P). The language in these Subsections shall remain as stated in the existing City Code.

2. **City Code Chapter 73**, entitled “Parking Rules”, is amended to add the following new Section.

“§ 73.10 ADDITIONAL PARKING RULES IN RESIDENTIAL AREAS.

(A) A construction trailer and/or landscaping equipment for a current project may park on the street adjacent to the project for a period of up to two weeks. Following that time if the project is ongoing, alternate arrangements shall be made for the parking of this trailer and/or equipment. In congested or high-traffic areas, the construction trailer and/or equipment shall display appropriate reflectors or markings visible to traffic or orange cones placed not to interfere with traffic.

(B) It is unlawful to sell food or merchandise from any vehicle, trailer, or cart on a street or alley except in a designated area during an event sponsored by the Chamber of Commerce or other organization and approved by the City.

(C) At all times, it is unlawful to park trucks, vans, or any other vehicles, trailers, flat beds, or carts on streets or alleys for the purpose of storage of landscaping equipment, vehicle parts, scrap appliances, scrap metal, scrap construction materials, or other junk or scrap objects.”

3. **City Code Chapter 73** is amended to renumber the existing Sections 73.10 as 73.11, 73.11 as 73.12, 73.12 as 73.13, 73.13 as 73.14, and 73.14 as 73.15.

4. **Existing City Code Section 90.02(D)** is amended to delete the existing language and replace the existing language with the following language (*new language highlighted in yellow*):

“(D) Accumulations of decayed animal or vegetable matter, unwholesome food, manure, trash, rubbish, debris, rotten lumber, bedding, packing material, cardboard, plastic bags and containers, bottles, cans, scrap metal, **fallen or downed trees, logs, branches**, brush, or any material in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed;”

5. **City Code Section 95.18**, entitled “Materials On Street Or Sidewalk”, is amended to add Section 95.18(C) (*new language highlighted in yellow*):

“§ 95.18 MATERIALS ON STREET OR SIDEWALK.

(C) No person shall remove existing grass from the boulevard area of a street right-of-way except for the purpose of re-seeding the same or for the installation, repair, or replacement of a sidewalk as approved by the City. No person shall install asphalt, concrete, pavers, rock, gravel, or any other substance on the street right-of-way including the boulevard area. The exceptions shall be for the purposes of installing, repairing, or replacing a sidewalk or driveway entrance all of which shall comply with the City’s standards. (See City Code Sections 95.13 and 152.495.)”

6. **City Code Section 152.113 “Yard and Lot Requirements”** (for the B-2 “Highway Business District”), is amended to add footnotes for the asterisks in the chart (*new language highlighted in yellow*):

“§ 152.113 YARD AND LOT REQUIREMENTS.

	<u>All Uses</u>	<u>Accessory Structures</u>
...		
<u>Minimum rear yard setback (ft.)</u>	15*	5
...		
<u>Minimum side yard setback (ft.)</u>	**	5”

Add the footnotes for the asterisks in the chart which were inadvertently removed when this Chapter was amended in August 2023:

*** Minimum rear yard setback abutting "R" District Boundary: 30 feet.**

**** A total of 20% of lot width at front yard setback divided evenly on each side of the structure. Side yard setbacks on corner lots shall be the same as the front yard setback."**

NOTE: All other "Yard and Lot Requirements" shall remain as stated in the existing City Code.

7. **City Code Section 152.352(A)** is amended to remove Subsection 152.352(A)(6) as this Subsection no longer applies. *(Deleted language highlighted in yellow.)*

"§ 152.352 PERMITTED HOME OCCUPATIONS.

(A) Permitted home occupations in the R-1 Single-Family Residential District shall consist of:

~~(6) Businesses that primarily render services off the premises, in contrast to those that require customers to come directly to the premises for the business service to be rendered."~~

8. **City Code Section 152.495(B)(1)** is amended to delete the existing language and replace the existing language with the following language *(new language highlighted in yellow):*

"§ 152.495 DESIGN STANDARDS.

(B) Residential Standards

(1) 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 **the construction or placement of sheltered, off-street parking (a garage)** for a minimum of one standard-sized vehicle **on the property**. 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. **An attached garage shall be constructed/placed on the lot, pursuant to City Code requirements, at the time of construction/placement of the home. A detached garage shall be constructed/placed on the lot, pursuant to City Code requirements, within six (6) months from the date of completion of the construction/placement of the home on the residential lot.** Multi-family structures are exempt from this provision."

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS that all other existing provisions set forth in City Code Chapters 73, 90, 95, and 152 shall remain in full force and effect.

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 16th day of June, 2026.

Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: June 2, 2026

2nd Reading: June 16, 2026

Adoption: June 16, 2026

Published: June 24, 2026

RESOLUTION #2026-

INTRODUCED:

SECONDED:

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

RESOLUTION DECLARING THE COSTS TO BE ASSESSED, ORDERING THE CITY ADMINISTRATOR TO PREPARE AN ASSESSMENT ROLL, AND CALLING FOR A PUBLIC HEARING FOR THE “2025 ALLEY IMPROVEMENT PROJECT”

WHEREAS, costs have been determined for the improvement and said total is the maximum sum of \$1,200,000.00; and

WHEREAS, it is necessary to access the benefited property for all or a portion of the costs of these improvements pursuant to Minnesota Statutes, Chapter 429.

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

1. The costs of such improvement to be specially assessed are hereby declared to be a maximum of \$340,250.00.
2. The City Administrator shall calculate the proper amounts to be assessed for such improvement and shall file a copy of such proposed assessments at City Hall for public inspection.
3. Such assessments shall be payable in equal annual installments extending over a period of ten (10) years at an interest rate of five and seventy-one hundredths percent (5.71%) per annum.
4. A public hearing shall be held before the City Council at the City Hall in Windom, Minnesota, on the 7th day of July, 2026, during the regular City Council Meeting commencing at 6:30 p.m., to consider and vote upon such proposed assessments. At such time and place, all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessments.
5. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessments to be published once in the official newspaper at least two weeks prior to the hearing. The notice shall state the total cost of the improvement.
6. The City Administrator shall also cause notice of said hearing to be mailed to the owner(s) of each parcel, described in the assessment roll, not less than two (2) weeks prior to the hearing. The notice mailed to the owner(s) of each parcel shall specify the amount of the proposed assessment for that particular parcel.

Adopted by the Council this 2nd day of June, 2026.

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: Windom EDA
DATE: May 29, 2026
RE: Windom Apartments LLC – Lender Acknowledgement Form for PACE
DEPT: EDA
CONTACT: Steve Nasby, City Administrator 

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Council approval of a Lender Acknowledgement Form for Windom Apartments LLC for participation in the MinnPACE program.

Issue Summary/Background

The Windom Apartments LLC owners have secured financing through MinnPACE for approximately \$3 million that will be used to pay off the first mortgage with Bell Bank. The City has a loan and mortgage on the property for \$10 million which is currently in second position. The MinnPACE funds are repaid through a special assessment on the property paid by Windom Apartments LLC through their property taxes. The City's mortgage will move to first position when the Bell Bank loan is repaid.

As a secured lender, the City's permission is needed for Windom Apartments LLC to participate in the MinnPACE program as it is a special assessment paid via the property taxes. The City Attorney has reviewed the City's loan agreements and the lender acknowledgement.

Fiscal Impact

There is no cost to the City of Windom or EDA for approving the Lender Acknowledgment for Windom Apartments LLC's participation in the MinnPACE program.

Attachments

1. MinnPACE – Lender Acknowledgement Form



Lender Acknowledgement Form

Applicant Name: Windom Apartments LLC, a Minnesota limited liability company
Property Address: 1925 North Redding Avenue
City, State, Zip: Windom, MN 56101

Is this the only mortgage associated with this property? Yes

The undersigned, on behalf of the lender identified below (the "Lender"), which is the holder of a mortgage lien on the property described in the above identified borrower's (the "Applicant") application ("Application") and Petition for Special Assessments ("Petition") in accordance with the MinnPACE program ("MinnPACE") administered by the Saint Paul Port Authority:

- (a) acknowledges that it has received notice of Applicant's Application and Petition;
- (b) confirms that Applicant's receipt of MinnPACE financing, the Petition, any special assessments levied in connection with a MinnPACE loan, and any further assignment of the MinnPACE financing loan, will not constitute a default under Lender's mortgage; and
- (c) consents to such MinnPACE financing requested by Applicant and the placement of the Special Assessment requested in the Petition.

Lender/Institution Name: CITY OF WINDOM

By: _____
(Signature)

Name (print): _____

Title: _____

Date: _____

Notary

For an acknowledgment in an individual capacity:

State of Minnesota

County of _____

This instrument was acknowledged before me on _____ (date) by _____ (name(s) of person(s). _____ (Seal, if any)

Signature of notarial officer _____

Title (and Rank) My commission expires: _____

CERTIFICATE FOR PAYMENT NO. 5

Duininck, Inc.
408 6th Street
Prinsburg, MN 56281

Project: 2025 Alley Improvements
Windom, MN

DGR Project No. 373179

Owner: City of Windom, MN

For Period From: January 1, 2026 to May 22, 2026

Line No.	Estimated	Description	Unit Price	Contract Price	This Application		Completed to Date	
	Units					Units	Value	
Base Bid								
1	JOB	Mobilization	L.S.	\$40,000.00		\$0.00	100%	\$40,000.00
2	JOB	Maint & Restoration of Access	L.S.	2,000.00		0.00	100%	2,000.00
3	4,950 S.Y.	Remove Pavement	7.50	37,125.00		0.00	5,091.00	38,182.50
4	2,050 C.Y.	Common Excavation (P)	25.00	51,250.00		0.00	2,050.00	51,250.00
5	4,950 S.Y.	12" Subgrade Preparation	2.00	9,900.00		0.00	4,950.00	9,900.00
6	4,950 S.Y.	12" Aggregate Base Class 5	10.00	49,500.00		0.00	4,950.00	49,500.00
7	1,165 Ton	Bituminous Pavement, 4"	115.00	133,975.00		0.00	1,165.00	133,975.00
8	230 L.F.	Concrete Curb and Gutter Match	50.00	11,500.00		0.00	207.00	10,350.00
9	280 S.Y.	7" Concrete Approach Pavement	40.00	11,200.00		0.00	421.00	16,840.00
10	160 L.F.	4" Perforated Drain Pipe	15.00	2,400.00		0.00	160.00	2,400.00
11	24 Ea.	Subdrain/Roof Drain Outlet	20.00	480.00		0.00	24.00	480.00
12	209 L.F.	6" PVC Pipe Sewer, SDR-35	20.00	4,180.00		0.00	209.00	4,180.00
13	211 L.F.	8" PVC Pipe Sewer, SDR-35	28.00	5,908.00		0.00	211.00	5,908.00
14	118 L.F.	10" PVC Pipe Sewer, SDR-35	55.00	6,490.00		0.00	118.00	6,490.00
15	1,029 L.F.	12" PVC Pipe Sewer, SDR-35	68.00	69,972.00		0.00	1,029.00	69,972.00
16	2 Ea.	Connect to Existing Storm Sewer	1,050.00	2,100.00		0.00	2.00	2,100.00
17	10 Ea.	Connect to Existing Roof Drain	300.00	3,000.00		0.00	10.00	3,000.00
18	9 Ea.	Roof Drain Inserta-Tee, 6"	300.00	2,700.00		0.00	9.00	2,700.00
19	8 Ea.	Roof Drain Inserta-Tee, 8"	425.00	3,400.00		0.00	7.00	2,975.00
20	1 Ea.	Storm Manhole 4x4 Minimum	5,000.00	5,000.00		0.00	1.00	5,000.00
21	7 Ea.	Single Grate Intake	4,675.00	32,725.00		0.00	7.00	32,725.00
22	80 S.Y.	Terrace Grading	25.00	2,000.00	80.00	2,000.00	80.00	2,000.00
23	JOB	Traffic Control	L.S.	8,000.00		0.00	100%	8,000.00
24	2 Ea.	Install Handicap Sign	1,000.00	2,000.00		0.00	2.00	2,000.00
25	JOB	SWPPP Management	L.S.	500.00		0.00	100%	500.00
26	8 Ea.	Storm Drain Inlet Protection	150.00	1,200.00		0.00	8.00	1,200.00
27	JOB	Seeding, Fertilizing, and Hydromulching	L.S.	5,850.00	100%	5,850.00	100%	5,850.00
28	2 Ea.	Pavement Markings - Symbol	65.00	130.00		0.00	2.00	130.00
29	1,082 L.F.	Pavement Markings - 4" Parking Stalls	1.15	1,244.30		0.00	1,142.00	1,313.30
30	8 Ea.	12" PVC Pipe Bends	450.00	3,600.00		0.00	3.00	1,350.00
TOTAL BASE BID				\$509,329.30		\$7,850.00		\$512,270.80

<u>Line No.</u>	<u>Estimated Units</u>	<u>Description</u>	<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
					<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
Alternate Bid								
A1	330 S.Y.	Remove Pavement	\$12.00	\$3,960.00		\$0.00	216.00	\$2,592.00
A2	17 C.Y.	Common Excavation (P)	35.00	595.00		0.00	17.00	595.00
A3	330 S.Y.	12" Subgrade Preparation	2.00	660.00		0.00	236.00	472.00
A4	330 S.Y.	12" Aggregate Base Class 5	10.00	3,300.00		0.00	236.00	2,360.00
A5	84 Ton	Bituminous Pavement, 4"	115.00	9,660.00		0.00	64.00	7,360.00
A6	161 L.F.	6" PVC Pipe Sewer, SDR-35	20.00	3,220.00		0.00	130.00	2,600.00
A7	337 L.F.	8" PVC Pipe Sewer, SDR-35	28.00	9,436.00		0.00	222.00	6,216.00
A8	24 L.F.	10" PVC Pipe Sewer, SDR-36	55.00	1,320.00		0.00	14.00	770.00
A9	16 Ea.	Connect to Existing Roof Drain	300.00	4,800.00		0.00	16.00	4,800.00
TOTAL ALTERNATE BID				\$36,951.00		\$0.00		\$27,765.00
TOTAL BASE AND ALTERNATE BID				\$546,280.30		\$7,850.00		\$540,035.80
Change Orders								
CO1	76 L.F.	Foundation Removal	\$60.75	4,617.00		0.00	76.00	4,617.00
TOTAL CHANGE ORDER				\$4,617.00		\$0.00		\$4,617.00
TOTAL BASE, ALTERNATE BID, AND CHANGE ORDER				\$550,897.30		\$7,850.00		\$544,652.80
Total Work Completed								\$544,652.80
Stored Materials								
Less Retainage						5 %		27,232.64
								\$517,420.16
Less Previous Payments								509,962.66
TOTAL AMOUNT DUE THIS PAY REQUEST								\$7,457.50

Payment Requested by:

Duininck, Inc.
(Contractor)
Justin Zylstra
(signature)

Digitally signed by Justin Zylstra
DN: C=US,
E=justinz@duininck.com,
O=Duininck Inc., CN=Justin Zylstra
Date: 2026.05.27 20:33:46-05'00'

Date 5/27/2026

Payment Recommended by: DGR Engineering

(signature) 

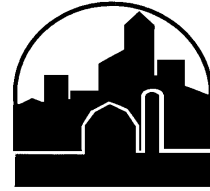
Date 5/27/2026

Payment Approved by: City of Windom

(signature)

Date

ACTION ITEM

**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Tim Hogan, Recreation Director
DATE: June 2nd, 2026
RE: Seasonal Part Time
DEPT: Recreation
CONTACT: Tim Hogan 507-822-0514 (e-mail- tim.hogan@windommn.com)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding the rehiring of the following Recreation employees for 2026 season.

Recreation:

Alex Fink	Kobe Lovell	Mackenzi Meyeraan	Soren Nielsen
Layna Barfknecht	Melinda Schunk	Eli Eichstadt	Eli Rothenberger
Mattie Buckentin	Maci Struck	Easton Miller	

Issue Summary/Background

The above list of employees would like to be hired by the recreation department for the Summer 2026.

Fiscal Impact

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



FEMA

May 28, 2026

Allison Farole, Director
Minnesota Department of Public Safety
Homeland Security and Emergency Management
3925 Pheasant Ridge Drive NE
Blaine, MN 55449

Hilary Mathis, Mayor
City of Windom
444 9th Street
Windom, MN 56101

Re: First Appeal – City of Windom, PA ID 033-70798-00, DR-4797-MN, Project 758193 –
Result of the Declared Incident (Appeal-3424 and Appeal-3864)

Dear Director Farole and Mayor Mathis:

This is in response to the letters from the Minnesota Department of Public Safety, Homeland Security and Emergency Management (Recipient) dated October 3, 2025, and January 29, 2026, which transmitted the referenced first appeal on behalf of City of Windom (Applicant). The Applicant is appealing the Federal Emergency Management Agency's (FEMA) denial of funding in the amount of \$2,300,000.00 for restoration of its community swimming pool.

As explained in the enclosed analysis, I have determined that FEMA cannot provide funding for restoration costs because the Applicant has not demonstrated that the claimed damage was the direct result of the declared disaster. Accordingly, the Applicant's appeal is denied. This letter constitutes the official notification of this determination to the Applicant.

Under Section 423(a) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) and applicable regulations, the Applicant may appeal this decision.¹ If the Applicant submits a second appeal, the appeal must: 1) contain documented justification supporting the Applicant's position, 2) specify the amount in dispute, and 3) specify the provisions in federal law, regulation, or policy with which the Applicant believes the initial action was inconsistent.

¹ Robert T. Stafford Disaster Relief and Emergency Assistance Act § 423, Title 42, United States Code § 5189a; Title 44 of the Code of Federal Regulations § 206.206.

The Applicant must submit the second appeal electronically to the Recipient within 60 calendar days from the date FEMA electronically transmits this first appeal decision. The Recipient must forward the Applicant's appeal, with its recommendation, to the Assistant Administrator for the Recovery Directorate via FEMA's Grants Portal system within 120 calendar days from the date of this first appeal decision.

Alternatively, in lieu of a second appeal, an arbitration process is available to any applicant meeting the statutory criteria pursuant to Section 423(d) of the Stafford Act. Please consult 44 C.F.R. § 206.206(b)(3) and 48 C.F.R. part 6106 for arbitration eligibility and procedural requirements.

If the Applicant or Recipient does not submit a timely second appeal or request for arbitration, this decision is the final agency determination on the matter, and the Applicant will no longer be able to appeal or arbitrate the matter. If you have questions about FEMA's arbitration process, please contact Amanda Ratliff, Acting Recovery Division Director, at 312.859.2346 or amanda.ratliff@fema.dhs.gov.

Sincerely,

**Fredric E
Kaehler**

Digitally signed by Fredric
E Kaehler
Date: 2026.05.28
10:30:50 -05'00'

Fredric E. Kaehler
Acting Regional Administrator
FEMA Region 5

Enclosure:
First Appeal Analysis

FIRST APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Project 758193
Result of the Declared Incident

Background

From June 16, 2024, to July 4, 2024, severe storms and flooding impacted the State of Minnesota, resulting in major disaster declaration, FEMA-4797-DR-MN.¹ The City of Windom (Applicant), requested Public Assistance (PA) funding to replace its community swimming pool (Facility), which it claimed was rendered inoperable due to the disaster.² Specifically, the Applicant stated that hydrostatic pressure from flood waters caused cracking of the pool vessel and loss of material from a previously patched area, which caused the pool to be unable to hold water. Additionally, the Applicant claimed flooding damaged the concrete pool deck, pool sealer coating, underground pool plumbing, two sand filters, three pool heaters, two bathhouse water heaters, a recirculation pump motor, and a pad-mounted transformer.³ The Applicant requested \$2,385,171.25 to replace the pool and all associated components.

The Facility was constructed in 1965 and last renovated in 1980. The Applicant indicated that it had been considering replacement and relocation of the Facility prior to the disaster due to known deterioration.⁴ However, the Applicant stated that the Facility was functional prior to the disaster. To document pre-disaster condition, the Applicant provided several technical reports from specialized contractors that had previously evaluated the Facility over the years, including:

1. Windom Aquatic Facility and Site Evaluations, Water Technology, Inc. (Apr. 9, 2007).⁵ The following findings on the pool condition were reported:
 - a. "... the overall facility is in poor condition." (Executive Summary, Page 2).
 - b. "This facility has provided the City of Windom for their needs for over forty years and has been well maintained to get to this age. However, the facility is near or at the end of the expected facility lifetime." (Executive Summary, Page 2).
 - c. "The pool deck areas are in poor condition. There are main areas of the deck that are severely cracked and causing an unsafe condition for bare feet." (Main Report, Page 7).
 - d. "Overall, this pool is at the end of its expected life. ... Our recommendation would be to consider replacement of this pool" (Main Report – Existing Main Pool section, Page 9).
2. Windom Municipal Pool Facility Assessment, USAquatics, Inc. (Nov. 7, 2016).⁶ The following findings on the pool condition were reported:
 - a. "As a whole, the pool structure is in poor to failing condition, given its age. ... The pool equipment is in fair to poor condition. ... In review of the soils report,

¹ State of Minnesota; *Major Disaster and Related Determinations*, 89 Fed. Reg. 76488 (Jun. 28, 2024).

² FEMA Grants Manager Project (GMP) 758193, FEMA-4797-DR-MN, City of Windom (033-70798-00).

³ See Burbach Aquatics, Inc., *Windom Swimming Pool Facility Condition Evaluation*, at 3 (Mar. 24, 2025) (explaining that the underground piping is an integrated part of the pool vessel) [hereinafter *BAI Report*].

⁴ See, e.g., Geotek Engineering & Testing Svcs., Inc., *Geotechnical Exploration Swimming Pool Facility Island Park Windom, Minnesota*, at 2 (Oct. 28, 2016) [hereinafter *2016 Geotek Report*]; and USAquatics, Inc., *Assessment and Project Study for Windom Municipal Pool*, at 2 (Nov. 7, 2016) [hereinafter *USAquatics Report*].

⁵ Water Technology, Inc., *Windom Aquatic Facility and Site Evaluations* (Apr. 9, 2007) [hereinafter *WTI Report*].

⁶ *USAquatics Report*, at 2-16.

FIRST APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Project 758193
Result of the Declared Incident

the deterioration condition of the facility is most likely related to poor soils and improper soils support of the facility. ... The condition of the swimming pool, equipment and bathhouse will continue to deteriorate, at an accelerated rate, and require additional upkeep and more maintenance and eventual failure.” (Executive Summary, Page 3).

- b. “According to Staff there were issues with the repair done on the construction joint between the shallow and deep water that resulted in caulking being removed by patrons. The pool structure shows evidence of shifting at construction joints and cold joints with some concrete spalling.” (Section One: Assessment, Swimming Pool, Page 7).
 - c. “The concrete deck finish is in very poor condition. ... There are several areas where extensive cracking is present. Additionally, there are areas of broken concrete and raised edges from deck area settling.” (Section One: Assessment, Deck Area, Page 8).
 - d. “... the facility warrants major renovations with upgrades or replacement.” (Executive Summary, Page 3).
3. Geotechnical Exploration Swimming Pool Facility, Geotek Engineering & Testing Services, Inc. (Oct. 28, 2016).⁷ The soil boring test results indicated that “the upper 20 feet of the soil profile has limited bearing capacity, is very compressible and is susceptible to frost heave and construction disturbance.” (Discussion Section, Page 2).
 4. Additional Geotechnical Explorations Swimming Pool Facility – Below Pool Floor, Geotek Engineering & Testing Services, Inc. (Oct. 3, 2018).⁸ Additional borings indicated that the soils beneath the pool vessel “were similar to those encountered in the 2016 test borings. These soils have limited bearing capacity and are very compressible.” (Discussion Section, Page 3).

The Applicant also provided its pool inspection reports from 2014 to 2023, as well as a listing of its maintenance expenditures from 2007 to 2025. The 2022 inspection report indicated that there was a leak related to the pool found under the concrete.⁹

Finally, the Applicant provided the following post-disaster damage assessments completed for the Facility:

1. Windom Swimming Pool Assessment Report, Albertson Engineering Inc. (Jan. 22, 2025).¹⁰ The following findings were reported:
 - a. The main pool had years of documented distress and deterioration and was in poor condition prior to the declared disaster. However, prior to the disaster, the main pool was operational. (Assessment Report, Pages 3 and 6).

⁷ 2016 Geotek Report, at 2.

⁸ Geotek Engineering & Testing Services, Inc., *Additional Geotechnical Exploration Swimming Pool Facility – Below Pool Floor*, at 3 (Oct. 3, 2018) [hereinafter 2018 Geotek Report].

⁹ City of Windom, *Public Pool and Spa Inspection Reports 2014-2023*, at 20 (Jun. 10, 2025).

¹⁰ Albertson Engineering, Inc., *Windom Swimming Pool Assessment Report*, at 1-28 (Jan. 22, 2025) [hereinafter *AEI Report*].

FIRST APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Project 758193
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- b. Field observations of the Facility included cracking throughout the pool vessel surface, loose and separated sealant within concrete construction joints, delamination and loose concrete pieces along vertical construction joints, and a shard of concrete missing at the joints between the shallow and deep sections of the pool where previous repairs had been made. (Assessment Report, Page 4).
 - c. Ground penetrating radar (GPR) scanning found void areas in the soil extending under a large portion of the pool vessel, which were likely caused by a combination of water leaking through the pool vessel over time and pressure from floodwater surrounding the vessel. However, the “amount of voids caused by the flood hydrostatic pressure cannot be quantified since no GPR scanning information from before the flood is available.” (Assessment Report, Page 6).
2. Windom Swimming Pool Facility Condition Evaluation, Burbach Aquatics, Inc. (Mar. 24, 2025).¹¹ The following findings were reported:
- a. “Prior to the flood occurring in spring of 2024, though under distress and experiencing deterioration, the pool vessel was operational and experiencing minimal water leakage. ... It is BAI’s opinion that the vessel had 10 years of additional useful life.” (Main Pool Section, Page 2).
 - b. “After the flood significant cracks were located by staff reportedly attributing to the significant amount of water loss leading to the closure of the facility.” (Main Pool Section, Page 2).

On November 7, 2025, FEMA issued a partial Determination Memorandum (DM), denying the Applicant’s requested \$2,300,000.00 to replace the pool vessel, sealer coating, pool deck, sand filters and underground pipes.¹² FEMA determined the Applicant had not established that the claimed damages to these components were a direct result of the declared disaster rather than a result of pre-existing deficiencies.¹³

First Appeal

On January 27, 2026, the Applicant appealed FEMA’s determination in a letter sent to Minnesota Department of Public Safety, Homeland Security and Emergency Management (Recipient).¹⁴ The Recipient then submitted the Applicant’s appeal to FEMA via Grants Manager on January

¹¹ BAI Report, at 2.

¹² FEMA *Eligibility Determination Memo*, DM 37951, City of Windom, GMP 758193, FEMA-4797-DR-MN (Nov. 7, 2025) [hereinafter *DM*]. FEMA originally issued the DM on August 1, 2025 (DM 36401); however, the DM contained an inadvertent error, incorrectly listing the amount denied as \$2,100,000.00. Accordingly, FEMA issued a corrected DM on November 7, 2025.

¹³ On November 20, 2025, FEMA obligated \$85,171.25 for costs associated with validated disaster damage to the Applicant’s pool heaters, bathhouse water heaters, recirculation pump, and pad-mounted transformer.

¹⁴ Letter from Executive Director, City of Windom to Regional Administrator, FEMA Region 5 (Jan. 27, 2026) [hereinafter *Applicant First Appeal*]. The Applicant submitted duplicate appeals for GMP 758193 (Appeal-3424 and Appeal-3864) due to the two DMs that were issued in the system, *supra* note 17. FEMA has combined the appeals into this single determination for administrative efficiency.

FIRST APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Project 758193
Result of the Declared Incident

29, 2026, with a letter of support.¹⁵ In the Appeal, the Applicant acknowledges that the Facility was near the end of its economic life, but argues that because the pool was in operation, had passed state inspections, and was licensed when the incident occurred, the damage to the pool vessel should be considered a direct result of the declared incident.¹⁶ The Applicant requests \$2,300,000.00 to replace the Facility. Alternatively, the Applicant requests FEMA to approve either \$520,947.00 for the estimated value of the remaining life of the pool, or \$227,500.00 for demolition of the pool if FEMA determines the Facility did not have any economic life left prior to the disaster.¹⁷

Discussion

Result of the Declared Incident

FEMA may provide assistance for the repair, restoration, reconstruction, or replacement of facilities damaged by a major disaster.¹⁸ To be eligible for PA funding, work must be required as a result of the declared incident, and the applicant must demonstrate that the damage was directly caused by the incident.¹⁹ FEMA does not provide PA funding for the repair of damage caused by deterioration, deferred maintenance, the applicant's failure to take measures to protect a facility from further damage, or negligence.²⁰ If a facility was functioning prior to the disaster and the disaster caused damage that rendered the facility non-functional, the facility may be eligible provided the pre-disaster condition was not a significant contributing factor in the cause of failure.²¹ If the Applicant does not provide documentation to support its claim as eligible, FEMA cannot provide PA funding for the work.²²

The Applicant requests \$2,385,171.25 to replace the Facility. However, the record indicates extensive deterioration and issues with the pre-disaster condition of the Facility. The Applicant has not demonstrated that the pre-disaster condition was not a significant contributing factor in the cause of the failure after the disaster. Dating back to at least 2007, the Facility had severe cracking and damage identified to the pool shell, sealer coating and concrete deck, as well as poor soils support causing shifting and deterioration of the pool structure. Pre-disaster aerial imagery of the empty swimming pool in both 2017 and 2022 shows damage to the construction joint between the shallow and deep sections of the pool, one of the primary damage areas the Applicant claims was caused by the disaster.²³ The Applicant has not differentiated between the

¹⁵ Letter from Director, MN HSEM to Acting Regional Administrator, FEMA Region 5 (Jan. 29, 2026).

¹⁶ *Applicant First Appeal*, at 1-2.

¹⁷ *Id.*

¹⁸ Robert T. Stafford Disaster Relief and Emergency Assistance Act § 406(a)(1)(A); Title 42 United States Code (U.S.C.) § 5172(a)(1)(A) (2018).

¹⁹ Title 44 of the Code of Federal Regulations (C.F.R.) § 206.223(a)(1) (2022); *Public Assistance Program and Policy Guide*, FP 104-009-2, at 51-52 (June 1, 2020) [hereinafter *PAPPG*].

²⁰ *PAPPG*, at 52.

²¹ *Id.*

²² *Id.* at 64.

²³ 758193 - DR4797MN - Predisaster Aerial Imagery 2013 2017 2022 2025.pdf, at 2-3 (Apr. 2, 2026).

FIRST APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Project 758193
Result of the Declared Incident

pre-existing damage and any disaster related damage to the pool shell and its associated components. Moreover, the Applicant has not provided any documentation to demonstrate that it properly addressed the pre-existing cracking and soil deficiencies, or to show that the Facility's pre-disaster condition was stable. Indeed, the reports indicate that previous repairs were failing before the disaster and there was shifting of the pool vessel at the construction joints.²⁴ Additionally, in 2016, the Applicant's technical consultants concluded that the subsurface soils could no longer support the Facility, making any repairs inadequate to solve the Facility's known deficiencies.²⁵ Finally, after the disaster, the Applicant's consultants also noted that the amount of damage or voids caused by the flood hydrostatic pressure from the disaster could not be determined because no GPR scanning information from before the flood was available.²⁶ Accordingly, the Applicant has not substantiated that the claimed damages to the pool shell and its components were a direct result of the disaster rather than a result of pre-existing deficiencies and damage.²⁷

Conclusion

The Applicant has not demonstrated that the claimed damage was the direct result of the declared disaster. As a result, this appeal is denied.

²⁴ See, e.g., *USAquatics Report*, at 7; and WindomNews.com, *Swimming pool concerns discussed*, <https://windomnews.com/2023/11/27/swimming-pool-concerns-discussed/> (Nov. 27, 2023) (noting that prior to the declared disaster, the pool had significant leaks).

²⁵ *Id.* at 3-5 and 17.

²⁶ *AEI Report*, at 6.

²⁷ See, e.g., FEMA Second Appeal Analysis, *Village of Waterville*, FEMA-4472-DR-NY, at 4-5 (May 5, 2025) (finding that pre-existing spillway deterioration and embankment instability were significant contributing factors to the facility's failure after the disaster); FEMA Second Appeal Analysis, *Village of Mamaroneck*, FEMA-4615-DR-NY, at 3-4 (June 5, 2025) (denying PA to replace a bridge where the pre-disaster condition of the facility was a significant contributing factor to its failure); and FEMA Second Appeal Analysis, *City of Baudette*, FEMA-4659-DR-MN, at 3 (Feb. 18, 2025) (stating the record clearly demonstrates that the facility's pre-disaster condition was a significant contributing factor in the cause of the failure of the seawall, and therefore the damage was not a direct result of the disaster).

FIRST APPEAL ADMINISTRATIVE RECORD INDEX

DISASTER DECLARATION: DR-4797-MN
APPLICANT: City of Windom
PUBLIC ASSISTANCE (PA) ID NUMBER: 033-70798-00
GRANTS MANAGER PROJECT (GMP): 758193

Doc. No:	# of Pages:	DATE:	TYPE:	FROM:	TO:	DESCRIPTION / SUBJECT:
1	7	4/1/2026	Report	FEMA	File	Grants Manager Project Report for Project 758193
2	6	8/1/2025	Memo	FEMA	Applicant	Determination Memo
3	7	11/7/2025	Memo	FEMA	Applicant	Revised Determination Memo
4	25	9/17/2025	Appeal	Applicant	FEMA	Applicant First Appeal Letter
5	1	10/3/2025	Appeal	Recipient	FEMA	Recipient First Appeal Letter
6	2	1/27/2026	Appeal	Applicant	FEMA	Revised Applicant First Appeal Letter
7	1	1/29/2026	Appeal	Recipient	FEMA	Revised Recipient First Appeal Letter
8	9	11/12/2024	Report	FEMA	File	Site Inspection Report
9	3	11/12/2024	Photos	FEMA	File	Site Inspection Photo Page
10	13	4/9/2007	Report	Applicant	FEMA	WTI Report
11	12	10/28/2016	Report	Applicant	FEMA	GeoTek 2016 Report
12	29	11/7/2016	Report	Applicant	FEMA	USAquatics Report
13	9	10/3/2018	Report	Applicant	FEMA	GeoTek 2018 Report
14	28	1/22/2025	Report	Applicant	FEMA	AEI Report
15	10	3/24/2025	Report	Applicant	FEMA	BAI Report
16	4	7/29/2025	Photos	FEMA	File	Predisaster Aerial Imagery