



CITY COUNCIL MEETING

August 4, 2026

City Council Chamber

8:00 p.m.

AGENDA

CITY OF WINDOM, MN

444 Ninth Street, P. O. Box 38

Windom, MN 56101

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www.windom-mn.com

Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – July 21, 2026
 - Council Minutes – Special Meetings – July 21, 2026 & July 28, 2026
 - Community Center Commission – July 20, 2026
 - Telecommunications Commission – July 20, 2026
 - Utility Commission – July 23, 2026
 - Amplification Permit – DFL Working Families Picnic – August 14, 2026
 - Regular Bills
2. Department Heads
3. Public Comment – Jordan Bussa
4. Resolution Approving a Donation – Library – Friends of the Library
5. Resolution Appointing Election Judges
6. First Reading of Ordinance #211, 2nd Series – Disposition of WindomNet
7. Master Service Agreement - Central Municipal Power Agency Services (CMPAS)
8. Windom Ambulance
 - Grant Authorization – Ambulance Service Training & Staffing Grant
 - Unit 30
9. Personnel
 - Community Center/Arena - Shared Maintenance Position
 - Liquor Store – PT Clerk
10. New Business
11. Old Business
12. Council Comments
13. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
July 21, 2026
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis at 6:32 pm due to technical difficulties.

2. Roll Call:

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

Council Absent: Jayesun Sherman

City Staff Present: Steve Nasby, City Administrator; Jon Ketzenberg, Streets & Parks Superintendent; Matt Fast, Building Official; Kari Hanson, Library Director and Devin Kopperud, Assistant Police Chief

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – July 7, 2026
 - Council Minutes – Special Meetings – July 6, 2026 and July 8, 2026
 - Economic Development Authority – July 13, 2026
 - Library Board – July 14, 2026
 - Planning Commission – July 14, 2026
- Amplification Permit – Night to Unite – August 4, 2026
- Amplification Permits – Cottonwood County Fair – August 5, 2026 through August 8, 2026
- Excluded Bingo Permit – American Legion Auxiliary – August 5, 2026 through August 8, 2026
- Exempt Gambling Permit – Pheasants Forever – September 12, 2026
- Exempt Gambling Permit – Windom Area Youth Football – October 23, 2026
- Regular Bills

Motion by Benson second by Nelson to approve the Consent Agenda. Motion carried 4 – 0.

5. Department Heads:

Kari Hanson, Library Director, gave an update on Library activities including their new seed library, summer reading program with over 200 children participating and a story tellers program that was grant funded and done in partnership with the Cottonwood Historical Society.

6. Night to Unite – Proclamation:

Council Member Quade introduced the Resolution No. 2026-39, entitled “WINDOM’S NIGHT TO UNITE PROCLAMATION” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Benson, Quade, Esplan and Nelson. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4 - 0.

7. Airport:

Benson said he would abstain on the discussion and votes for the airport as he is the Airport manager.

Nasby said that the Granite Falls Airport has requested a transfer of FAA Entitlement Funds as Windom has federal funds available due to the timeline on the cross-wind runway being moved to future years. These federal funds have to be used within three years or lost so the City would loan the funds to Granite Falls and then be repaid when they get their federal funds next year. There is an FAA form that needs to be approved.

Motion by Quade second by Esplan to approve the FAA Entitlement Fund transfer from Windom to Granite Falls as presented. Motion carried 3 – 0 - 1.

Nasby said the second item is a Letter of Agreement with MN DOT for the new AWOS location. The agreement outlines the MN DOT and City responsibilities. This is a State project and the City Attorney has reviewed the agreement and revisions were made by MN DOT.

Motion by Esplan second by Nelson to approve the Letter of Agreement with MN DOT for the AWOS as presented. Motion carried 3 – 0 -1.

8. Planning Commission – Conditional Use Permit - 4111 Commerce Boulevard:

Matt Fast, Building Official, said that an application for a pet crematory had been submitted by the City on behalf of a party interested in purchasing a lot in the NWIP. The Planning Commission has reviewed and is recommending approval of the Conditional Use Permit subject to the following conditions:

- The pet crematory shall maintain a current license issued by the Minnesota Board of Animal Health.
- The pet crematory shall comply with permit requirements and regulations of the Minnesota Pollution Control Agency and applicable Minnesota Administrative Rules.
- Remains shall not be comingled or scattered on the crematory's property.
- There shall be no exterior storage of equipment, materials or supplies used in the facility, or remains.
- The pet crematory shall comply with other requirements as set forth in City Code Sections 121.03 through 121.06.
- The pet crematory shall be constructed within one year of approval of the conditional use permit by the Windom City Council or the conditional use permit shall be revoked.

Motion by Benson second by Quade to approve the Conditional Use Permit for 4111 Commerce Boulevard for a Pet Crematory subject to the conditions recommended by the Planning Commission. Motion carried 5 – 0.

Quade asked if any public comments were received. Fast said no one came to the hearing nor did he get any written comments.

9. 18th Avenue Storm Sewer Improvement Project – Plans & Specifications and Bidding:

Nasby said Johnson Engineering Group (JEG) prepared plans and specifications for the storm water improvement project. Plans and specifications were reviewed along with a plan to advertise for bids. Bids would be due August 14th and City Council action scheduled for August 18th.

Council Member Quade introduced the Resolution No. 2026-40, entitled “RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 18TH AVENUE STORM SEWER IMPROVEMENT PROJECT” and moved its adoption. The Resolution was seconded by Benson and on roll call vote: Aye: Benson, Esplan, Nelson and Quade. Nay: None. Absent: Sherman. Abstain: None. Resolution passed 4- 0.

10. Personnel:

Kari Hanson, Library Director, requested to hire Kylie Nelson for a non-union, on-call Library Clerk position at the rate of \$13.00 per hour.

Motion by Benson second by Quade to approve the hiring of Kylie Nelson for a non-union, on-call Library Clerk position. Motion carried 4 – 0.

11. Contractor Payments:

Jon Ketzenberg, Streets & Parks Superintendent, said that DGR Engineering and city staff are recommending approval of the final payment to Duininck, Inc. for the 2025 Alley Project in the amount of \$27,232.64.

Motion by Benson second by Esplan to approve the final pay request for Duininck, Inc. for the 2025 Alley Project in the amount of \$27,232.64. Motion carried 4 – 0.

Ketzenberg said that DGR Engineering and city staff are recommending approval of Payment #3 to Svoboda Excavating, Inc for the 2026 Street Project in the amount of \$630,029.54

Motion by Esplan second by Benson to approve pay request #2 to Svoboda Excavating in the amount of \$630,029.54 for the 2026 Street Project. Motion carried 4 – 0.

Ketzenberg said that the project is finishing up concrete this week and MPL doing the gas work are doing tie-ins and should be done in a week or two. Paving is anticipated for August.

12. New Business:

Benson said that there is a problem with people jumping off the dock at the lake and he wants an ordinance to enforce compliance with the rules and make it a law-breaking offense. The Police department cannot do anything as there is no ordinance. Ketzenberg said he would like to see something where people breaking the rules could be asked to leave the park.

Quade said she is thinking of something like a trespass to remove them from the site. There would need to be an ordinance. The Parks & Recreation Commission can discuss and if an ordinance that can be done through the City Attorney. The parks may need more cameras too.

Nelson noted personal and parental responsibility.

Mathis asked people to be respectful of others and the rules.

13. Old Business:

Nasby said the FEMA representative deferred questions to the State HSEM and they provided the information requested which is included in the Council packets. The City essentially has two choices which are to accept the \$85,000 FEMA funds and request a project change to demolition or to do a second appeal for the \$2.3 million. If the City appeals the due date, is July 27th.

Quade said she would like an alternative project request to be done at the same time as the appeal so that the City can move on demolition of the existing pool. Nasby said they can pursue parallel paths.

Preliminary

Mathis asked if the new information needed is the plan to demolish the pool. Nasby said the new appeal information would be something not already in the record and he is thinking of the State licenses are the only thing as everything else was submitted and the City's point is that we had an operational pool and now we do not.

Motion by Quade second by Benson to direct staff to file a second appeal with FEMA and to move ahead with an alternative project request to use the \$85,000 towards demolition expenses. Motion carried 4 – 0.

14. Council Comments:

Benson asked people to report vandalism as we have had incidents around town, it costs everyone money to do repairs and we need to take care of the facilities we have for everyone's enjoyment.

Quade noted the Employee Appreciation event and she could not attend, but wanted to thank all the City employees for their work and dedication. She stopped at a couple community libraries and they were doing book sales held by Friends of Library groups and how important those groups are to communities. The Night to Unite is August 4th from 5-7 pm at the Community Center. Bouncy houses for the kids are open and the Lions are doing a \$5 meal deal. There is a celebration of veterans and they get a free meal. The Chamber is brining back the ice cream social and law enforcement will be there with equipment and personnel.

Esplan said he was treated at the Windom Area Hospital and received great care. He thanked the health care workers that all do a great job.

Mathis noted the Peace Runners were in town on July 16th as part of their global journey. They are in the US for five months and run through all 50 states. She thanked the Windom PD for the escort and City staff for the reception. It was a great visit and interaction. Mathis named all the City Employees that were recognized for 5 10, 15, 20, 25, 30 and 40 years of service.

15. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 7:30 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special City Council Meeting
City Hall, Council Chamber
July 21, 2026
4:30 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, Jayesun Sherman (via Zoom) and Scott Benson

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator and Ron Schramel, Acting City Attorney

3. Windomnet Discussions – Real Estate Negotiations:

Mathis said the City Council will go into closed session for Real Estate Negotiations under Minnesota Statute 13D.05 Subdivision 3 (c)(3) for Windomnet and read the legal description of the real estate.

Ron Schramel said that a roll call of everyone at the meeting is needed and the meeting will be recorded. It was noted that Sherman is participating via Zoom due to travel and car troubles.

Motion by Nelson second by Benson to go into closed session at 4:35 pm. Motion carried 5 – 0.

Sherman left the meeting, cell phone battery died, at 5:44 pm.

Motion by Benson second by Quade to come out of closed session at 6:18 pm. Motion carried 4 – 0.

Motion by Quade second by Benson to set a Special City Council meeting for July 28, 2026 at 6:30 pm for the purposes of selecting a proposal for the sale of Windomnet. Motion carried 4 – 0.

Schramel read Minnesota Statute on disclosure of verbal information and interaction with private, written data. Essentially the Council is free to discuss any and all of the information from the proposals received, but the City is not able to release written data from the proposals. Also, anything discussed during the closed meetings can be shared at the public meeting, but not written data.

4. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 6:24 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special City Council Meeting
City Hall, Council Chamber
July 28, 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, Jayesun Sherman and Scott Benson

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Ron Schramel, Acting City Attorney; Jeff Dahna, Windomnet General Manager; Ben Derickson, Fire Chief; Kristen Porath, Ambulance Director; Jon Ketzenberg, Streets & Parks Superintendent; Brian Turner, Cable Tech and Jordan Bussa, Outside Plant Tech

3. Windomnet Discussions – Possible Disposition of Windomnet:

Mathis said the City Council will discuss the proposals from Midco, Southwest Minnesota Broadband Services (SMBS) and Federated Electric\Broadband for the possible sale of Windomnet.

Ron Schramel read Minnesota Statute on disclosure of verbal information and interaction with private, written data. Statute 13.591 Subd. 3 was read. Schramel said essentially the Council is free to discuss any and all of the information from the proposals received, but the City is not able to release written data from the proposals. Statute 13D.05 Subd.1 was also read. Additionally, anything discussed during the closed meetings can be shared at the public meeting, but not written data. The written data is still deemed private under Minnesota Statute until a sale of Windomnet is finalized.

Mathis asked Nasby to summarize the key points from the three proposals.

Nasby said that according to his notes the following terms from the proposals will be read and noted he would confirm with the Council and then each party that the information is correct. He asked in what order should it be done? Schramel said go alphabetically.

Nasby said that Federated Rural Electric\Broadband's proposal is as follows:

- \$7,500,000 purchase price paid upon closing
- \$400,000 donation to City of Windom paid at time of closing
- 10 years free service provided to City of Windom for 12 locations of the City's choosing
- Written Employee Commitment agreement
- Local (Windom) office location
- Two seats on the Federated Broadband Advisory Committee
- Work with City on IT support
- Buyer is responsible for all the MN PUC and FCC Filings needed for the acquisition of Windomnet with the City of Windom to contribute up to \$10,000 in matching funds for expenses incurred.

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Council and Federated confirmed these are the Federated terms.

Nasby said that the Midco proposal is as follows:

- \$8,200,000 purchase price paid upon closing
- \$1,200,000 system upgrades
- \$85,000 of free and discounted services over 10 years for 12 locations of the City's choosing
- Franchise Fee – \$6,000 to \$32,000/year upon City enactment of a Franchise Fee
- Current Employees welcome to apply at Midco
- Local (Windom) office location retail store
- Creation of a Citizen Advisory Board – City representation at semi-annual meetings
- Buyer is responsible for all the MN PUC and FCC Filings needed for the acquisition of Windomnet with the City of Windom to contribute up to \$10,000 in matching funds for expenses incurred.

Council and Midco confirmed these are the Midco terms.

Nasby said that the Southwest Minnesota Broadband System proposal is as follows:

- \$6,500,000 purchase price paid upon closing
- \$100,000 donation to City of Windom paid annually for 20 years.
- \$15,000 annual credit for services provided to City of Windom for 12 locations of the City's choosing for the life of SMBS
- Provision of 9 months of IT Service to the City post-closing
- Current Employees offered positions with SMBS
- Local (Windom) office location
- One or Two seats on the SMBS Advisory Committee
- Buyer is responsible for all the MN PUC and FCC Filings needed for the acquisition of Windomnet with the City of Windom to contribute up to \$10,000 in matching funds for expenses incurred.

Council and SMBS confirmed these are the SMBS terms.

Motion by Benson second by Quade to sell Windomnet to Federated Rural Electric\Broadband according to their proposed terms contingent on the parties reaching a mutually acceptable purchase agreement.

Mathis said she had planned on asking the Council members for discussion on the proposals and noted that the discussion should focus on the proposals, pros\cons and be respectful of everyone's views and opinions.

Quade said that she had written a statement as she did not want to forget anything. After hours of meetings and discussions arriving at a decision was not easy. There was a public meeting on the proposals, second round of meetings with the proposing parties and discussions among the Council at closed sessions. Selling Windomnet will pay off the debt owed on the system and allow us to repay the enterprise funds about \$1 million which have supported the operations. Recently the Council was informed that the big bond is now callable and can be paid off or the City can invest the proceeds and recognize investment income. She is supporting Federated due to the purchase price, local service priority, local representation on an advisory board, cooperatives have membership benefits and there is an option for mobile phone service. Midco also has a mobile phone service but

Preliminary

SMBS was not going to have that service. Windomnet employees are an important consideration and continuation of employment. Her deciding factor is community involvement and contribution. Federated has \$400,000 contribution and SMBS is \$100,000 a year for 20 years and no specifics from Midco. She is hoping funds can be used for Kastle Kingdom and a splash pad. She feels that the local advisory board, jobs and favorable terms to the City from Federated as these are financial and long-term benefits to the community.

Sherman said he has been considering all the information over the last few months. He said Council voted to sell, but he wants clarification as to why. There is no emergency, no crisis and believes Windomnet is a valuable asset and not a failing business. Windomnet is approaching profitable years after the bonds are paid in 2032. After that the money, of about \$700,000 no longer paid in debt, could be used within the community and even if the revenue is only \$500,000 a year the ratepayers will still pay for services but the profit would be \$5 million in 10 years. He is seeking a Windom benefit and not to benefit a company, they are interested in buying it as it is an asset. Rates are lower by the other providers, but this has been a 20-year journey and believes the hardest times are in the past. This sales impacts the employees, but it also impacts the citizens of Windom. This is about stewardship; this Council has an asset after hard years and sacrifice. The debt has been paid down from \$11 million to \$4.2 million currently. We are approaching financial freedom. Fifteen, twenty, twenty-five years what will retrospect say of this decision. The system does need normal upgrades. There are strengths from all three proposals. Midco is \$8.2 million plus \$1.2 million in upgrades; city services similar (\$15,000 per year to \$8,500 per year). Federated is \$7.5 million plus \$400,000 contribution of the \$7.5 million, \$1.5 million shown as construction off-set. All three companies can run Windomnet. Local companies have more of a personal touch. He feels we will have buyers' remorse if it is sold, but if he has to choose, he would take the SMBS proposal. He likes SMBS personal touch and messaging. The Council has decided to sell, which was voted on.

Benson said that Federated is his preference as he likes the small town feel which SMBS has too. He liked the Federated proposal terms better and noted that Federated had offered to buy SMBS, which was refused, but it shows Federated is growing. The Council put Windomnet out for proposals and they got three good ones. For him it came down to Federated and SMBS. Federated's commitment to the current employees was important and it is the best fit for the community.

Nelson said all three are good companies and Council had good meetings with all of them. For him the keys were the employees and internet services. The offers had similar dollar amounts and terms. If Windomnet is sold he would favor paying off the bonds and investing the balance. He is not as confident in the crystal ball for Windomnet's future. The County has invested \$3 million of taxpayer funds for Federated to build out the system.

Esplan said he did research on SMBS and read their by-laws. Federated did offer to buy SMBS but SMBS by-laws require 100% of their members to agree, and only one member wanted to sell.

Sherman said that a clarification to Federated's employee conditions is that their primary work would be in Windom, but they could be working in Cottonwood County so not everything is in town. Also, he thinks what is better for taxpayers is to keep the system and not selling. SMBS is his preference if Windomnet is sold and the local contacts are key.

Mathis said she appreciates all three companies and the time they spent putting together the proposals and for the discussions. She prefers SMBS with the \$6.5 million purchase and \$100,000/year donation for 20 years. She said the City needs to find funds to address nuisances and re-capitalize the EDA programs. She likes the SMBS proposal for the employees since their original

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proposal and keeping a local contact point for citizens as close as it is with Windomnet. The Windomnet techs prefer SMBS as an employer. Fifteen thousand dollars a year for City services for the life of SMBS is important. They also have good bundle deals for customers. She feels SMBS has been the most transparent and are offering 1-2 seats on their advisory board.

Quade said she wanted to point out the \$1.2 million in upgrades Midco identified and the \$1.8 million in needed upgrades that SMBS identified as costs that would have to be borne by Windomnet if the system were kept. Response times are very good with every company, but she likes Federated. The investment from SMBS of \$100,000/annually is over 20 years and what is that going to be worth in 20 years. We cannot buy much for \$100,000 now so what is that worth in present day dollars? With the other proposals we can invest the principal and gain as much in interest.

Sherman said he is less comfortable with future projections of investment earnings and getting \$2 million over 20 years is better to him than \$400,000 now. Please vote for SMBS.

Mathis clarified that the County did invest \$3 million in Federated, but those were not all tax dollars coming from Windom residents and the City had nothing to do with that decision. She is looking for what is best for Windom. Mathis asked if there were any more comments. Seeing none she asked for a vote.

Schramel said it would be good for a roll call.

Motion carried 3 – 2 (Esplan and Sherman voting no).

Benson noted the Council has worked on this a long time and it was a hard decision. Nothing is personal and he respects everyone's opinions.

Nelson said that all three companies were good to work with and appreciated all the proposals.

Nasby said the next steps are to have a 1st Reading an ordinance for the sale of Windomnet on August 4th then a 2nd Reading on August 18th. Publication following adoption.

4. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 7:24 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission

Monday July 20, 2026

Community Center- 1750 Cottonwood Lake Drive

5:30 p.m.

Call to Order: 5:29pm

Members Present: Linda Stuckenbroker, Al Baloun, William Hanson , Mitch Voehl, Tim Snyder, Scott Benson, Jim Nelson. Absent -- Brady Haugen

- **Approval of Minutes**

*Motion by Al Baloun; 2nd by Wm Hanson, 4-0 vote to approve June Minutes.

- **Director Report**

1. Personnel Report-

*Applicant for shared part time position with Arena did not show up for scheduled interview. Position remains open. Tim hopes to hire someone soon to help during busier times ahead and help at the arena for their winter season.

2. Financial Report – June

*June deposit amounts less than May; last 7-10 days of June few events. Only 1 wedding; Riverfest Family Fun Day and SoDak VBall fees really helped. Byers Donation has reached \$62,834.14 in the Special Fund Tracking. Half has been spent thus far on various improvements at the Community Center.

- **Old Business**

1. Senior Center temperature concerns.--* Board will keep 72 degree building temperature policy.
2. Patio's Green Concrete.
 - a. Cover
 - b. Removal --* Mitch Voehl will contact a concrete company to look at and advise on best way to even out surface and cover or replace existing concrete.
 - c. Thank you WAHS Landscaping and Manufacturing Classes.--*Many complimentary responses from public on landscaping at the Community Center.
3. Fire Alarm Monitoring System.
 - a. Two recent false pulls.
 - b. Damage--* Both damaged fire alarm pull stations have been repaired.
4. Recent Security Concerns.--* Cameras have been very beneficial in recording any issues at the Community Center.
5. Indoor Garage Sale Form and Feedback Form--* New form for IGS events used this past weekend. No issues from sellers. Feedback form will be given out this weekend at the wedding.
6. Addition to Wedding Package.--* Bridal Shower included in package for a reduced fee if wedding is at the Community Center.

- **New Business**

1. Fire Box/Key Holder at \$499.00.—Discussion: While board was in agreement that this would be helpful, it was also an unnecessary cost. Board stated director can find cheaper alternative to do so or put in 2027 budget for structure. Board would like to see the City Council make this recommendation /requirement for city buildings first. Director will look for other alternatives. No Action Taken.
2. Rental Rates for resident versus nonresident.—Discussion: Board was in agreement to leave rates as is; no changes. This has been brought up previously in years past and was voted down. Springfield and New Ulm currently run reduced rates for residents of the community. No Action Taken.
3. Website Update—Discussion: Director updated the Board on current City website; noted Community Center not listed unless person searched in the finder for it. Director hopes to have a link to Community Center virtual tour page and brochure for rental rates. Baloun inquired about putting forms for rental of rooms on website. Director cited problems/issues with arena/parks reservations; would like to keep engagement with clients as face to face or phone call to reserve rooms at the Community Center. No Action Taken.

- **Commissioner Comments:**

**AB- Competition for events will be tougher as more event sites open. LS-Nothing
MV-Nothing , WH-Nothing .**

- **Adjourn**

@ 6:17pm Motion by MVoehl; 2nd by WHanson, 4-0 vote.

1. Next Meeting: August 10, 2026

TELECOMMUNICATIONS COMMISSION MEETING
City of Windom Council Chambers July
20th, 2026 6:00 P.M.

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

II. Roll Call:

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

III. Approval of Minutes from June 22nd , 2026 meeting. (Minutes not available for meeting)

IV. Project-Updates:

- Dahna updated the commissioners on various projects:

V. Manager's Report:

- Reviewed the customer counts

VI. New Business:

- None

VII. Old Business:

- None

VIII. Commissioner's concerns and questions:

IX. Set Next Telecom meeting: August 17th , 2026 at 6:00 pm at the City Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 6:14 pm.

Dirk Abraham, Telecom Commission President

Kegan Hofferbert, Telecom Commission Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

UTILITY COMMISSION MINUTES
Council Chambers
July 23, 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: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent; Steve Nasby, City Administrator and Leesa Arndt, Accounting & Administrative Support Specialist

APPROVE MINUTES

Motion by Riordan, second by Francis to approve the June 25, 2026 Minutes. Motion carried 3 – 0.

ELECTRIC ITEMS

CMPAS Master Distribution Services Agreement

Sykora presented the CMPAS distribution service agreement to the commission. He stated that CMPAS has provided engineering services, SCADA system hosting and administration, distribution related services, GIS services, and is currently assisting with an arc flash study, along with other services beneficial to the city electric utility. CMPAS serves as our Midcontinent Independent System Operator (MISO) market participant. Current agreement costs are \$1,099 per month. Staff and legal counsel have reviewed the agreement and are recommending approval.

Motion by Francis, second by Riordan to recommend approval of the CMPAS Master Distribution Services Agreement to the City Council. Motion carried 3 – 0.

Tantalus Annual Maintenance, Server, Software, and Support – Invoice Split

Sykora explained that the annual maintenance agreement for Tantalus is approximately \$25,000 annually. Staff is looking for direction on how to allocate the expense between departments. Commission discussed the services and staff concurred that the electric benefit is greater based on data and reporting available for their service.

Motion by Riordan, second by Francis to approve splitting the Tantalus Annual Maintenance billing at 50% electric and 50% water/sewer services. Motion carried 3 – 0.

1st Ave Update

Sykora said that all electric switches are set and wire is pulled. Businesses along the project were out for short periods. Staff is planning an overnight outage for one restaurant. Sykora mentioned that the electric department apron has a panel that is needing replaced due to the gas company cracking the panel. An additional apron panel has been repaired with epoxy by the street project contractors and has a two-year warranty. Staff will continue to monitor the panel.

Schwalbach questioned the road heaves that are in the road after the gas company has bored their services. He inquired if there is additional testing of the road compaction due to the disturbance from their service. Staff will follow up with the project engineer before any paving has begun.

Highway 60/71 Roundabout (90% Plans)

Sykora pulled up the MNDOT latest construction plans for the commission. He said that the main crossing by 335 1st Street across the highway to 111 1st Avenue S has to be adjusted. MNDOT is asking that we raise the services that were bored in. Staff was informed that the road will be open during construction, allowing the adjustment to be completed. Sykora mentioned that the main crossing in the river area will have to be adjusted as well. The two areas will have to be completed separately to allow loop feeding to prevent loss of service to customers. Sykora is expecting the expense to mainly consist of labor. Nasby added the city share of the grant is \$50,000 for the project and labor costs for this request may be used to fulfill the city portion. Signal lights for the project will also add to the \$50,000 requirement.

CMPAS Annual Meeting

Sykora mentioned that the CMPAS Annual Meeting flyer was included in the packet. This will be held at the Chankaska Winery on August 28th from 4:00-8:00 PM. Commission members were encouraged to RSVP and attend.

Other Electric Items

Sykora said that the electric trucks have been inspected. It is noted that the new bucket truck is leaking oil which hinders use to the lift and having hybrid battery issues. The truck cannot be safely used until repaired. Sykora stated that the truck is under warranty and is working between the Dur-A-Lift Company and International to resolve the problem. He added that the old truck (which the new bucket truck replaced) has repairs to complete before staff can operate it. The old bucket truck also needs tire replacement. Commission consensus was to request repair costs for comparison against wear on the new lift truck. Once received, the commission will advise staff to repair or dispose of the truck.

Sykora informed the commission that the AMI system is pulling in more water meters. He is still having issues with one electric meter.

Sykora added the information from Tantalus was used to evaluate a customer request to convert to an on-demand water heater. Using data, the customer would have to pay up to \$5,000 in wire upgrade to prevent power loss to the surrounding electric users.

CMPAS informed Sykora that MISO is moving forward with a 30-minute generation response time in 2028. This allows more accreditation on capacity. In order to meet the requests, the electric generators will have to be available to auto-start with on-call staff inspecting the generators. Intake and exhaust fans are some of the needed upgrades on the older generators. Sykora also stated that if a generation run is missed, the city would lose engine accreditation for one year. Staff intends to complete any maintenance on generators at times where generation would least likely be requested.

CMPAS has stated that they are changing their monthly meeting date to the fourth Thursday of each month. The commission will further discuss a new monthly meeting time.

WATER/WASTEWATER ITEMS

Potential Annexation Update

Anderson received a rough estimate from the city engineer for individual force mains on the requested locations on Highway 71. Commission asked for clarification if the \$104,000 was for individual connections or a single lift station as a combined cost.

Highway 60/71 Roundabout (90% Plans) – Watermain Relocation Update

Anderson stated that the watermain clearance is less than 2/100" from the projected storm sewer drain with the 4 3/4" casting thickness. Staff would like to get the watermain relocated this fall. Schwalbach recommended waiting for the final plan design and project start date to defer any expenses if the project is delayed or changed.

1st Ave Construction Progress Update

Anderson shared that service manholes and castings are being replaced as needed. Staff is currently waiting for the gas company to complete their work. He noted that they are having issues with the 16th Street crossing location. Paving is expected in August.

Other Water/Wastewater Items

None

Regular Bills

Motion by Francis, second by Riordan to pay the regular bills. Motion passed 3 - 0.

Old Business

Anderson is hoping to have the rate study complete for the August meeting.

New Business

None

The next Commission meeting was scheduled for August 27, 2026 at 10:00 a.m. in the Council Chambers.

Adjourn

Schwalbach adjourned the meeting by unanimous consent at 11:20a.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

From:
Sent:
To:
Subject:

Thursday, July 30, 2026 10:27 PM
Leesa Arndt
Permit Application for use of Amplification Equipment in Public

Date of Event

08/14/2026

Location of Event

Tegels Park Shelter

Start Time

04:30 pm

End Time

08:30 pm

Type of Event

DFL Working Families Picnic

Applicant Information

Applicant Name

Loren Liepold

Address

Windom, Minnesota 56101
United States
[Map It](#)

Phone

Federal ID # - FEIN # or SSN #

MN ID #

Email

Would you like a copy of this form?

- Yes

License Fee - None \$0.00

Street/Park Superintendent Recommends

☒ Approval ☐ Denial

Street/Park Superintendent

Police Chief Recommends

☒ Approval ☐ Denial

Police Chief

Application APPROVED this ____ day of _____, 20____.

Application DISAPPROVED this ____ day of _____, 20____.

City Council



Windom, MN

Expense Approval Report

By Fund

Payment Dates 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	June 2026	07/20/2026	Sales Tax	100-20202	660.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	100-20202	28,035.25
MN REVENUE	June 2026	07/20/2026	Sales Tax	100-20202	84.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	100-20202	34.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	100-20202	3,335.00
					32,148.25
Activity: 41110 - Mayor & Council					
KENNEDY & GRAVEN , CHART...	WN210-00002 Adminsitration	07/13/2026	Review packet; send questions..	100-41110-304	768.75
KENNEDY & GRAVEN , CHART...	WN210-00025 Franchise Agre...	07/13/2026	Review all MERC docs provide...	100-41110-304	615.00
CONVENT. & VISITOR BUREAU	July 2026	07/21/2026	Lodging Tax	100-41110-491	5,474.01
Activity 41110 - Mayor & Council Total:					6,857.76
Activity: 41310 - Administration					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	100-41310-133	104.00
INDOFF, INC	3871468	07/24/2026	UBC65874PP Uni-Ball Gel Imp...	100-41310-200	4.09
MANTRONICS MAILING SYST...	58540	07/27/2026	postage machine ink IXink357	100-41310-200	237.50
USPS-POC	7/21/2026	07/21/2026	Postage	100-41310-322	-145.58
STEVE NASBY	7-22-26	07/23/2026	travel	100-41310-331	91.96
DONNA TORKELSON	7/16/2026	07/21/2026	Veggie Tray for Peace Runners	100-41310-334	48.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	100-41310-444	326.66
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	100-41310-444	326.66
INTERNAL REVENUE SERVICE	June 2026 Final	07/28/2026	PCORI FEES	100-41310-480	170.03
Activity 41310 - Administration Total:					1,163.32
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	100-41910-133	24.00
INDOFF, INC	3869361	07/13/2026	Highland Self-Sticking Note Pa...	100-41910-200	10.24
KENNEDY & GRAVEN , CHART...	WN210-00007 Building/Zoning	07/13/2026	Review email from Mary rega...	100-41910-304	533.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	100-41910-480	88.57
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	100-41910-480	88.57
Activity 41910 - Building & Zoning Total:					744.38
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	100-42120-133	176.00
INDOFF, INC	3871470	07/24/2026	WAU21031 Astrobrights Color...	100-42120-200	34.37
INDOFF, INC	3872108	07/27/2026	SMD10334 Smead Manila Fol...	100-42120-200	42.49
STREICHER'S, INC	I1837293	07/16/2026	SBA-WSXM3A.Z Ball.Panel Set...	100-42120-218	2,014.99
USPS-POC	7/21/2026	07/21/2026	Postage	100-42120-322	46.66
WINDOM PRINTING LLC	T26222	07/20/2026	Business Cards Donna Winker ...	100-42120-350	94.20
MACQUEEN EQUIP. CO.	JP070726-45	07/23/2026	SETINA FULL REPLACEMENT T...	100-42120-404	1,170.22
PAUL MARSH	37656	07/22/2026	Unit # 206	100-42120-405	724.92
FLEET SERVICES DIVISION	2026120001	07/15/2026	MONTHLY LEASE RENT	100-42120-419	826.49
Activity 42120 - Crime Control Total:					5,130.34
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560508906	07/09/2026	BAG STAND TALL	100-42220-211	44.44
REBEKAH ELLINGSON	7/10/2026	07/21/2026	Ambulance Meals	100-42220-334	19.51
EMERGENCY APPARATUS MA...	139739	07/16/2026	Total Labor	100-42220-405	906.88
EMERGENCY APPARATUS MA...	139740	07/16/2026	Pump Service	100-42220-405	906.88
EMERGENCY APPARATUS MA...	139741	07/16/2026	80/90, Gear Oil, Quart*	100-42220-405	937.58
O'REILLY AUTOMOTIVE, INC	4425-475191	07/14/2026	BATTERY	100-42220-405	347.24
O'REILLY AUTOMOTIVE, INC	4425-475200	07/14/2026	Core Return	100-42220-405	-44.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	100-42220-433	36.81
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	100-42220-433	36.81
Activity 42220 - Fire Fighting Total:					3,192.15

Expense Approval Report

Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 43100 - Streets					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	100-43100-133	80.00
MICHAEL TODD & COMPANY ...	224641	07/21/2026	12' TRAFFIC CONE WITH BLAC...	100-43100-215	525.00
COUNTRY PRIDE SERVICE	9051399	07/20/2026	LP 30 LB STREET DEPT	100-43100-224	60.00
COUNTRY PRIDE SERVICE	9051557	07/24/2026	WINDOM STREET DEPT LP 30 ...	100-43100-224	60.00
BOYER FORD TRUCKS SIOUX F...	094P22788	07/21/2026	LOUVER-HVAC BRIGHT	100-43100-404	61.38
WINDOM TOWING LLC	18922	07/15/2026	TIRE DISMOUNT, RIGHT REAR	100-43100-404	77.58
COTTONWOOD CO SWCD	7/15/2026	07/22/2026	ReLeaf Program 2026	100-43100-439	5,948.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	100-43100-444	52.91
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	100-43100-444	52.91
Activity 43100 - Streets Total:					6,917.78
Activity: 45120 - Recreation					
AH HERMEL COMPANY	1125484/1125484	07/15/2026	DROP CHARGE 1-EACH	100-45120-260	1,878.66
Activity 45120 - Recreation Total:					1,878.66
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	100-45202-133	16.00
COUNTRY PRIDE SERVICE	1805559	07/28/2026	FIELDMASTER DIESEL Discount...	100-45202-212	1,357.87
MTI DISTRIBUTING, INC	1530603-00	07/20/2026	ELECTRIC CLUTCH / BRAKE A...	100-45202-404	1,307.38
BAUER BUILT	830186571	07/15/2026	#22 11-8 2 KNOBBY CAS37050	100-45202-404	192.00
SMITH AUTOMOTIVE CO	RO #50291	07/15/2026	Approved on 07/14/26 at 11: ...	100-45202-404	26.55
Activity 45202 - Park Areas Total:					2,899.80
Fund 100 - GENERAL Total:					60,932.44
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	211-45501-133	16.00
INDOFF, INC	3871842	07/28/2026	ID4912 Ideal Self-Inking Stamp...	211-45501-200	55.80
PLUM CREEK LIBRARY	000247	07/21/2026	Microsoft Office Email X2	211-45501-326	96.00
VESTIS GROUP, INC	2560510873	07/16/2026	LOGO MAT	211-45501-402	49.12
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	211-45501-433	62.11
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	211-45501-433	62.11
INGRAM INDUSTRIES	96308401	07/15/2026	HANNON I BLACKBERRY BEACH	211-45501-435	287.97
INGRAM INDUSTRIES	96431106	07/15/2026	FORTUNE OUR PERFECT STO...	211-45501-435	42.60
INGRAM INDUSTRIES	96431107	07/15/2026	SHAW NAN SHEEP IN A JEEP	211-45501-435	417.91
INGRAM INDUSTRIES	96448279	07/15/2026	OYESANYA DK SUPER READERS..	211-45501-435	47.62
INGRAM INDUSTRIES	96504592	07/15/2026	TAL IRIT CECILIA GOES TO THE...	211-45501-435	60.19
INGRAM INDUSTRIES	97933700	07/17/2026	JEWELL L IT COULD HAVE BEE...	211-45501-435	126.25
INGRAM INDUSTRIES	98058554	07/24/2026	DAMOFF S BURNING SIDE	211-45501-435	66.09
Activity 45501 - Library Total:					1,389.77
Fund 211 - LIBRARY Total:					1,389.77
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
USPS-POC	7/21/2026	07/21/2026	Postage	225-45127-217	10.69
DOOLEY'S PETROLEUM, INC	901448	07/23/2026	Jet Fuel	225-45127-264	13,470.00
SOUTHWEST MN BROADBAND..	7/15/2026	07/16/2026	TELEPHONE	225-45127-321	31.23
SOUTH CENTRAL ELECTRIC	June 1 - June 30 Airport 3674...	07/24/2026	Facility Charge	225-45127-381	287.00
SOUTH CENTRAL ELECTRIC	June 1 - June 30 Airport 3674...	07/24/2026	Facility Charge	225-45127-381	153.13
Activity 45127 - Airport Total:					13,952.05
Fund 225 - AIRPORT Total:					13,952.05
Fund: 230 - POOL					
Activity: 45124 - Pool					
USPS-POC	7/21/2026	07/21/2026	Postage	230-45124-322	4.44
Activity 45124 - Pool Total:					4.44
Fund 230 - POOL Total:					4.44
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	235-42153-133	16.00
MEGAN BRAMSTEDT	112-0151964-3226669	07/22/2026	06-29-2026 to 7-2-2026	235-42153-217	17.07

Expense Approval Report

Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ESPENSON GROUP LLC	1811	07/20/2026	Windom Ambulance	235-42153-217	310.50
VESTIS GROUP, INC	2560508906	07/09/2026	BAG STAND TALL	235-42153-217	44.44
MEGAN BRAMSTEDT	6/29/2026-7/2/2026	07/09/2026	Laundry soap GSF	235-42153-217	17.07
BOUND TREE MEDICAL, LLC	86266918	07/13/2026	Extrication Collar, Ambu Perfit...	235-42153-217	262.00
MEGAN BRAMSTEDT	112-0151964-3226669	07/22/2026	06-29-2026 to 7-2-2026	235-42153-218	56.99
MEGAN BRAMSTEDT	6/29/2026-7/2/2026	07/09/2026	Laundry soap GSF	235-42153-218	56.99
AT & T MOBILITY	287304392280X07032026	07/09/2026	Wireless	235-42153-321	370.50
USPS-POC	7/21/2026	07/21/2026	Postage	235-42153-322	34.78
EMS MANAGEMENT & CONSU...	EMS-027968	07/13/2026	Merchant Fees Insurance Cred...	235-42153-326	4,958.55
EMS MANAGEMENT & CONSU...	LQ-012839	07/09/2026	Total payments collected	235-42153-326	98.20
REBEKAH ELLINGSON	7/10/2026	07/21/2026	Ambulance Meals	235-42153-331	107.92
KRISTEN PORATH	7/8/2026	07/21/2026	Pick - up Rig	235-42153-331	107.92
KELLY BUCKENTIN	17039111	07/21/2026	Sioux Falls	235-42153-334	68.85
MEGAN BRAMSTEDT	7/10/2026-7/16/2026	07/21/2026	Ambulance Meals	235-42153-334	123.84
LEESA ARNDT	7/10/2026-7/19/2026	07/21/2026	Ambulance - Meals	235-42153-334	62.83
AMBER SVOBODA	7/14/2026	07/21/2026	Ambulance- Meals	235-42153-334	41.34
APRIL PETERSON	7/17/2026	07/21/2026	Ambulance - Meals	235-42153-334	27.41
ROB VISKER	7/19/2026	07/21/2026	7/19/2026	235-42153-334	11.15
CYNDI HANSEN	7/6/2026-7/8/2026	07/21/2026	Ambulance Meals	235-42153-334	65.38
GE PRECISION HEALTHCARE L...	4000085619	07/09/2026	WINDOM AMBULANCE SERVI...	235-42153-404	1,188.01
PAUL MARSH	37591	07/17/2026	Synthetic ENGINE OIL 8 qts Sy...	235-42153-405	135.70
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate...	235-42153-480	71.31
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	235-42153-480	71.31
Activity 42153 - Ambulance Total:					8,326.06
Fund 235 - AMBULANCE Total:					8,326.06

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	250-46520-133	8.00
INDOFF, INC	3869361	07/13/2026	Highland Self-Sticking Note Pa...	250-46520-200	10.24
ROBINSON APPRAISAL & ASS...	260508/LD-O	07/17/2026	Appraisal of Industrial Lots - L...	250-46520-301	1,750.00
KENNEDY & GRAVEN , CHART...	194156	07/09/2026	WADC Loan Next Step Broadc...	250-46520-304	1,004.00
KENNEDY & GRAVEN , CHART...	194156	07/09/2026	Payment # 12267 EFT 7/8/2026	250-46520-304	-840.50
KENNEDY & GRAVEN , CHART...	WN210-00024 Windom Landi...	07/13/2026	Prepare for and participate in...	250-46520-304	861.00
USPS-POC	7/21/2026	07/21/2026	Postage	250-46520-322	1.48
FEDERATED RURAL ELECTRIC	INV0002838	07/08/2026	Rate A Base Charge	250-46520-381	48.00
SOUTH CENTRAL ELECTRIC	June 1 - June 30 NWIP	07/24/2026	SCE Delivery Charge-Energy	250-46520-381	144.88
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate...	250-46520-480	88.56
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	250-46520-480	88.56
Activity 46520 - EDA Total:					3,164.22
Fund 250 - EDA GENERAL Total:					3,164.22

Fund: 306 - 2013 STREET IMPROVEMENT

Activity: 41000 - General Government

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D Adm Fee	306-41000-480	475.00
Activity 41000 - General Government Total:					475.00
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	306-49980-611	3,054.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	306-49980-611	4,581.00
Activity 49980 - Debt Service Total:					7,635.00
Fund 306 - 2013 STREET IMPROVEMENT Total:					8,110.00

Fund: 307 - 2017 STREET PROJECT

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2017A General OB Bond	307-49980-611	30,147.50
Activity 49980 - Debt Service Total:					30,147.50
Fund 307 - 2017 STREET PROJECT Total:					30,147.50

Fund: 308 - 2020 STREET PROJECT

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020C	308-49980-611	3,337.50
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Expense Approval Report

Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020B	308-49980-611	30,400.00
Activity 49980 - Debt Service Total:					33,737.50
Fund 308 - 2020 STREET PROJECT Total:					33,737.50

Fund: 309 - 2025 STREET PROJECT

Activity: 41000 - General Government

DUININCK	Final Payment 373179	07/21/2026	Alley Project	309-41000-480	27,232.64
Activity 41000 - General Government Total:					27,232.64
Fund 309 - 2025 STREET PROJECT Total:					27,232.64

Fund: 313 - 2026 1ST AVENUE PROJECT

Activity: 41000 - General Government

DGR ENGINEERING	00284485	07/20/2026	First Avenue Project	313-41000-303	73,339.14
GEOTEK ENGINEERING & TEST...	0089066	07/21/2026	First Avenue Project	313-41000-303	3,103.30
SVOBODA EXCAVATING, INC	June 13 2026 - July 16 2026	07/22/2026	Payment # 3 First Avenue Proj...	313-41000-480	630,029.54
Activity 41000 - General Government Total:					706,471.98
Fund 313 - 2026 1ST AVENUE PROJECT Total:					706,471.98

Fund: 402 - CAPITAL PROJECT - ESF

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	402-49980-612	10,170.00
Activity 49980 - Debt Service Total:					10,170.00
Fund 402 - CAPITAL PROJECT - ESF Total:					10,170.00

Fund: 601 - WATER

Activity: 49400 - Water

NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	601-49400-133	48.00
HAWKINS, INC	7492702	07/15/2026	Chlorine EPA 7870-2 150 LB CY..	601-49400-216	8,696.40
USPS-POC	7/21/2026	07/21/2026	Postage	601-49400-322	116.39
FEDERATED RURAL ELECTRIC	05/31/2026 -6/30/2026 Water	07/08/2026	Rate A Base Charge	601-49400-381	44.00
STANTEC CONSULTING SERVI...	2595937	07/28/2026	Engh, Natalie	601-49400-386	2,247.25
MN DEPT OF HEALTH	2026 Q1	07/22/2026	Water Surcharge	601-49400-443	8,032.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	601-49400-444	88.56
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	601-49400-444	88.56
Activity 49400 - Water Total:					19,361.16

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	601-49980-611	3,496.25
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	601-49980-611	864.50
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2017A General OB Bond	601-49980-611	6,250.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020B	601-49980-611	6,440.63
Activity 49980 - Debt Service Total:					17,051.38
Fund 601 - WATER Total:					36,412.54

Fund: 602 - SEWER

MN PUBLIC FACILITIES AUTHO...	07/10/2026	07/17/2026	CW_04 MPFA-CWRF-L-054-FY...	602-23900	224,000.00
					224,000.00

Activity: 49450 - Sewer

NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	602-49450-133	32.00
HAWKINS, INC	7492698	07/15/2026	Chlorine EPA 7870-2 150 LB CY..	602-49450-216	940.58
HAWKINS, INC	7494443	07/15/2026	150 LB Sulfur Dioxide Cylinder...	602-49450-216	10.00
HAWKINS, INC	7504643	07/23/2026	Chlorine EPA 7870-2 150 LB CY..	602-49450-216	980.45
MN VALLEY TESTING	1367010	07/15/2026	BOD CARBONACEOUS	602-49450-310	250.80
MN VALLEY TESTING	1367258	07/16/2026	BOD CARBONACEOUS	602-49450-310	126.00
MN VALLEY TESTING	1367812	07/21/2026	BOD CARBONACEOUS	602-49450-310	186.80
MN VALLEY TESTING	1368098	07/22/2026	BOD CARBONACEOUS	602-49450-310	282.80
MN VALLEY TESTING	1368168	07/22/2026	BOD CARBONACEOUS	602-49450-310	142.00
MN VALLEY TESTING	1368344	07/23/2026	BOD CARBONACEOUS	602-49450-310	170.80
USPS-POC	7/21/2026	07/21/2026	Postage	602-49450-322	116.39
USPS-POC	7/21/2026	07/21/2026	Postage	602-49450-322	566.84
SOUTH CENTRAL ELECTRIC	June 1 - June 30 Lift	07/24/2026	General Service Multi Phase ...	602-49450-381	115.75
HD SUPPLY INC	INV01106857	07/21/2026	Blue-White Tube Assembly for...	602-49450-404	406.25

Expense Approval Report

Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
O'REILLY AUTOMOTIVE, INC	4425-475448	07/17/2026	OIL FILTER	602-49450-405	50.67
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	602-49450-444	88.57
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	602-49450-444	88.57
Activity 49450 - Sewer Total:					4,555.27

Activity: 49980 - Debt Service

MN PUBLIC FACILITIES AUTHO...	07/10/2026	07/17/2026	CW_04 MPFA-CWRF-L-054-FY...	602-49980-611	17,346.90
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2017A General OB Bond	602-49980-611	5,780.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020B	602-49980-611	4,559.38
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	602-49980-611	3,032.50
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2020D	602-49980-611	5,785.50
Activity 49980 - Debt Service Total:					36,504.28
Fund 602 - SEWER Total:					265,059.55

Fund: 604 - ELECTRIC

RESCO - RURAL ELECTRIC SUP...	3120993	07/13/2026	SG-8167-69X55 81"x67" top X...	604-14200	7,921.60
RESCO - RURAL ELECTRIC SUP...	3121774	07/17/2026	BARE #2STR CU DSA 125FT SP...	604-14200	452.00
WESCO DISTRIBUTION, INC	721018	07/20/2026	PWC* *4/0-04ALUM-UD-1000'..	604-14200	8,977.50
ELECTRIC FUND	793 Return	07/16/2026	CONDUIT STRAPS 21/2"	604-14200	2.76
J. H. LARSON	S103655474.001	07/14/2026	BPF 106-S 2" STEEL LOCKNUT...	604-14200	26.70
J. H. LARSON	S103660241.001	07/21/2026	2" SERVICE ENTRANCE CAPS	604-14200	53.00
ELECTRIC FUND	07/06/2026 - 07/19/2026	07/20/2026	1st Ave Project	604-16300	14,365.00
ELECTRIC FUND	1195	07/16/2026	First Avenue Project	604-16300	95,805.33
ELECTRIC FUND	1198	07/16/2026	First Avenue Project	604-16300	900.67
ELECTRIC FUND	1199	07/17/2026	First Avenue Project	604-16300	294,736.44
ELECTRIC FUND	1201	07/21/2026	First Avenue Project	604-16300	4,151.30
TANTALUS SYSTEMS INC.	33211	07/06/2026	AMI Meter Project	604-16300	16,768.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	604-20202	431.75
					444,592.05

Activity: 49550 - Electric

NCBERS MINNESOTA	August 2026	07/17/2026	Insurance	604-49550-133	88.00
BORDER STATES	932791311	07/16/2026	115226 20 MMM 35-RED-3/4...	604-49550-217	410.40
BORDER STATES	932791324	07/16/2026	APC J-640 POLYWATER 5-GAL ...	604-49550-217	194.44
KENNEDY & GRAVEN , CHART...	WN210-00019 Electric	07/13/2026	Call with AG office; call with S...	604-49550-304	420.25
USPS-POC	7/21/2026	07/21/2026	Postage	604-49550-322	15.13
USPS-POC	7/21/2026	07/21/2026	Postage	604-49550-322	116.39
STEVE NASBY	7/15/2026	07/17/2026	Travel Expense	604-49550-331	100.32
CEMSTONE PRODUCTS CO	8143393	07/16/2026	CCM Ship	604-49550-402	535.00
ELECTRIC FUND	1196	07/16/2026	LED ROADWAY GRAY FIXTURE	604-49550-408	443.64
ELECTRIC FUND	1197	07/16/2026	LED PHOTO CONTROL EK4536--	604-49550-408	64.03
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	604-49550-441	124.22
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	604-49550-444	124.22
MN REVENUE	June 2026	07/20/2026	Sales Tax	604-49550-460	484.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2023B General O Bond Electric..	604-49550-480	435.00
Activity 49550 - Electric Total:					3,555.04

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2023B General O Bond Electric..	604-49980-611	65,450.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2023B General O Bond Electric..	604-49980-611	76,231.25
Activity 49980 - Debt Service Total:					141,681.25
Fund 604 - ELECTRIC Total:					589,828.34

Fund: 609 - LIQUOR STORE

MN REVENUE	June 2026	07/20/2026	Sales Tax	609-20202	19,593.00
					19,593.00

Activity: 49751 - Liquor Store

NCBERS MINNESOTA	August 2026	07/17/2026	Insurance	609-49751-133	32.00
AH HERMEL COMPANY	1127586/1127586	07/29/2026	MN MARLBORO RED KING BO...	609-49751-211	36.29
VESTIS GROUP, INC	2560510875	07/16/2026	BAG STAND TALL	609-49751-211	78.76
AH HERMEL COMPANY	1125604/1125604	07/15/2026	DROP CHARGE 1-EACH/51001	609-49751-217	31.35
AH HERMEL COMPANY	1127586/1127586	07/29/2026	MN MARLBORO RED KING BO...	609-49751-217	82.92
SOUTHERN GLAZER'S OF MN	0121679	07/24/2026	HORNITOS TEQ BLANCO 80 IT...	609-49751-251	-236.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BELLBOY CORP	0212028400	07/23/2026	CANADIAN LTD 1.75L (PET)	609-49751-251	987.00
VINOCOPIA, INC	0398609-IN	07/29/2026	Cava de Oro Black Btl Extra Ag...	609-49751-251	612.50
VINOCOPIA, INC	0398610-IN	07/29/2026	Brady's Irish Cream 1.75L	609-49751-251	553.00
VINOCOPIA, INC	0398631-IN	07/29/2026	Doc Holliday 10yr Revolver	609-49751-251	325.00
JOHNSON BROS.	1098814	07/16/2026	Cuervo Trad Cristalino 6pk 75...	609-49751-251	2,680.22
BREAKTHRU BEVERAGE MN W...	127954851	07/20/2026	ANCIENT AGE BOURBON	609-49751-251	2,365.37
DOLL DISTRIBUTING, LLC	2095436	07/15/2026	BEATBOX BLUE RAZZ 500	609-49751-251	362.54
SOUTHERN GLAZER'S OF MN	2781638	07/16/2026	-196 CKTL VOD CRUSH VARIET...	609-49751-251	2,058.18
SOUTHERN GLAZER'S OF MN	2784154	07/24/2026	-196 CKTL VOD CRUSH VARIET...	609-49751-251	1,838.36
BREAKTHRU BEVERAGE MN W...	414907960	07/29/2026	CROWN RUSSE VODKA	609-49751-251	-25.90
BREAKTHRU BEVERAGE MN W...	414907961	07/29/2026	FIREBALL BLAZIN APPLE CINN...	609-49751-251	-20.32
BREAKTHRU BEVERAGE MN W...	414945934	07/09/2026	CANADIAN HUNTER CANADIA...	609-49751-251	-337.50
PHILLIPS WINE & SPIRITS	5206227	07/16/2026	Capt Morgan Rum White 1.01...	609-49751-251	847.48
PHILLIPS WINE & SPIRITS	5209764	07/24/2026	Crown Royal 18yr 750ml/6	609-49751-251	3,454.09
DOLL DISTRIBUTING, LLC	2095436	07/15/2026	BEATBOX BLUE RAZZ 500	609-49751-252	7,550.55
DOLL DISTRIBUTING, LLC	2101341	07/23/2026	BEAST VARIETY 12PKC	609-49751-252	15,167.15
ARTISAN BEER COMPANY	3874469	07/24/2026	Firestone 805 4/6pk Bottle 12...	609-49751-252	200.00
BEVERAGE WHOLESALERS	444422	07/15/2026	LITE 1/4 SLM	609-49751-252	102.00
BEVERAGE WHOLESALERS	444423	07/15/2026	3RD MN GOLD 1/24 CN	609-49751-252	9,176.38
BEVERAGE WHOLESALERS	445436	07/23/2026	3RD MN GOLD LT 2/12/16 CN	609-49751-252	20,326.22
BEVERAGE WHOLESALERS	445437	07/23/2026	COORS LT 1/2 BBL	609-49751-252	156.00
BELLBOY CORP	0212028400	07/23/2026	CANADIAN LTD 1.75L (PET)	609-49751-253	120.00
JOHNSON BROS.	1098815	07/16/2026	Black Box Cabernet 6pk 3.01/6	609-49751-253	1,167.73
BREAKTHRU BEVERAGE MN W...	127954851	07/20/2026	ANCIENT AGE BOURBON	609-49751-253	256.00
BREAKTHRU BEVERAGE MN W...	127996083	07/23/2026	BEZEL CHARDONNAY 2024	609-49751-253	192.00
DOLL DISTRIBUTING, LLC	2095436	07/15/2026	BEATBOX BLUE RAZZ 500	609-49751-253	326.00
SOUTHERN GLAZER'S OF MN	2781639	07/16/2026	COOPER&THIEF RED BBN BRL ...	609-49751-253	321.98
SOUTHERN GLAZER'S OF MN	2784155	07/24/2026	MOGEN DAVID CONCORD IT...	609-49751-253	46.14
BREAKTHRU BEVERAGE MN W...	414819855	07/08/2026	STELLA ROSA BLACK SEMI-SW...	609-49751-253	-100.00
PHILLIPS WINE & SPIRITS	5206228	07/16/2026	Bota Box Cabernet Sauvignon ...	609-49751-253	735.75
PHILLIPS WINE & SPIRITS	5209765	07/24/2026	Buzzballz Chiller Choco 187ml...	609-49751-253	373.05
JOHNSON BROTHERS LIQUOR ...	7572177	07/16/2026	Butternut Chard 750ml/12	609-49751-253	628.00
ATLANTIC COCA-COLA	1000198888	07/24/2026	SPRITE 200Z Item #: 115004 U...	609-49751-254	186.80
AH HERMEL COMPANY	1125604/1125604	07/15/2026	DROP CHARGE 1-EACH/51001	609-49751-254	170.52
AH HERMEL COMPANY	1127586/1127586	07/29/2026	MN MARLBORO RED KING BO...	609-49751-254	60.62
BREAKTHRU BEVERAGE MN W...	127954851	07/20/2026	ANCIENT AGE BOURBON	609-49751-254	71.00
BREAKTHRU BEVERAGE MN W...	414907956	07/29/2026	ROSE'S LIME JUICE N/A PET	609-49751-254	-4.00
BREAKTHRU BEVERAGE MN W...	414907957	07/29/2026	ROSE'S GRENADINE N/A PET	609-49751-254	-8.00
BREAKTHRU BEVERAGE MN W...	414907958	07/29/2026	BARRITTS GINGER BEER 6-PAC...	609-49751-254	-3.20
BREAKTHRU BEVERAGE MN W...	414907959	07/29/2026	BARRITTS SUGAR FREE GINGE...	609-49751-254	-1.60
BREAKTHRU BEVERAGE MN W...	414991247	07/08/2026	MR & MRS T PREMIUM BLOO...	609-49751-254	-44.00
BEVERAGE WHOLESALERS	445436	07/23/2026	3RD MN GOLD LT 2/12/16 CN	609-49751-254	20.00
RED BULL DISTRIBUTION CO, I...	5024294038	07/29/2026	HED BULI 8.40Z4PK	609-49751-254	162.11
PHILLIPS WINE & SPIRITS	5209765	07/24/2026	Buzzballz Chiller Choco 187ml...	609-49751-254	56.10
AH HERMEL COMPANY	1127586/1127586	07/29/2026	MN MARLBORO RED KING BO...	609-49751-256	138.19
HOME CITY ICE COMPANY	7466262229	07/23/2026	delivery charge UPC: 0733092...	609-49751-257	601.71
HOME CITY ICE COMPANY	7466262231	07/23/2026	-10 7 lb bagged ice UPC# 0 73...	609-49751-257	-62.00
ARTISAN BEER COMPANY	3874470	07/24/2026	Gigli Blood Orange Marg 10mg...	609-49751-258	425.40
NUTRITION EXCELLENCE LLC	invoice-3139	07/29/2026	Moonshot Delta 9- Strawberry...	609-49751-258	393.75
DOLL DISTRIBUTING, LLC	2095436	07/15/2026	BEATBOX BLUE RAZZ 500	609-49751-259	76.70
DOLL DISTRIBUTING, LLC	2101341	07/23/2026	BEAST VARIETY 12PKC	609-49751-259	262.05
BEVERAGE WHOLESALERS	444423	07/15/2026	3RD MN GOLD 1/24 CN	609-49751-259	278.50
BEVERAGE WHOLESALERS	445436	07/23/2026	3RD MN GOLD LT 2/12/16 CN	609-49751-259	31.80
BEVERAGE WHOLESALERS	445437	07/23/2026	COORS LT 1/2 BBL	609-49751-259	28.80
AH HERMEL COMPANY	1125604/1125604	07/15/2026	DROP CHARGE 1-EACH/51001	609-49751-261	4.00
BELLBOY CORP	0212028400	07/23/2026	CANADIAN LTD 1.75L (PET)	609-49751-333	30.00
VINOCOPIA, INC	0398610-IN	07/29/2026	Brady's Irish Cream 1.75L	609-49751-333	12.50
VINOCOPIA, INC	0398631-IN	07/29/2026	Doc Holliday 10yr Revolver	609-49751-333	2.50
JOHNSON BROS.	1098814	07/16/2026	Cuervo Trad Cristalino 6pk 75...	609-49751-333	43.16
JOHNSON BROS.	1098815	07/16/2026	Black Box Cabernet 6pk 3.01/6	609-49751-333	28.13

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AH HERMEL COMPANY	1125604/1125604	07/15/2026	DROP CHARGE 1-EACH/51001	609-49751-333	9.95
AH HERMEL COMPANY	1127586/1127586	07/29/2026	MN MARLBORO RED KING BO...	609-49751-333	9.95
BREAKTHRU BEVERAGE MN W...	127954851	07/20/2026	ANCIENT AGE BOURBON	609-49751-333	62.90
BREAKTHRU BEVERAGE MN W...	127996083	07/23/2026	BEZEL CHARDONNAY 2024	609-49751-333	1.85
DOLL DISTRIBUTING, LLC	2095436	07/15/2026	BEATBOX BLUE RAZZ 500	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2101341	07/23/2026	BEAST VARIETY 12PKC	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2781638	07/16/2026	-196 CKTL VOD CRUSH VARIET...	609-49751-333	33.14
SOUTHERN GLAZER'S OF MN	2781639	07/16/2026	COOPER&THIEF RED BBN BRL ...	609-49751-333	6.15
SOUTHERN GLAZER'S OF MN	2784154	07/24/2026	-196 CKTL VOD CRUSH VARIET...	609-49751-333	31.09
SOUTHERN GLAZER'S OF MN	2784155	07/24/2026	MOGEN DAVID CONCORD IT...	609-49751-333	2.05
BREAKTHRU BEVERAGE MN W...	414819855	07/08/2026	STELLA ROSA BLACK SEMI-SW...	609-49751-333	-1.85
BREAKTHRU BEVERAGE MN W...	414945934	07/09/2026	CANADIAN HUNTER CANADIA...	609-49751-333	-9.25
BREAKTHRU BEVERAGE MN W...	414991247	07/08/2026	MR & MRS T PREMIUM BLOO...	609-49751-333	-1.85
BEVERAGE WHOLESALERS	444423	07/15/2026	3RD MN GOLD 1/24 CN	609-49751-333	5.00
BEVERAGE WHOLESALERS	445436	07/23/2026	3RD MN GOLD LT 2/12/16 CN	609-49751-333	5.00
PHILLIPS WINE & SPIRITS	5206227	07/16/2026	Capt Morgan Rum White 1.01...	609-49751-333	11.61
PHILLIPS WINE & SPIRITS	5206228	07/16/2026	Bota Box Cabernet Sauvignon ...	609-49751-333	14.77
PHILLIPS WINE & SPIRITS	5209764	07/24/2026	Crown Royal 18yr 750ml/6	609-49751-333	81.77
PHILLIPS WINE & SPIRITS	5209765	07/24/2026	Buzzballz Chiller Choco 187ml...	609-49751-333	16.88
HOME CITY ICE COMPANY	7466262229	07/23/2026	delivery charge UPC: 0733092...	609-49751-333	5.00
JOHNSON BROTHERS LIQUOR ...	7572177	07/16/2026	Butternut Chard 750ml/12	609-49751-333	7.21
NUTRITION EXCELLENCE LLC	invoice-3139	07/29/2026	Moonshot Delta 9- Strawberry...	609-49751-333	13.00
WINDOM COMMUNITY CENT...	R2026122	07/29/2026	Pheasants Advertising/Bar	609-49751-340	300.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	609-49751-444	105.82
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	609-49751-444	105.82
MN REVENUE	June 2026	07/20/2026	Sales Tax	609-49751-460	19.00
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2023B General O Bond Electric..	609-49751-480	40.00
Activity 49751 - Liquor Store Total:					76,320.44

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2023B General O Bond Electric..	609-49980-611	11,962.50
Activity 49980 - Debt Service Total:					11,962.50
Fund 609 - LIQUOR STORE Total:					107,875.94

Fund: 614 - TELECOM

UNITED TEL SUPPLY, INC	44477	07/21/2026	803G w/power supply	614-16400	2,294.79
INTERNAL REVENUE SERVICE	July 2026	07/28/2026	Excise Tax Posting	614-20201	250.00
INTERNAL REVENUE SERVICE	June 2026 Final	07/28/2026	Excise Tax Posting	614-20201	305.42
					2,850.21

Activity: 49870 - Telecom

NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	614-49870-133	64.00
CITY LAUNDERING CO.	2257218	07/17/2026	36" MOP FRAME	614-49870-211	30.67
OLSEN THIELEN & CO.,LTD	106485	07/16/2026	INTRASTATE ACCESS TARIFF S...	614-49870-304	430.00
INTERSTATE TRS FUND	82580760103-0726	07/28/2026	2026-2027 obligation for pay...	614-49870-304	729.28
USPS-POC	7/21/2026	07/21/2026	Postage	614-49870-322	116.39
INTERSTATE ALL BATTERY CEN...	1912999035085	07/16/2026	31-MHD CO IBL GLD	614-49870-404	177.30
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	614-49870-441	345.06
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	614-49870-441	345.06
CENTURY LINK	LX017082026203	07/23/2026	Directory Listings	614-49870-441	491.00
ARVIG ENTERPRISES, INC	356903	07/24/2026	HEADEND SERVICES JUN 2026 ...	614-49870-442	171.50
SOUTHWEST MN BROADBAND..	7/15/2026 WindomNet	07/15/2026	Streaming	614-49870-442	1,705.00
UNIVERSAL SERVICE ADMIN CO	4595868	07/28/2026	Jul 2026 USF Contribution Cha...	614-49870-443	-742.64
UNIVERSAL SERVICE ADMIN CO	4595868	07/28/2026	Jul 2026 USF Contribution Cha...	614-49870-443	1,264.82
MANKATO NETWORKS, LLC	390750	07/16/2026	2026-06-10 : (0.25 hrs @ 195...	614-49870-447	146.25
MANKATO NETWORKS, LLC	390754	07/16/2026	1 RU at 511**	614-49870-447	1,342.42
CENTURY LINK	July 16 2026 - August 15 2026	07/23/2026	Monthly Charges 831-1075	614-49870-451	97.65
MN REVENUE	June 2026	07/20/2026	Sales Tax	614-49870-460	538.00
Activity 49870 - Telecom Total:					7,251.76

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Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2017B Principal & Interest	614-49980-611	1,500.00
Activity 49980 - Debt Service Total:					1,500.00
Fund 614 - TELECOM Total:					11,601.97
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	615-49850-133	32.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	615-49850-460	309.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	615-49850-480	62.11
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	615-49850-480	62.11
Activity 49850 - Arena Total:					465.22
Activity: 49980 - Debt Service					
BOND TRUST SERVICE CORP	2026 Bond Payment	06/16/2026	2018A General OB Bond	615-49980-611	11,704.38
Activity 49980 - Debt Service Total:					11,704.38
Fund 615 - ARENA Total:					12,169.60
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	617-49860-133	48.00
INDOFF, INC	3871467	07/24/2026	GJO85188 Genuine Joe Urinal ...	617-49860-211	27.99
DOLL DISTRIBUTING, LLC	2095450	07/15/2026	Smironoff	617-49860-251	42.00
BEVERAGE WHOLESALERS	445435	07/22/2026	CARBLISS BLK RASP 6/40	617-49860-251	160.80
DOLL DISTRIBUTING, LLC	2095450	07/15/2026	BUD 18PK BTL	617-49860-252	157.47
DOLL DISTRIBUTING, LLC	2101358	07/22/2026	Liquor Purchases	617-49860-252	352.00
BEVERAGE WHOLESALERS	445435	07/22/2026	coors light	617-49860-252	69.90
ATLANTIC COCA-COLA	1000189872	07/17/2026	COKE 12PK	617-49860-254	92.47
DOLL DISTRIBUTING, LLC	2095450	07/15/2026	Delivery fee	617-49860-333	7.00
DOLL DISTRIBUTING, LLC	2101358	07/22/2026	Liquor Purchases	617-49860-333	7.00
BEVERAGE WHOLESALERS	445435	07/22/2026	Delivery Fee	617-49860-333	5.00
SUPERIOR HOOD STEAMERS, ...	17241	07/17/2026	Hood and vent cleaning Clean...	617-49860-402	795.00
MN REVENUE	June 2026	07/20/2026	Sales Tax	617-49860-460	455.00
JONATHAN ENGSTROM	#559	07/06/2026	06/15- Let's Encrypt certificate..	617-49860-480	158.73
JONATHAN ENGSTROM	#561	07/06/2026	06/22- Ubuntu 26.04 automat...	617-49860-480	158.73
Activity 49860 - M/P Center Total:					2,537.09
Fund 617 - M/P CENTER Total:					2,537.09
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr...	INV0002847	07/24/2026	Federal Tax Withholding	700-21701	11,736.45
MN Department of Revenue - ...	INV0002848	07/24/2026	State Withholding	700-21702	6,760.61
Internal Revenue Service-Payr...	INV0002841	07/24/2026	Social Security	700-21703	74.40
Internal Revenue Service-Payr...	INV0002847	07/24/2026	Social Security	700-21703	16,265.34
MN Pera	INV0002840	07/24/2026	PERA	700-21704	30.00
MN Pera	INV0002845	07/24/2026	PERA	700-21704	1,078.94
MN Pera	INV0002845	07/24/2026	PERA	700-21704	10,535.68
MN Pera	INV0002845	07/24/2026	PERA	700-21704	17,654.18
MN State Deferred	INV0002846	07/24/2026	Deferred Compensation	700-21705	3,055.00
MN State Deferred	INV0002846	07/24/2026	Deferred Roth	700-21705	1,272.00
STATE OF MINNESOTA MANA...	August 2026	07/17/2026	Health Insurance / Dental PEIP	700-21706	28,146.64
LOCAL UNION #949	July 2026	07/17/2026	Finance Assistant	700-21707	1,848.22
Internal Revenue Service-Payr...	INV0002841	07/24/2026	Medicare Withholding	700-21711	17.40
Internal Revenue Service-Payr...	INV0002847	07/24/2026	Medicare Withholding	700-21711	4,787.48
WEX Health Inc	07/13/2026	07/22/2026	Flex Spending	700-21712	603.75
WEX Health Inc	07/16/2026	07/22/2026	Flex Spending	700-21712	694.75
WEX Health Inc	07/17/2026	07/22/2026	Flex Spending	700-21712	111.50
WEX Health Inc	07/24/2026	07/28/2026	Flex Spending	700-21712	20.00
WEX Health Inc	07/27/2026	07/28/2026	Flex Spending	700-21712	164.00
WEX Health Inc	7/23/2026	07/28/2026	Flex Spending	700-21712	981.25
WEX Health Inc	7/27/2026	07/28/2026	Flex Spending	700-21712	1,100.00
AFLAC	520618	07/22/2026	Insurance July 2026	700-21715	499.73
AFLAC	520618	07/22/2026	Insurance July 2026	700-21716	526.79

Expense Approval Report

Payment Dates: 7/18/2026 - 7/31/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	August 2026	07/17/2026	Insurance	700-21718	16.00
MN BENEFIT ASSOCIATION	2026-0399084	07/17/2026	700-21717	700-21719	765.35
STATE OF MINNESOTA MANA...	August 2026	07/17/2026	Health Insurance / Dental PEIP	700-21720	1,237.40
WEX Health Inc	INV0002844	07/24/2026	VEBA Employer Contribution	700-21720	4,604.21
WEX Health Inc	INV0002843	07/24/2026	HSA Employer Contribution	700-21722	3,250.05
WEX Health Inc	INV0002842	07/24/2026	HSA Employee Contribution	700-21723	952.71
					118,789.83
Fund 700 - PAYROLL Total:					118,789.83
Grand Total:					2,047,913.46

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	60,932.44
211 - LIBRARY	1,389.77
225 - AIRPORT	13,952.05
230 - POOL	4.44
235 - AMBULANCE	8,326.06
250 - EDA GENERAL	3,164.22
306 - 2013 STREET IMPROVEMENT	8,110.00
307 - 2017 STREET PROJECT	30,147.50
308 - 2020 STREET PROJECT	33,737.50
309 - 2025 STREET PROJECT	27,232.64
313 - 2026 1ST AVENUE PROJECT	706,471.98
402 - CAPITAL PROJECT - ESF	10,170.00
601 - WATER	36,412.54
602 - SEWER	265,059.55
604 - ELECTRIC	589,828.34
609 - LIQUOR STORE	107,875.94
614 - TELECOM	11,601.97
615 - ARENA	12,169.60
617 - M/P CENTER	2,537.09
700 - PAYROLL	118,789.83
Grand Total:	2,047,913.46

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	32,148.25
100-41110-304	Legal Fees	1,383.75
100-41110-491	Payments to Other Orga...	5,474.01
100-41310-133	Employer Paid Insurance...	104.00
100-41310-200	Office Supplies	241.59
100-41310-322	Postage	-145.58
100-41310-331	Travel Expense	91.96
100-41310-334	Meals/Lodging	48.00
100-41310-444	License Fees	653.32
100-41310-480	Other Miscellaneous	170.03
100-41910-133	Employer Paid Insurance...	24.00
100-41910-200	Office Supplies	10.24
100-41910-304	Legal Fees	533.00
100-41910-480	Other Miscellaneous	177.14
100-42120-133	Employer Paid Insurance...	176.00
100-42120-200	Office Supplies	76.86
100-42120-218	Uniforms	2,014.99
100-42120-322	Postage	46.66
100-42120-350	Printing & Design	94.20
100-42120-404	Repairs & Maint - M&E	1,170.22
100-42120-405	Repairs & Maint - Vehicle	724.92
100-42120-419	Vehicle Lease	826.49
100-42220-211	Cleaning Supplies	44.44
100-42220-334	Meals/Lodging	19.51
100-42220-405	Repairs & Maint - Vehicle	3,054.58
100-42220-433	Dues & Subscriptions	73.62
100-43100-133	Employer Paid Insurance...	80.00
100-43100-215	Materials & Equipment	525.00
100-43100-224	Street Maint Materials	120.00
100-43100-404	Repairs & Maint - M&E	138.96
100-43100-439	Special Projects	5,948.00
100-43100-444	License Fees	105.82
100-45120-260	Concessions	1,878.66

Account Summary

Account Number	Account Name	Payment Amount
100-45202-133	Employer Paid Insurance...	16.00
100-45202-212	Motor Fuels	1,357.87
100-45202-404	Repairs & Maint - M&E	1,525.93
211-45501-133	Employer Paid Insurance...	16.00
211-45501-200	Office Supplies	55.80
211-45501-326	Data Processing	96.00
211-45501-402	Repairs & Maint - Struct...	49.12
211-45501-433	Dues & Subscriptions	124.22
211-45501-435	Books and Pamphlets	1,048.63
225-45127-217	Other Operating Supplies	10.69
225-45127-264	Merchandise For Resale -..	13,470.00
225-45127-321	Telephone	31.23
225-45127-381	Electric Utility	440.13
230-45124-322	Postage	4.44
235-42153-133	Employer Paid Insurance...	16.00
235-42153-217	Other Operating Supplies	651.08
235-42153-218	Uniforms	113.98
235-42153-321	Telephone	370.50
235-42153-322	Postage	34.78
235-42153-326	Data Processing	5,056.75
235-42153-331	Travel Expense	215.84
235-42153-334	Meals/Lodging	400.80
235-42153-404	Repairs & Maint - M&E	1,188.01
235-42153-405	Repairs & Maint - Vehicle	135.70
235-42153-480	Other Miscellaneous	142.62
250-46520-133	Employer Paid Insurance...	8.00
250-46520-200	Office Supplies	10.24
250-46520-301	Auditing & Consulting Se...	1,750.00
250-46520-304	Legal Fees	1,024.50
250-46520-322	Postage	1.48
250-46520-381	Electric Utility	192.88
250-46520-480	Other Miscellaneous	177.12
306-41000-480	Other Miscellaneous	475.00
306-49980-611	Bond Interest	7,635.00
307-49980-611	Bond Interest	30,147.50
308-49980-611	Bond Interest	33,737.50
309-41000-480	Other Miscellaneous	27,232.64
313-41000-303	Engineering and Surveyi...	76,442.44
313-41000-480	Other Miscellaneous	630,029.54
402-49980-612	Other Interest	10,170.00
601-49400-133	Employer Paid Insurance...	48.00
601-49400-216	Chemicals and Chemical ...	8,696.40
601-49400-322	Postage	116.39
601-49400-381	Electric Utility	44.00
601-49400-386	Landfill	2,247.25
601-49400-443	Intergovernmental Fees	8,032.00
601-49400-444	License Fees	177.12
601-49980-611	Bond Interest	17,051.38
602-23900	Notes Payable - Noncurr...	224,000.00
602-49450-133	Employer Paid Insurance...	32.00
602-49450-216	Chemicals and Chemical ...	1,931.03
602-49450-310	Lab Testing	1,159.20
602-49450-322	Postage	683.23
602-49450-381	Electric Utility	115.75
602-49450-404	Repairs & Maint - M&E	406.25
602-49450-405	Repairs & Maint - Vehicle	50.67
602-49450-444	License Fees	177.14
602-49980-611	Bond Interest	36,504.28

Account Summary

Account Number	Account Name	Payment Amount
604-14200	Inventory	17,433.56
604-16300	Improvements Other Th...	426,726.74
604-20202	Sales Tax Payable	431.75
604-49550-133	Employer Paid Insurance...	88.00
604-49550-217	Other Operating Supplies	604.84
604-49550-304	Legal Fees	420.25
604-49550-322	Postage	131.52
604-49550-331	Travel Expense	100.32
604-49550-402	Repairs & Maint - Struct...	535.00
604-49550-408	Repairs & Maint - Distrib...	507.67
604-49550-441	Transmission Fees	124.22
604-49550-444	License Fees	124.22
604-49550-460	Miscellaneous Taxes	484.00
604-49550-480	Other Miscellaneous	435.00
604-49980-611	Bond Interest	141,681.25
609-20202	Sales Tax Payable	19,593.00
609-49751-133	Employer Paid Insurance...	32.00
609-49751-211	Cleaning Supplies	115.05
609-49751-217	Other Operating Supplies	114.27
609-49751-251	Liquor	15,463.62
609-49751-252	Beer	52,678.30
609-49751-253	Wine	4,066.65
609-49751-254	Soft Drinks & Mix	666.35
609-49751-256	Tobacco Products	138.19
609-49751-257	Ice	539.71
609-49751-258	Liquor Store THC	819.15
609-49751-259	Non- Alcoholic	677.85
609-49751-261	Other Merchandise	4.00
609-49751-333	Freight and Express	434.66
609-49751-340	Advertising & Promotions	300.00
609-49751-444	License Fees	211.64
609-49751-460	Miscellaneous Taxes	19.00
609-49751-480	Other Miscellaneous	40.00
609-49980-611	Bond Interest	11,962.50
614-16400	Machinery & Equipment	2,294.79
614-20201	Excise Tax Payable	555.42
614-49870-133	Employer Paid Insurance...	64.00
614-49870-211	Cleaning Supplies	30.67
614-49870-304	Legal Fees	1,159.28
614-49870-322	Postage	116.39
614-49870-404	Repairs & Maint - M&E	177.30
614-49870-441	Transmission Fees	1,181.12
614-49870-442	Subscriber Fees	1,876.50
614-49870-443	Intergovernmental Fees	522.18
614-49870-447	Internet Expense	1,488.67
614-49870-451	Call Completion	97.65
614-49870-460	Miscellaneous Taxes	538.00
614-49980-611	Bond Interest	1,500.00
615-49850-133	Employer Paid Insurance...	32.00
615-49850-460	Miscellaneous Taxes	309.00
615-49850-480	Other Miscellaneous	124.22
615-49980-611	Bond Interest	11,704.38
617-49860-133	Employer Paid Insurance...	48.00
617-49860-211	Cleaning Supplies	27.99
617-49860-251	Liquor	202.80
617-49860-252	Beer	579.37
617-49860-254	Soft Drinks & Mix	92.47
617-49860-333	Freight and Express	19.00

Account Summary

Account Number	Account Name	Payment Amount
617-49860-402	Repairs & Maint - Struct...	795.00
617-49860-460	Miscellaneous Taxes	455.00
617-49860-480	Other Miscellaneous	317.46
700-21701	Federal Withholding	11,736.45
700-21702	State Withholding	6,760.61
700-21703	FICA Tax Withholding	16,339.74
700-21704	PERA Contributions	29,298.80
700-21705	Retirement	4,327.00
700-21706	Medical Insurance	28,146.64
700-21707	Union Dues	1,848.22
700-21711	Medicare Tax Withholdi...	4,804.88
700-21712	Flex Account	3,675.25
700-21715	Individual Insurance-Afla...	499.73
700-21716	Individual Insurance-Afla...	526.79
700-21718	Individual Insurance-NC...	16.00
700-21719	Individual Insurance-MB...	765.35
700-21720	VEBA Contributions	5,841.61
700-21722	HSA Contribution	3,250.05
700-21723	HSA Employee Contribut...	952.71
	Grand Total:	2,047,913.46

Project Account Summary

Project Account Key
None

Grand Total:

Payment Amount

2,047,913.46

2,047,913.46 ✓

7-30-2026

MB

Danna Halbo



WINDOM

CITY COUNCIL AGENDA REQUEST

Name of Requestor Jordan Bussa		Today's Date 7-31-26	
Name of Business, if applicable		Phone Number 507-822-2807	
Email Address jordan.bussa@gmail.com			
Street Address 804 13TH STREET			
City Windom		State MN	Zip Code 56101
Requested City Council Date 8-4-26		Alternative Date	
Discussion Item WINDOMNET SALE CONCERNS			
Handouts ☐ Yes ☒ No		Computer Hook Up Requested ☐ Yes ☒ No	
By signing this form, I understand that: •This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. •This form can be used only once a month by the same individual(s). •This is not a venue to bypass policies and procedures of the city commissions and committee's. •No more than 2 people can speak on the same topic at any one meeting. •Remarks should not exceed 5 minutes per person. •Remarks should be directed to the council as a whole and not to any individual member or department head. •Handouts and other materials, if any, must be provided to City Hall with the submission of this form (Limit 10 pages).			
Requester Signature 		Date & Time Received 7/31/2026 8:36 Am	
Received By Leesa Arndt			

RESOLUTION #2026-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

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

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

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

WHEREAS, the City of Windom has received a donation of \$50.00 from the Friends of the Library for the Windom Public Library; and

WHEREAS, the Donor requests that the donation be used for the purchase of Adult Summer Reading Program Prizes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$50.00 offered by the Friends of the Library to be used for Adult Summer Reading Program Prizes.

Adopted by the Council this 4th day of August, 2026.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2026-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE FORTHCOMING PRIMARY AND GENERAL ELECTION IN 2026

WHEREAS, pursuant to Minnesota Statutes, a Primary and a General Election will be held on August 11, 2026, and November 3, 2026, respectively; and

WHEREAS, it is necessary that election judges be appointed.

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

1. That the hours for voting at the above-mentioned elections shall be from 7:00 a.m. until 8:00 p.m.
2. The polling place for Wards I and II shall be at the Windom Community Center at 1750 Cottonwood Lake Drive.
3. The following election judges are hereby appointed to serve at the above-mentioned primary and general election.

WARD I PRECINCT I

NAME

Daryl Elston
Jackie Jurgens
Jackie Turner
James Garrison
Jane Cartwright
Joan Hunter
Kathryn Nemitz
Kathy Hiley
Linda Eisenmenger
Lindsey Cartwright
Loren Liepold
Lynn Liepold
Tary Johnson
Tim Hiley

ADDRESS

688 River Road
829 12th St
52990 County Rd 17
783 Highland Rd
709 River Road
1325 20th Street
905 River Road
870 18th St
2285 Willnor Dr
709 River Road
410 1st Street
410 1st Street
3125 Matthew Drive
870 18th St

WARD I PRECINCT 11

<u>NAME</u>	<u>ADDRESS</u>
Alice Odden	2175 Cottonwood Lake Drive
Carol Paplow	1156 River Road
Dale Boyer	2000 River Road
Fran Swenson	848 12th Street
Gayle Derickson	1265 River Road
Jeanette Schuur	2001 Great Bend Blvd
Karen Wickie	350 South 6th Avenue #214
Laura Fresk	2700 Kalash Road
Linda Dawson	2570 River Road
Marlene Smith	2654 River Road
Mary Klosterbuer	616 17th Street
Rosalee Davis	861 18th St
Sheryl Hanefeld	1170 June Court
Tom Wickie	350 South 6th Avenue #214
Virginia Cook	1620 6th Avenue

WARD 11 PRECINCT I

<u>NAME</u>	<u>ADDRESS</u>
Barb LaCanne	2265 7th Ave
Crista Stahl	825 18th St
Diane Vellema	1224 Collins Ave
Jane Moldesschel	825 18th St
Karen Wickie	350 South 6th Avenue #214
Laura White	1535 17th Street
Lisa Farag	821 13th Street
Mary Mohlencamp	688 Prospect Ave
Pam Hogan	840 Lakeview
Steve White	1535 17th Street
Tom Riordan	144 9th Street

WARD 11 PRECINCT 11

NAME

Daphne Easler
Deborah Polzin
Elaine Tasler
Ellen Kelm
Jan Dehmelow
Jean Hoppe
Karla Sorensen
Katherine Hansen
Lavonne Minion
Lori Collin
Mary Meyer
Sandi Hunter-Snow

ADDRESS

708 8th Street
1220 Drake
1240 20th Street
40616 State Highway 30
830 5th Ave
1705 Langley
1128 River Road
49219 County Road 13
1685 N Redding Apt 113
1349 5th Ave
480 19th St
1850 River Road

REGISTRATION & SUBSTITUTES

NAME

Donna Torkelson

ADDRESS

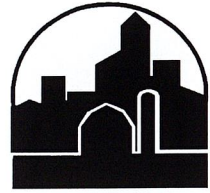
721 Prospect Ave

Adopted this 4th day of August, 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: City Administrator *[Signature]*
DATE: July 29, 2026
RE: Disposition of Windomnet
DEPT: Administration - Legal
CONTACT: Steve Nasby, City Administrator and/or Ron Schramel, Acting City Attorney

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approval of the 1st Reading of an Ordinance for the Disposition of Windomnet.

Issue Summary/Background

On July 28, 2026 the City Council voted to sell Windomnet to Federated Rural Electric\Broadband. The City Charter (Chapter VIII, Section 8.02) governs the "Sale of Real Property". The disposition of Windomnet will include both the sale of real property, consisting of the Network Operations Building, and system assets. Charter requires that the sale of real property be done through an ordinance.

The 1st Reading of an Ordinance for the disposition of Windomnet is required for the execution of the City Council decision on the sale of Windomnet. A 2nd Ordinance reading is scheduled to be on the Council's August 18, 2026 agenda and upon passage the ordinance would be published in the official newspaper as required.

Fiscal Impact

The 1st Reading of the Ordinance is a step on the process for the disposition of Windomnet.

Attachments

1. 1st Reading of an Ordinance for the Sale of Real Property – Windomnet.
2. City Charter – Chapter VII – Section 8.02

ORDINANCE NO. 211, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA,
APPROVING THE SALE OF CITY-OWNED REAL ESTATE**

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the City of Windom, Minnesota, owns the following described real estate (the "**Real Estate**"):

Lots 20, 21, 22 and 23; the vacated alley located between Lots 21 and 22; and the North 12 feet of the vacated alley located between Lot 1 and Lots 20 through 25, EXCEPT the West 58.00 feet thereof; all in Block 18 of the Original Townsite of the Village (now City) of Windom in Cottonwood County, Minnesota ("Real Estate"); and

WHEREAS, the City of Windom owns Windomnet, a public telecommunications utility, and all the real property, building, underground fiber optic lines, infrastructure, equipment, inventory, vehicles and other personal property associated with the operations of Windomnet (collectively "**Windomnet Assets**") and

WHEREAS, the City of Windom decided to sell both the Real Estate and Windomnet Assets; and

WHEREAS, the City of Windom solicited proposals to acquire the Real Estate and Windomnet Assets; and

WHEREAS, after reviewing the proposal submitted by Federated Rural Electric/Broadband ("**Federated**") the Windom City Council determined that selling the Real Estate and Windomnet Assets to Federated is in the best interest of both the City of Windom and its citizens; and

WHEREAS, as a condition of selling the Real Estate and Windomnet Assets, Federated shall guarantee to operate Windomnet to serve the citizens of the City of Windom; and

WHEREAS, Section 8.02, of the Charter for the City of Windom titled "Sale of Property" states that no real property owned by the City of Windom shall be disposed of except by ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, APPROVES AND ORDAINS:

That the real estate legally described as follows:

Lots 20, 21, 22 and 23; the vacated alley located between Lots 21 and 22; and the North 12 feet of the vacated alley located between Lot 1 and Lots 20 through 25, EXCEPT the West 58.00 feet thereof; all in Block 18 of the Original Townsite of the Village (now City) of Windom in Cottonwood County, Minnesota;

and all of Windomnet Assets shall be sold to Federated on the express condition that the City of Windom and Federated sign a mutually agreeable purchase agreement for the sale/purchase of all of Windomnet Assets, and the Real Estate.

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 in full force and effect immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 18th day of August, 2026.

Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: August 4, 2026
2nd Reading: August 18, 2026
Adoption: August 18, 2026
Published: August 26, 2026

Sec. 6.15, ANNUAL AUDIT: The books of the City shall be audited regularly at least once each year by some reliable firm of certified public accountants employed by the city council. In addition to reports furnished the city council, such certified public accountants shall furnish a condensed report covering their audit; and such condensed report shall be published once in the official City newspaper.

CHAPTER VII

Public Improvements and Special Assessments

Sec. 7.01, POWER TO MAKE IMPROVEMENTS AND ASSESSMENTS: The City of Windom shall have the power to make any and every type of public improvements not forbidden by the laws of this State and to levy special assessments for all such as are of a local character.

Sec. 7.02, ASSESSMENTS: The amount assessed to benefit property to pay for local improvements may equal the cost of the improvement with interest until paid.

Sec. 7.03, PENDING IMPROVEMENTS TO BE CONTINUED UNDER EXISTING LAWS: All improvements commenced prior to the adoption of this charter shall be continued and completed under and pursuant to the provisions of the charter or law under which such improvements were begun.

Sec. 7.04, STATE LAWS MADE APPLICABLE: Except as herein otherwise provided, the Statutes of the State of Minnesota governing, controlling and regulating the making of public improvements of every type and character, and of special assessments therefore, and all provisions for certificates of indebtedness in connection therewith, and all future amendments thereof and supplements thereto, shall apply, govern, control and regulate in the City of Windom.

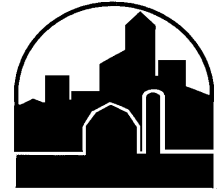
CHAPTER VIII

Acquisition and Disposition of Real Property and Powers of Eminent Domain

Sec. 8.01, ACQUISITION OF PROPERTY: The City may acquire, by purchase, gift, condemnation or otherwise, any property, either within or without its boundaries, that may be needed by the City for any public purpose. In acquiring property by exercising the power of eminent domain, the City shall proceed according to Minnesota Statutes, Chapter 117 or other applicable law.

Sec. 8.02, SALE OF REAL PROPERTY: No real property of the City shall be disposed of except by ordinance. The net cash proceeds of any sale of the property shall be used to retire any outstanding indebtedness incurred by the City in the acquisition or improvement of the property. Any remaining net proceeds shall be used to finance other improvements in the capital improvement budget or to retire any other bonded indebtedness.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Jason Sykora, Electric General Manager
DATE: July 30, 2026
RE: Services Agreement - CMPAS
DEPT: Electric
CONTACT: Jason Sykora: Jason.Sykora@windommn.com

Recommendations/Options/Action Requested

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

1. Approve Services Agreement between the City of Windom and Central Municipal Power Agency\Services (CMPAS).

Issue Summary/Background

The City of Windom is a member of a joint action agency, Central Municipal Power Agency\Services (CMPAS). CMPAS serves as our Midcontinent Independent System Operator (MISO) market participant and as a transmission owner. CMPAS also provides scheduling, power purchase, engineering, reporting and advisory services to its members.

To delineate the services CMPAS provides for its members, between transmission and distribution, it was necessary to outline distribution services through an agreement. The agreement also defines CMPAS' role and member responsibilities.

The Utility Commission reviewed and is recommending approval of the agreement as is staff. The agreement was drafted and reviewed by the CMPAS general counsel.

Fiscal Impact

The City of Windom Electric Department participates in CMPAS services on a fee-based formula approved by the CMPAS Board of Directors, of which Windom has a seat\vote. This agreement will not create additional costs to Windom, unless we request services from CMPAS.

Attachments

1. Services Agreement between CMPAS and City of Windom.

MASTER DISTRIBUTION SERVICES AGREEMENT

This Distribution Services Agreement ("Agreement") is entered into as of _____ ("Effective Date") by and between Central Minnesota Municipal Power Agency, a Minnesota municipal electric power agency organized under Minn. Stat. §453.51-62 and City of [MEMBER NAME], a Minnesota [home rule charter/statutory] city that owns and operates a municipal electric utility ("Member"). Agency and Member are sometimes referred to individually as a "Party" and collectively as the "Parties."

ARTICLE 1: RECITALS

1.1 Purpose.

Member owns and operates an electric distribution system serving customers within and/or near its corporate limits (the "Distribution System"). Member desires to receive certain distribution-related services from Agency, and Agency is willing to provide such services under this Agreement. Agency shall perform such services as agent for Member, and only to the extent directed and authorized by Member. Nothing herein shall be construed as an independent exercise of distribution utility authority by Agency.

1.2 Authority.

The Parties enter into this Agreement pursuant to their respective statutory and charter authorities, including the authority to contract and cooperate to provide municipal utility services and related support.

1.3 No Transfer of Ownership or Responsibility.

Nothing in this Agreement transfers ownership of, or operational responsibility for, any of Member's Distribution System assets to Agency.

ARTICLE 2: DEFINITIONS

2.1 "Confidential Information" has the meaning set forth in Section 11.1.

2.2 "Emergency" means an event creating imminent threat to life, property, or reliability, including major outages, storms, safety incidents, or cyber events.

2.3 "Prudent Utility Practice" means the methods and acts that at a particular time and under the circumstances then prevailing are generally considered good, safe, and reliable by experienced electric utility professionals, consistent with applicable laws, regulations, standards, and the exercise of reasonable judgment.

2.4 "Services" means the distribution-related services described in the exhibits to this Agreement and provided in accordance with a Service Order.

2.5 "Service Order" means a written authorization issued by Member requesting Services under an Exhibit.

ARTICLE 3: TERM

3.1 Initial Term.

The initial term begins on the Effective Date and continues until May 1, 2031 (the "Initial Term"), unless earlier terminated under this Agreement.

3.2 Renewal.

This Agreement renews for successive one-year terms unless either Party gives written notice of non-renewal at least 90 days before the end of the then-current term.

3.3 Survival.

Payment, confidentiality, records, liability/indemnity, and dispute resolution provisions survive expiration or termination as stated herein.

ARTICLE 4: SCOPE OF SERVICES

4.1 Master Agreement Structure.

Services will be provided only as specified in one or more Exhibits, which may include, without limitation: Exhibit A (Service Menu & Baseline Terms); Exhibit B (GIS Hosting, Administration, Design & Support).

4.2 Service Orders.

Member may request Services via a Service Order, which may take the form of an email. Agency may accept or reject a Service Order based on staffing, safety, conflicts, or operational limitations. Acceptance may be evidenced by commencement of work. Rejection of a Service Order shall be communicated in writing by the Agency through its personnel.

4.3 Change Management.

Changes to scope, schedule, or costs must be documented by a written change order (email acceptable if specified) and may adjust pricing and timelines.

ARTICLE 5: PERFORMANCE STANDARD

5.1 Standard of Performance.

Agency will perform Services in a professional and workmanlike manner consistent with Prudent Utility Practice and applicable laws and safety standards.

5.2 Personnel.

Agency will provide suitably trained personnel and/or qualified contractors and retains control of its employees and subcontractors, subject to Member Distribution System rules and safety requirements.

5.3 Subcontractors.

Agency may use subcontractors selected at its discretion unless an Exhibit requires Member approval. Agency remains responsible for subcontractor performance unless Member expressly agrees otherwise. Costs of any subcontractor shall be passed through to Customer by Agency.

ARTICLE 6: MEMBER RESPONSIBILITIES

6.1 Information & Cooperation.

Member will timely provide system data, maps, standards, access to facilities, outage windows, and other information reasonably required to perform Services.

6.2 Site Access & Safety.

Member will provide safe access, identify known hazards, and comply with agreed switching/tagging and clearance procedures.

6.3 Approvals.

Member retains authority to approve designs, capital plans, standards deviations, customer-affecting changes, and any actions that materially affect the Distribution System.

6.4 Member Retains Operational Control.

Member retains ultimate operational responsibility for its Distribution System, including switching authority. Agency does not assume Member's retail service obligations to customers.

6.5 Regulatory Compliance.

Each Party is responsible for compliance with laws applicable to its operations. Exhibits may allocate primary responsibility for specific compliance tasks.

ARTICLE 7: PRICING AND INVOICING

7.1 Rates.

Member will pay Agency for Services in accordance with the rates described on the applicable Exhibit.

7.2 Pass-Through Costs.

Member will reimburse Agency for reasonable pass-through costs (materials, contractor invoices, travel, permits, testing, sales tax (if applicable)) unless included in a fixed fee.

7.3 Invoicing.

Agency will invoice monthly (or per milestone). Invoices are due 30 days from receipt. Late payments accrue interest at 1.0% per month (or maximum allowed by law).

7.4 Disputed Charges.

Member shall pay undisputed amounts on a timely basis and notify Agency of disputed charges within 30 days, with reasonable detail. Parties will work in good faith to resolve disputes by direct discussion between the Agency's Chief Executive Officer and the appropriate senior managing official of the Member (e.g. City Administrator, Electric Superintendent or General Manager).

ARTICLE 8: ASSET OWNERSHIP; MATERIALS; INVENTORY

8.1 Member Assets.

Member retains ownership of all the equipment and facilities that comprise its Distribution System, as well as all data related to the operation of the Distribution System.

8.2 Agency Tools/Systems.

Agency retains ownership of its tools, templates, software configurations (except Member-specific data), and methodologies.

8.3 Materials Purchased.

Title to materials purchased specifically for Member transfers upon payment (or upon delivery if expressly agreed by the Parties), subject to vendor terms.

ARTICLE 9: INSURANCE

9.1 Insurance Maintained by the Parties.

Agency and Member shall each, at its own expense, procure and maintain for the term of this Agreement insurance coverage of the type and in amounts customarily maintained by Minnesota municipal electric utilities of similar size and function, including without limitation: (i) governmental general liability; (ii) automobile liability; (iii) workers' compensation and employer's liability; and (iv) such other coverages as the party deems appropriate for its operations and obligations under this Agreement. Each party may satisfy this obligation through participation in a duly authorized municipal risk pool or other form of self-insurance permitted by Minnesota law.

9.2 No Additional Insured Requirement.

Neither Party shall be required to name the other as an additional insured under any policy or coverage maintained pursuant to this Agreement. The Parties acknowledge that this Agreement is between Minnesota political subdivisions and that insurance is maintained for each party's own protection and not as a mechanism to transfer liability between the Parties or expand statutory liability.

9.3. Certificates of Insurance.

Upon written request, each Party shall provide the other with a certificate of insurance or comparable evidence of coverage to verify the insurance or self-insurance required by this Article. Certificates or evidence of coverage shall be provided for informational and verification purposes only and shall not: (i) create contractual obligations not otherwise set forth in this Agreement; (ii) amend, extend, or expand coverage; (iii) waive or limit any statutory immunities, defenses, or liability limits; or (iv) be construed as guaranteeing coverage for any particular claim.

9.4. Responsibility for Acts and Omissions.

Each Party shall be responsible for its own acts and omissions, and the acts and omissions of its officers, employees, and agents, in the performance of this Agreement, to the extent provided by Minnesota law. Nothing in this Agreement shall be interpreted as making either Party responsible for the negligent or wrongful acts or omissions of the other Party, except to the extent expressly required by applicable law.

9.5 No Waiver of Statutory Immunities or Liability Limits.

Nothing in this Agreement, including without limitation any insurance requirements, certificates, or evidentiary materials, shall be construed to (i) waive any governmental immunity; (ii) increase liability beyond that permitted under Minnesota Statutes, Chapter 466 or other applicable law; (iii) constitute a waiver of statutory caps on liability; or (iv) require either party to maintain insurance in an amount greater than that permitted or required by Minnesota law.

9.6 No Third-Party Beneficiaries.

This Article 9 is intended solely for the benefit of the Parties. No provision of this Article is intended to create, nor shall it be construed to create, any rights or remedies in any third party, including insurers.

9.7 Survival.

The provisions of this Article shall survive termination or expiration of this Agreement to the extent necessary to effectuate their purpose.

ARTICLE 10: LIABILITY

10.1 Relationship of the Parties.

The Agency is an independent contractor with respect to the Services performed hereunder. Neither the Agency nor its agents, employees or subcontractors shall be deemed to be representatives or employees of Member.

10.2. Waiver of Liability.

10.2.1 To the fullest extent permitted by Minnesota law, the Member waives any and all claims against the Agency, and the Agency waives any and all claims against the Member, for loss, damage, personal injury, or property damage arising out of or related to the performance of services under this Agreement, including claims arising from the ordinary negligence of the other party or its officers, employees, or agents.

10.2.2 This waiver shall not apply to claims arising from willful misconduct or gross negligence, if desired, nor to claims that may not be waived under applicable law.

10.2.3 Each Party acknowledges that this allocation of risk is a material inducement for entering into this Agreement.

10.3 Limitation on Liability.

Neither Party shall be liable to the other for any indirect, incidental, special, consequential, punitive, multiple, or exemplary damages or lost profits arising out of, due to, or in connection with either Party's performance or nonperformance under this Agreement, or any of its obligations herein, whether based on contract, tort (including negligence), strict liability, warranty or otherwise. Nothing in this Agreement shall be construed to create any obligation, duty or liability on the part of either party to any third party.

ARTICLE 11: CONFIDENTIALITY

11.1 Confidential Information.

For all purposes of this Agreement, the term "Confidential Information" shall collectively refer to all information or material disclosed or provided by Member, or its representatives, to Agency, either orally or in writing (including electronically) for purposes of performing the Services, including system diagrams, security procedures, customer data, non-public financials, and any information marked confidential or reasonably understood as confidential. However, Confidential Information shall not include information or material that is publicly available or becomes publicly available through no action or fault of Agency.

11.2 Permitted Use.

Agency shall keep strictly confidential and shall not disclose, or cause or permit to be disclosed, to any person or entity any Confidential Information received from Member, except to those officers, employees or other authorized agents and representatives of any entity to whom disclosure is reasonably necessary (e.g. MISO). Agency or Member may use Confidential Information only to perform or receive Services.

11.3 Data Security.

If Agency hosts systems (SCADA/OMS/CIS/AMI, GIS), such systems shall include such minimum security controls as may be required by the Agency, conform to incident response timelines, and provide for applicable audit rights.

11.4 Public Records / Data Practices.

The Parties may be subject to public records disclosures under the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, and shall handle such requests in accordance with applicable procedures and assert applicable exemptions as appropriate.

ARTICLE 12: RECORDS

12.1 Records.

Agency shall maintain records reasonably sufficient to support invoices and performance, including but not limited to timesheets, work orders, and receipts.

12.2 Audit.

Member may audit relevant records upon reasonable notice to Agency, subject to confidentiality and security restrictions.

12.3 Retention.

Agency shall retain records in accordance with applicable regulatory requirements.

13. DEFAULT; TERMINATION

13.1 Termination for Convenience.

Either Party may terminate this Agreement or any Exhibit for convenience with 180 days' notice.

12.2 Termination for Cause.

Either Party may terminate for material breach if not cured within 60 days after written notice to the other Party.

12.3 Effect of Termination.

Member pays for Services performed and authorized costs incurred through termination date, plus reasonable wind-down costs. Agency provides deliverables completed to date.

14. NOTICES

Any notice provided for or concerning this Agreement shall be (a) in writing and delivered by person, mail or facsimile or (b) sent by electronic transmission with

reasonable verification of receipt by the party to whom the notice is transmitted, to the following:

Agency:

Jay Anderson/CEO
7550 Corporate Way
Eden Prairie, MN 55318
jaya@cmpas.org

with a copy to:

Richard A. Heinemann, General Counsel
Boardman & Clark LLP
Suite 410
One South Pinckney Street
PO Box 927
Madison, WI 53701-0927

Member:

Name/Title, Address, Email

15. MISCELLANEOUS

15.1 Independent Parties.

Nothing creates a partnership, joint venture, or agency relationship, except as expressly stated regarding limited agency to perform Services at Member's direction.

15.2 Assignment.

This Agreement shall not be assignable by either Party without the prior written consent of the other party. Any assignment without such prior written consent shall be null and void and without effect.

15.3 Entire Agreement.

This Agreement shall constitute the entire agreement between the Parties hereto and supersedes any and all prior agreements, representations, understandings, proposals or communications, whether oral or written. This Agreement shall not be varied, supplemented, qualified or interpreted by any prior course of dealing between the parties

hereto or by any usage of trade. This Agreement may be amended or modified only by a written document executed by Agency and Member. In the event of a conflict between this document and any Service Schedule, the terms and provisions of this document shall control.

15.4 Interpretation.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.

15.5 Headings.

Headings and titles of articles, sections, paragraphs, and other subparts of this Agreement are for convenience of reference only and shall not be considered in interpreting the text of this Agreement.

15.6 Severability.

In the event any portion or all of this Agreement is held to be void or unenforceable, the Parties agree to negotiate in good faith to reach an equitable agreement which shall affect the intent of the parties as originally set forth herein.

15.7 Force Majeure.

If the performance of Services by Agency is prevented or delayed by reason of an act of God, strike, labor dispute, fire, war, civil disturbance, act of terrorism, explosion, breakage or accident to communication equipment or machinery or lines of pipe, power surge, computer malfunction, quarantine, epidemic, flood, severe storm or other weather disturbance, any act, omission or interference of Customer or any third party, or any act, omission or interference of any governmental authority or regulatory agency, including the Midcontinent Independent System Operator (MISO), or by any other cause beyond the reasonable control of Agency, then during the continuance of such interference, the obligation of Agency to perform the Services shall be suspended to the extent that and for so long as the interference prevents or delays such performance.

15.8 Counterparts.

This Agreement may be executed in counterparts.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

AGENCY NAME

By: _____

Name/Title: _____

Date: _____

CITY OF [MEMBER NAME]

By: _____

Name/Title: _____

Date: _____

EXHIBIT A — SERVICE MENU & BASELINE TERMS (Sample)

A1. Services Available (check all that apply)

- ☐ General Engineering Service:
 - ☐ Distribution engineering & design support
 - ☐ System planning (load flow, voltage, protection coordination)
 - ☐ Standards/specifications & staking guidance
 - ☐ Work order / project management support
 - ☐ AMI / meter services support
 - ☐ Procurement/warehousing/inventory
 - ☐ Safety/compliance training
 - ☐ Cybersecurity assistance
 - ☐ Emergency/storm response assistance
- ☐ Internet/data communication interfaces

SCADA/OMS hosting, administration and design

- ☐ Other General Engineering Support: _____

A2. Service Order Process

Overall general services are provided under a retainer basis, in the event specific work outside of the normal scope is requested/required the member, the agency may utilize a request method: email to _____ or ticketing system _____. (such as specific equipment, unique services/work (not normally provided by the agency).

Required info: scope, location, urgency, desired schedule, constraints. Acceptance: confirmation email or work commencement.

A3. Rates: All Services shall be billed to Customer at Agency's then-current Time & Materials ("T&M") rates, plus applicable administrative service charges.

A4. Upon unanimous agreement by all members, "non-members" may be offered such services at a stipulated rate and stipulated terms.

EXHIBIT B — GIS Hosting, Administration, Design and Support

B1. Services Available (check all that apply)

- ☐ GIS hosting, administration, design and support
- ☐ Other: _____

B2. Service Order Process

Overall general services are provided under a retainer basis, in the event specific work outside of the normal scope is requested/required the member, the agency may utilize a request method: email to _____ or ticketing system _____. (such as specific equipment, unique services/work (not normally provided by the agency).

Required info: scope, location, urgency, desired schedule, constraints. Acceptance: confirmation email or work commencement.

B3. Rates: All Services outside of general shall be billed to Customer at Agency's then-current Time & Materials ("T&M") rates, plus applicable administrative service charges.

B4. Upon unanimous agreement by all members, "non-members" may be offered such services at a stipulated rate and stipulated terms.

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: KRISTEN PORATH, WINDOM AMBULANCE

CC MEETING DATE: AUGUST 4, 2026

RE: ACCEPTING OEMS GRANT AWARD - Ambulance Service Training & Staffing (AST&S) Grant Program

DEPT: WINDOM AMBULANCE SERVICE

CONTACT: KRISTEN PORATH (kristen.porath@windommn.com) (507-832-8690)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action;

1. Approve, by Motion, the OEMS grant awarded - Ambulance Service Training & Staffing (AST&S) Grant
-

Issue Summary/Background

In summary, the Windom Ambulance Service has been awarded the Ambulance Service Training & Staffing (AST&S) Grant Program in the amount of \$49,824.00 with a start date of 7/15/2026 and end date of 6/30/2027. This would allow a minimum of three new EMT recruits to receive paid on-the-job training while completing the required education and certification to become EMTs for Windom Ambulance Service.

Windom Ambulance has not replaced three long-time retirees within the last two years. Our service has 20 active members and our call volume has continued to increase each year. This grant will allow us to work with up to three EMT recruits and financially reimburse them for their committed time during education and through training. This program will also allow the recruits to transition sooner to an active response role with our service after completing their education and once certification licenses are achieved.

Fiscal Impact

There should be no fiscal impact to the city. The Ambulance Service Training & Staffing (AST&S) Grant Program supports Minnesota ambulance services in developing or expanding paid “Earn While You Learn” EMT training programs. These grant program aims to address critical workforce shortages by making emergency medical technician (EMT) training more accessible and financially feasible for prospective candidates. They allow individuals to receive paid on-the-job training while completing the required education and certification to become EMTs.

In the event the EMT student is unable to continue education, complete course requirements, or unable to pass certification testing, Windom Ambulance is not held accountable for any fiscal reimbursement back to OEMS. Reimbursement will be completed on a monthly basis, when/if a student may become ineligible, for various reasons as stated above, reimbursement would stop at that time.

Attachments

1. Ambulance Service Training & Staffing (AST&S) Grant Program Award



**STATE OF MINNESOTA
GRANT AWARD NOTIFICATION**
293290/45216/300-341

Grant Award Notification

GRANTEE INFORMATION

Organization Name: City of Windom-Windom Ambulance Service

Official (with delegated authority) Name and Title: Steve Nasby, City Administrator

Address, City, State, Zip: 444 9th Street, PO Box 38, Windom, MN 56101

Email address: Steve.Nasby@windommn.com

GRANTEE AUTHORIZED REPRESENTATIVE

Contact Name: Kristen Porath

Email address: Kristen.Porath@windommn.com

Business or Accounting Manager Name: Donna Torkelson

Email address: Donna.Torkelson@windommn.com

GRANT PROJECT TITLE

Ambulance Service Training & Staffing (AST&S) Grant Program

STATE AUTHORIZED REPRESENTATIVE

Contact Name: Dylan Ferguson

Email address: Dylan.Ferguson@state.mn.us

AWARD

Start Date: 7/15/2026

End Date: 6/30/2027

Award amount: \$49,824.00

Terms of Acceptance

This Grant Award Notification (GAN) is made with respect to the terms and conditions of the application materials for the identified grant project under which the grantee has an approved application and has agreed to the assurances, which are incorporated by reference herein. These materials are referred to as the "Application" throughout this Grant Award Notification (GAN). By accepting this award, the grantee agrees to comply with all provisions of the award including all assurances and certifications made in the Application and all applicable state or federal statutes, regulations and guidelines. The

grantee agrees to administer the program in accordance with the approved Application, budget, timelines, and other supplemental information submitted in support of the approved Application. All terms not defined below are as set forth in the Application.

1 Grant overview and funding purpose

Grantee will create a program for EMT students to work with the service to train and learn alongside current EMT's while attending an EMT course. Students will learn the policies, protocols, and standard operating procedures for Windom Ambulance Service.

Funding available through the [Minnesota Legislature Laws 2025, Special Session, Chapter 3, Article 5, Section 3](#), will fund EMT Education Program Tuition, EMT Certification Exam Fees, Background Study Fees, Salary Wages and Fringe Benefits for enrolled apprentices.

2 Reporting Requirements

- A. Grantee must include work plan updates monthly in a format provided by the state. The progress report includes the work plan goals and status.
- B. A final report is due in a format provided by the state on July 15th, 2027.
- C. Progress reports will be evaluated against prior reports and original work plan.
- D. A final grantee performance evaluation will be posted publicly at <https://osp.admin.mn.gov/granteval/grant-eval-uploader>, per [Minnesota Statute §16B.98, Subd. 12](#), and [OGM Policy 08-13](#).

3 Payment conditions and instructions

All services provided by the Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

The reporting schedule will be monthly. The invoice template will be provided and due as follows:

- | | |
|----------------------|---------------------|
| • August 15, 2026 | • February 15, 2027 |
| • September 15, 2026 | • March 15, 2027 |
| • October 15, 2026 | • April 15, 2027 |
| • November 15, 2026 | • May 15, 2027 |
| • December 15, 2026 | • June 15, 2027 |
| • January 15, 2027 | • July 15, 2027 |

In accordance with Minnesota Management and Budget Statewide Operating Policy 0801-01, payment shall be made within 30 days following the State's Authorized Representative approval of an invoice. Payments will not be made if reports or other deliverables are outstanding.

4 Monitoring and Financial Reconciliation

Grantee will comply with [OGM Policy 08-10: Grant Monitoring](#) and cooperate with the Office of Emergency Medical Services (OEMS) for required monitoring visit(s) and shall comply with OEMS requests for supporting documentation for financial reconciliation and other information, before, during and after the visit(s).

5 Additional conditions

No additional conditions.

6 Work plan and Budget Revisions

The grantee must receive prior written approval from the State for any changes to the agreed upon work plan, or for budget changes greater than 10% of a budget line item. The State is not obligated to approve expenditures incurred on budget line-item changes that exceed 10% of the total award for which prior approval has not been granted. Grantee may not incur expenditures within a budget line item that is not included in the approved budget without the written approval of the State.

7 Authorized Representative

The State's Authorized Representatives:

The Program Manager is Dylan Ferguson, Director, OEMS, 335 Randolph Avenue, St. Paul, MN 55012, (651) 201-2806, dylan.ferguson@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grantee's performance.

The Fiscal Manager is Melanie Riddle, Grants and Financial Manager, OEMS, 335 Randolph Avenue, St. Paul, MN 55012 (651) 201-2809, melanie.q.riddle@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grant Contract Agreement, receive invoices and approve payments to the Grantee.

The Grantee's Authorized Representatives:

The Grantee's representative for executing the contract is Steve Nasby, City Administrator, steve.nasby@windommn.com, City of Windom, PO Box 38, Windom, MN 56101, or their successor.

The grantee's representative for management of the grant is Kristen Porath, Ambulance Director, Kristen.porath@windommn.com, Windom Ambulance Service, PO Box 38, Windom, MN 56101, 507-832-8690, or their successor.

If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the state.

The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 Assignments, Waiver, and Contract Complete

The Grantee shall neither assign nor transfer any rights or obligations under this Grant Award Notification or Application without the prior written consent of the State, executed and approved by the same parties who executed and approved this agreement, or their successors in office. If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to enforce it. This GAN and Application contain all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant, whether written or oral, may be used to bind either party.

9 Amendments

Any amendments to this Grant Award Notification must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original GAN and Application, or their successors in office.

10 Subcontracting and Subcontract Payment

A subrecipient is a person or entity that has been awarded a portion of the work authorized by this GAN and Application by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work for this GAN and Application. The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, [Minnesota Statutes § 16B.97, Subd.4 \(a\) 1](#), and other relevant statutes and regulations; and that subaward performance goals are achieved.

During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this GAN and Application. No sub agreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Award Notification and Application.

The Grantee must pay any subcontractor in accordance with [Minnesota Statutes § 16A.1245](#).

The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.

11 Termination

11.1 Termination by the State.

A. Without Cause.

The State may terminate this grant without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

B. With Cause:

The State may immediately terminate a grant award if the State finds that there has been a failure to comply with the provisions of this grant, that reasonable progress has not been made, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

11.2 Termination by The Commissioner of Administration

The Commissioner of Administration may immediately and unilaterally cancel this grant if further performance would not serve agency purposes or performance under the grant award is not in the best interest of the State.

11.3 Termination for Insufficient Funding

The State may immediately terminate a grant if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Award Notification and Application.

Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under a grant award without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Award Notification and Application. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Award Notification and Application may resume.

The State will not be assessed any penalty if the grant is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.



AST&S Progress Report

Organization			
Contract #			
Reporting Period			
Report Submitted By			
Date			
Number of Individuals in the Program to Date			
Work Plan Goal	Goal Status	Any Barriers or Successes?	Additional Notes or Updates

OEMS Reviewed By	
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: KRISTEN PORATH, WINDOM AMBULANCE

CC MEETING DATE: AUGUST 4, 2026

RE: UNIT 30 AMBULANCE BAD MOTOR – REPAIR OR REPLACE

DEPT: WINDOM AMBULANCE SERVICE

CONTACT: KRISTEN PORATH (kristen.porath@windommn.com) (507-832-8690)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action;

1. Approve, by Motion, a new 2027 chassis replacement for Unit 30 ambulance that has a bad motor with a remount of the current box that would include any repairs/upgrades deemed necessary during their inspection process.

Issue Summary/Background

In summary, the Windom Ambulance Service Unit 30 was found to have a bad motor after having diagnostic testing completed at Harrison Ford in Mankato. The current chassis is a 2022 E-450 gas engine with just under 100,000 miles and was added to on 11/15/2021. Windom Ambulance chassis rotation has typically been every five years with 150,000-170,000 miles on the motors. This rig currently is having less miles due to it being the fourth rig added to our service. Windom Ambulance capital expenses plan has a chassis/remount budgeted for future years. If council proceeds with this option, our service will save approximately \$100,000 as this will not be a full strip down remount project. Equipment will have a full inspection and the electrical components will include Arrows warranty and chassis manufacturing warranty.

The two options for replacement:

1. Motor Replacement estimates were received from Harrison Ford of Mankato (\$18,018.03) and from Billion Ford of Worthington \$ (Unable to obtain estimate by deadline for council agenda, will have information prior to council meeting)
2. Chassis Replacement (2027 model) with box remount.
Arrow Manufacturing provided an estimate for a new chassis with remount. The chassis is estimated at \$46,000 without labor that would include a box remount. Arrow estimates the total project between \$77,500. The remount option would need additional testing and inspections of electrical and the HVAC system which is standard during any remount project. Failing equipment or parts would be replaced during that time at an additional cost.

Fiscal Impact

Motor replacement or chassis remount based on Council approval. Request for proposals would be advertised with a chassis replacement.

Unit 30 chassis and remount is budgeted for 2027 or 2028 evaluated during fiscal planning and current rig wear and tear status at that time.

Attachments

- 1. Estimate from Harrison Ford of Mankato**
- 2. Estimate from Billion Ford of Worthington**
- 3. Estimate from Arrow Manufacturing**



1935 Madison Ave
Mankato Mn 56001

Phone: 507-387-3454

Fax: 507-345-1028

Repair Order # _____ Service Advisor Anthony Turner Phone _____

Customer Name CITY OF WINDOM

Related Repairs	Hrs	Labor	Parts	Stock	SS	Tax	Total
1 ENGINE LONG BLOCK		6980.40	9406.24		698.04	656.78	17,741.46
2							
3 DIAGNOSTICS		249.95			25.00	1.62	276.57
4							
5 WARRANTY-							
6 3 YEAR/UNLIMITED MILES							
7							
Related Repairs Total							\$ 18,018.03

Immediate Repairs	Hrs	Labor	Parts	Stock	SS	Tax	Total
1							
2							
3							
4							
5							
6							
7							
Immediate Repairs Total							\$ -

Maintenance Needs	Hrs	Labor	Parts	Stock	SS	Tax	Total
1							
2							
3							
4							
5							
6							
7							
Maintenance Repairs Total							\$ -

RIM Total Investment

\$ 18,018.03

Approved By _____

Date/Time _____

Arrow Manufacturing, Inc.
801 S East St.
Rock Rapids, IA 51246 US
+17124723157
www.arrowambulances.com



Estimate

ADDRESS

Windom Ambulance
444 9th Street
PO Box 38
Windom, MN 56101

SHIP TO

Windom Ambulance
444 9th Street
PO Box 38
Windom, MN 56101

ESTIMATE # 1584

DATE 07/31/2026

ACTIVITY	QTY	RATE	AMOUNT
Remount customers type 3 ambulance module from chassis with blown engine onto a new zero mile, in- stock 2027 Ford E450 chassis with full Ford Factory warranty. Reconnect all electrical and HVAC and inspect and test to retain Arrow lifetime electrical and structural conversion warranties. Custom printed vinyl on chassis to match body scheme. Approximate completion: 4-5 weeks. Loaner ambulance included at no charge to customer if needed.	1	77,500.00	77,500.00
SUBTOTAL			77,500.00
TAX (7%)			0.00
TOTAL			\$77,500.00

Accepted By

Accepted 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 Snyder, Community Center Director
DATE: 7/29/26
RE: Community Center –Part-time Maintenance Asst. Split w/Arena
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

Director of Community Center and Arena recommend that the City Council approve the hiring of Nate Sykora for the Union Part-time Maintenance Asst. position at a starting wage of 15.33 per hour with hours of 20-28 per week. This is a shared position between the Community Center and the Arena.

Issue Summary/Background

The Community Center and Arena are in need of workers for events and maintenance within the building during the day and some evenings. We have advertised the shared maintenance position between the Community Center and Arena part-time 20-28 hours per week with 2 applicants in 2 postings. This position has been open for the past 8 months and we are happy to fill it.

With our wedding season in progress, extra help is desperately needed. Nate has been previously working as needed at the Arena in an On-Call role. He will be receiving hours from both the Community Center and Arena as needed. Dan Castle was previously in this position and is moving out of state. Both the Arena and Community Center would like to thank Dan for his assistance and help during his employment. Dan switched to on-call in April and has worked at the Community Center when available.

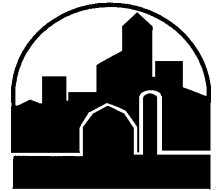
Fiscal Impact

No impact to budget as this person is replacing a previously budgeted person.

Attachments

1. No attachments

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: John Nelson, Manager, River Bend Liquor
DATE: July 31, 2026
RE: Liquor Store Non-Union Part-Time Clerk Hiring
DEPT: Liquor Store
CONTACT: John Nelson John.Nelson@windommn.com

Recommendations/Options/Action Requested

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

Issue Summary/Background

Over the last month, we have had 3 current employees resign their position as Non-Union Part-Time Liquor Store Clerks. Over the last few months, we have been collecting applications from individuals who were interested in applying, even though we were fully staffed. After the recent resignations this last week, I reviewed those applications and began setting up interviews. Only 1 interview could be set up in the limited time.

With that, it is my recommendation to hire Breanna Wagner as a Non-Union Part-Time Liquor Store Clerk at a wage of \$13.00/hr., which is Step 1 on the Wage Schedule for Part-Time Employees.

Fiscal Impact

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

Attachments

None