



CITY COUNCIL MEETING
September 15, 2026
City Council Chamber
6:30 p.m.

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

AGENDA

Call to Order
Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - City Council Minutes (Special Meeting) – August 31, 2026
 - City Council Minutes – September 1, 2026
 - Housing & Redevelopment Authority – September 9, 2026
 - Library Board – September 8, 2026
 - Park & Recreation Commission – September 9, 2026
 - Exempt Gambling Permit – MN Deer Hunters Association – February 20, 2027
 - Regular Bills
2. Department Heads
3. Airport
 - Ordinance #213, 2nd Series – First Reading - Airport Zoning Ordinance
 - Resolution Awarding the Contract – Airport Building Roof Replacement Project
4. Ordinance #212, 2nd Series – Second Reading – Enacting and Adopting a Codified Supplement
5. Street Closure Request – Homecoming Parade – September 25
6. 2027 Budget
 - Resolution Adopting a Proposed Property Tax Levy
 - Set Budget Workshop Dates
7. Utility Billing Conversion
8. Park & Recreation Commission Recommendation – Dynamite Park
9. Personnel Hiring Recommendations
 - Library – Union Part-time Librarian Assistant
 - Arena – Union Part-time Maintenance Position
10. Contractor Payments
 - 2026 Street Project – Pay Request # 5 - \$315,615.65
11. Mayor Appointment – Planning & Zoning Board
12. New Business
13. Old Business
14. Council Comments
15. Adjourn

**Special Council Meeting
City Hall, Council Chamber
August 31, 2026
5:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis at 5:00 pm.

2. Roll Call:

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

Council Absent:

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Ben Derickson, Fire Chief; Donna Torkelson, Finance Director; Jeff Dahna, Windomnet General Manager; Jordan Bussa, Outside Plant Tech; Brian Turner, Cable Tech; Andrew Rossow, NOC Tech and Kristen Porath

3. Pledge of Allegiance

4. Windomnet Information:

Mathis said that the purpose of the meeting is discussion of Windomnet called a Special meeting by Councilmembers Quade and Benson. The public had the opportunity to submit questions and the Council received these questions.

Quade thanked the Council and all the meeting participants for the special meeting and noted this has been a 20-month process.

Mathis said the first items on the agenda are the 2025 valuation report and Customer Counts\Trends.

Nasby said that the Council had engaged CCG Consulting to do a valuation report due to the unsolicited offer from Federated. When this was being considered the Council had previously approved the valuation to be public information so it is included in this packet. He provided an overview of the components of the valuation report.

Quade said she wanted to point out key items in the valuation report such as nearly 40% of data customers nationwide have 1 GB of service or higher and Windomnet only has few customers at this level with the majority at 100 MB due to our system. Technology changes rapidly and speed offerings increase. Now other providers such as Starlink are deployed and offer higher speeds. It is hard for a small business to compete. XGS-PON is the current generation of equipment and we are behind. The valuation showed a range of \$5.5 million to \$6.2 million with a \$1 million variance either way. The low range now would be \$4 million to \$4.3 million based on the study's per customer valuation and our loss of customers since 2025.

Sherman said that the valuation consultant also noted that there were unknowns and that change happens. Customer counts were in flux and due to the uncertainty of a Windomnet sale the customer counts suffered. Stats can be swayed one way or another to make whatever point someone wants.

Quade said the customer counts for Windomnet are actual numbers. Sherman replied the valuation was not Windomnet numbers.

Nasby said the Special meeting requested customer numbers so in the packet is the most recent customer count sheet done by Windomnet and provided to the Telecom Commission at their August meeting along with a graph showing customer numbers from 2005 – 2023 done by Windomnet and then a current trend chart done by staff showing August 2024 – August 2026 customer numbers. These trends show that within the last 6 – 12 months the trends show data customers down 5%, video customers down 5% and phone customers down 7%. These numbers are after the video streaming conversion and the service package change for phone, which were more of the stabilized numbers.

Quade said these numbers are directly from Windomnet and show lower counts. There is more completion in the market and it is hard to get customers back. What is the plan to market and how can we be successful?

Sherman the graphs show a visual drop off a cliff in customer numbers but the loss is at 3% more recently. Churn of customer numbers is not a trend. People move or things change so there is no pattern yet. July revenue was \$229,000 and expenses were \$105,000 for example but that is not a pattern either, but shows one good month.

Jeff Dahna, Windomnet General Manager and Dirk Abraham, Telecom Commission Chair, introduced themselves. Dahna said the customer numbers are just that and people do not like change so that impacted their counts along with the sale discussion. Windomnet does provide 1 GB service with current equipment but are limited above that level. Labor changes such as Hylife bankruptcy and wireless provider with 5G service started, so people cancelled Windomnet service for various reasons.

Abraham said the video numbers went down with the conversion to streaming and this was expected and also happened when SMBS made the conversion, but they have gotten some customers back. Phone service was free, but it could not continue that way as it was too costly.

Quade noted that the pork plant shutdown, but that the newest apartment complex was not open yet and now there are about half the apartments filled so that is more potential customers. Also, the school did not lose as many students as they anticipated. About 200+ Hylife workers were bussed in daily from Mankato, so people moving away due to the plant closure was not a big impact. The population of town has been fairly stable and has not changed a lot. Free phone service was hurting the telecom utility. Her question remains on how they plan on getting customers back, that has not been defined.

Sherman said markets do not like unpredictability and Windomnet has not been marketed. We cannot market a service if we are unsure if it is going to be sold or not.

Dahna concurred that some people switched services due to uncertainty and thinks marketing would help but did not do it with the uncertainty surrounding Windomnet.

5. Federated Rural Electric – Proposal Review\Updates:

Scott Reimer, Chelsea Weires and Katrina Fresh, of Federated all introduced themselves.

Quade said she is looking for a review of the Federated proposal, update on cell services, the Advisory Committee, technology changes they see coming and long-term implications, their grant build-out and timeline. Then answer any remaining questions the Council may have yet.

Reimer said that they will reply to these items and take questions. Reimer said their proposal is for \$7.9 million as the purchase price. There is the free service for 12 city locations for 10 years, two seats on the Advisory Board, Windomnet employees are offered jobs and there will be an on-site store with customer service representatives.

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Sherman asked if the \$7.9 million is a check for \$400,000, check for \$6 million and check for \$1.5 million as he has seen the purchase explained. Reimer said that they can do one \$7.9 million check or have it divided up into any way the City wants the checks.

Quade said that the background is that the \$400,000 was intended to be a donation as the City previously was restricted on the sales proceeds due to the bonds. So, this was part of the confusion. Nasby replied that when a sale was first contemplated in 2025 the City's bond counsel informed us the sale proceeds needed to be placed into escrow for debt repayment, but since then as of June 1, 2026 the bonds became callable to the City is free to pay off the bonds.

Nelson said he would like to see the proceeds invested.

Mathis said she was thrown off with the \$1.5 million construction off-set language, but there is still the step of doing purchase agreement with the terms and if the Council does not like the terms it can be voted down.

Quade concurred the price is \$7.9 million in the final paperwork and purchase agreement.

Weires said that they have \$15/\$20/\$50 plans for cell service and are rolling out bundle discounts of \$15/month for three services and \$20/month for four services plus \$5 for each premium cell line.

Mathis asked if the cell service and bundle discounts are available now. Weires said that they are not yet available and awaiting Federated board action. She expects them to be out in late September.

Reimer said a written confirmation on offering Windomnet employees was given to the Council to resolve questions and show their commitment. It is up to the employee if they want to join or not.

Quade said the offer is same pay, credit for years of service and retirement benefits. Reimer said that Windomnet employees are currently PERA for retirement and Federated has a plan of up to 16% with matching funds. Windomnet employees keep their PERA investments.

Benson said that if Federated hired the employees they would start their day at the Windom NOC.

Reimer said the Advisory Board is for two seats and comprised of representatives from their service areas and Council members are welcome to attend a meeting. Federated had been meeting individually with groups from different areas, but found the Advisory Board idea to be a good one so they hear from members and have Board members involved.

Quade asked if the Advisory Board would have meaningful input. Richard Jones, Martin County Commissioner, said he is on the Federated Advisory Board and has found it beneficial. He thinks the REA listens and he has been involved for eight years. About half of Martin County is covered by the service and he has found that the variety of members and interests represented are helpful.

Mathis asked how many meetings the formal Advisory Board has had. Reimer said that they have had one so far but more are planned and the group will likely meet quarterly. Weires added that staff also meets more often to work on public education and other ways to help members.

Reimer said changes in technology are always occurring and they work with consultants and vendors on products. Federated has a BEAD grant to build in Cottonwood County which will have a line passing thorough town to get out to rural areas. Weires said they do a five-year plan and that addresses their capital needs and costs.

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Benson asked why the grants were received. Reimer said that they are for low density areas to get service, so the grant helps keep the cost of construction lower. In rural areas there may only be one or two places served per mile and maybe not everyone takes service. The grants are 75% of cost with 25% match to make it affordable or else the service would not be built.

Benson asked how the availability of service is communicated to the areas that are going to be served. Weires said they start with outreach through a variety of methods and do this as soon as they have a project start. Reimer noted that other providers are notified of the grant awards and everyone has the opportunity to apply for the grants, but there are not specific service areas.

Sherman asked if Windomnet is not purchased, would Federated build in town. Reimer replied that right now they just have the line running through town as part of the BEAD grant, and that line is 8-9 miles long with 794 passings.

Mathis asked if Federated could lease Windomnet fiber. Reimer said he is not aware of Windomnet's capacity is and they are looking at 256 count fiber lines.

Quade said the long-term implication here is that we have 1664 data customers and with Federated's line coming through town will that be another service provider for some people. She noted it is an unknown and with more competition if we keep Windomnet and then lose customers are we viable? At what level is it unsustainable? She asked what is the timeline for building out the grant in Cottonwood County. Reimer said they have four years, but they likely will have most of it built by the end of next summer.

Benson said that Amazon is getting into the data business and does that concern Federated? Reimer replied that there is some concern for their wireless offerings but less with fiber. There will probably be some churn as prices are the key and marketing the benefits of fiber. There will be Google, Starlink and other competitors.

Benson asked if Federated will do their own video service or continue to buy it from SMBS? Reimer said they are looking at options with the goal of being more independent.

Sherman said churn is normal for businesses and governance has a role, Windomnet has suffered from the process of sale or not along with the major changes in video and phone. This is why customer numbers are down.

Mathis asked if the 794 passings will have the \$150 installation fee. Reimer said they do not charge an installation fee. Weires said they do not charge a \$150 fee but it is listed on the website. Reimer said it is there as they hook people up when the project is being done and if years later they need to do a truck roll and installation they could charge as it is re-mobilization of crews and equipment.

Quade said with 794 passings she would expect Windomnet to lose some customers and this will impact Windomnet.

RECESS at 6:55 pm

RECONVENE at 7:02 pm

6. Windomnet Budget/Operational/Capital Plans Review:

Dahna made a statement of his thoughts on Windomnet. He understands why a sale is considered and the concerns. Windomnet is not the same as it was with the move to streaming video, phone change to VOIP and migration to E7-2 platform. The plan is not to spend money to spend but hopes to increase revenues. He said they want to be accountable have a plan and benchmarks to be set then future action

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can be taken if these are missed. The modernization of Windomnet is mostly done so the system should be retained.

Abraham said the Telecom Commission voted 4-1 to retain Windomnet.

Dahna said the 2027 budget is still being worked on and he wants some accounts separated to more accurately track revenue. There are negatives on the billing system with costs or Windomnet use.

Sherman said the numbers he noted in the budget are debt service, interest and depreciation as they are real numbers, but the operations look positive.

Benson noted the loss of customers and the cost of the billing system so how will Windomnet compensate for this situation. Dahna replied there is uncertainty in keeping the system so no action was taken on billing, but if they continue, they need to look at cost reduction or changing billing platforms. The cost is high to the current system if Windomnet is only one using it. VOIP phone service can be a monthly reoccurring charge and work for a new system, but it would be some work for the staff on provisioning vs the control they have now with the current system.

Abraham said the features on the current billing system favor Telecom vs a less featured system at a cheaper price, but if they do not know if Windomnet will be sold they cannot plan.

Benson asked about Telecom system upgrades and if billing was a part of that. Dahna replied that as of April 2026 the migration was completed to E7-2.

Quade asked when the migration started as she was on the Council eight years and migration was discussed back then and was just done in 2026 when the pressure of a possible sale happened.

Sherman said migration was not a smooth process, but it is done now.

Benson said he was also on the Telecom Commission years ago and keep asking about migration but it was slow.

Nasby asked if the migration included the removal of the phone battery back-up boxes and giga centers in every customer home. Dahna said that there are some antiquated routers and others that need cards.

Quade asked if there was a giga center in every home. Dahna said some people kept routers and they are not forcing people to change.

Mathis noted the Windomnet modernization plan and network upgrade were next on the agenda.

Dahna said that they put in their February 2026 plan and updated it. This plan included the following:

- Network upgrade now and future
- Phone switching to VOIP is underway
- Cable TV was terminated at the end of 2025
- Calix routers and card upgrades
- Moving on from the Elation billing system
- Will offer new VOIP packages to businesses
- Use remaining bond funds to pay for equipment.

Quade asked if the bond funds can be use for this plan. Nasby replied that the 2017 bond has a balance of over \$300,000 and that it can be used for debt service or upgrades with debt repayment being primary. If the Telecom Fund ran a deficit in 2025 funds could be used to cover that debt service

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payment of just over \$100,000, thus reducing the 2025 deficit. With 2026 they may be profitable or may not, so funds from the reserve may be needed to cover the payments. If the system is sold the remaining funds would be needed to cover the 2027 debt service payment of \$100,000 plus about \$3,500 in interest. The Council could choose to let the Telecom Fund remain in deficit, thus allowing the use of bond funds for equipment.

Quade asked if the quote for ONT replacement was current? Dahna said maybe prices are \$10/unit higher. Quade said that if there are 1664 data customers at the price of the ONTs that is \$284,000 plus whatever the cost would be for the mesh units needed so probably over \$300,000. Dahna said that the changeover could be scaleable and they just buy what they could afford and the lead times for the equipment is 12-14 weeks. Quade asked who is doing the installations, Windomnet staff or is there extra cost to this and what would be the timeframe to get it all done. Dahna said the change to E7-2 required extra work and truck rolls, but the change now could be done as end user with the customer doing some of the installation. Abraham said that scaleable would be as funds permit and/or customer demand.

Benson said with a piecemeal approach and lead times for equipment this would take a long time to do. Dahna said they could buy 50-100 units and have a few in stock.

Sherman said details are interesting, but we need to look at the big picture. Windomnet does not need to go all-in and can adjust with operations and he sees a lot of positives.

Benson noted that what is happening is the loss of customers and more competition in the industry.

Sherman said he looks at reality and does not operate on fear. He is thinking long-term and it is best to keep the system.

Quade noted the Telecom Capital Improvement Plan does not include any of these items discussed.

Mathis said that they don't have a CIP as some people are trying to sell the system and with uncertainty it is hard to plan.

Quade said that she has their SMART goals for recent years there is not anything for system upgrades or the plan they are now discussing. If Telecom has goals, they need to align and why are they not shown.

Dahna said with the 2027 budget it is still in progress and he had reviewed with the City Administrator and Finance Director.

Regarding consultants and costs, Dahna said he anticipates they are asking about the contract with Development Concepts for cyber security work. They use this firm as needed and have a two-week termination clause.

Mathis asked if it is typical for a telecom company to have a consultant like this do work. Dahna replied that any technical service has consultants for unique things.

Benson asked about the consultant use and the cost to other departments and if it was budgeted. Dahna replied that Telecom pays for the service they get, but they charge other departments for things that benefit everyone. The contract is for 20/hours a week and the consultants have been used for 18-24 months. Regarding budgeted, Dahna said they are short staffed and the consultant cost is spread over several line items in his budget.

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Quade said that if consultants are being used for two years, were other departments informed they would have to budget for these costs. Dahna replied that as work is more complex there will be costs and the other departments should probably be budgeting for cost.

Sherman said this is something that needs to be looked at if the system is either kept or sold.

Mathis asked about the billing system situation.

Dahna said that the billing system was looked at due to a possible sale and the Utility Commission was informed there is another product that works for the utilities at a lower cost. They informed the Council and it was sent to the Telecom Commission for consideration.

Quade said she understands the current system does what Telecom wants, but the cost is over \$125,000 a year and a new system is considerably cheaper but it does not do the same Telecom functions. Dahna said that is correct, but as they move to VOIP this could change things. Quade said she heard that as of now the current system stays in place with Telecom paying for their share of the system. He added that if the billing system changes there would be more work for staff on provisioning.

Dahna said that Windomnet has an open position they have not filled due to a possible sale. It has been vacant since July 2025. Quade asked that if customer numbers are down why re-fill the position as they are getting by now. Dahna said that is a consideration.

Sherman said that marketing will get customers back and the system counts have been relatively stable since April 2026.

Mathis said the next item was price points.

Dahna said that he has a spreadsheet in the packet showing the rates for the area providers. The Telecom Commission recommends rates and Council approves them.

Benson asked if the rates will be steady or if they are going to rise. Dahna said if there is to be more speed offerings the price may actually do go down for some services. Abraham said that video rates are going up for all providers including HULU, Netflix, etc. Benson said with a smaller customer based it is hard to keep rates low so comparisons to large providers with thousands of customers is not accurate. Abraham said if you want low rates, go to Midco.

Dahna said he was asked to cover customer loss and long-term implications.

Benson said what happens if Windomnet were to lose 500 customers? Dahna said based on expenses, costs would need to be looked at and they moved to VOIP to help lower costs. With customer loss it depends on the type of customer. Maybe they would discontinue a service. With increased competition and lower costs will draw customers, but they will come back. Benson said this is a hard topic as he does not want higher rates as that will lose customers. Going by the numbers and what he feels is best, that is where he is coming from and if this goes down ultimately it is the ratepayers paying the bill.

RECESS at 7:47 pm

RECONVENE at 7:52 pm

7. Windomnet Financial Analysis/Review:

Mathis said we are at Windomnet Financial Analysis and Review.

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Nasby said that that in the packet is the 2027 budget that is in progress and reviewed with Dahna. The Special meeting request also included an ask for projections. What he has included is the 2027 budget and using the customer trends, discussed earlier, projected out years 2028 – 2031. This impacts revenues, lower, and in some cases reduces expenses for goods resold. The projections do not include things like changes to fixed costs or personnel as those would be Telecom and Council decisions. The debt service is included along with interest and depreciation as noted earlier. The billing system being kept, with Telecom paying their share is also included.

Quade said that she is not seeing sufficient revenues. Sherman replied this is a budget and not actual numbers. The operating costs are showing improvement. Quade said is it realistic to just pay off the debt and fund no capital until then? There are dollars on the table now vs maybe profits later. Sherman replied that our golden years are just ahead and we will be making money. Quade said staff has years of experience showing us the budget numbers and is charged with being fiscally responsible. Sherman said money will be made when the bonds are paid off.

Nasby noted that in any scenario capital costs and repayment of enterprise funds needs to be included.

Quade said not accounting for capital costs then new bond debt is likely needed.

Mathis asked if the enterprise fund repayments were included in his budget. Nasby said yes, but that would be a Council decision on how and terms.

Donna Torkelson, Finance Director, said that the short-term and long-term implications for Windomnet should be based on the facts. She sees customers coming in daily and cost of service is an issue as we are \$15/month higher than others. Customers are going to others due to cost and if we lower our rates then Windomnet revenues go down by about \$300,000. Streaming customers are not favoring services with fixed channels, but going to services that offer them choices and there are deals out there by Amazon and Walmart where people get free television.

Quade said Council needs to be fiscally responsible and that is why they ask staff for advice and numbers, but the decision is Council's.

Torkelson said we will still need upgrades and staff can share numbers and trends.

Benson said he agrees, staff is just reporting numbers and the decision is Council's.

Mathis said the next item up is Council direction on use of funds.

Quade said that was something that was discussed, so it was included on this agenda, but Council does not need to discuss this now.

Benson said we do not have the funds yet, so why go down that road.

Mathis though this would be brought up and discussed differently in setting up the Special meeting, but the \$400,000 was talked about for Kastle Kingdom and a splash pad. Quade said that is her position and what she sees as a possibility.

Nelson said Council needs to know exact costs before there are any decisions. The funds should be invested for some period.

8. Review of Public Comments/Questions:

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Mathis said the last agenda item is questions from the public and that Council has gotten all of them. Most of the questions have been answered this evening, but should would review them. Questions were as follows:

- Bond debt? Nasby said about \$4.4 million on the two bonds.
- Some proposers said they could do upgrades in 3-6 months. Telecom says their proposed upgrades are slow as it is scaleable.
- Future bonds needed? Nasby replied that is up to Council depending on cost and scale timing.
- One comment was that it is time to sell, but thanked Windomnet for their work.
- Why were industry experts not consulted? Nasby said the valuation was done by an independent consultant. Benson said they look to the Windomnet Manager and staff as experts.
- Long-term projections study? Why not expert consultant.
- Why not public vote to sell? Sherman said they could do that but nothing illegal or unethical with the process. Benson said that Council was elected to make decisions.
- Why is Windomnet being considered for sale to a company with limited experience in telecom as more qualified firms made proposals? Benson said he has full faith in Federated. Sherman said he had the same thought on qualified firms. Mathis said she had another proposal in mind.
- Would a company overbuild? Mathis said that was not stated by any of the proposing parties. Quade noted that Federated's grant has a line through town.
- Citizens get SMBS services now at a lower rate. Mathis said that rates were shared.
- Does employees' wishes hold any weight? Sherman said yes, and he is looking at a future for citizens and sale to Federated is not the best. He believes in the citizens of Windom and many of the changes have been positive. Quade said this is a multi-million-dollar decision and is not being made on employee wants. They have been assured of jobs with same pay. Benson said employee jobs were a key point for him and Federated offered jobs to employees.
- A firm or consultant should have been engaged before any decision was made. Quade said that there is time and cost to wait. Benson said the customer loss continues to impact viability.
- Billing system change? Mathis said they understand the economics. Sherman replied that will be looked for Telecom billing in the future.
- How much marketing has been done in the last 5 – 7 -10 years? Mathis said it has not been a lot.
- Enterprise adjusting entry, loan from Utility Commission. Nasby said it is based on the performance of the telecom fund and auditors for years has made the adjustment to off-set. This is not a loan.
- The Ad Hoc Committee does not want to sell? Mathis said that was the vote not to sell. Quade said that in February 2026 the comments were that Federated is a good company, so why is this so different now. Abraham said the Ad Hoc Committee met and forwarded the information. There was a public meeting and interest for a sale. So the decision was to make Windomnet available for proposals so others could express interest and we could get the best price and process for a possible sale. This is not a slight to any company, but was best to open up the competition. Now the sale price is \$7.9 million and it was \$6 million before. Sherman said comments were based on offers and nothing against anyone, but he is pro Windom. Quade said that Council agreed to sell Windomnet and opened this up for sale. Now offers are on the table and why is this not moving ahead for a sale.

Quade asked if any Council members had any more questions that needed answering. Benson said his questions were answered. Sherman said he has a comment on selling Windomnet as he does

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not know the future. Give it some time, maybe six months to see if the trends continue. He appreciates the respectful conversations people have had on the matter. Esplan said he has no questions. Nelson no questions. Mathis said she does not have any more.

Quade said the Mayor's veto was based on questions and clarity needed. Do we have those answers now.

Mathis said there is more clarity, but not changing her mind. This has not felt right and this is not the best offer. Just not the right fit.

Quade asked if the Mayor is advocating keeping Windomnet. Mathis replied that a pause in the process is needed. Quade noted the Council motion to sell.

Schramel said that the motion to sell just sits there if there is no action to sell. Quade said the use of veto is putting the Mayor's decision ahead of the will of the Council. Schramel said that action on the veto needs to be taken at the September 1st Council meeting.

Quade said that Council needs a consensus to make a decision and move forward. Council voted 3-2 to sell and she would encourage other Council members to move head and hope they are thinking of selling to another party, so it appears we are keeping it if this fails. If so, there is much to be dealt with ahead.

Benson said he'd keep it if it does not sell to Federated.

Sherman said Robert's rules will be 4/5 to override the veto. Schramel said that is Charter language and there must be a vote on September 1st.

9. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 9:27 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
September 1, 2026
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis at 6:30 pm.

2. Roll Call:

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

Council Absent:

City Staff Present: Steve Nasby, City Administrator; Ben Derickson, Fire Chief; Jeff Dahna, Windomnet General Manager; Jon Ketzenberg, Streets & Parks Superintendent; John Nelson, Liquor Store Manager; Matt Fast, Building Official; Kristen Porath, Ambulance Director; Jordan Bussa, Outside Plant Tech; Brian Turner, Cable Tech; Andrew Rossow, NOC Tech and Devin Kopperud, Assistant Police Chief

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – August 18, 2026
- Amplification Permit – Unspoken Truth – October 3, 2026
- Exempt Gambling Permit – BARC – October 20, 2026
- Regular Bills

Motion by Benson second by Sherman to approve the Consent Agenda. Motion carried 5 – 0.

5. Department Heads:

John Nelson, Liquor Store Manager, said that on September 12th the liquor store is hosting a rare bourbon tasting and release. On September 21st they have Grey Duck Vodka represented by Chad Greenway visiting the store. On November 13th at the Community Center is the annual Wine Tasting event.

6. Windom Area Health Audit Presentation:

John Peyerl, Windom Area Health CFO, and Ryan Strusz, CLA (via Zoom) introduced themselves. Strusz provided a summary of the hospital audit and noted that it was an unmodified opinion which is a “clean” audit. The PERA pension liability had decreased, the Medical Office Building project was capitalized and there were no material audit adjustments. Internal controls were reviewed and the auditors did assist with the financial statement, but that is typical. He reviewed industry benchmark standards and showed comparisons to Windom Area Health. Operating margin was 1.1% which is lower than last year due to the construction project. There was revenue growth from 2025 to 2026 which is good and the total margin was 3.2%. Operating EBIDA was 11.9% and was consistent from the prior year and shows strong cash flows. Days in Accounts Receivable was up to 59 days in 2026 and was due to more revenue being billed with no addition of staff. They would like to see the number around 50 days or less. They also reviewed estimates for bad debt and charity care which were

reasonable. Net patient revenue growth remains strong at 12-14% the last three years. Debt service coverage was down due to the new debt for the building but was still strong at 3.2. Age of plant decreased from 14.4 years to 8.1 years which is good and is a result of the new building. In summary, he said that health care is challenging and there are significant costs but WAH has done a good job and is profitable. Required communications were reviewed and included in the audit.

Benson asked about the margin. Strusz replied that 1.1% even is still a good margin. Benson asked about the plan for the third floor. Peyerl replied that WAH has a strategic planning session upcoming and they will be talking about options and opportunities. Benson asked about WAH providing service in Fairmont. Peyerl said that they started some services as Mayo was downsizing and WAH has the capacity to add patients so they are taking this opportunity to grow.

Esplan asked if the operations in Fairmont are in a Mayo space. Peyerl said WAH has leased private space. Esplan said he had been at WAH and had a good experience.

Nelson asked if WAH was working with the Fairmont Hospital. Peyerl said that some services will be shared in partnership.

Motion by Benson second by Quade to accept the WAH audit as presented. Motion carried 5 – 0.

7. Personnel – Abdo Market Study Presentation:

Leah Davis, Abdo Partner, introduced herself (Zoom). Davis reviewed the PowerPoint slides consisting of an overview of the data collection process, general wage levels, benefits and state pay equity compliance testing. She discussed the comparable cities list and use of League of Minnesota Cities data where needed. The analysis showed Windom was below minimum ranges by about 5% and 6% below market maximum pay ranges. They are finishing up collecting some benefit data, but Windom's benefits are consistent with other communities. Abdo also did pay equity compliance testing which was found to be within the regulations.

8. Ambulance Items – Chassis Bid Award and Telemedicine Contract:

Kristen Porath, Ambulance Director, said that the Council previously approved moving ahead with replacing an Ambulance chassis that had a bad motor. A new chassis would be purchased and the existing box remounted. This process would take 30-45 days and be paid for with Ambulance funds.

Council Member Benson introduced the Resolution No. 2026-45, entitled "A RESOLUTION AWARDING THE CONTRACT FOR AMBULANCE REMOUNT PROJECT" and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Nelson, Sherman, Esplan, Benson and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Porth said the Department generally updates the power cot when it is needed, about 20 years, along with the ambulance. She is requesting that the Council approve the purchase of a new cot for Unit 30. The price goes up January 1 and we would save 3-5% ordering it now.

Motion by Nelson second by Quade to approve the power pro cot replacement for Unit 30 as presented. Motion carried 5 – 0.

Last, Porth said that the City got a grant for tele-medicine services which will be installed on all the ambulances. This service will enhance the abilities of the ambulance. The company contract has been reviewed and revised per the City Attorney's advice. There is minimal cost to the City as the grant covers the costs. Staff is requesting approval to execute the agreement.

Motion by Nelson second by Sherman to approve the Telemedicine Services Agreement between Avel e-Care and Windom Ambulance as presented. Motion carried 5 – 0.

9. Penny Rounding for Cash Payments:

Nasby said At the end of 2025 the Federal government announced the suspension of the minting of pennies. As such, there will be an anticipated upcoming shortage of pennies for cash transactions. The recommended solution is to round transactions to the nearest nickel. Many businesses have already adopted a penny rounding solution and the City will need to follow this practice as the availability of pennies from the banks will be diminishing. Staff discussed this impact to the operations of our departments and are recommending that the City, as of November 1, 2026, begin to round cash transactions to the nearest nickel, as sign showing this is included in the attachments.

For example, the Liquor store transactions are 35% cash-based transactions and they typically go through \$5 - \$10 in pennies a week depending on the week. The Finance Director is working with our financial software vendor and utility billing vendor on this matter and is confident penny rounding to the nearest nickel will be able to be met by November 1st.

Only cash transactions are impacted so payments by credit card and check will continue to be for the exact amount. Cash transactions for utility bills, at present, would be rounded to the nearest nickel and either a small credit or amount due will be shown on the customer's next bill. The impact to the City and to the customer, using cash, will be minimal as some transactions will round higher and some lower.

Motion by Benson second by Sherman to implement penny rounding to the nearest nickel for cash transactions on November 1, 2026 as presented. Motion carried 5 – 0.

10. Ordinance #212, 2nd Series – First Reading – Enacting and Adopting a Codified Supplement:

Matt Fast, Building Official, said that the Council has passed some code changes over the last couple of years by way of ordinance changes. These need to be codified and have been by American Legal Corporation. He reviewed each of the sections modified and noted this action is to formally codify these code revisions.

Motion by Benson second by Esplan to approve the 1st Reading of an ordinance enacting and adopting a codified supplement to the Code of Ordinances for the City of Windom. Motion carried 5 – 0.

11. 2nd Reading of Ordinance #211, 2nd Series – Disposition of Windomnet:

Nasby said that the Mayor had exercised a veto of Ordinance #211 – Disposition of Windomnet, and the Charter (Section 2.07) states that the veto shall be returned to the Council with the objections, which are included in this Council packet, and that Council will reconsider the question which is the ordinance for the disposition of Windomnet. If the Council were to vote 4/5 in favor the veto is overridden and the ordinance will prevail; however, if there is not a 4/5 vote the veto is sustained and the ordinance fails.

Sherman said he had a statement on a plan to move ahead with Windomnet. The Hospital CFO noted that investments take time to grow and there is an opportunity with Windomnet. He said that the Council should wait three or four months and do another analysis on the numbers if those go along with projections or not. He spoke to a business person who said Midco had a higher offer, and noted that customers care more about reliability and cost. Sherman said his position has been clear that we need a long-term vision and sees future profitability and this has been a 21-year journey with just six

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years left until the bonds are paid off. He has done his due diligence and feels this is best for the community to keep Windomnet.

Nelson said he talked to the same business person and that conversation was that Windomnet needed to be sold and Midco was the business person's preference. Nelson said he does not see a way to keep Windomnet.

Sherman said that neither Federated or Midco were the way to go and he would give Windomnet more time and revisit in the future if needed. Nelson replied that if it is sold down the road, he is concerned with customer numbers and losses.

Esplan said he talked to SMBS and they still have an interest in Windomnet, but would also be willing to work with Windomnet to help them survive. SMBS also said their offer would be good for six months and if the City asked the \$100,000/year payment was not set and could be changed if the City asked. SMBS and Windomnet could share equipment and he is opposed to a sale to Federated, which was last on his list of buyers.

Benson said he looks at customer counts and history of operations. Federated has also filed for their right of way permits so they are coming through town either way. If we lose more customers, the Windomnet manager even said we would not survive. We can wish for prosperity but know what Federated will do and what they will pay us now. Federated could add customers on their line through town. Federated will offer jobs to Windomnet employees, but if we keep the system and it fails those same employees will lose their jobs. If we raise rates to gain customers, we will not make it. Fewer customers equal less ability to operate. Benson said we need to deal with what is in front of us.

Nelson said he saw Facebook posts about Windomnet prices and why we do not lower them. We cannot lower prices and cover costs. Without lower rates it is hard to get customers back.

Sherman said that is the sky is falling analogy and to say we will lose 500-700 customers in the next few months is not reality. People want predictability and with everything that has been going on with Windomnet has made people unsure and that impacts customers. We just need time to get them back.

Nelson said we need to do something tonight, if not, it is starting over. If this takes too long, we will not have anything left to sell. He cares about employment offers and both Federated and SMBS said they would take on our staff and Midco said they could apply for jobs. He noted that with the new apartment construction that was to get the City to 5,000 population. This did not happen and sometimes things come up and plans do not happen.

Sherman said hope rises, doubt sinks. Not a rejection of facts, but the vision to see past them is needed.

Benson asked why not take the \$7.9 million as the City has many projects to take on. Nelson said that budget time is upcoming, both labor and projects cost money.

Quade said she has researched this extensively and been transparent with numbers. The four hours the Council spent last evening laid out everything and there is not much left to say. She urged Council not to vote with feelings, but look at facts and figures. She is not taking the decision lightly and not against hope but feels this action to sell is best for the Council.

Mathis said she is hoping this is the most painful thing the Council takes on. She thanked Council and staff for all the information and discussion. She thanked the public for the questions and for the respectful conversations. She does not support a sale to Federated and prefers SMBS and feels like we

could negotiate further with SMBS and they have a longer history of being in the business and lower rates. The 3-2 motion caused Council to make a choice on Federated. All proposers and Council went through the process. She does not agree with the Council majority. She was hoping for about Windomnet's future and possible sale to SMBS. After conversations with Council, it appears that we cannot move ahead with Windomnet. Customer service, marketing and financial investments are needed. She called each Council member and got their input. She does not want the Council to have a war amongst themselves and there was no support for a sale to another party nor investment in capital for Windomnet.

Benson said that it needs to be financially viable to pay for investments. Quade said they are not seeing a profit and new debt should not be issued. Nelson said he would consider an investment with a plan and revenue source.

Mathis continued that it seems an overbuild could happen. We would need to lower our rates and do marketing which require Council approvals. Quade, Benson and Nelson said that the system needs to maintain cash flow. Mathis added that she talked to staff, commission members and customers and we need to have Council unity even when we are not in agreement. She said this will disappoint some people but she is going to rescind her veto. She is not caving to pressure, but sees this as the only path forward. The only option is to sell vs being in limbo and continuing the debate. She appreciates everyone and not sorry for using the veto. She is glad she did it and more conversation was good, but will rescind it as not to put Council members Esplan and Sherman in a position to have to vote on it. She feels more information would have been good to have awhile ago and the approach to handle this situation may have been different. The majority vote is to sell and this is the way forward even though it is painful. Let's move forward together.

Benson said he is proud of the Mayor for making Windom her priority not politics or pressure. He apologizes if he was heated, but he is also trying to put the City first. It is not easy being Mayor.

Mathis reiterated she is not in agreement with this decision but it is the only way to move ahead and work together.

Nelson said this has been the hardest topic in his time on the Council and he has voted for things he did not agree with but it was for unity.

Mathis noted that 98% of the conversations were respectful.

12. Contractor Payment – 2026 Street Project – Pay Request #4:

Jon Ketzenberg, Streets & Parks Superintendent, said that the 2026 seal coating project has been done and the pay request is for full payment of \$95,805.00 to M & R Paving.

Motion by Sherman second by Benson to approve the Pay Request for the 2026 Seal Coating Project in the amount of \$95,805.00 to M & R Paving, Inc. Motion carried 5 – 0.

Benson asked about the excess rock. Ketzenberg said it would be swept up and kept for mix into the salt and sand pile.

Mathis asked about striping the roads. Ketzenberg said they do cross-walks. Mathis asked about center lines and sidelines. Ketzenberg said they do not do these due to low speeds and on-going maintenance costs.

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Benson said he has had questions on when Lakeview would be re-done by the Recreation area and former Cemstone property. Ketzenberg said that it depends upon development of that property and being able to do more with the assessments on those properties.

13. New Business:

None.

14. Old Business:

Nasby said the new City website launched. The address is now www.Windommn.gov to comply with the State law.

15. Council Comments:

Benson noted that school is in session so watch for kids and take care of your neighbors.

Quade thanked the Council for their work and keeping the future of the City in focus. Hopefully, there will be more common ground ahead.

Mathis wished children a happy 1st day of school and everyone a wonderful day.

16. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 8:30 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN
September 9, 2026, at 8:30 a.m.

A regular meeting of the Board of Directors was held on September 9, 2026, at the Riverview Apartments. Board Members present: Tony Scott, Linda Jaakola and Heidi Hill. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: Nick Kulseth-unexcused , LeWayne Pigman-unexcused and City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:37 am with the consent agenda approved which included minutes from the August meeting, the Agenda, Balance Report, and Bills Reports. (Jaakola/Hill)

Scheduled Guests: none

Old Business consisted of:

1. The Executive Director gave an update on the Hillside window project. Mike from Tri-State stated that the issues have been addressed and they will be removing their equipment next week. The Executive Director passed this information on to the Engineer so hopes to be closing this project and receiving the final pay request soon.
2. The Executive Director presented an updated estimate for the locked doors at Hillside. After some discussion a motion was made to approve the increase from \$17,720.00 which was the original estimate to \$19,710.00 which was the updated estimate and still plan to pay for this project from the Laundry Account. (Hill/Jaakola)
3. The Executive Director reported that the old work truck was sold for \$5,000.00 and the money was deposited into the main account.
4. The Executive Director reported that the HS closet doors have not yet arrived, but Corey believes they should be here at the end of this month.
5. The Executive Director presented quotes for the sidewalks at Hillside. After some discussion a motion was made to accept the bid from Nielsen Landscaping in the amount of \$58,264.75 to be paid from the Bank Midwest Savings Account. (Hill/Jaakola)
6. The Executive Director reported that Jerry passed his boiler test and has received a raise.
7. The Executive Director reported that the maintenance staff will be changing out and removing the pull cords at Hillside the week of September 14-18 and Ron's Electric will be back to remove the panel and install a new plug in the office.
8. The Executive Director gave an update on the Retirement Contributions discussed last month. The total missing contributions total \$13,92.09. Our Accountant has completed the necessary paperwork and we're currently waiting for Security Benefits to review it. Once it's been approved, we will receive a call that the payments have been made.

New Business consists of:

1. The Executive Director reported that Linda Jaakola's term on the board will end at the end of the year and she is currently the Approving Official. We chose to revisit this from the September meeting. After some discussion a motion was made to change the Annual Meeting from February of 2027 to November of 2026 so that Officers can be in place and the necessary paperwork can be completed for a new Approving Official prior to the end of Linda's term. (Hill/Jaakola)
2. The Executive Director has asked to change the date of the November meeting due to the Veteran's Day holiday. After some discussion a motion was made to change the meeting date to November 4th.
3. The Executive Director reported that after looking into removing the Ash trees as discussed at last month's meeting, it has been discovered that all but one of the trees is Ash at Hillside. After some discussion, the

Executive Director will reach out for bids to have the tree's limbed as well as discuss replanting upon removal and revisiting this at the October meeting.

4. The Executive Director reported that we received a \$150.00 refund to CFP26 from Asa as we overpaid due to the tax-exempt plates. The Executive Director will subtract the \$150.00 from the next CFP26 since it's already been pulled.
5. The Executive Director reported that there was a fire call at Hillside on Thursday, August 20th. It was discovered that there was dust in one of the alarms that triggered it. The maintenance staff have since cleaned all alarms and we have scheduled this for twice a year going forward.
6. The Executive Director presented quotes for Air Conditioner replacement at Hillside in the community room/kitchen. After some discussion a motion was made to accept the bid from Schwalbach Hardware in the amount of \$8,600.00 which will be paid with CFP26 funds. (Jaakola/Hill)
7. The Executive Director reported that a second bike rack has been purchased for Riverview. This will be paid out of the Laundry account.
8. The Executive Director reported that the Radial Arm Saw was sold for \$50.00 and the money was deposited into the main account.
9. The Executive Director reported that the OM's vacation is back on and she will be gone for 3 weeks (9/11-10/2).
10. The Executive Director presented a language addition to the ACOP (10-19) based on the Animal Policy as follows: "Visiting pets will be allowed once a non-refundable pet fee of \$200.00 is collected, along with a copy of current vet records, per animal." After some discussion a motion was made to update the language as presented. (Hill/Jaakola)
11. The Executive Director discussed the current smoking area at Hillside. It has been discovered that the brick is falling apart. She presented requesting bids to remove the brick area and purchase a shelter like the one at Riverview in the amount of \$2,385.00 which is about a \$100.00 increase since 2022. After some discussion, the Executive Director will reach out to Devin Nielsen to see if he could remove it while he's completing the sidewalk project. She will request a quote for review.
12. The Executive Director presented 2027 FMR's (Fair Market Rent) as follows as we are required to charge 80%: 1 bedroom=\$659.00, 2 bedroom=\$811.00 and 4-bedroom=\$1,185.00. This will go into effect January 1, 2027. After some discussion a motion was made to increase rents based on 80% of the FMR. (Hill/Jaakola)
13. The Executive Director reviewed the September Overview.

Upcoming Board Meetings are scheduled for October 14th (HS) Tony will be absent from the October meeting. and November 4th (RV) at 8:30 a.m.

With no further business, the meeting was adjourned at 9:24 am (Jaakola/Hill)

Tony Scott, Chairman

Linda Loewen, Executive Director

Windom Library Board Meeting
Tuesday, Sept 8, 2026 at 5:05 pm

Call to Order- Called to order @ 5:05 pm by Steve Fresk

Roll Call- Steve Fresk, Jan Dehmlow, Fran Swenson, Sarah Peterson, Kari Scheitel, and Diane Sykora

Council Member-

Library Staff- Kari Hanson

Approval of Agenda and Minutes -Motion was made by F. Swenson with second by K. Scheitel to approve the agenda and minutes; motion carried.

Financial Report- July financial information was shared. D. Sykora made the motion with second by S, Fresk to approve the July financial report; motion passed.

Librarian's Report-

1. Total circulation was 3,346 for August.
2. The summer reading program was a huge success. Over 200 children enrolled with great participation during the summer.
3. On Tuesday, Sept 15 a relative to Ameilia Earhart will share a presentation at 6:00 at the Historical Society.
4. A candidate has been selected for the open position. Will go to the City Council meeting on September 15th to present the candidate.

Old Business- none

New Business-

1. The new book drop will be delivered on September 19th. Thank you to Sarah Peterson and her brother for making this.
2. Steve Fresk signed the agreement form for Plum Creek library system that states the library will follow the guidelines.

Adjournment- The meeting was adjourned at 5:20 by Steve Fresk.

The next Library Board meeting will be on Tuesday, October 13, 2026.

Windom Park & Recreation Commission

Minutes for Wednesday, September 9th, 2026

Windom Chamber Meeting Room

Roll Call: Jess Smith, Jackie Jurgens, Antonio Cerda, Pam Hogan, Shelby Young, Jon Ketzenberg, Tim Hogan, Jenny Quade, Scott Benson

Public: DVHHS- Luke E. Casey W.

WAH- Devin H.

Unspoken Truth- Julie

Absent: Tom White, Faith Andrade

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

- 1. Motion to Approve or amend agenda:** Motion to approve the agenda was made by Jackie and second was made by Antonio. Motion carried.
- 2. Approve Minutes from August 12th, 2026: No Minutes**
- 3. Unspoken Truth Event:** Julie spoke about the upcoming unspoken truth event which will be held at Tegels Park on October 3rd. Julie told the commission that this will be a free event and that she will be having a parade that will run through Tegels park with various large alebrije type animals on display as well as other events, music and a meal. The park will be closed off to traffic for the event. This event will be multi-cultural and free to the public.
- 4. DVHHS Luke Ewald:** Devin H, Luke E. and Casey W. attended the meeting to talk about the possibility of expanding the walking paths around the city. Devin started the discussion by adding that Windom Area Health would be interested in helping with this project and would assist in actively applying for grants and forming a trails committee. Luke and Casey added information on the potential for grant opportunities and a basic breakdown on what it would take to obtain funding as well as all of the local government entities that would need to be part of the process. This would include the city official as well as Cottonwood County officials and partnerships with the school and WAH to work together to get this moving forward. Discussion was held by the commission and overall, the commission agreed that this is something that the city needs to start being proactive about. The commission determined that this is a project that will move forward and work will start with communication to all parties that will need to be involved to update the active living plan for the City of Windom and having conversations with the County, School and WAH for participation. More to come in upcoming meetings on progress and grant applications.
- 5. Dynamite Park:** Ongoing discussion about the potential sale of Dynamite Park from the City of Windom to the City EDA office for development was held. Tom White had provided background information at a previous meeting about the transfer of Dynamite Park from the County to the City many years ago with the language stating that if the city ever sold it that the County would be granted the profits of the sale. Tom also said he at the time was a county commissioner and wrote the agreement and that the city could sell the park to the EDA for \$1.00 and that the city would then need to pay the County the \$1.00 profit of the sale. The EDA could then put up the park land for sale for potential housing development. Discussion was held and a motion was made to sell Dynamite

Park to the EDA for \$1.00 and in return the city would pay the County the \$1.00 profit so the EDA could list the land for sale and potential development. Tom White had made the original motion but at the time could not be approved due to lack of quorum for a vote. A new motion was made by Pam to sell the Park and a second was made by Cerda. Motion passed unanimously.

6. **Jens Park:** Jon K. updated the commission that the Higley family was not going to put funding into fixing up the structure at Jen's Park but would like to take possession of the structure. Jon said that the cost to move the structure to the Higley's was estimated at \$3500.00. Discussion was held that the commission was not in favor of covering moving costs of the structure stating that a couple years ago it would cost around \$3,000.00 to make repairs to the structure and at the time additional funds were not budgeted for repairs to that particular structure and there are many other projects that had priority for funding. The commission decided that if Higley's did not want to cover those costs that the structure would be put up for bids.
7. **Eagle Field Project:** Jess Smith updated the commission on the Eagle Field improvements and that work on the field has begun. The grass in the outfield has started and that will hopefully help the grass be ready for the spring softball season. Jess also said that some students at the school would like to put in a permanent short field fence to make this field a fast pitch only field as part of their Eagle Achievement project. Discussion was held by the commission and how doing this would impact field availability. Tim Hogan added that they are limited with field availability especially on Monday nights with the men's softball league but could potentially make this work if the softball association could limit use of the fields on Monday nights and schedule those games to be played "away" to open up more fields for men's league. Hogan also said that if the commission would agree to the permanent fence that he would like to see an agreement put together similar to what the city and school have with Island Park for baseball. Hogan said this would allow the school or softball association to maintain and update the field as they feel necessary for high school softball. Discussion was held and a motion was not made to allow the fence to be put up and that discussions should be held with the school to review the current agreement with the school on use of the fields as well as potential future improvements to the Rec Area fields moving forward.
8. **Recreation Director report:** With a full agenda and recreation discussion with other items tonight Hogan said he was going to keep it short. Hogan updated that they are just transitioning into the winter season activities.
9. **Park Superintendent Report:**
 - a) Island Park Shelter: Jon said he is just waiting on finishing up the bathrooms and is hopeful to get that done soon.
 - b) Additional Park Updates: Scott Benson suggested to the commission that something needs to be added to the city ordinance to enforce rules and action against citizens being disorderly in city parks. Scott said that he has witnessed individuals not following park rules however law enforcement is not able to enforce anything due to city ordinance language. The vision in changing the city ordinance is to ensure the law enforcement as well as city staff can trespass individuals from the parks to limit vandalism and disorderly conduct. The commission decided they were in favor to talk to the planning and zoning official to review and rewrite language as needed to be brought back to the commission for approval to send to the council.
 - c) Kastle Kingdom: Jon updated that they are just waiting on results from a couple grants that were applied for to see where funding sits.

10. Old Business: None

11. New Business: None

12. Commission Comments: None

13. Adjourn meeting. Meeting was adjourned by unanimous consent at 7:38pm

14. Next Meeting Oct 14th @ 5:30 in the City Council Chambers

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Des Moines Valley Chapter of MN Deer Hunters Assoc. Previous Gambling Permit Number: X-[REDACTED]
 Minnesota Tax ID Number, if any: [REDACTED] Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: 57610 370th Street
 City: Mountain Lake State: MN Zip: 56159 County: Cottonwood
 Name of Chief Executive Officer (CEO): Brian Bergling
 CEO Daytime Phone: [REDACTED] CEO Email: [REDACTED]
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

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

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

Check one:

☒ City: Windom Zip: MN County: Cottonwood
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): February 20th, 2027

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

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

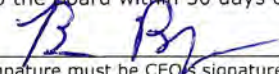
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized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

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

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). ☐ The application is denied.	☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. ☐ The application is denied.
Print City Name: _____ Signature of City Personnel: _____ Title: _____ Date: _____	Print County Name: _____ Signature of County Personnel: _____ Title: _____ Date: _____
The city or county must sign before submitting application to the Gambling Control Board.	TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 8-19-26
(Signature must be CEO's signature; designee may not sign)

Print Name: Brian Bergling

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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



Windom, MN

Expense Approval Report

By Fund

Payment Dates 8/29/2026 - 9/11/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
GIL & BETTY WIPF	10758-6	09/02/2026	Credit Refund	100-20191	88.42
VERNA STOESZ	20524-5	09/02/2026	Credit Balance	100-20191	9.33
HANNAH COLBERT	21807-9	09/02/2026	Credit Refund	100-20191	62.33
MACKENZIE CIRKSENA	28463-7	09/02/2026	Electric Refund	100-20191	80.07
DUSTIN & MARIA THOM	3330-5	09/02/2026	Credit Refund	100-20191	30.05
FRED VANDERWERF	4655-9	09/02/2026	Credit Refund	100-20191	92.50
KIMBERLY & JEREMIAH LEON ...	49450-6	09/02/2026	Credit Refund	100-20191	2.13
					364.83
Activity: 41110 - Mayor & Council					
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	100-41110-350	90.40
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	100-41110-350	90.75
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	100-41110-350	90.00
Activity 41110 - Mayor & Council Total:					271.15
Activity: 41310 - Administration					
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	100-41310-200	6.00
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-41310-200	25.03
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	100-41310-217	358.85
TRAVIS L HARRINGTON	11566-6	08/27/2026	Credit Refund	100-41310-480	81.81
GITSIT SOLUTIONS LLC	15407-2	08/27/2026	Credit Refund	100-41310-480	3.00
CLEMENIO AGUILON	1580-3	08/27/2026	Credit Refund	100-41310-480	245.32
LARRY SMITH	537995	08/27/2026	Credit Refund	100-41310-480	6.00
Activity 41310 - Administration Total:					726.01
Activity: 41910 - Building & Zoning					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-41910-200	25.03
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	100-41910-217	145.25
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	100-41910-321	41.43
Activity 41910 - Building & Zoning Total:					211.71
Activity: 41940 - City Hall					
SCHWALBACH HARDWARE	554345	07/27/2026	PNT&PMR STN/PRL BS1 1QT	100-41940-402	43.46
SCHWALBACH HARDWARE	554655	08/04/2026	City Hall - Grounds	100-41940-406	32.99
Activity 41940 - City Hall Total:					76.45
Activity: 42120 - Crime Control					
AMAZON CAPITAL SERVICES, I...	1HP7-F3NL-1JH9	08/31/2026	Police- Supplies	100-42120-200	70.88
INDOFF, INC	3875804	08/21/2026	Police Dept- Supplies	100-42120-200	175.97
INDOFF, INC	3876008	08/24/2026	Police Dept- Office Supplies	100-42120-200	23.79
INDOFF, INC	3878391	09/04/2026	Police Dept - Supplies	100-42120-200	13.77
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-42120-200	25.03
KWIK TRIP INC & SUBSIDIARIES	August 2026	09/03/2026	Police - Fuel	100-42120-212	-154.83
KWIK TRIP INC & SUBSIDIARIES	August 2026	09/03/2026	Police - Fuel	100-42120-212	2,230.57
AT & T MOBILITY	287293102788X09032026	09/04/2026	Polce Dept - Telephone	100-42120-321	963.11
ALPHA WIRELESS - MANKATO...	35272	09/03/2026	Police - Monthly Maintenance...	100-42120-323	120.00
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	100-42120-340	128.00
WINDOM PRINTING LLC	T26294	08/31/2026	Police - Supplies	100-42120-350	56.95
PAUL MARSH	38014	09/03/2026	Police Vehicle Maint. Unit 201	100-42120-404	120.12
CRYSTAL CLEAN CAR WASH LLC	1290	08/25/2026	May Car Wash Services	100-42120-405	38.00
CRYSTAL CLEAN CAR WASH LLC	1316	08/25/2026	July Car Wash Services	100-42120-405	49.00
SCHWALBACH HARDWARE	K54436	07/29/2026	WINDSHIELD WASH ACE GAL ...	100-42120-405	4.99
FLEET SERVICES DIVISION	2027010001	08/31/2026	Police - Vehicle Lease	100-42120-419	5,538.79
SMITH AUTOMOTIVE CO	#50520	09/04/2026	Police Dept - Towing	100-42120-480	280.12
WINDOM TOWING LLC	19195	08/25/2026	Police Dept - Towing Services	100-42120-480	240.47
SCHWALBACH HARDWARE	554384	07/28/2026	strap stretch	100-42120-480	10.54
SCHWALBACH HARDWARE	554798	08/07/2026	Police Dept- Cleaning Supplies	100-42120-480	16.58

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	555401	08/25/2026	Police Dept- Supplies	100-42120-480	38.97
Activity 42120 - Crime Control Total:					9,990.82
Activity: 42220 - Fire Fighting					
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	100-42220-217	117.03
MES SERVICE COMPANY LLC	IN2575746	09/04/2026	Fire Dept - Maint.	100-42220-404	548.81
SCHWALBACH HARDWARE	554843	08/10/2026	Fire Dept- Supplies	100-42220-405	5.54
CITY OF WINDOM	INV02577	08/17/2026	Replace Street Light 4th and ...	100-42220-480	1,091.00
Activity 42220 - Fire Fighting Total:					1,762.38
Activity: 43100 - Streets					
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	100-43100-200	44.99
SCHWALBACH HARDWARE	K54518	07/31/2026	GIGASTONE USB DRIVE 16GB	100-43100-200	35.96
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-43100-200	25.03
STAPLES ENTERPRISES, INC.	12181853	09/04/2026	Street - Fuel	100-43100-212	110.45
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	100-43100-217	16.32
SCHWALBACH HARDWARE	555268	08/20/2026	Street- Supplies	100-43100-224	23.98
DUININCK	571782	08/31/2026	Street - Maintenance Materials	100-43100-224	1,627.81
DUININCK	571787	08/31/2026	Street - Maintenance Materials	100-43100-224	1,465.60
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	100-43100-321	42.18
SCHWALBACH HARDWARE	554382	07/28/2026	NUTS/BOLTS/NAILS	100-43100-402	82.32
SCHWALBACH HARDWARE	554708	08/05/2026	NUTS/BOLTS/NAILS	100-43100-404	4.26
M R PAVING & EXCAVATING I...	64022	08/26/2026	Street - Seal Coating	100-43100-407	95,805.00
Activity 43100 - Streets Total:					99,283.90
Activity: 45120 - Recreation					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-45120-200	25.03
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	100-45120-217	20.21
SCHWALBACH HARDWARE	555164	08/18/2026	Rec- Supplies	100-45120-217	9.99
SCHWALBACH HARDWARE	555265	08/20/2026	Arena- Supplies	100-45120-217	45.90
SCHWALBACH HARDWARE	555267	08/20/2026	Arena - Supplies	100-45120-217	53.70
Activity 45120 - Recreation Total:					154.83
Activity: 45202 - Park Areas					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	100-45202-200	25.03
SCHWALBACH HARDWARE	554422	07/28/2026	BAIT MOLETOX II 1LB	100-45202-216	23.98
SCHWALBACH HARDWARE	554348	08/26/2026	Street - Supplies	100-45202-241	23.99
ELITE MECHANICAL SYSTEMS ...	40819	09/04/2026	Island Park - Tankless Water H...	100-45202-402	994.94
SCHWALBACH HARDWARE	554664	08/04/2026	BAR FAUCET 2HNDL CHRM	100-45202-402	17.99
SCHWALBACH HARDWARE	554865	08/10/2026	Street & Parks Supplies	100-45202-402	6.76
MTI DISTRIBUTING, INC	1537476-00	08/31/2026	Street - Materials	100-45202-404	84.12
MTI DISTRIBUTING, INC	1537780-00	08/31/2026	Street - Materials	100-45202-404	375.27
MTI DISTRIBUTING, INC	1538438-00	09/04/2026	Street - Materials	100-45202-404	212.39
SCHWALBACH HARDWARE	555216	08/19/2026	Street - Materials	100-45202-406	29.17
SCHWALBACH HARDWARE	555368	08/24/2026	Street- Supplies	100-45202-406	3.98
SCHWALBACH HARDWARE	555394	08/25/2026	Street / Parks - Supplies	100-45202-406	23.16
Activity 45202 - Park Areas Total:					1,820.78
Fund 100 - GENERAL Total:					114,662.86
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	211-45501-217	159.85
SCHWALBACH HARDWARE	554342	07/27/2026	TELEPHN DIGITL CRDLS WHT	211-45501-217	41.99
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	211-45501-350	327.48
VESTIS GROUP, INC	2560522759	08/28/2026	Library Supplies	211-45501-402	49.12
INGRAM INDUSTRIES	98866781	08/28/2026	Library- Books	211-45501-435	467.67
INGRAM INDUSTRIES	98866782	08/28/2026	Library- Books	211-45501-435	27.47
INGRAM INDUSTRIES	98963189	09/01/2026	Library- Books	211-45501-435	48.45
INGRAM INDUSTRIES	99008925	09/03/2026	Library - Books	211-45501-435	26.92
Activity 45501 - Library Total:					1,148.95
Fund 211 - LIBRARY Total:					1,148.95

Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	August 1 2026 - August 31 20...	09/03/2026	Airport - Water Utility	225-45127-200	84.85
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	225-45127-480	446.90
Activity 45127 - Airport Total:					531.75
Fund 225 - AIRPORT Total:					531.75
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	230-45124-217	20.21
Activity 45124 - Pool Total:					20.21
Fund 230 - POOL Total:					20.21
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	235-42153-200	25.04
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	235-42153-217	15.97
ESPENSON GROUP LLC	1826	09/03/2026	Ambulance Other Operating S...	235-42153-217	322.00
SCHWALBACH HARDWARE	554332	07/27/2026	ALL PRPS CLNR LMN 24OZ	235-42153-217	12.18
LINDE GAS & EQUIPMENT INC.	58845162	09/01/2026	Ambulance - Medication	235-42153-261	976.74
LEWIS FAMILY DRUG, LLC	614376	09/02/2026	Ambulance-Medication	235-42153-261	24.58
LEWIS FAMILY DRUG, LLC	615269	08/12/2026	Medication	235-42153-261	369.21
WINDOM AREA HEALTH	CI-16	08/28/2026	Ambulance - Medication	235-42153-261	59.80
WINDOM AREA HEALTH	CI-19	09/03/2026	August Nursing Hours	235-42153-312	2,643.72
AT & T MOBILITY	287304392280X09032026	09/04/2026	Ambulance - Telephone	235-42153-321	363.15
CYNDI HANSEN	08/19/2026	08/31/2026	Ambulance Meals	235-42153-334	18.44
DONNA WINKER	08/22/2026	08/31/2026	Ambulance Meals	235-42153-334	35.31
REBEKAH ELLINGSON	08/23/2026	08/31/2026	Ambulance Meals	235-42153-334	8.68
JIM AXFORD	08/24/2026-08/26/2026	08/31/2026	Ambulance Meals	235-42153-334	57.04
ROB VISKER	08/27/2026-08/31/2026	08/31/2026	Ambulance Meals	235-42153-334	125.66
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	235-42153-340	214.40
PAUL MARSH	38030	09/04/2026	Unit 27 Vehicle Maint	235-42153-405	145.45
Activity 42153 - Ambulance Total:					5,417.37
Fund 235 - AMBULANCE Total:					5,417.37
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	250-46520-200	25.03
WINDOM PRINTING LLC	T26293	08/31/2026	EDA- Supplies	250-46520-200	60.45
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	250-46520-217	145.25
EHLERS & ASSOC., INC.	INV107686	08/28/2026	2025 TIF Reports	250-46520-301	9,085.00
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	250-46520-321	41.43
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	250-46520-340	406.50
FEDERATED RURAL ELECTRIC	8/1/2026 to 8/31/2026 EDA	09/08/2026	EDA - Electric Utility	250-46520-381	49.00
WINDOM AREA CHAMBER OF...	09/04/2026	09/04/2026	EDA - Registrations	250-46520-433	200.00
COTTONWOOD CO RECORDER	132474	09/04/2026	Assignment & Assumption Ag...	250-46520-480	46.00
Activity 46520 - EDA Total:					10,058.66
Fund 250 - EDA GENERAL Total:					10,058.66
Fund: 601 - WATER					
Activity: 49400 - Water					
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	601-49400-200	25.04
HAWKINS, INC	7552973	09/02/2026	Water Chemicals	601-49400-216	2,793.32
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	601-49400-217	83.58
RED ROCK RURAL WATER	8/1/2026 - 8/31/2026 Johnson..	09/03/2026	Water - Water Utility	601-49400-217	40.70
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	601-49400-321	40.01
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	601-49400-321	51.43
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	601-49400-322	314.12
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	601-49400-326	1,091.51
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	601-49400-326	160.32
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	601-49400-340	84.75

Expense Approval Report

Payment Dates: 8/29/2026 - 9/11/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FEDERATED RURAL ELECTRIC	8/1/2026 - 8/31/2026 WATER	09/08/2026	Water - Electric Utility	601-49400-381	44.00
WESTRUM LEAK DETECTION I...	4488	09/03/2026	2026 Leak Detection Survey	601-49400-408	2,100.00
CORE & MAIN LP	Z610633	08/31/2026	Water/Wastewater - Valve Bo...	601-49400-408	990.04
Activity 49400 - Water Total:					8,336.32
Fund 601 - WATER Total:					8,336.32

Fund: 602 - SEWER

Activity: 49450 - Sewer

QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	602-49450-200	25.03
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	602-49450-217	92.72
MN VALLEY TESTING	1373606	08/26/2026	Sewer- Lab Testing	602-49450-310	126.00
MN VALLEY TESTING	1373857	08/27/2026	Sewer Lab Testing	602-49450-310	234.80
MN VALLEY TESTING	1373981	08/28/2026	Sewer Lab Testing	602-49450-310	170.80
MN VALLEY TESTING	1374657	09/02/2026	Sewer - Lab Testing	602-49450-310	266.80
MN VALLEY TESTING	1374870	09/03/2026	Water Wastewater Lab Testing	602-49450-310	142.00
MN VALLEY TESTING	1374892	09/03/2026	Water - Wastewater Lab Testi...	602-49450-310	170.80
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	602-49450-321	42.81
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	602-49450-321	42.81
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	602-49450-321	41.43
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	602-49450-322	314.10
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	602-49450-326	1,091.51
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	602-49450-326	160.32
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	602-49450-350	84.75
QUALITY FLOW SYSTEMS, INC.	51718	09/03/2026	Sewer - Maint. Distribution	602-49450-408	1,325.00
SCHWALBACH HARDWARE	554644	08/04/2026	BALLCOCK ADJ 9-14"	602-49450-408	10.99
GOPHER STATE ONE CALL	6080854	09/01/2026	LOCATES	602-49450-408	85.05
CORE & MAIN LP	Z647809	09/08/2026	Water Wastewater - Neenah R...	602-49450-408	2,866.62
Activity 49450 - Sewer Total:					7,811.84
Fund 602 - SEWER Total:					7,811.84

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 806 Return	08/26/2026	Electric - Inventory	604-14200	311.11
ELECTRIC FUND	# 808 Return	08/28/2026	Electric Inventory	604-14200	5.68
ELECTRIC FUND	# 811 Return	08/28/2026	Electric - Inventory	604-14200	3,171.38
ELECTRIC FUND	#815 Return	09/08/2026	Electric - Capital (East Hill)	604-14200	1,332.40
ELECTRIC FUND	1221	08/28/2026	Electric - Distribution	604-14200	1,207.16
RESCO - RURAL ELECTRIC SUP...	3127553	08/31/2026	Electric - Inventory	604-14200	11,403.40
WESCO DISTRIBUTION, INC	735484	08/28/2026	Electric -Inventory	604-14200	120.83
BORDER STATES	933039739	08/27/2026	Electric - Inventory	604-14200	763.54
J. H. LARSON	S103682103.001	08/26/2026	Electric - Inventory	604-14200	208.21
J. H. LARSON	S103682146.001	09/01/2026	Electric - Inventory	604-14200	1,601.86
ELECTRIC FUND	# 807 Return	08/26/2026	Electric - 1st Ave Project - Capi...	604-16300	23.70
ELECTRIC FUND	08/17/2026 - 08/30/2026	08/31/2026	Electric - 1st Ave Project	604-16300	14,560.00
ELECTRIC FUND	1218	08/26/2026	Electric - 1st Ave Project - Capi...	604-16300	325.18
ELECTRIC FUND	1222	09/08/2026	Electric - Capital (1st Ave Proj...	604-16300	31,324.47
MARIE A O'BRIEN	13360-2	09/02/2026	Electric Prepayments Refund	604-22000	300.00
ZACHARY NEWTON	19017	09/02/2026	Electric Refund	604-22000	300.00
SARAH E HEFFERNAN	20016-0	09/02/2026	Electric Prepayments Refund	604-22000	138.28
JANET HARTBERG	25387-8	09/02/2026	Electric Prepayments Refund	604-22000	209.92
MACKENZIE CIRKSENA	28463-7	09/02/2026	Electric Refund	604-22000	300.00
JONATHAN RODRIGUEZ ALLE...	3632-0	09/02/2026	Electric Refund	604-22000	282.18
ALLISON GRUBER	59438-1	09/02/2026	Electric Prepayments Refund	604-22000	300.00
KEATON BLACK	59695-2	09/02/2026	Electric Refund	604-22000	300.00
SERGIO PADILLA	6704-3	09/02/2026	Electric Refund	604-22000	300.00
CURT SPILDE	8750-3	09/02/2026	Electric Prepayments Refund	604-22000	300.00
					69,089.30

Activity: 49550 - Electric

AMAZON CAPITAL SERVICES, I...	16CK-34FY-4PWJ	08/26/2026	Electric - Supplies	604-49550-200	112.80
QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	604-49550-200	25.04
STAPLES OIL CO	30369877047	09/03/2026	Electric - Distribution	604-49550-217	2,267.43

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Payment Dates: 8/29/2026 - 9/11/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	554633	08/04/2026	CABLE TIES 14" 100PK 120LBS	604-49550-217	26.99
SCHWALBACH HARDWARE	K54514	07/30/2026	DUCT TAPE 1.88"X55YD 2PK	604-49550-217	14.99
SCHWALBACH HARDWARE	554957	08/12/2026	Electric Supplies	604-49550-241	9.99
SCHWALBACH HARDWARE	555214	08/19/2026	Electric Supplies	604-49550-241	41.98
SCHWALBACH HARDWARE	555219	08/19/2026	Electric Supplies	604-49550-241	14.84
SCHWALBACH HARDWARE	5553731	08/24/2026	Electric - Tools/Materials	604-49550-241	11.99
DEPARTMENT OF ENERGY	BFPB000800826	09/02/2026	Electric - Merchandise for Resa..	604-49550-263	115,896.00
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	604-49550-321	42.81
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	604-49550-321	42.81
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	604-49550-322	314.12
OZ GROUP INC	5073176-090126	09/01/2026	Electric Dispatching - Septem...	604-49550-325	79.82
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	604-49550-326	2,176.49
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	604-49550-326	160.32
STEVE NASBY	08/26/2026	08/28/2026	Electric- Travel CMPAS	604-49550-331	100.32
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	604-49550-340	254.25
SCHWALBACH HARDWARE	554614	08/04/2026	FUNNEL SPILL SAVER 132OZ	604-49550-402	20.75
SCHWALBACH HARDWARE	554702	08/05/2026	ACE BETTER RLR 4X1/2 5PK	604-49550-402	27.95
SCHWALBACH HARDWARE	554950	08/12/2026	Electric supplies	604-49550-402	3.18
SCHWALBACH HARDWARE	555020	08/13/2026	Electric - Maint.	604-49550-402	435.00
SCHWALBACH HARDWARE	555047	08/14/2026	Electric- Maint.	604-49550-402	810.91
SCHWALBACH HARDWARE	555162	08/18/2026	Electric Supplies	604-49550-402	101.69
SCHWALBACH HARDWARE	555303	08/21/2026	Electric Supplies	604-49550-402	0.72
SCHWALBACH HARDWARE	K54449	07/29/2026	SERVICE JAY S.	604-49550-402	165.00
SCHWALBACH HARDWARE	Y86076	08/14/2026	Electric- Supplies	604-49550-402	-435.00
SCHWALBACH HARDWARE	Y86611	08/18/2026	Electric Supplies	604-49550-402	-9.81
ELECTRIC FUND	1219	08/28/2026	Electric- Distribution	604-49550-408	1,820.98
ELECTRIC FUND	1220	08/28/2026	Electric Distribution	604-49550-408	103.13
ELECTRIC FUND	1223	09/08/2026	Electric - Distribution	604-49550-408	49.58
ELECTRIC FUND	1224	09/08/2026	Electric- Distribution	604-49550-408	46.06
SCHWALBACH HARDWARE	555013	08/13/2026	Electric Supplies	604-49550-409	32.67
SCHWALBACH HARDWARE	555269	08/20/2026	O-RING 5/8DX7/16IDX3/ 32	604-49550-409	1.98
WINDOM AREA DEVELOPMEN...September 2026		08/31/2026	Industrial Development	604-49550-491	1,200.00
Activity 49550 - Electric Total:					127,002.78
Fund 604 - ELECTRIC Total:					196,092.08

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	609-49751-200	25.04
AH HERMEL COMPANY	1131268/1131268	09/02/2026	Liquor Store - Liquor & Cleani...	609-49751-211	83.99
VESTIS GROUP, INC	2560522761	09/02/2026	Liquor Store - Cleaning Suppli...	609-49751-211	63.49
SCHWALBACH HARDWARE	554564	08/04/2026	LOOPED MOPHEAD	609-49751-211	28.58
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	609-49751-217	26.25
AH HERMEL COMPANY	1131268/1131268	09/02/2026	Liquor Store - Liquor & Cleani...	609-49751-217	75.56
AH HERMEL COMPANY	1132949/1132949	09/08/2026	Liquor Store- Tobacco & Soft ...	609-49751-217	52.75
VINOCOPIA, INC	0400249-IN	09/02/2026	Liquor Store - Liquor	609-49751-251	479.58
VINOCOPIA, INC	0400250-IN	09/02/2026	Liquor Store - Liquor	609-49751-251	130.00
JOHNSON BROS.	1127473	09/02/2026	Liquor Store - Liquor	609-49751-251	4,638.53
JOHNSON BROS.	1132782	09/03/2026	Liquor Store - Liquor	609-49751-251	1,931.68
BREAKTHRU BEVERAGE MN W...128576953		09/02/2026	Liquor Store - Liquor	609-49751-251	2,742.81
DOLL DISTRIBUTING, LLC	2130946	09/02/2026	Liquor Store- Beer	609-49751-251	30.38
DOLL DISTRIBUTING, LLC	2130948	09/02/2026	Liquor Store - Beer & Wine	609-49751-251	316.47
DOLL DISTRIBUTING, LLC	2136747	09/03/2026	Liquor Store- Beer & Liquor	609-49751-251	1,593.00
SOUTHERN GLAZER'S OF MN	2797537	09/02/2026	Liquor Store - Liquor	609-49751-251	3,752.97
SOUTHERN GLAZER'S OF MN	2797538	09/02/2026	Liquor Store - Wine	609-49751-251	680.96
SOUTHERN GLAZER'S OF MN	2797539	09/02/2026	Liquor Store - Liquor	609-49751-251	0.01
SOUTHERN GLAZER'S OF MN	2797539	09/02/2026	Liquor Store - Liquor	609-49751-251	-0.01
SOUTHERN GLAZER'S OF MN	2800152	09/03/2026	Liquor Store - Liquor	609-49751-251	2,856.52
SOUTHERN GLAZER'S OF MN	2800153	09/03/2026	Liquor Store - Liquor	609-49751-251	-0.01
SOUTHERN GLAZER'S OF MN	2800153	09/03/2026	Liquor Store - Liquor	609-49751-251	0.01
BEVERAGE WHOLESALERS	450994	09/02/2026	Liquor Store - Beer	609-49751-251	662.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BEVERAGE WHOLESALERS	452122	09/03/2026	Liquor Store - Liquor & Beer	609-49751-251	483.20
PHILLIPS WINE & SPIRITS	5227877	09/02/2026	Liquor Store - Liquor	609-49751-251	2,654.98
PHILLIPS WINE & SPIRITS	5231502	09/03/2026	Liquor Store- Liquor	609-49751-251	4,439.72
PHILLIPS WINE & SPIRITS	591537	09/02/2026	Liquor Store - Liquor	609-49751-251	-128.58
GLOBAL RESERVE LLC	ORD-29611	09/02/2026	Liquor Store - Liquor	609-49751-251	175.00
DOLL DISTRIBUTING, LLC	2130946	09/02/2026	Liquor Store- Beer	609-49751-252	15.84
DOLL DISTRIBUTING, LLC	2130948	09/02/2026	Liquor Store - Beer & Wine	609-49751-252	8,642.65
DOLL DISTRIBUTING, LLC	2136747	09/03/2026	Liquor Store- Beer & Liquor	609-49751-252	8,274.15
ARTISAN BEER COMPANY	3883898	09/02/2026	Liquor Store - Beer	609-49751-252	334.15
ARTISAN BEER COMPANY	3885814	09/03/2026	Liquor Store- Liquor	609-49751-252	319.40
BEVERAGE WHOLESALERS	450994	09/02/2026	Liquor Store - Beer	609-49751-252	9,398.70
BEVERAGE WHOLESALERS	452122	09/03/2026	Liquor Store - Liquor & Beer	609-49751-252	8,769.72
VINOPIA, INC	0400249-IN	09/02/2026	Liquor Store - Liquor	609-49751-253	248.00
JOHNSON BROS.	1127474	09/02/2026	Liquor Store - Wine	609-49751-253	652.00
JOHNSON BROS.	1132783	09/03/2026	Liquor Store- Wine	609-49751-253	352.00
BREAKTHRU BEVERAGE MN W...	128576953	09/02/2026	Liquor Store - Liquor	609-49751-253	440.00
SOUTHERN GLAZER'S OF MN	2800154	09/03/2026	Liquor Store - Liquor	609-49751-253	241.09
BREAKTHRU BEVERAGE MN W...	414819855-2	08/26/2026	Liquor Store - Wine	609-49751-253	100.00
ROUND LAKE VINEYARDS & W...	4778	09/02/2026	Liquor Store - Wine	609-49751-253	562.50
PHILLIPS WINE & SPIRITS	5227878	09/02/2026	Liquor Store - Wine	609-49751-253	1,210.60
PHILLIPS WINE & SPIRITS	5231503	09/03/2026	Liquor Store- Wine	609-49751-253	406.20
PHILLIPS WINE & SPIRITS	591538	09/02/2026	Liquor Store - Wine	609-49751-253	-88.00
AH HERMEL COMPANY	1131268/1131268	09/02/2026	Liquor Store - Liquor & Cleani...	609-49751-254	99.33
AH HERMEL COMPANY	1132949/1132949	09/08/2026	Liquor Store- Tobacco & Soft ...	609-49751-254	133.17
BEVERAGE WHOLESALERS	452122	09/03/2026	Liquor Store - Liquor & Beer	609-49751-254	17.85
AH HERMEL COMPANY	1132949/1132949	09/08/2026	Liquor Store- Tobacco & Soft ...	609-49751-256	138.19
HOME CITY ICE COMPANY	7805261263	09/08/2026	Liquor Store- Ice	609-49751-257	543.03
HOME CITY ICE COMPANY	8067260726	09/02/2026	Liquor Store - Ice	609-49751-257	403.62
ARTISAN BEER COMPANY	3883899	09/02/2026	Liquor Store - THC	609-49751-258	554.64
GLOBAL RESERVE LLC	ORD-29623	09/02/2026	Liquor Store - Liquor	609-49751-258	640.00
DOLL DISTRIBUTING, LLC	2130948	09/02/2026	Liquor Store - Beer & Wine	609-49751-259	107.05
DOLL DISTRIBUTING, LLC	2136747	09/03/2026	Liquor Store- Beer & Liquor	609-49751-259	143.70
BEVERAGE WHOLESALERS	450994	09/02/2026	Liquor Store - Beer	609-49751-259	116.50
BEVERAGE WHOLESALERS	452122	09/03/2026	Liquor Store - Liquor & Beer	609-49751-259	61.05
AH HERMEL COMPANY	1131268/1131268	09/02/2026	Liquor Store - Liquor & Cleani...	609-49751-261	21.74
AH HERMEL COMPANY	1132949/1132949	09/08/2026	Liquor Store- Tobacco & Soft ...	609-49751-261	35.91
VINOPIA, INC	0400249-IN	09/02/2026	Liquor Store - Liquor	609-49751-333	16.00
VINOPIA, INC	0400250-IN	09/02/2026	Liquor Store - Liquor	609-49751-333	2.00
JOHNSON BROS.	1127473	09/02/2026	Liquor Store - Liquor	609-49751-333	104.44
JOHNSON BROS.	1127474	09/02/2026	Liquor Store - Wine	609-49751-333	27.43
AH HERMEL COMPANY	1131268/1131268	09/02/2026	Liquor Store - Liquor & Cleani...	609-49751-333	9.95
JOHNSON BROS.	1132782	09/03/2026	Liquor Store - Liquor	609-49751-333	21.01
JOHNSON BROS.	1132783	09/03/2026	Liquor Store- Wine	609-49751-333	8.44
AH HERMEL COMPANY	1132949/1132949	09/08/2026	Liquor Store- Tobacco & Soft ...	609-49751-333	9.95
BREAKTHRU BEVERAGE MN W...	128576953	09/02/2026	Liquor Store - Liquor	609-49751-333	68.61
DOLL DISTRIBUTING, LLC	2130948	09/02/2026	Liquor Store - Beer & Wine	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2136747	09/03/2026	Liquor Store- Beer & Liquor	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2797537	09/02/2026	Liquor Store - Liquor	609-49751-333	74.40
SOUTHERN GLAZER'S OF MN	2797538	09/02/2026	Liquor Store - Wine	609-49751-333	20.50
SOUTHERN GLAZER'S OF MN	2797539	09/02/2026	Liquor Store - Liquor	609-49751-333	4.10
SOUTHERN GLAZER'S OF MN	2800152	09/03/2026	Liquor Store - Liquor	609-49751-333	54.32
SOUTHERN GLAZER'S OF MN	2800153	09/03/2026	Liquor Store - Liquor	609-49751-333	5.94
SOUTHERN GLAZER'S OF MN	2800154	09/03/2026	Liquor Store - Liquor	609-49751-333	10.16
BREAKTHRU BEVERAGE MN W...	414819855-2	08/26/2026	Liquor Store - Wine	609-49751-333	1.85
BEVERAGE WHOLESALERS	450994	09/02/2026	Liquor Store - Beer	609-49751-333	5.00
BEVERAGE WHOLESALERS	452122	09/03/2026	Liquor Store - Liquor & Beer	609-49751-333	5.00
PHILLIPS WINE & SPIRITS	5227877	09/02/2026	Liquor Store - Liquor	609-49751-333	50.82
PHILLIPS WINE & SPIRITS	5227878	09/02/2026	Liquor Store - Wine	609-49751-333	35.87
PHILLIPS WINE & SPIRITS	5231502	09/03/2026	Liquor Store- Liquor	609-49751-333	54.86
PHILLIPS WINE & SPIRITS	5231503	09/03/2026	Liquor Store- Wine	609-49751-333	10.55

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	591537	09/02/2026	Liquor Store - Liquor	609-49751-333	-1.40
PHILLIPS WINE & SPIRITS	591538	09/02/2026	Liquor Store - Wine	609-49751-333	-4.22
HOME CITY ICE COMPANY	7805261263	09/08/2026	Liquor Store- Ice	609-49751-333	5.00
HOME CITY ICE COMPANY	8067260726	09/02/2026	Liquor Store - Ice	609-49751-333	5.00
NEXT STEP BROADCASTING INC	26080357	09/02/2026	Liquor Store - Advertising	609-49751-340	127.50
NEXT STEP BROADCASTING INC	26080358	09/02/2026	Liquor Store - Advertising	609-49751-340	51.00
NEXT STEP BROADCASTING INC	26080359	09/02/2026	Liquor Store - Advertising	609-49751-340	212.16
NEXT STEP BROADCASTING INC	26080360	09/02/2026	Liquor Store - Advertising	609-49751-340	40.80
NEXT STEP BROADCASTING INC	26080361	09/02/2026	Liquor Store - Advertising	609-49751-340	204.00
NEXT STEP BROADCASTING INC	26080362	09/02/2026	Liquor Store - Advertising	609-49751-340	51.00
NEXT STEP BROADCASTING INC	26080363	09/02/2026	Liquor Store - Advertising	609-49751-340	51.00
COUNTY WIDE DIRECTORY	81383	09/02/2026	Liquor Store - Advertising	609-49751-340	410.00
CITIZEN PUBLISHING CO	Aug. 2026	09/08/2026	August 2026 Liquor Store	609-49751-340	3,511.60
SCHWALBACH HARDWARE	554791	08/07/2026	PP FLAG STRUCT LAG 5/16X4	609-49751-402	1.69
PLUNKETT'S PEST CONTROL	#10749715	09/01/2026	Liquor Store- Maintenance	609-49751-406	542.40
Activity 49751 - Liquor Store Total:					76,512.79
Fund 609 - LIQUOR STORE Total:					76,512.79

Fund: 614 - TELECOM

Activity: 49870 - Telecom

QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	614-49870-200	25.04
CITY LAUNDERING CO.	2270251	08/31/2026	Telecom- Cleaning Supplies	614-49870-211	30.67
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	614-49870-217	55.38
CALIX	3801152	09/01/2026	Essential Support : 14-MAR-2...	614-49870-217	-28.34
CALIX	415597	09/01/2026	GPON ONT SFP Module for Gi...	614-49870-217	785.33
HEARTLAND SECURITY SERVIC...	877157	08/26/2026	Telecom- Other Operating Su...	614-49870-217	294.33
INTERSTATE TRS FUND	82580760104-0826	09/04/2026	499-A Filing Fee	614-49870-304	729.28
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	614-49870-321	55.03
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	614-49870-321	55.03
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	614-49870-321	55.03
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	614-49870-321	55.03
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	614-49870-321	44.33
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	614-49870-322	314.12
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	614-49870-326	2,426.49
INNOVATIVE SYSTEMS LLC	INV-33757	09/08/2026	Service & System Maintenance	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-33954	09/08/2026	Invoice Processing - Postage &...	614-49870-326	160.32
CITIZEN PUBLISHING CO	August 2026	09/08/2026	August 2026 Advertising	614-49870-350	189.90
CITY OF WINDOM	INV02585	08/25/2026	Material Purchases from Electr..	614-49870-401	141.47
ADVANTAGE COLLECTION PR...	#8921195	09/08/2026	Collections - Telecom Services	614-49870-432	52.50
CENTURY LINK	7242105D-D-26229	08/27/2026	Cabs	614-49870-441	24.72
ECOMMUNITY SFN LLC	1564	09/01/2026	Windomnet Streaming Services	614-49870-442	20,132.20
ARVIG ENTERPRISES, INC	357340	08/28/2026	HEADEND SERVICES JULY 2026	614-49870-442	170.00
UNIVERSAL SERVICE ADMIN CO	4614848	09/04/2026	Aug 2026 USF Contribution Ch...	614-49870-443	522.18
CONSOLIDATED CALL CENTER ...	29689	09/02/2026	Telecom - Switch Fees	614-49870-445	124.57
ENDEAVOR COMMUNICATIO...	59569	09/02/2026	Telephone Services	614-49870-445	521.08
1623 FARNAM LLC	00013832	09/04/2026	Telecom - Internet Expense	614-49870-447	200.00
ZAYO GROUP, LLC	2026090045189	09/03/2026	Internet transport	614-49870-447	1,950.00
HURRICANE ELECTRIC LLC	98598560-IN	09/01/2026	Telecom- Internet Expense	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO...	40003286	09/01/2026	Telecom- On Call Support	614-49870-448	204.67
ONVOY, LLC dba INTELIGUENT	688307	09/02/2026	Telecom - Call Completion	614-49870-451	116.56
ONVOY, LLC dba INTELIGUENT	688365	09/02/2026	Telecom - Call Completion	614-49870-451	93.78
Activity 49870 - Telecom Total:					34,635.70
Fund 614 - TELECOM Total:					34,635.70

Fund: 615 - ARENA

Activity: 49850 - Arena

QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	615-49850-200	25.03
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	615-49850-217	40.61
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	615-49850-321	48.74
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	615-49850-321	41.43

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	K54499	07/30/2026	CHISEL PAINT BRSH 2" 8PK	615-49850-402	230.61
Activity 49850 - Arena Total:					386.42
Fund 615 - ARENA Total:					386.42

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

QUADIENT LEASING USA, INC	Q2506257	08/31/2026	Postage Machine Lease Paym...	617-49860-200	25.04
SCHWALBACH HARDWARE	K54457	07/29/2026	SWIFFER WET REFILL 24CT	617-49860-211	62.15
A & B BUSINESS	#IN1398982	09/08/2026	Maintenance Contract	617-49860-217	110.25
SCHWALBACH HARDWARE	554788	08/07/2026	SCISSORS OFFSET JOBSITE	617-49860-261	31.98
VERIZON WIRELESS	6151831033	09/02/2026	Telephone	617-49860-321	41.43
SCHWALBACH HARDWARE	554758	08/06/2026	service a/c	617-49860-404	584.99
SCHWALBACH HARDWARE	554933	08/12/2026	Community Center - Repairs	617-49860-404	862.99
SCHWALBACH HARDWARE	555048	08/14/2026	WCC- Grounds	617-49860-406	26.99
SCHWALBACH HARDWARE	555186	08/18/2026	WCC- Grounds	617-49860-406	31.99
SCHWALBACH HARDWARE	K54457	07/29/2026	Lawn weed killer	617-49860-406	25.98
Activity 49860 - M/P Center Total:					1,803.79
Fund 617 - M/P CENTER Total:					1,803.79

Fund: 700 - PAYROLL

Internal Revenue Service-Payr...	INV0002869	09/04/2026	Federal Tax Withholding	700-21701	11,879.21
MN Department of Revenue - ...	INV0002870	09/04/2026	State Withholding	700-21702	6,685.96
Internal Revenue Service-Payr...	INV0002869	09/04/2026	Social Security	700-21703	15,534.54
MN Pera	INV0002867	09/04/2026	PERA	700-21704	17,783.89
MN Pera	INV0002867	09/04/2026	PERA	700-21704	10,201.80
MN Pera	INV0002867	09/04/2026	PERA	700-21704	987.50
MN State Deferred	INV0002868	09/04/2026	Deferred Roth	700-21705	1,272.00
MN State Deferred	INV0002868	09/04/2026	Deferred Compensation	700-21705	3,055.00
NECA IBEW FAMILY MEDICAL ...	October 2026	09/03/2026	Health Insurance	700-21706	48,689.14
LAW ENFORCEMENT LABOR S...	351	09/01/2026	Police Dept - Union Dues	700-21708	584.00
Internal Revenue Service-Payr...	INV0002869	09/04/2026	Medicare Withholding	700-21711	4,615.38
WEX Health Inc	09/03/2026	09/03/2026	Flex Spending	700-21712	378.36
WEX Health Inc	INV0002866	09/04/2026	HSA Employee Contribution	700-21723	952.71
					122,619.49
Fund 700 - PAYROLL Total:					122,619.49
Grand Total:					580,038.23

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	114,662.86
211 - LIBRARY	1,148.95
225 - AIRPORT	531.75
230 - POOL	20.21
235 - AMBULANCE	5,417.37
250 - EDA GENERAL	10,058.66
601 - WATER	8,336.32
602 - SEWER	7,811.84
604 - ELECTRIC	196,092.08
609 - LIQUOR STORE	76,512.79
614 - TELECOM	34,635.70
615 - ARENA	386.42
617 - M/P CENTER	1,803.79
700 - PAYROLL	122,619.49
Grand Total:	580,038.23

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	364.83
100-41110-350	Printing & Design	271.15
100-41310-200	Office Supplies	31.03
100-41310-217	Other Operating Supplies	358.85
100-41310-480	Other Miscellaneous	336.13
100-41910-200	Office Supplies	25.03
100-41910-217	Other Operating Supplies	145.25
100-41910-321	Telephone	41.43
100-41940-402	Repairs & Maint - Struct...	43.46
100-41940-406	Repairs & Maint - Groun...	32.99
100-42120-200	Office Supplies	309.44
100-42120-212	Motor Fuels	2,075.74
100-42120-321	Telephone	963.11
100-42120-323	Radio Units	120.00
100-42120-340	Advertising & Promotions	128.00
100-42120-350	Printing & Design	56.95
100-42120-404	Repairs & Maint - M&E	120.12
100-42120-405	Repairs & Maint - Vehicle	91.99
100-42120-419	Vehicle Lease	5,538.79
100-42120-480	Other Miscellaneous	586.68
100-42220-217	Other Operating Supplies	117.03
100-42220-404	Repairs & Maint - M&E	548.81
100-42220-405	Repairs & Maint - Vehicle	5.54
100-42220-480	Other Miscellaneous	1,091.00
100-43100-200	Office Supplies	105.98
100-43100-212	Motor Fuels	110.45
100-43100-217	Other Operating Supplies	16.32
100-43100-224	Street Maint Materials	3,117.39
100-43100-321	Telephone	42.18
100-43100-402	Repairs & Maint - Struct...	82.32
100-43100-404	Repairs & Maint - M&E	4.26
100-43100-407	Repairs & Maint - Seal C...	95,805.00
100-45120-200	Office Supplies	25.03
100-45120-217	Other Operating Supplies	129.80
100-45202-200	Office Supplies	25.03
100-45202-216	Chemicals and Chemical ...	23.98
100-45202-241	Small Tools	23.99
100-45202-402	Repairs & Maint - Struct...	1,019.69
100-45202-404	Repairs & Maint - M&E	671.78

Account Summary

Account Number	Account Name	Payment Amount
100-45202-406	Repairs & Maint - Groun...	56.31
211-45501-217	Other Operating Supplies	201.84
211-45501-350	Printing & Design	327.48
211-45501-402	Repairs & Maint - Struct...	49.12
211-45501-435	Books and Pamphlets	570.51
225-45127-200	Office Supplies	84.85
225-45127-480	Other Miscellaneous	446.90
230-45124-217	Other Operating Supplies	20.21
235-42153-200	Office Supplies	25.04
235-42153-217	Other Operating Supplies	350.15
235-42153-261	Other Merchandise-Med...	1,430.33
235-42153-312	Nursing	2,643.72
235-42153-321	Telephone	363.15
235-42153-334	Meals/Lodging	245.13
235-42153-340	Advertising & Promotions	214.40
235-42153-405	Repairs & Maint - Vehicle	145.45
250-46520-200	Office Supplies	85.48
250-46520-217	Other Operating Supplies	145.25
250-46520-301	Auditing & Consulting Se...	9,085.00
250-46520-321	Telephone	41.43
250-46520-340	Advertising & Promotions	406.50
250-46520-381	Electric Utility	49.00
250-46520-433	Dues & Subscriptions	200.00
250-46520-480	Other Miscellaneous	46.00
601-49400-200	Office Supplies	25.04
601-49400-216	Chemicals and Chemical ...	2,793.32
601-49400-217	Other Operating Supplies	124.28
601-49400-321	Telephone	91.44
601-49400-322	Postage	314.12
601-49400-326	Data Processing	1,769.33
601-49400-340	Advertising & Promotions	84.75
601-49400-381	Electric Utility	44.00
601-49400-408	Repairs & Maint - Distrib...	3,090.04
602-49450-200	Office Supplies	25.03
602-49450-217	Other Operating Supplies	92.72
602-49450-310	Lab Testing	1,111.20
602-49450-321	Telephone	127.05
602-49450-322	Postage	314.10
602-49450-326	Data Processing	1,769.33
602-49450-350	Printing & Design	84.75
602-49450-408	Repairs & Maint - Distrib...	4,287.66
604-14200	Inventory	20,125.57
604-16300	Improvements Other Th...	46,233.35
604-22000	Prepayments	2,730.38
604-49550-200	Office Supplies	137.84
604-49550-217	Other Operating Supplies	2,309.41
604-49550-241	Small Tools	78.80
604-49550-263	Merchandise for Resale -...	115,896.00
604-49550-321	Telephone	85.62
604-49550-322	Postage	314.12
604-49550-325	Dispatching	79.82
604-49550-326	Data Processing	3,371.81
604-49550-331	Travel Expense	100.32
604-49550-340	Advertising & Promotions	254.25
604-49550-402	Repairs & Maint - Struct...	1,120.39
604-49550-408	Repairs & Maint - Distrib...	2,019.75
604-49550-409	Repairs & Maint - Utilities	34.65
604-49550-491	Payments to Other Orga...	1,200.00

Account Summary

Account Number	Account Name	Payment Amount
609-49751-200	Office Supplies	25.04
609-49751-211	Cleaning Supplies	176.06
609-49751-217	Other Operating Supplies	154.56
609-49751-251	Liquor	27,439.62
609-49751-252	Beer	35,754.61
609-49751-253	Wine	4,124.39
609-49751-254	Soft Drinks & Mix	250.35
609-49751-256	Tobacco Products	138.19
609-49751-257	Ice	946.65
609-49751-258	Liquor Store THC	1,194.64
609-49751-259	Non- Alcoholic	428.30
609-49751-261	Other Merchandise	57.65
609-49751-333	Freight and Express	619.58
609-49751-340	Advertising & Promotions	4,659.06
609-49751-402	Repairs & Maint - Struct...	1.69
609-49751-406	Repairs & Maint - Groun...	542.40
614-49870-200	Office Supplies	25.04
614-49870-211	Cleaning Supplies	30.67
614-49870-217	Other Operating Supplies	1,106.70
614-49870-304	Legal Fees	729.28
614-49870-321	Telephone	264.45
614-49870-322	Postage	314.12
614-49870-326	Data Processing	3,621.81
614-49870-350	Printing & Design	189.90
614-49870-401	Repairs & Maint - Buildi...	141.47
614-49870-432	Uncollectible	52.50
614-49870-441	Transmission Fees	24.72
614-49870-442	Subscriber Fees	20,302.20
614-49870-443	Intergovernmental Fees	522.18
614-49870-445	Switch Fees	645.65
614-49870-447	Internet Expense	6,250.00
614-49870-448	On-Call Support	204.67
614-49870-451	Call Completion	210.34
615-49850-200	Office Supplies	25.03
615-49850-217	Other Operating Supplies	40.61
615-49850-321	Telephone	90.17
615-49850-402	Repairs & Maint - Struct...	230.61
617-49860-200	Office Supplies	25.04
617-49860-211	Cleaning Supplies	62.15
617-49860-217	Other Operating Supplies	110.25
617-49860-261	Other Merchandise	31.98
617-49860-321	Telephone	41.43
617-49860-404	Repairs & Maint - M&E	1,447.98
617-49860-406	Repairs & Maint - Groun...	84.96
700-21701	Federal Withholding	11,879.21
700-21702	State Withholding	6,685.96
700-21703	FICA Tax Withholding	15,534.54
700-21704	PERA Contributions	28,973.19
700-21705	Retirement	4,327.00
700-21706	Medical Insurance	48,689.14
700-21708	PD Union Dues	584.00
700-21711	Medicare Tax Withholdi...	4,615.38
700-21712	Flex Account	378.36
700-21723	HSA Employee Contribut...	952.71

Grand Total:

580,038.23

- 9/11/26 KM

Project Account Summary

Project Account Key
None

Grand Total:

Payment Amount
580,038.23

580,038.23 ✓

Donna Sheehan

ACTION ITEM

**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: CITY COUNCIL
FROM: MATTHEW FAST, JOINT AIRPORT ZONING BOARD
CC MEETING DATE: SEPTEMBER 15, 2026
RE: ORDINANCE AMENDING & REPLACING AIRPORT ZONING ORDINANCE
DEPT: JOINT AIRPORT ZONING BOARD
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

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

1. Approve first reading of Ordinance No. 213, 2nd Series, amending and replacing the Windom Municipal Airport Zoning Ordinance from March 1979.
-

Issue Summary/Background

Earlier this year, the City Council adopted Resolution #2026-05 authorizing the creation of a Joint Airport Zoning Board with Cottonwood County and in cooperation with surrounding county townships located in the Windom Municipal Airport Safety Zones. The Board worked closely with SEH Engineering to update the Windom Airport Zoning Ordinance from 1979. The State of Minnesota requires airport zoning to reflect existing, future, and ultimate runway conditions. An approved airport plan includes a crosswind runway, that was included in the 1979 Ordinance, with slight changes in the crosswind path and length requirements. Failure to stay in compliance with the airport's planned development would jeopardize State funding.

A public hearing was held on June 23, 2026. Properties included in the three defined zoning areas (Zone A and Zone B restrict incompatible land uses; Zone C is aimed at height restrictions) were asked to attend and voice any questions and concerns over the zoning changes. SEH assisted in addressing any zoning questions. The Joint Airport Zoning Board approved the proposed ordinance at that meeting.

The proposed ordinance was submitted to the Minnesota Department of Transportation's Office of Aeronautics for approval. The City of Windom received the Department of Transportation's Commissioner Approval on September 2, 2026 without any further recommended changes.

Fiscal Impact

There should be no fiscal impact to the City to adopt this ordinance.

Attachments

1. Ordinance No. 213, 2nd Series.

ORDINANCE #213, 2ND SERIES

**AIRPORT SAFETY ZONING
ORDINANCE**

FOR

WINDOM MUNICIPAL AIRPORT

September 15, 2026

THIS ORDINANCE AMENDS AND REPLACES

Windom Municipal Airport Zoning Ordinance

Adopted March 1979

Ordinance Number 172787

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TITLE AND INTRODUCTION

WINDOM MUNICIPAL AIRPORT ZONING ORDINANCE CITY OF WINDOM – COUNTY OF COTTONWOOD JOINT AIRPORT ZONING BOARD

AN ORDINANCE REGULATING AND RESTRICTING THE HEIGHT OF STRUCTURES AND OBJECTS OF NATURAL GROWTH, AND OTHERWISE REGULATING THE USE OF PROPERTY, IN THE VICINITY OF THE WINDOM MUNICIPAL AIRPORT BY CREATING THE APPROPRIATE ZONES AND ESTABLISHING THE BOUNDARIES THEREOF; PROVIDING FOR CHANGES IN THE RESTRICTIONS AND BOUNDARIES OF SUCH ZONES; DEFINING CERTAIN TERMS USED HEREIN; REFERRING TO THE WINDOM MUNICIPAL AIRPORT ZONING MAP WHICH IS INCORPORATED IN AND MADE A PART OF THIS ORDINANCE; PROVIDING FOR ENFORCEMENT; ESTABLISHING A BOARD OF ADJUSTMENT; AND IMPOSING PENALTIES.

IT IS HEREBY ORDAINED BY THE CITY OF WINDOM – COUNTY OF COTTONWOOD JOINT AIRPORT ZONING BOARD PURSUANT TO THE AUTHORITY CONFERRED BY MINNESOTA STATUTES SECTION 360.061 THROUGH 360.074, AS FOLLOWS:

SECTION I: PURPOSE AND AUTHORITY

The City of Windom – County of Cottonwood Joint Airport Zoning Board, created and established by joint action of the City Council of Windom and the Board of Commissioners of Cottonwood County pursuant to the provisions and authority of Minnesota Statutes Section 360.063, hereby finds and declares that:

- A. An airport hazard endangers the lives and property of users of the Windom Municipal Airport, and property or occupants of land in its vicinity; and also if of the obstructive type, in effect reduces the size of the area available for the landing, takeoff, and maneuvering of aircraft, thus tending to destroy or impair the utility of said Airport and the public investment therein.
- B. The creation or establishment of an airport hazard is a public nuisance and an injury to the region served by the Windom Municipal Airport.
- C. For the protection of the public health, safety, order, convenience, prosperity, and general welfare, and for the promotion of the most appropriate use of land, it is necessary to prevent the creation or establishment of airport hazards.
- D. The prevention of these airport hazards should be accomplished, to the extent legally possible, by the exercise of the police power without compensation.
- E. The prevention of the creation or establishment of airport hazards, and the elimination, removal, alteration, mitigation, or marking and lighting of existing airport hazards are public purposes for which political subdivisions may raise and expend public funds.
- F. The Windom Municipal Airport is an essential public facility that serves an important public transportation role and provides a public good.

SECTION II: SHORT TITLE

This Ordinance shall be known as the Windom Municipal Airport Zoning Ordinance.” Those sections of land affected by this Ordinance are indicated in Exhibit “A”, which is attached to this Ordinance.

SECTION III: DEFINITIONS

As used in this Ordinance, unless the context otherwise requires:

“*AIRPORT*” means Windom Municipal Airport located in Section 12, T 105 N, R 36 W in Cottonwood County, Minnesota.

“*AIRPORT ELEVATION*” means the established elevation of the highest point on the usable landing area which elevation is established to be 1,410.8 feet above mean sea level.

“*AIRPORT HAZARD*” means any structure, tree, or use of land which obstructs the air space required for, or is otherwise hazardous to, the flight of aircraft in landing or taking off at the airport; and any use of land which is hazardous to persons or property because of its proximity to the airport.

“*COMMISSIONER*” means the Commissioner of the Minnesota Department of Transportation.

“*CONFORMING USE*” means any structure, tree, or object of natural growth, or use of land that complies with all the applicable provisions of this Ordinance or any amendment to this ordinance.

“*DWELLING*” means any building or portion thereof designed or used as a residence or sleeping place of one or more persons.

“*EXISTING LAND USE*” means land uses which were in existence at the time of the adoption of this ordinance and continues the land use as it existed at the time of adoption. These land uses are exempted so long as the use continues as it existed at the time of the adoption of this ordinance except as provided below in SECTION V B 5, EXEMPTIONS EXISTING LAND USE.

“*HEIGHT*,” for the purpose of determining the height limits in all zones set forth in this Ordinance and shown on the zoning map, the datum shall be mean sea level elevation unless otherwise specified.

“*LANDING AREA*” means the area of the airport used for the landing, taking off, or taxiing of aircraft.

“*LOW DENSITY RESIDENTIAL STRUCTURE*” means a single-family or two-family home.

“*LOW DENSITY RESIDENTIAL LOT*” means a single lot located in an area which is zoned for single-family or two-family residences and in which the predominant land use is such type of residences.

“*NONCONFORMING USE*” means any pre-existing structure, tree, natural growth, or land use which is inconsistent with the provisions of this Ordinance or an amendment hereto.

“*NONPRECISION INSTRUMENT RUNWAY*” means a runway having an existing or planned straight-in instrument approach procedure utilizing air navigation facilities with only horizontal guidance, and for which no precision approach facilities are planned or indicated on an approved planning document.

“OTHER THAN UTILITY RUNWAY” means a runway that is constructed for and intended to be used by jet aircraft or aircraft of more than 12,500 pounds maximum gross weight; or is 4,900 feet or more in length.

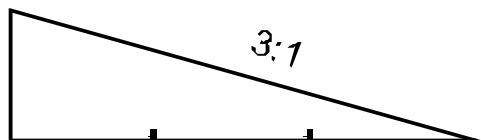
“PERSON” means an individual, firm, partnership, corporation, company, association, joint stock association, or body politic, and includes a trustee, receiver, assignee, administrator, executor, guardian, or other representative.

“PLANNED,” as used in this Ordinance, refers only to those proposed future airport developments that are so indicated on a planning document having the approval of the Federal Aviation Administration, Minnesota Department of Transportation Office of Aeronautics, and City of Windom.

“PRECISION INSTRUMENT RUNWAY” means a runway having an existing instrument approach procedure utilizing an Instrument Landing System (ILS), a Microwave Landing System (MLS), or a Precision Approach Radar (PAR), a Transponder Landing System (TLS), or a satellite-based system capable of operating to the same level of precision guidance provided by the other included systems. Also, a runway for which a precision instrument approach system is planned and is so indicated on an approved planning document.

RUNWAY” means any existing or planned paved surface or turf covered area of the airport which is specifically designated and used or planned to be used for the landing and/or taking off of aircraft.

SLOPE” means an incline from the horizontal expressed in an arithmetic ratio of horizontal magnitude to vertical magnitude.



Slope = 3:1 = 3 feet horizontal to 1 foot vertical

“STRUCTURE” means an object constructed or installed by man, including, but without limitations, buildings, towers, smokestacks, earth formations, and overhead transmission lines.

“TRAVERSE WAYS,” for the purpose of determining height limits as set forth in this Ordinance, shall be increased in height by 17 feet for interstate highways; 15 feet for all other public roadways; 10 feet or the height of the highest mobile object that would normally traverse the road, whichever is greater, for private roads; 23 feet for railroads; and for waterways and all other traverse ways not previously mentioned, an amount equal to the height of the highest mobile object that would normally traverse it.

“TREE” means any object of natural growth.

“UTILITY RUNWAY” means a runway that is constructed for, and intended to be used by propeller-driven aircraft of 12,500 pounds maximum gross weight and less; and is less than 4,900 feet in length.

“*VISUAL RUNWAY*” means a runway intended solely for the operation of aircraft using visual approach procedures, with no straight-in instrument approach procedure and no instrument designation indicated on an approved planning document.

“*WATER SURFACES*” for the purpose of this ordinance, shall have the same meaning as land for the establishment of protected zones.

SECTION IV: AIR SPACE OBSTRUCTION ZONING

A. **AIR SPACE ZONES:** In order to carry out the purpose of this Ordinance, as set forth above, the following air space zones are hereby established: Primary Zone, Horizontal Zone, Conical Zone, Approach Zone, Precision Instrument Approach Zone, and Transitional Zone, and whose locations and dimensions are as follows:

1. **PRIMARY ZONE:** All that land which lies directly under an imaginary primary surface longitudinally centered on a runway and extending 200 feet beyond each end of Runway 17/35 and coinciding with each end of Runway 12/30.

The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway centerline.

The width of the primary surface is 500 feet for Runway 17/35 and 250 feet for Runway 12/30.

2. **HORIZONTAL ZONE:** All that land which lies directly under an imaginary horizontal surface 150 feet above the established airport elevation, or a height of 1,560.8 feet above mean sea level, the perimeter of which is constructed by swinging arcs of specified radii from the center of each end of the primary surface of each runway and connecting the adjacent arcs by lines tangent to those arcs. The radius of each arc is 5000 feet for Runway 17/35 and Runway 12/30.

When a 5000-foot arc is encompassed by tangents connecting two adjacent 10,000-foot arcs, the 5000-foot arc shall be disregarded in the construction of the perimeter of the horizontal surface.

3. **CONICAL ZONE:** All that land which lies directly under an imaginary conical surface extending upward and outward from the periphery of the horizontal surface at a slope of 20:1 for a horizontal distance of 4,000 feet as measured outward from the periphery of the horizontal surface.

4. **APPROACH ZONE:** All that land which lies directly under an imaginary approach surface longitudinally centered on the extended centerline at each end of a runway. The inner edge of the approach surface is at the same width and elevation as, and coincides with, the end of the primary surface. The approach surface inclines upward and outward at a slope of 20:1 for Runway 17/35, a non-precision utility runways, and 20:1 for Runway 12/30, a visual utility runway.

The approach surface expands uniformly to a width of 2,000 feet for Runway 17/35 at a distance of 5,000 feet, then continues at the same rate of divergence to the periphery of the conical surface. The approach surface expands uniformly to a width of 1,250 feet for Runway 12/30 at a distance of 5,000 feet, then continues at the same rate of divergence to the periphery of the conical surface.

5. **TRANSITIONAL ZONE:** All that land which lies directly under an imaginary surface extending upward and outward at right angles to the runway centerline and centerline extended at a slope of 7:1 from the sides of the primary surfaces and from the sides of the approach surfaces until they intersect the horizontal surface or the conical surface.

Transitional surfaces for those portions of the precision instrument approach surface which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet measured horizontally from the edge of the precision instrument approach surface and at right angles to the extended precision instrument runway centerline.

- B. **HEIGHT RESTRICTIONS:** Except as otherwise provided in this Ordinance, and except as necessary and incidental to airport operations, no structure or tree shall be constructed, altered, maintained, or allowed to grow in any air space zone created in SECTION IV A so as to project above any of the imaginary air space surfaces described in said SECTION IV A hereof. Where an area is covered by more than one height limitation, the more restrictive limitation shall prevail.

SECTION V: LAND USE SAFETY ZONING

- A. **SAFETY ZONE BOUNDARIES:** In order to carry out the purpose of this Ordinance, as set forth above, to restrict those uses which may be hazardous to the operational safety of aircraft operating to and from the Windom Municipal Airport, and, furthermore, to limit population and building density in the runway approach areas, thereby creating sufficient open space to protect life and property in case of an accident, there are hereby created and established the following land use safety zones:

1. **SAFETY ZONE A:** All land in that portion of the approach zones of a runway, as defined in SECTION IV A hereof, which extends outward from the end of the primary surface a distance equal to two-thirds of the planned length of the runway, which distance shall be 2,933 feet for Runway 17/35 and 1,667 feet for Runway 12/30.
2. **SAFETY ZONE B:** All land in that portion of the approach zones of a runway, as defined in SECTION IV A hereof, which extends outward from Safety Zone A a distance equal to one-third of the planned length of the runway, which distance shall be 1,467 feet for Runway 17/35 and 833 feet for Runway 12/30.

3. **SAFETY ZONE C:** All land which is enclosed within the perimeter of the horizontal zone, as defined in SUBSECTION IV A hereof, and which is not included in Safety Zone A or Safety Zone B.
4. **EXCEPTIONS – EXISTING LAND USES:** The following described properties are designated as Existing Land Uses that do not present an airport hazard so severe that public safety considerations outweigh the public interest in continuing the existing land use as outlined by MN Statutes 360.0655 Subd. 2 (Protection of Existing Land Uses). The following existing land uses were in existence at the time of adoption of this ordinance and are exempt from the USE RESTRICTIONS of SECTIONS V B 2 and V B 3 below and are subject to the provisions of SECTION V B 5 below.

Table 4 - Runway 30 Approach				
Parcel ID	Acres	Safety Zone	Existing Land Use	Note
100070100	14.56	B	1-3 Unit Dwelling	Ward, Eric & Laura

B. USE RESTRICTIONS:

1. **GENERAL:** Subject at all times to the height restrictions set forth in SECTION IV B, no use shall be made of any land in any of the safety zones defined in SECTION V A which creates or causes interference with the operations of radio or electronic facilities on the airport or with radio or electronic communications between the airport and aircraft, make it difficult for pilots to distinguish between airport lights and other lights, results in glare in the eyes of pilots using the airport, impairs visibility in the vicinity of the airport, or otherwise endangers the landing, taking off, or maneuvering of aircraft.
2. **ZONE A:** Subject at all times to the height restrictions set forth in Subsection IV B and to the general restrictions contained in Subsection V B 1, areas designated as Zone A shall contain no buildings, temporary structures, exposed transmission lines, or other similar above-ground land use structural hazards, and shall be restricted to those uses which will not create, attract, or bring together an assembly of persons thereon. Permitted uses may include, but are not limited to, such uses as agriculture (seasonal crops), horticulture, animal husbandry, raising of livestock, wildlife habitat, light outdoor recreation (non-spectator), cemeteries, and automobile parking.
3. **ZONE B:** Subject at all times to the height restrictions set forth in Subsection IV B, and to the general restrictions contained in Subsection V B 1, areas designated as Zone B shall be restricted in use as follows:
 - a. Each use shall be on a site whose area shall not be less than three acres.

- b. Each use shall not create, attract, or bring together a site population that would exceed 15 times that of the site acreage
- c. Each site shall have no more than one building plot upon which any number of structures may be erected.
- d. A building plot shall be a single, uniform, and non-contrived area, whose shape is uncomplicated and whose area shall not exceed the following minimum ratios with respect to the total site area:

Site Area		Ratio of Site Area to Bldg. Plot Area	Building Plot Area (sq. ft.)	Max. Site Population (15 persons/Acre) At least (Acres)
At least (Acres)	But Less Than (Acres)			
3	4	12:1	10,900	45
4	6	10:1	17,400	60
6	10	8:1	32,600	90
10	20	6:1	72,500	150
20	and up	4:1	218,000	300

- e. The following uses are specifically prohibited in Zone B:
Churches, hospitals, schools, theaters, stadiums, hotels, motels, trailer courts, campgrounds, and other places of frequent public or semi-public assembly.
4. ZONE C: Zone C is subject only to height restrictions set forth in SECTION V B, and to the general restrictions contained in SECTION V B 1.
5. EXEMPTIONS – EXISTING LAND USES
- a. Existing Land Uses which existed at the time of the adoption of this ordinance, and as set forth in SECTION V A 4 above, and as shown on the zoning map, are subject to the height restrictions of SECTION IV B and the general restrictions of SECTION V B 1.
 - b. Existing Land Uses which violate any of the following restrictions are prohibited as safety hazards and must be acquired, altered or removed at public expense. Those conditions are as follows:
 - (1) The following land uses if they exist in Safety Zones A or B are considered by the Commissioner to constitute airport safety hazards so severe, either to persons on the ground or to the air-traveling public, or both, that they must be prohibited under local airport zoning ordinances;

- (a) Any structure which a person or persons customarily use as a principal residence and which is located entirely inside Safety Zone A within 1000 feet of the end of the primary zone;
- (b) Any structure which a person or persons customarily use as a principal residence and which is located entirely within Safety Zone A or B and which penetrates an imaginary approach surface as defined by SECTION IV A;
- (c) Any land use in Safety Zone A or B which violates any of the following standards:
 - (i) the land use must not create or cause interference with the operation of radio or electronic facilities on the airport or with radio or electronic communication between the airport and aircraft;
 - (ii) the land use must not make it difficult for pilots to distinguish between airport lights and other lights;
 - (iii) the land use must not result in glare in the eyes of pilots using the airport or impair visibility in the vicinity of the airport.
- (d) Any isolated residential building lot zoned for single-family or two-family residences on which any structure, if built, would be prohibited by subparagraphs b.(1)(a), (b) or (c) above. An “isolated” residential building lot is one located in an area in which the predominant land use is single-family or two-family residential structures; and
- (e) Any other land use which presents, in the opinion of the Commissioner, a material danger to the landing, taking off, or maneuvering of aircraft or to the safety of persons on the ground. In making such a determination, the Commissioner shall consider the following factors:
 - (i) possibility that the land use may contribute to or cause a collision of two or more aircraft or an aircraft and some other object;
 - (ii) possibility that the land use may, in case of an aircraft accident, cause an explosion, fire, or the release of harmful or noxious fumes, gases, or substances;
 - (iii) tendency of the land use to increase the number of persons that would be injured in case of an aircraft accident;
 - (iv) effect of the land use on availability of clear areas for emergency landings;
 - (v) flight patterns around the airport, the extent of use of the runway in question, the type of aircraft using the airport, whether the runways are lighted, whether the airport is controlled, and other similar factors.

- c. Since the existing land uses either predate this zoning ordinance or are otherwise exempted by MN Statutes 360.0655 Subd 2, the properties as identified and alterations thereof shall be exempted from the conditions and restrictions of this zoning ordinance provided the primary land use of the property remains as-is as of the time of adopting this ordinance. It is the opinion of the JAZB that the continued use of the existing subject parcels in the manner that they are currently used does not present an airport hazard so severe that public safety considerations outweigh the public interest in continuing the existing land use, preventing disruption to that land use. Exemption of these parcels from the conditions and restrictions of this zoning ordinance shall remain in effect so long as the primary use and zoning of the properties remains unchanged.

SECTION VI: AIRPORT MAP

The several zones herein established are shown on the Windom Municipal Airport Zoning Map consisting of 7 sheets, prepared by SEH, Inc., and dated May 1, 2025, attached hereto and made a part hereof, which map, together with such amendments thereto as may from time to time be made, and all notations, references, elevations, data, zone boundaries, and other information thereon, shall be and the same is hereby adopted as part of this Ordinance. A list of the sheets of the Airport Zoning Maps are shown below:

1. Sheet 1: Title Sheet
2. Sheet 2: Airport Airspace Height Zoning Map
3. Sheet 3: Airport Land Use Zoning Plan
4. Sheet 4: Runway 17 MnDOT Safety Zones
5. Sheet 5: Runway 35 MnDOT Safety Zones
6. Sheet 6: Runway 12 MnDOT Safety Zones
7. Sheet 7: Runway 30 MnDOT Safety Zones

SECTION VII: NONCONFORMING USES

Regulations not retroactive. The regulations prescribed by this Ordinance shall not be construed to require the removal, lowering, or other changes or alteration of any structure or tree not conforming to the regulations as of the effective date of this Ordinance, or otherwise interfere with the continuance of any nonconforming use. Nothing herein contained shall require any change in the construction, alteration, or intended use of any structure, the construction or alteration of which was begun prior to the effective date of this Ordinance, and is diligently prosecuted and completed within two years thereof.

SECTION VIII: PERMITS

- A. **FUTURE USES:** Except as specifically provided in Paragraphs 1 and 2 hereunder, no material change shall be made in the use of land and no structure shall be erected, altered, or otherwise established in any zone hereby created unless a permit therefore shall have been applied for and granted by the zoning administrator, hereinafter, provided for. Each application for a permit shall indicate the purpose for which the permit is desired, with sufficient particularity to permit it to conform to the regulations herein prescribed. If such determination is in the affirmative, the permit shall be granted.
1. However, a permit for a tree or structure of less than 75 feet of vertical height above the ground shall not be required in the horizontal and conical zones or in any approach and transitional zones beyond a horizontal distance of 4,200 feet from each end of the runway except when such tree or structure, because of terrain, land contour, or topographic features, would extend the height or land use limit prescribed for the respective zone.
 2. Nothing contained in this foregoing exception shall be construed as permitting or intending to permit any construction, alteration, or growth of any structure or tree in excess of any of the height limitations established by this ordinance as set forth in SECTION IV and the land use limitations set forth in SECTION V.
- B. **EXISTING USES:** Before any existing use or structure may be replaced, substantially altered or repaired, or rebuilt within any zone established herein, a permit must be secured authorizing such replacement, change, or repair. No permit shall be granted that would allow the establishment or creation of an airport hazard or permit a nonconforming use, structure, or tree to become a greater hazard to air navigation than it was on the effective date of this Ordinance or any amendments thereto, or than it is when the application for a permit is made. Except as indicated, all applications for such a permit shall be granted.
- C. **NONCONFORMING USES ABANDONED OR DESTROYED:** Whenever the zoning administrator determines that a nonconforming structure or tree has been abandoned or more than 80% torn down, deteriorated, or decayed, no permit shall be granted that would allow such structure or tree to exceed the applicable height limit or otherwise deviate from the zoning regulations. Whether application is made for a permit under this paragraph or not, the zoning administrator may order the owner of the abandoned or partially destroyed nonconforming structure, at his own expense, to lower, remove, reconstruct, or equip the same in the manner necessary to conform to the provisions of this Ordinance. In the event the owner of the nonconforming structure shall neglect or refuse to comply with such order for ten days after receipt of written notice of such order, the zoning administrator may, by appropriate legal action, proceed to have the abandoned or partially destroyed

nonconforming structure lowered, removed, reconstructed, or equipped and assess the cost and expense thereof against the land on which the structure is or was located. Unless such an assessment is paid within ninety days from the service of notice thereof on the owner of the land, the sum shall bear interest at the rate of eight percent per annum from the date the cost and expense is incurred until paid, and shall be collected in the same manner as are general taxes.

SECTION IX: VARIANCES

Any person desiring to erect or increase the height of any structure, permit the growth of any tree, or use his property not in accordance with the regulations prescribed in this Ordinance may apply to the Board of Adjustment, hereinafter provided for, for a variance from such regulations. If a person submits an application for a variance by certified mail to the members of the Board and the Board fails to grant or deny the variance within four months after the last member receives the application, the variance shall be deemed to be granted by the Board. When the variance is granted by reason of the failure of the Board to act on the variance, the person receiving the variance shall notify the Board and the Commissioner, by certified mail, that the variance has been granted. The applicant shall include a copy of the original application for the variance with this notice to the Commissioner. The variance shall be effective sixty days after this notice is received by the Commissioner subject to any action taken by the Commissioner pursuant to Minnesota Statutes Section 360.063, Subdivision 6a. Such variances shall be allowed where it is duly found that a literal application or enforcement of the regulations would result in practical difficulty or unnecessary hardship, and relief granted would not be contrary to the public interest but do substantial justice and be in accordance with the spirit of this Ordinance provided any variance so allowed may be subject to any reasonable conditions that the Board or Commissioner may deem necessary to effectuate the purpose of this Ordinance.

The Board of Adjustment may request review of a variance application by the Mn/DOT Airport Zoning Director prior to making a decision.

SECTION X: HAZARD MARKING AND LIGHTING

- A. **NONCONFORMING USES:** The owner of any nonconforming structure or tree is hereby required to permit the installation, operation, and maintenance thereon of such markers and lights as shall be deemed necessary by the zoning administrator, to indicate to the operators of aircraft in the vicinity of the airport the presence of such airport hazards. Such markers and lights shall be installed, operated, and maintained at the expense of the City of Windom.

- B. **PERMITS AND VARIANCES:** Any permit or variance deemed advisable to effectuate the purpose of this Ordinance and be reasonable in the circumstances, and granted by the zoning administrator or Board, shall require the owner of the structure or tree in question, at his own expense, to install, operate, and maintain thereon such markers and lights as may be necessary to indicate to pilots the presence of an airport hazard.

SECTION XI: AIRPORT ZONING ADMINISTRATOR

It shall be the duty of City of Windom Building Official to administer and enforce the regulations prescribed herein. Applications for permits and variances shall be made to City of Windom Building Official upon a form furnished by them. Permit applications shall be promptly considered and granted or denied by them in accordance with the regulations prescribed herein. Variance applications shall be forthwith transmitted by City of Windom Building Official for action by the Board, hereinafter provided for.

SECTION XII: BOARD OF ADJUSTMENT

- A. **ESTABLISHMENT:** The Cottonwood County Board of Adjustment shall serve as the Board of Adjustment for the Windom Municipal Airport Zoning Ordinance.
- B. **POWERS:** The Board of Adjustment shall have and exercise the following powers:
1. Hear and decide appeals from any order, requirement, decision, or determination made by the administrator in the enforcement of this Ordinance.
 2. Hear and decide special exceptions to the terms of this Ordinance upon which such Board of Adjustment under such regulations may be required to pass.
 3. Hear and decide specific variances.
- C. **PROCEDURES:**
1. The Board of Adjustment shall adopt rules for its governance and procedure in harmony with the provisions of this Ordinance. Meetings of the Board of Adjustment shall be held at the call of the chairperson and at such other times as the Board of Adjustment may determine. The chairperson, or in his absence the acting chairperson, may administer oaths and compel the attendance of witnesses. All hearings of the Board of Adjustment shall be public. The Board of Adjustment shall keep minutes of its proceedings showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall immediately be filed in the office of the zoning administrator and shall be a public record.
 2. The Board of Adjustment shall make written findings of facts and conclusions of law giving the facts upon which it acted and its legal conclusions from such facts in reversing,

affirming, or modifying any order, requirement, decision, or determination which comes before it under the provisions of this ordinance.

3. The concurring vote of a majority of the members of the Board of Adjustment shall be sufficient to reverse any order, requirement, decision, or determination of the zoning administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance, or to effect any variation in this Ordinance.

SECTION XIII: APPEALS

- A. Any person aggrieved, or any taxpayer affected by any decision of the zoning administrator made in his administration of this Ordinance may appeal to the Board of Adjustment. Such appeals may also be made by any governing body of a municipality, county, or airport zoning board, which is of the opinion that a decision of the zoning administrator is an improper application of this Ordinance as it concerns such governing body or board.
- B. All appeals hereunder must be commenced within 30 days of the zoning administrator's decision, by filing with the zoning administrator a notice of appeal specifying the grounds thereof. The zoning administrator shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appealed from was taken. In addition, any person aggrieved, or any taxpayer affected by any decisions of the zoning administrator made in his administration of this Ordinance who desires to appeal such decision shall submit an application for a variance, by certified mail, to the members of the Board of Adjustment in the manner set forth in Minnesota Statutes Section 360.068, Subdivision 2.
- C. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the zoning administrator certifies to the Board of Adjustment after the notice of appeal has been filed with it, that by reason of the facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed except by order of the Board of Adjustment on notice to the zoning administrator and on due cause shown.
- D. The Board of Adjustment shall fix a reasonable time for hearing appeals, give public notice and due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person, by agent, or by attorney.
- E. The Board of Adjustment may, in conformity with the provisions of this ordinance, reverse or affirm, in whole or in part, or modify the order, requirement, decision or determination appealed from and may make such order, requirement, decision or determination, as may be appropriate under the circumstances, and to that end shall have all the powers of the zoning administrator.

SECTION XIV: JUDICIAL REVIEW

Any person aggrieved, or taxpayer affected, by any decision of a board of adjustment, or of any action of the commissioner taken under section [360.063](#), subdivisions 6 or 6a, or any governing body of a municipality or county, or any joint airport zoning board, which believes that a decision of a board of adjustment or action of the commissioner is illegal may appeal in accordance with Minnesota Statutes Chapter 14.

SECTION XV: PENALTIES

Every person who shall construct, establish, substantially change, alter or repair any existing structure or use, or permit the growth of any tree without having complied with the provision of this Ordinance or who, having been granted a permit or variance under the provisions of this Ordinance, shall construct, establish, substantially change or substantially alter or repair any existing growth or structure or permit the growth of any tree, except as permitted by such permit or variance, shall be guilty of a misdemeanor and shall be punished by a fine of not more than \$1,000 or imprisonment for not more than 90 days or by both. Each day a violation continues to exist shall constitute a separate offense. The airport zoning administrator may enforce all provisions of this Ordinance through such proceedings for injunctive relief and other relief as may be proper under the laws of Minnesota Statutes Section 360.073 and other applicable law.

SECTION XVI: CONFLICTS

Where there exists a conflict between any of the regulations or limitations prescribed in this Ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, the use of land, or any other matter, the more stringent limitation or regulation shall govern and prevail.

SECTION XVII: SEVERABILITY

- A. In any case in which the provision of this Ordinance, although generally reasonable, is held by a court to interfere with the use or enjoyment of a particular structure or parcel of land to such an extent, or to be so onerous in their application to such a structure or parcel of land, as to constitute a taking or deprivation of that property in violation of the constitution of this state or the constitution of the United States, such holding shall not affect the application of this Ordinance as to other structures and parcels of land, and to this end the provisions of this Ordinance are declared to be severable.
- B. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the parts so declared to be unconstitutional or invalid.

SECTION XVIII: EFFECTIVE DATE

This ordinance shall take effect on the 14th day of October, 2026.

Copies thereof shall be filed with the Commissioner through the Office of Aeronautics, State of Minnesota, and the Register of Deeds, Cottonwood County, Minnesota.

Passed and adopted after meeting held by the City of Windom – County of Cottonwood Joint Airport Zoning Board this 15th day of September, 2026.

Chairperson

Member

Member

Member

EXHIBIT A

WINDOM MUNICIPAL AIRPORT ZONING ORDINANCE

This Ordinance affects all or a portion of the following sections of land:

NAME AND NUMBER OF TOWNSHIP	AIR SPACE OBSTRUCTION ZONING: Section IV of Ordinance; Page 2 of Zoning Map.	LAND USE SAFETY ZONING: Section V of Ordinance; Page 3 of Zoning Map.
Lakeside Township T105N R35W	Sections: 5, 6, 7, 8, 17, 18, 19, 20	Sections: 6, 7, 8, 18
Great Bend Township T105N R36W	Sections: 1, 2, 3, 10, 11, 12, 13, 14, 15, 23, 24	Sections: 1, 2, 10, 11, 12, 13, 14
Carson Township T106N R35W	Sections: 31, 32	Sections:
Dale Township T106N R36W	Sections: 34, 35, 36	Sections: 36

Airport Zoning Ordinance Maps

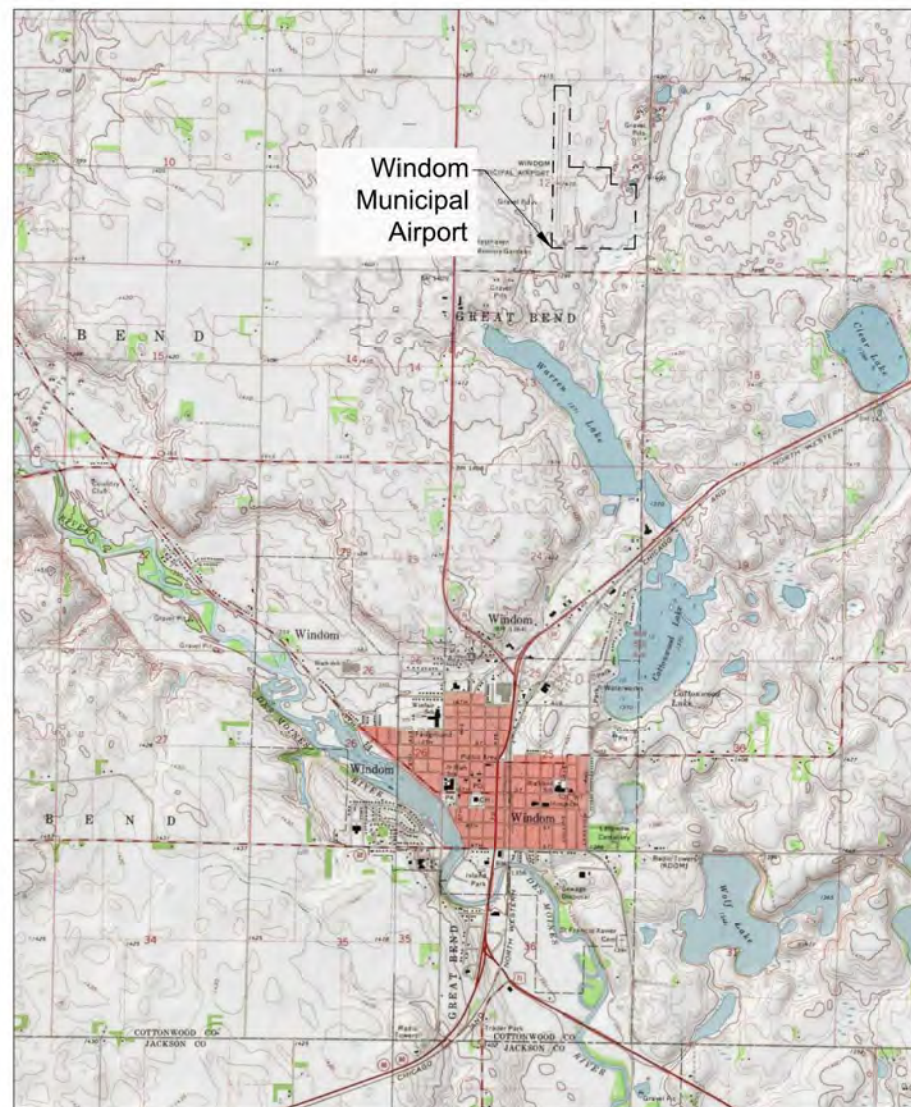
Windom Municipal Airport (MWM)

Windom, Minnesota

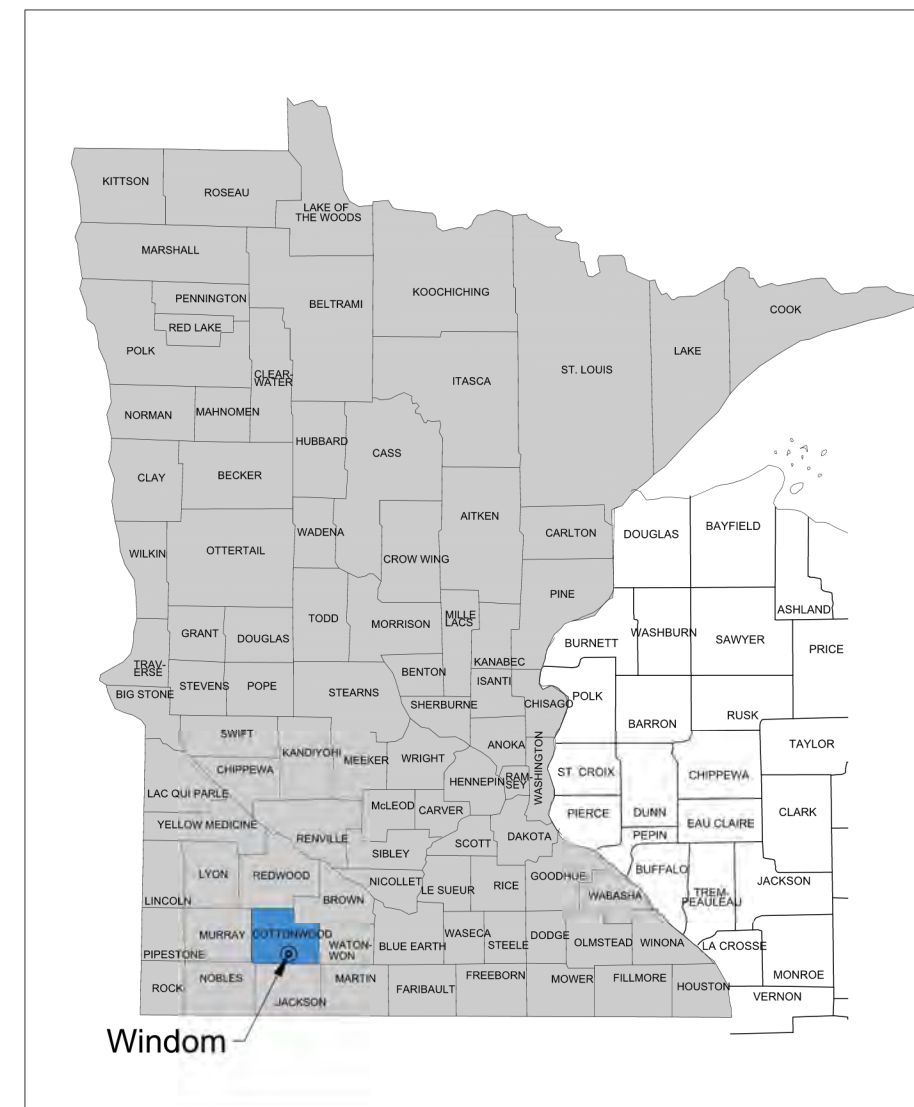
May 1, 2026

Index of Sheets

1. Title Sheet
2. Airport Airspace Height Zoning Plan
3. Airport Land Use Zoning Plan
4. Runway 17 MNDOT Safety Zones
5. Runway 35 MNDOT Safety Zones
6. Runway 12 MNDOT Safety Zones
7. Runway 30 MNDOT Safety Zones



Location Map



County Map

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Short Elliott Hendrickson Inc.
3535 Vashons Center Drive
St. Paul, MN 55110-3507
651.490.2000
800.325.2055
651.490.2150 fax
www.sehinc.com



Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

© 2026 Short Elliott Hendrickson Inc.

No.	Mark	Date	Description

Revisions

Designer: **KAK**
Drawn By: **KAK**
QA/QC: **JMZ**

Design Team

AIP No. GRANT NUMBER

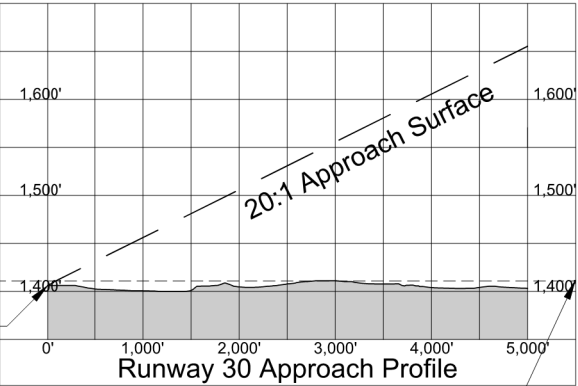
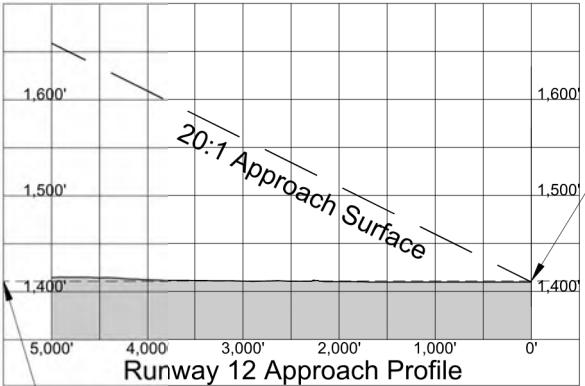
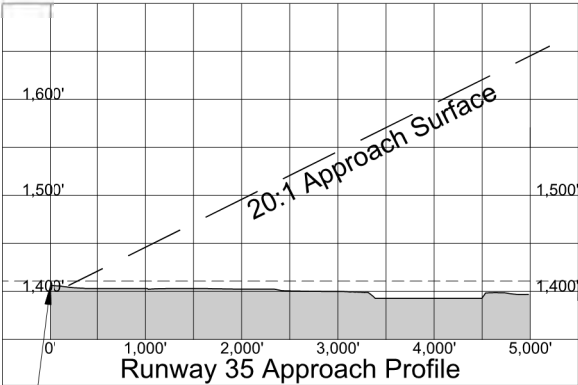
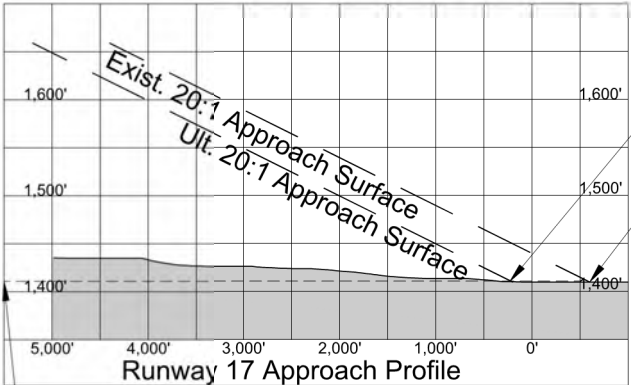
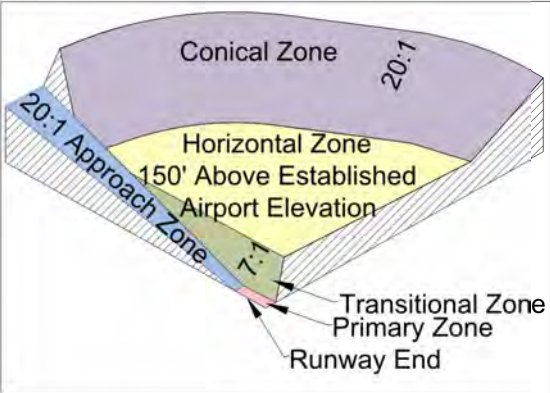
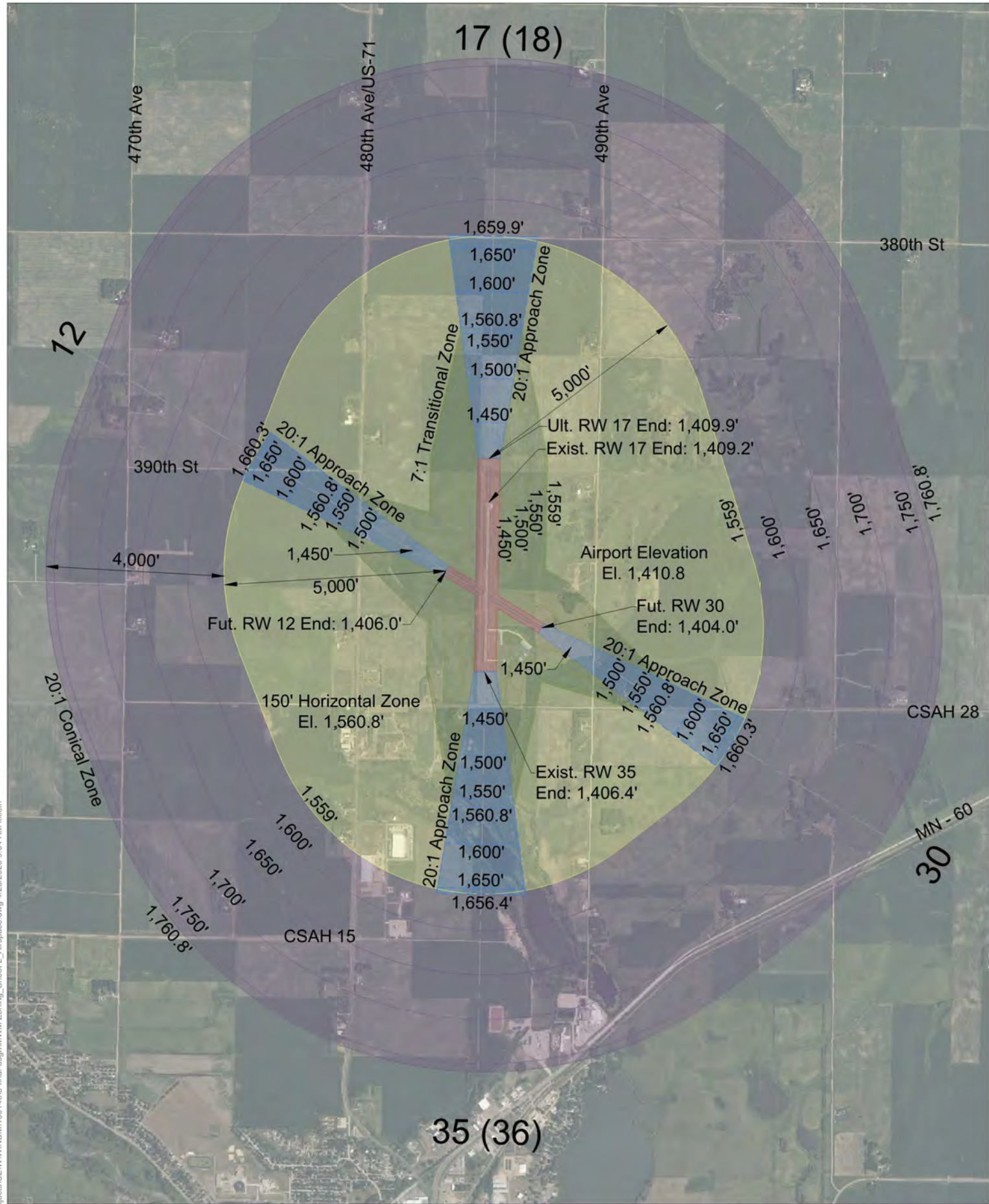
Title Sheet

SEH File No. WINDM 189146

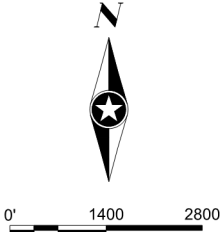
Date: May 1, 2026

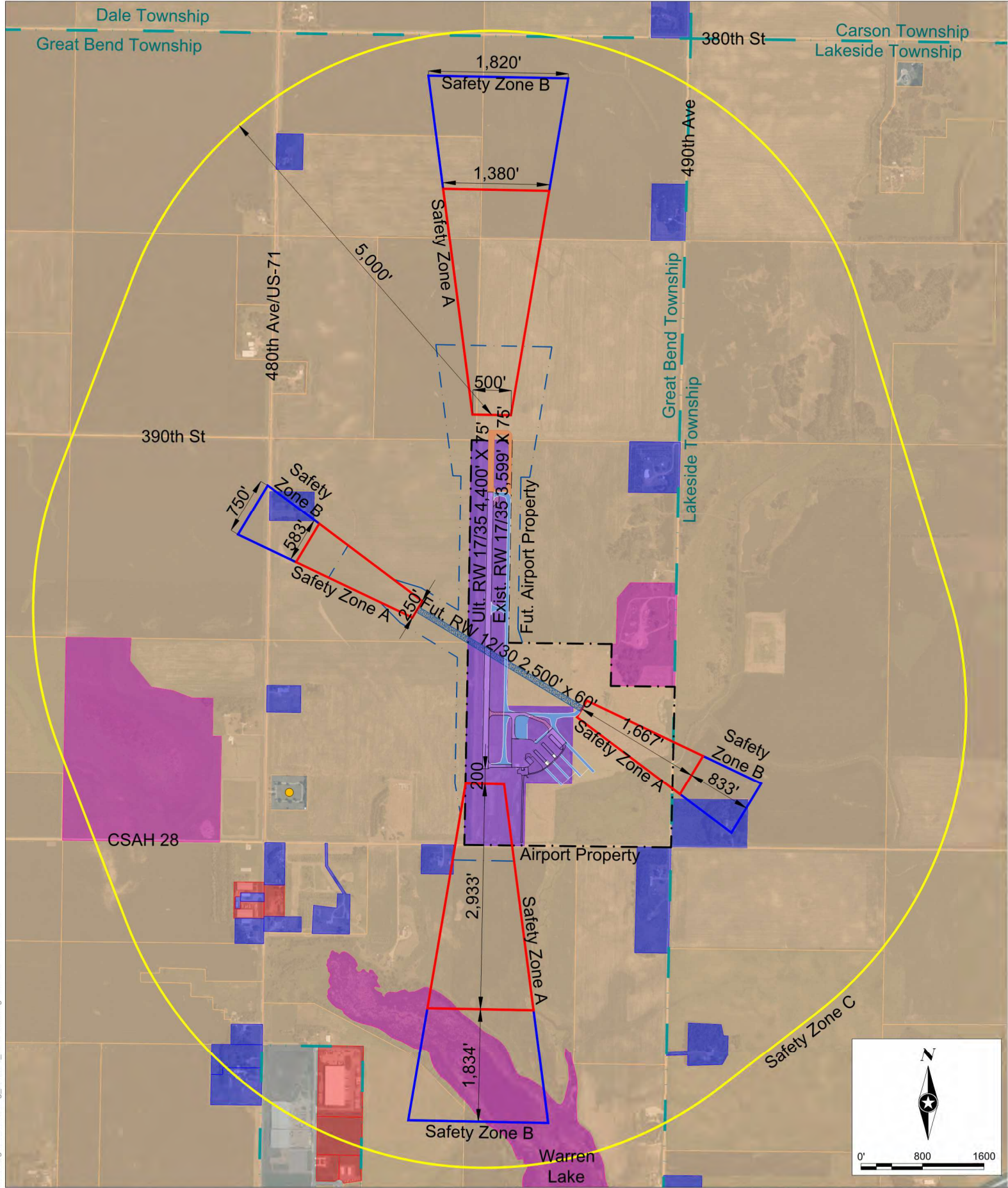
Sheet No.

1 of 7



FAA Approach Surface Dimensions (Part 77)				
Runway	Inner Width	Length	Outer Width	Slope
17	500'	5,000'	2,000'	20:1
35	500'	5,000'	2,000'	20:1
12	250'	5,000'	1,250'	20:1
30	250'	5,000'	1,250'	20:1





Safety Zone Use Restrictions:

General: Subject at all times to the height restrictions set forth in SECTION IV B, no use shall be made of any land in any of the safety zones defined in SECTION V A which creates or causes interference with the operations of radio or electronic facilities on the airport or with radio or electronic communications between the airport and aircraft, make it difficult for pilots to distinguish between airport lights and other lights, results in glare in the eyes of pilots using the airport, impairs visibility in the vicinity of the airport, or otherwise endangers the landing, taking off, or maneuvering of aircraft.

Zone A: Subject at all times to the height restrictions set forth in Subsection IV B and to the general restrictions contained in Subsection V B 1, areas designated as Zone A shall contain no buildings, temporary structures, exposed transmission lines, or other similar above ground land use structural hazards, and shall be restricted to those uses which will not create, attract, or bring together an assembly of persons thereon. Permitted uses may include, but are not limited to, such uses as agriculture (seasonal crops), horticulture, animal husbandry, raising of livestock, wildlife habitat, light outdoor recreation (non-spectator), cemeteries, and automobile parking.

Zone B: Subject at all times to the height restrictions set forth in Subsection IV B, and to the general restrictions contained in Subsection V B 1, areas designated as Zone B shall be restricted in use as follows:

- Each use shall be on a site whose area shall not be less than three acres.
- Each use shall not create, attract, or bring together a site population that would exceed 15 times that of the site acreage
- Each site shall have no more than one building plot upon which any number of structures may be erected.
- A building plot shall be a single, uniform, and non-contrived area, whose shape is uncomplicated and whose area shall not exceed the following minimum ratios with respect to the total site area:

Site Area		Ratio of Site Area to Bldg. Plot Area	Building Plot Area (sq. ft.)	Max. Site Population (15 persons/A)
At least (Acres)	But Less than (Acres)			
3	4	12:1	10,900	45
4	6	10:1	17,400	60
6	10	8:1	32,600	90
10	20	6:1	72,500	150
20	20 & up	4:1	218,000	300

e. The following uses are specifically prohibited in Zone B: Churches, hospitals, schools, theaters, stadiums, hotels, motels, trailer courts, campgrounds, and other places of frequent public or semi-public assembly.

Zone C: Zone C is subject only to height restrictions set forth in SECTION V B, and to the general restrictions contained in SECTION V B 1.

Cottonwood County Property Classification

	Agriculture		Industrial
	Commerical		Municipal
	County/Public Service		Residential
	Forest/Parks/Wildlife		State Property
	Cemetery		Church

Source: Cottonwood County GIS
*Note: Some layers classifications simplified/combined for viewing purposes

Runway Data		
Item	Existing	Future
Runway 17/35	3,599' x 75'	4,400' x 75'
	Paved	Paved
	Utility Non-Precision	Utility Non-Precision
Runway 12/30	N/A	2,500' x 60'
		Turf
		Utility Visual

Runway Coordinates		
Item	Existing	Future
Runway 17	Lat: 43° 55' 06.05" N	Lat: 43° 55' 13.96" N
	Long: 95° 06' 33.69" W	Long: 95° 06' 33.62" W
	EI: 1,409.2'	EI: 1,409.9'
Runway 35	Lat: 43° 54' 30.52" N	Same
	Long: 95° 06' 33.99" W	
	EI: 1,406.4'	
Runway 12	N/A	Lat: 43° 54' 50.81" N Long: 95° 06' 46.48" W EI: 1,406.0'
Runway 30	N/A	Lat: 43° 54' 38.33" N Long: 95° 06' 17.01" W EI: 1,404.0'

Legend		
Existing	Future	
		Airport Property
		Municipal Boundary
		Parcel Boundary
		Pavement
		Ultimate Paved Runway
		Future Turf Runway
		Safety Zone A
		Safety Zone B
		Safety Zone C

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: Airport Manager and City Administrator *Steve Nasby*
DATE: September 11, 2026
RE: Airport Re-roofing Project
DEPT: Airport
CONTACT: Scott Benson: 822-0782 or Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Consider awarding the bid for the Airport Re-roofing Project.

Issue Summary/Background

In Spring 2026 there was a severe storm that produced hail which damaged the roofs of the Airport buildings which are all metal. An inspection was completed by the City's insurance carrier, League of Minnesota Cities Insurance Trust (LMCIT), which determined that there was hail damage. However, the hail damage did not cause any holes in the roofing material to cause leaking. Due to the damage the insurance claim would cover 70% of the cost of roof replacement on all of the buildings except for the north hanger (which had a different roof material and was not damaged). After obtaining input from the Airport Commission Chair and Airport leaseholders the Airport Manager noted that their preference was to have the roofs replaced due to the damage and the age of the roofs (about 20 years for half the building).

The LMCIT concurred with moving the claim forward and they covered the cost of hiring a structural engineering firm to complete a scope of work, bid the project and oversee construction. The bids for the Airport Re-roofing Project were opened yesterday and seven bids were submitted. The lowest responsible bid was from APX Construction Group, LLC at a price of \$254,420.00.

Fiscal Impact

The LMCIT will pay for the cost of engineering and 70% of the re-roofing work, which amounts to \$178,094. This makes the City's cost \$76,326. There are not sufficient funds in the Airport budget to cover this expense. If the City Council decides to move ahead with the project funds will be needed from the 2027 Capital Improvement Budget to complete the project.

Attachments

1. Recommendation letter from SEH, Inc. and bid tabulation.



Building a Better World
for All of Us™

September 10, 2026

RE: City of Windom, MN
Airport Building Roof Replacement Project
Bid Award Recommendation
SEH No. WINDM 192473

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

On Thursday, September 10, 2026 at 2:00 PM bids were received for the Windom Airport Building Roof Replacement Project. The project includes replacement of the steel roofing on 4 buildings at the airport including Hangar #1, Hangar #2, the Large Hangar, and Airport Office. Seven bids were received with the low bid being submitted by APX Construction Group, LLC in the amount of \$254,420.00. A complete tabulation of the bids is attached for your reference.

Based on a review of the bids it is our opinion that APX Construction Group, LLC has submitted the lowest responsive and responsible base bid, and they are qualified to complete the work as described in the bidding documents. It is our recommendation to award the Airport Building Roof Replacement Project to APX Construction Group, LLC in the amount of \$254,420.00.

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

Sincerely,

Brian Bergstrom, AIA
Project Manager

Attachment

x:\uz\w\windm\18619516-bid-const\ bidding documents\bids received\rec award letter.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110

SEH is 100% employee-owned | sehinc.com | 715.236.4000 | 800.903.6970 | 888.908.8166 fax



Building a Better World
for All of Us®

BIDS RECEIVED

Windom Airport Building Roof Replacement Project Bid Tabulation Windom, Minnesota

Bid Date: Thursday, September 10, 2026 at 2:00 PM

Bidder	Addendum Acknowledged	5% Bid Bond	Base Bid
APX Construction Group, LLC	1	X	\$254,420.00
Rahmyra w/T-10 Construction	1	X	\$277,922.42
Schwickerts Tecta America, LLC	1	X	\$330,400.00
Minnesota Exteriors Commercial	1	X	\$349,560.00
The Roofers	1	X	\$411,370.95
Gag Sheet Metal, Inc.	1	X	\$485,800.00
Architectural Panel Systems	1	X	\$546,863.00

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RESOLUTION #2026-

INTRODUCED:

SECONDED:

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

A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED “AIRPORT BUILDING ROOF REPLACEMENT PROJECT”

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

	Total Bid
APX Construction Group, LLC	\$254,420.00
Rahmyra w/T-10 Construction	\$277,922.42
Schwickerts Tecta America, LLC	\$330,400.00
Minnesota Exteriors Commercial	\$349,560.00
The Roofers	\$411,370.95
Gag Sheet Metal, Inc	\$485,800.00
Architectural Panel Systems	\$546,863.00

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

	Total Bid
APX Construction Group, LLC	\$254,420.00

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

1. Pursuant to the bid advertisement, the low bid submitted by APX Construction Group, LLC is hereby approved for award; and the Mayor and City Administrator are hereby authorized and directed, on behalf of the City of Windom, to enter into contracts with the above contractor for completion of these components of the project, entitled “Airport Building Roof Replacement Project”, according to the plans and specifications heretofore approved by the League of Minnesota Cities Insurance Trust for the incurred insurance claim. A “Notice of Award” shall be issued to the above low bidder.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contract has been signed.

Adopted by the Council this 15th day of September, 2026.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



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

TO: CITY COUNCIL
FROM: MATTHEW FAST, BUILDING & ZONING OFFICIAL
CC MEETING DATE: SEPTEMBER 15, 2026
RE: ORDINANCE ADOPTING A CODIFIED SUPPLEMENT TO CITY CODE
DEPT: BUILDING & ZONING
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

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

1. Approve, by Motion, the second reading of **Ordinance No. 212, 2nd Series** enacting and adopting the 2025 codified supplement to the Code of Ordinances of the City of Windom.

Issue Summary/Background

American Legal Publishing Corporation of Cincinnati, Ohio, provided the City with the latest Codified Supplement, referred to as the “2025 codified supplement”, which includes provisions from Ordinance No. 196, 2nd Series through Ordinance No. 203, 2nd Series. The purpose of Ordinance No. 212, 2nd Series is to adopt this codified supplement and authorize its inclusion in the Code of Ordinances for the City of Windom.

The City Council approved the first reading of Ordinance No. 212, 2nd Series on September 1, 2026. No changes were requested by the City Council at the September 1st Meeting. The second reading is scheduled for September 15, 2026. At that time, the ordinance can be adopted.

The ordinance itself will be published as the word count for a Title and Summary would have been more than the actual ordinance.

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Ordinance No. 212, 2nd Series.

MF:mah

ORDINANCE NO. 212, 2ND SERIES

AN ORDINANCE ENACTING AND ADOPTING A CODIFIED SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF WINDOM

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2025 codified supplement to the Code of Ordinances of the City of Windom which contains all ordinances of a general and permanent nature enacted since the prior supplements of the codified and printed City Code of Ordinances Book; and

WHEREAS, it is necessary to adopt an ordinance to authorize the inclusion of the 2025 codified supplement in the codified and printed City Code of Ordinances Book.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WINDOM,
MINNESOTA, DOES ORDAIN:**

Section 1. That the 2025 codified supplement to the Code of Ordinances of the City of Windom, as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, be and the same is hereby adopted by reference as if set out herein in its entirety.

Section 2. Such codified supplement shall be deemed published as of the day of its adoption and approval by the Windom City Council and the City Administrator is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the City Administrator.

Adopted by the City Council of the City of Windom, Minnesota, this 15th day of September, 2026.

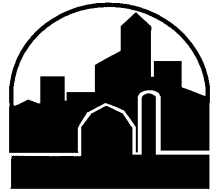
Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: September 1, 2026
2nd Reading: September 15, 2026
Adoption: September 15, 2026
Published: September 23, 2026

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: Steve Nasby and the City Council
FROM: Jon Ketzenberg, Street and Parks Superintendent
DATE: **September 2, 2026**
RE: Street Closure on 17th Street
DEPT: Street & Parks Department
CONTACT: Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested:

The Windom School has requested that the city close 17th Street between the south west entrance to the High school and 9th Ave from 8:30 am to 10 am on September 25th 2026. The school is having a home coming parade around the school. See map. The Street Superintendent and Police Chief both approve of the street closure.

Issue Summary/Background:

The School will be having a home coming parade for the students. The Street Department will bring barricades up for them and pick them up.

Fiscal Impact:

None.

Attachments



RESOLUTION #2026-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDOM,
COTTONWOOD COUNTY, MINNESOTA, AS FOLLOWS:**

1. That the following sums of money are hereby proposed to be levied for the current year, collectible in 2027, upon the taxable property in said City of Windom for the following purposes:

LEVY PURPOSE	LEVY (After all Aids and Reserves)
General	
Special Revenue	
Capital Outlay	
Debt Service	
PERA Rate Increase	
LGA Recapture	
TOTAL	\$3,059,362.00

BE IT FURTHER RESOLVED AS FOLLOWS:

1. The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 15th day of September, 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: Steve Nasby, City Administrator and Donna Torkelson, Finance Director/Controller
DATE: September 11, 2026
RE: 2027 Budget Proposal and Preliminary Levy
DEPT: Administration and Finance
CONTACT: Steve Nasby: Steve.Nasby@windommn.com & Donna Torkelson: Donna.Torkelson@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Set the 2027 Preliminary Tax Levy for a not to exceed amount of \$3,059,362 which is an 9.67% increase from 2026 equaling \$269,841

2027 Budget Proposal

Attached for your reference are the preliminary budget data for 2027 (Exhibit A). The 2027 budget numbers are based upon budget adjustments in operational costs for salaries/benefits, goods & services and expectations for contracted items (e.g., property and casualty insurance, workers compensation, billing, etc.).

Key factors for the preliminary budget included the following:

- Inflationary price increases on supplies trending at 3.4% according to the July 2026 BLS;
- Construction pricing has been stable from the prior year (street, storm sewer and roof projects);
- Equipment price increases continuing to be high and generally more than inflation;
- Labor contracts will be negotiated for IBEW and Supervisory personnel and LELS (Police) and this cost will be at inflation or higher;
- Workers Comp, Property, Liability & Auto Insurance costs projected to be up 3 – 10%
- Very small (0.39%) increase in State Aid;
- Franchise fee on natural gas will add \$120,000 in revenue which has all been budgeted for Street maintenance;
- Small Cities Transportation Aid Funds projected for 2027 of approximately \$75,000;
- **Pool Budget** – as the pool will not be operational in 2027 the budget has been zeroed out, except for staff costs.
- **Debt Service for 1st Avenue and 2025 Alley Project added \$195,919 to the tax levy;**
and

Budget for Capital Improvements Plan (CIP)

Attached is the CIP Summary by Department (Exhibit B). A detailed listing will be provided for the October budget work sessions as it provides additional detail and shows the anticipated funding sources for the projects. The budgeted amount for 2027 expenditure is \$460,000. This provides some flexibility

for the City Council to fund requests, but the Council could also redirect some of these funds to other areas such as personnel costs as labor costs are not yet established.

Debt Service Levy

The payments due within the 2027 Debt Service Levy total \$707,756. Exhibit C shows the Debt Service Levy requirements for the next five years. General Obligation debt was added during 2026 for the 2025 Alley Project and 1st Avenue Street Project were completed and added to debt service beginning in 2027. The 18th Avenue Storm Sewer Project will be done at the end of 2026 and will be paid for through Special Assessments and reserve funds, this cost may be rolled into a future bond issue which would then add to the debt service levy in future years.

General Fund Reserve

This fund's current position, as stated by the auditors at the end of 2025, combined with the 2027 budgeted expenses has the City at 64.3% which is just over the City's 35-60% reserve policy. This includes the cost of the Island Park Berm Project, but the 18th Avenue Storm Sewer Project will need to be covered (until a bond is issued or not) which will decrease the reserve by approximately 7-8%.

Property Tax Levy

The long-standing goal of the City Council has been to maintain or reduce the City's tax rate and to remain competitive with peer communities. Data from 2024 (most recent data available) shows that Windom is in the middle of our peer group of 13 cities and has been lowering our taxes compared to the peer group.

The 2026 Property Tax Levy was \$2,789,521 (up 3.99% from 2025). The City's tax rate continues to be stable, but it went up last year. This change was due to the decrease in property valuations last year and increase in the property tax levy. The property valuation levels for the current year remained stable from 2025 according to the County Auditor so this will not significantly impact the property tax rate, but a change in the property tax levy will increase the property tax rate by the amount the Council ultimately decides to set for the percent increase in the property tax levy.

The City Council needs to set the preliminary property tax levy by September 30, 2026. **Staff's recommendation is for the City Council to set an 9.67% preliminary levy increase.** The final property tax levy can always go down, but not up, from the preliminary levy. This will permit the City Council some latitude for capital projects.

Future Year Street Projects

Potential additions to the debt service levy include a 10th Street Reconstruction if a Local Road Improvement Program grant were received for the 2027-2028 Street project the estimated debt service on this project would be approximately \$150,000 to \$175,000 depending on Special Assessments and final project costs.

Other Future Capital Projects

Replacement of a swimming pool, swimming pool operational funding, re-building Kastle Kingdom and equipment costs (primarily Street & Fire Departments) are also big-ticket items that are currently being discussed and have the potential to have significant impact to future property tax levies.

Attachments

1. 2027 Proposed Summary Budget and Worksheets

EXHIBIT A

BUDGET CITY OF WINDOM 2027 BUDGET YEAR

GENERAL FUND

Operational Revenue and Expenses

<u>Revenue</u>	<u>2027</u>	<u>2026</u>	<u>% Change</u>
Local Govt Aid (LGA)	\$ 1,849,686	\$ 1,838,914	0.59%
Operational Tax Levy	\$ 755,347	\$ 591,716	27.65%
Interfund Transfers	\$ 245,000	\$ 245,000	0.00%
Misc. Revenue	\$ 969,750	\$ 828,577	17.04%
TOTAL	\$ 3,819,783	\$ 3,504,207	9.01%

<u>Expenses</u>	<u>2027</u>	<u>2026</u>	<u>% Change</u>
Mayor & Council	\$ 143,243	\$ 137,567	4.13%
Elections	\$ 1,210	\$ 9,635	0.00%
City Office	\$ 176,686	\$ 168,754	4.70%
Planning & Zoning	\$ 178,860	\$ 166,428	7.47%
City Hall	\$ 58,250	\$ 43,601	33.60%
Police Department	\$ 1,809,934	\$ 1,683,413	7.52%
Fire Department	\$ 267,808	\$ 242,533	10.42%
Emergency Mgmt	\$ 6,828	\$ 6,828	0.00%
Animal Control	\$ 4,000	\$ 2,200	81.82%
Street Department	\$ 856,246	\$ 723,282	18.38%
Health/Sanitation	\$ 21,500	\$ 29,000	-25.86%
Recreation	\$ 57,538	\$ 57,658	-0.21%
Parks	\$ 237,680	\$ 233,308	1.87%
TOTAL	\$ 3,819,783	\$ 3,504,207	9.01%

<u>General Fund Capital</u>	\$ 460,000	\$ 513,418	-10.40%
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**BUDGET
CITY OF WINDOM
2027 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>	<u>2027</u>	<u>2026</u>	<u>Change</u>
+ Tax Levy	\$ 208,563	\$ 220,603	-5.46%
+ Other Revenue	\$ 24,250	\$ 24,000	1.04%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (232,813)	\$ (242,603)	-4.04%
- Capital Outlay	\$ -	\$ (2,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ -	\$ -	
<u>Airport</u>			
+ Tax Levy	\$ 39,885	\$ 28,875	38.13%
+ Federal State Grants/Aids	\$ 782,846	\$ 570,971	37.11%
+ Other Revenue	\$ 102,300	\$ 81,300	25.83%
- Expenses	\$ (125,031)	\$ (106,146)	17.79%
- Capital Outlay	\$ (800,000)	\$ (575,000)	39.13%
- Debt Service	\$ -	\$ -	0.00%
	\$ -	\$ -	
<u>Pool</u>			
+ Tax Levy	\$ 19,766	\$ 18,803	5.12%
+ Other Revenue	\$ -	\$ -	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (19,766)	\$ (18,803)	5.12%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ -	\$ -	
<u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 974,300	\$ 910,500	7.01%
+ Reserves	\$ 135,849	\$ 135,849	0.00%
- Expenses	\$ (747,873)	\$ (706,772)	5.82%
- Capital Outlay	\$ -	\$ (250,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ 362,276	\$ 89,577.00	
<u>EDA</u>			
+ Tax Levy	\$ 217,209	\$ 208,546	4.15%
+ Other Revenue	\$ 62,735	\$ 62,735	0.00%
+ Reserves	\$ -	\$ -	0.00%
+ Interfund Loan Receipts	\$ -	\$ -	0.00%
- Expenses	\$ (279,944)	\$ (255,681)	9.49%
+ Non Cash Exp	\$ -	\$ -	0.00%
- Capital Outlay	\$ -	\$ (15,600)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ -	\$ -	
<u>Arena</u>			
+ Tax Levy	\$ 334,131	\$ 419,216	-20.30%
+ Other Revenue	\$ 165,684	\$ 165,684	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (509,140)	\$ (496,990)	2.44%
- Capital Outlay	\$ (765)	\$ (98,000)	
- Debt Service	\$ (74,910)	\$ (74,910)	0.00%
+ Depreciation	\$ 85,000	\$ 85,000	
	\$ -	\$ -	
<u>Multi-Purpose</u>			
+ Tax Levy	\$ 279,705	\$ 249,297	12.20%
+ Other Revenue	\$ 108,820	\$ 127,520	-14.66%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (448,525)	\$ (436,817)	2.68%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 60,000	\$ 60,000	0.00%
	\$ -	\$ -	
Total Levy	\$ 1,099,259	\$ 1,145,340	-4.02%

**BUDGET
CITY OF WINDOM
2027 BUDGET YEAR**

ENTERPRISE FUNDS

Telecom - **

	<u>2027</u>	<u>2026</u>	<u>Change</u>
+ Revenue	\$ 430,592	\$ 2,691,728	-84.00%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (320,634)	\$ (2,378,735)	-86.52%
- Capital Outlay	\$ -	\$ -	
- Debt Service	\$ -	\$ (834,675)	-100.00%
- Transfer to General/CIP	\$ -	\$ (2,250)	
+ Depreciation	\$ 2,550	\$ 302,050	-99.16%
Cash Flow	\$ 112,508 **	\$ (221,882)	

Water

+ Revenue	\$ 1,336,953	\$ 1,310,650	2.01%
+ Special Assessments	\$ 1,028	\$ 1,028	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (1,187,710)	\$ (1,139,017)	4.28%
- Capital Outlay	\$ (30,000)	\$ (30,000)	0.00%
- Debt Service	\$ (166,208)	\$ (166,208)	0.00%
- Transfer to General/CIP	\$ (750)	\$ (750)	
+ Depreciation	\$ 300,000	\$ 300,000	0.00%
Cash Flow	\$ 253,313	\$ 275,703	

Sewer

+ Revenue	\$ 1,998,176	\$ 1,886,300	5.93%
+ Cost Sharing Funds	\$ -	\$ -	0.00%
+ Special Assessments	\$ 440	\$ 440	0.00%
+ Reserves	\$ -	\$ -	
- Expenses	\$ (2,254,310)	\$ (1,954,776)	15.32%
- Capital Outlay	\$ (40,000)	\$ (40,000)	0.00%
- Debt Service	\$ (589,578)	\$ (589,578)	0.00%
- Transfer to General/CIP	\$ (750)	\$ (750)	
+ Depreciation/Amortization	\$ 982,220	\$ 982,220	0.00%
Cash Flow	\$ 96,198	\$ 283,856	

Electric

+ Revenue	\$ 7,705,939	\$ 6,602,890	16.71%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (6,918,570)	\$ (5,695,236)	21.48%
- Capital Outlay	\$ (340,000)	\$ (508,000)	-33.07%
- Transfer to Debt Service	\$ (508,863)	\$ (508,863)	
- Transfer to General/CIP	\$ (200,750)	\$ (200,750)	0.00%
+ Depreciation	\$ 900,000	\$ 900,000	0.00%
Cash Flow	\$ 637,756	\$ 590,041	

Liquor

+ Revenue	\$ 2,421,000	\$ 2,474,000	-2.14%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (2,171,190)	\$ (2,261,493)	-3.99%
- Capital Outlay	\$ (100,000)	\$ (7,000)	1328.57%
- Transfer to Debt Service	\$ (43,425)	\$ (44,425)	
- Transfer to General	\$ (100,000)	\$ (100,000)	0.00%
+ Depreciation	\$ 5,500	\$ 30,000	-81.67%
Cash Flow	\$ 11,885	\$ 91,082	

** Budget based on two months service prior to sale to Federated Broadband

** Bond principal and interest payments will be made from sale proceeds

**BUDGET
CITY OF WINDOM
2027 BUDGET YEAR
SPECIAL PROJECTS**

(Tax Increment Finance, Revolving Loan Funds and Other)

<u>Name</u>	<u>Revenue</u>	<u>Expense</u>
407 Dilapidated Housing Program	\$ -	\$ -
252 Small Cities Development Program RLF	\$ -	\$ -
253 RiverBluff Estates	\$ -	\$ -
254 North Industrial Park Project	\$ -	\$ 15,650
255 EDA General RLF	\$ -	\$ 8,425
1-10 Runnings TIF (266)	\$ 46,674	\$ 44,007
1-12 Prime Pork, LLC. TIF (268)	\$ 320,623	\$ 298,561
1-13 River Bluff TIF (260)	\$ 38,000	\$ -
1-19 NWIP II TIF (274)	\$ 247,626	\$ 174,898
1-22 Cemstone (277)	<u>\$ 74,000</u>	<u>\$ 52,580</u>
TOTAL	\$ 726,923	\$ 594,121

**BUDGET
CITY OF WINDOM
2027 BUDGET YEAR**

Debt Service Levy	2027 Levy	2028 Levy	2029 Levy	2030 Levy
402 Capital ESF Loan	61,357.00	69,507.00	67,302.00	65,097.00
401 Ice System Replacement Project (2018A)	77,079.00	80,754.00	79,021.00	77,289.00
306 2013 Street Project (2020D Refinanced)	110,522.00	114,510.00	118,528.00	98,149.00
307 2017A Street Project	101,268.00	101,793.00	102,160.00	102,370.00
308 2020 B & C Street Project	161,611.00	161,349.00	160,929.00	160,351.00
309 2026 Alley Project	52,118.00	54,743.00	51,856.00	54,218.00
313 First Avenue Project	143,801.00	144,063.00	144,063.00	143,801.00
TOTAL	707,756.00	726,719.00	723,859.00	701,275.00

2025 through 2029
Capital Improvement Plan
 Windom, MN
Projects By Department

EXHIBIT C

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Administration								
2026 Compensation Study	ADMIN 008	1		20,000				20,000
Computer Replacement	ADMIN 002	1	2,000	3,000		3,000		8,000
Finance Director Desk	ADMIN 007	2	2,000					2,000
Administration Total			4,000	23,000	0	3,000	0	30,000
Airport								
Apron Recon & Taxiway Access	AIRPORT 024	1			800,000			800,000
Arrival/Departure Buiding Update	AIRPORT 026	3				25,000		25,000
AWOS Tower Rehab	AIRPORT 018	1		150,000				150,000
Credit Card Chip Reader	AIRPORT 020	2			10,000			10,000
Crosswind Runway Construction	AIRPORT 012	1				1,000,000		1,000,000
Crosswind Runway Design	AIRPORT 007	2			150,000			150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2			365,000			365,000
MIRL Replacement	AIRPORT 005	1					250,000	250,000
Re-roofing A/D and Hangers	Airport 027	3		400,000				400,000
Runway Environmental Review & Extension Design	AIRPORT 006	1				100,000	150,000	250,000
Taxiway & Access Road Rehab	AIRPORT 023	2					400,000	400,000
Wind Cone Replacement	AIRPORT 025	1			25,000			25,000
Zoning Update	AIRPORT 022	1		100,000				100,000
Airport Total			0	650,000	1,350,000	1,125,000	800,000	3,925,000
Ambulance								
Cot Replacement	AMB 012	1		100,000				100,000
Defibrulators	AMB 002	1		150,000				150,000
Powerload & Cot Replacement	AMB 013	1			100,000			100,000
Radio & Pager Equipment	AMB 006	1	125,000					125,000
Unit 27 - Ambulance Replacement	AMB 005	1					235,000	235,000
Unit 28 - Ambulance Replacement	AMB 007	1	250,000					250,000
Unit 29 - Ambulance Replacement	AMB 010	1				265,000		265,000
Unit 30 - Ambulance Replacement	AMB 011	1		112,000				112,000
Ambulance Total			375,000	362,000	100,000	265,000	235,000	1,337,000
Arena								
Arena Improvements	ARENA 017	3			150,000			150,000
Bathroom Remodeling	ARENA 016	2		30,000				30,000
Livestock Building/Riding Rink	ARENA 011	3				250,000		250,000
Zamboni Replacement	ARENA 015	2		98,000				98,000
Arena Total			0	128,000	150,000	250,000	0	528,000
Building/Zoning								
Blighted Homes Incentive Program	BUILD 005	2	20,000	0	0	20,000	20,000	60,000
Computer Replacement	BUILD 007	1			1,500			1,500
Building/Zoning Total			20,000	0	1,500	20,000	20,000	61,500
City Hall								
Building Fund	CH 008	2		50,000		75,000		125,000
EDAOffice Windows	CH 010	2	3,500					3,500
Window Replacement	CH 001	2				25,000		25,000

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
City Hall Total			3,500	50,000	0	100,000	0	153,500
Community Center								
Dance Floor Replacement	COMM 002	3				20,000		20,000
Equipment Replacement\ Upgrades	COMM 007	1	0	0	0	20,000	10,000	30,000
Garage Doors w/ Openers	COMM 011	2			9,800			9,800
Gym Renovation	COMM 012	2				95,000		95,000
Mechanical Systems	COMM 009	1	0					0
Sound System	COMM 003	3	60,000					60,000
Community Center Total			60,000	0	9,800	135,000	10,000	214,800
EDA								
Computer Replacement	EDA 012	1		1,100				1,100
East Highway 60 Development	EDA 006	2				500,000		500,000
NWIP South 80 Addition of Utilities	EDA 003	2					500,000	500,000
RLF Recapitalization	EDA 013	2		14,500				14,500
EDA Total			0	15,600	0	500,000	500,000	1,015,600
Electric								
28 MVA Substation Transformer	ELE 040	1				1,500,000		1,500,000
35' Bucket Truck - Unit #350	ELE 036	1			290,000			290,000
55' Bucket Truck - Unit #320	ELE 030	1	378,618					378,618
Distribution System Upgrades	ELE 001	1	350,000	500,000	300,000	350,000	350,000	1,850,000
Meter Replacement Program	ELE 011	1	750,000					750,000
Misc Equipment	ELE 004	3	0	0	40,000	40,000	40,000	120,000
Switchgear Improvements	ELE 037	1	450,000					450,000
Vacuum Excavator	ELE 039	1					90,000	90,000
Electric Total			1,928,618	500,000	630,000	390,000	1,980,000	5,428,618
Fire								
Engine\Pumper - Unit 23	FIRE 006	1			600,000			600,000
First Response Truck - Unit 24	FIRE 005	3			275,000			275,000
Jaws of Life Replacement	FIRE 019	1				50,000		50,000
Tanker Truck - Unit 26	FIRE 016	1	285,000					285,000
Unit 17 UTV Replacement	FIRE 021	2					60,000	60,000
Unit 19 Quick Response Truck	FIRE 020	1					70,000	70,000
Fire Total			285,000	0	875,000	50,000	130,000	1,340,000
Library								
Computer Replacement	LIB 007	1	2,000	2,000	2,000			6,000
Roof Repair & Sidewalk Maintenance	LIB 011	1	35,464					35,464
Roof Replacement	LIBRARY 012	1			31,000			31,000
Library Total			37,464	2,000	33,000	0	0	72,464
Liquor								
Check Out Counter	LIQUOR 018	3			16,000			16,000
Computer Replacement	LIQUOR 015	1	1,200	1,500	3,500			6,200
East Parking Lot Replacement	LIQUOR 019	3				100,000		100,000
Equipment Replacement Fund	LIQUOR 016	2	5,000	5,000	5,000	5,000	5,000	25,000
Landscaping	LIQUOR 012	2	5,000					5,000
Liquor Total			11,200	6,500	24,500	105,000	5,000	152,200
Multiple Depts								
City-wide Network & Server Upgrades	MULTI 003	1	6,100	6,000	6,000	7,000	7,000	32,100
New City Website	MULTI 004	2	23,900					23,900
Website\Citizen Notification & Alert Support	MULTI 005	2		3,900	3,900	3,900	3,900	15,600

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Multiple Depts Total			30,000	9,900	9,900	10,900	10,900	71,600

Parks

Buildings CIP	PARK 021	1	5,000	5,000	5,000	5,000	5,000	25,000
Island Park Berm	Park 028	1	400,000					400,000
Kastle Kingdom	PARK 029	2		550,000				550,000
Levee Hydraulic Study - Concept 1	PARK 027	1	10,000					10,000
Mower Replacement	PARK 031	2			110,000			110,000
Windom Rec Area Irrigation System	PARK 030	2			400,000			400,000
Parks Total			415,000	555,000	515,000	5,000	5,000	1,495,000

Police

Axon Body Camera System & Tasers	POLICE 027	1	185,744					185,744
Computer Replacement - Mobile Units	POLICE 006	2	5,000					5,000
Lidar Unit	POLICE 026	1	3,000					3,000
Pepperball Rifles	POL 029	1		3,500				3,500
Speed Trailer - Replacement	POLICE 028	1	8,800					8,800
Taser Replacement	POLICE 003	1	0					0
Police Total			202,544	3,500	0	0	0	206,044

Pool

New or Renovated Pool	POOL 003	1				8,000,000		8,000,000
Pool Total			0	0	0	8,000,000	0	8,000,000

Recreation

Storage Shed	REC 004	2	12,500					12,500
Recreation Total			12,500	0	0	0	0	12,500

Streets

2025 Alley Project	STR 035	1	675,000					675,000
2026 Street Project	STR 033	1		3,300,000				3,300,000
2028 Street Project	STR 031	2				6,000,000		6,000,000
Equipment Fund Reserve	STR 005	2	25,000	25,000	25,000	25,000	25,000	125,000
Front-end Loader	STR 029	2			300,000			300,000
Highway Radar Signs	STR 032	2	18,200					18,200
Pick-up Replacement (Unit 40)	STR 009	1	41,000					41,000
Pick Up Replacement Units 41 & 71	STR 037	2			60,000			60,000
Red Leaf Court Storm Sewer	STR 036	1		100,000				100,000
Sno-Go Snow Blower Replacement	STR 013	1		220,000				220,000
Tractor	STR 034	2		60,000				60,000
Traffic Signal Lights	STR 025	2	177,000					177,000
Streets Total			936,200	3,705,000	385,000	6,025,000	25,000	11,076,200

Telecom

Co Rd 13/15 North Expansion	TEL 034	2	125,000					125,000
Cottonwood Co Fiber - Comfrey Expansion	TEL 033	3	1,995,000					1,995,000
Cottonwood Co Fiber - Jeffers Expansion	TEL 023	3	1,215,000					1,215,000
Metaswitch Voicemail System Replacement	TEL 041	1	28,000					28,000
NOC 48V DC Power System Battery String	TEL 038	1	65,000					65,000
NOC DC to AC Inverter Power System	TEL 039	2	40,000					40,000
NOC HVAC System	TEL 040	1	62,000					62,000

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Transport Project - CO Fiber Trunk North	TEL 030	3			42,000			42,000
Transport Project - CO Fiber Trunk South	TEL 029	2			75,000			75,000
Telecom Total			3,530,000	0	117,000	0	0	3,647,000

Wastewater

General Equipment	SEWER 006	3	20,000	20,000	20,000	20,000	20,000	100,000
General Plant Improvement\ Maintenance	SEWER 001	2	5,000	5,000	5,000	5,000	5,000	25,000
Interceptor\Collection System Improvements	SEWER 007	1	10,000	10,000	10,000	10,000	10,000	50,000
Lift Station Improvements	SEWER 010	1	5,000	5,000	5,000	5,000	5,000	25,000
Wastewater Total			40,000	40,000	40,000	40,000	40,000	200,000

Water

Filter Plant Improvements	WATER 004	1	10,000	10,000	10,000	10,000	10,000	50,000
Hydrants	WATER 008	2	5,000	5,000	5,000	5,000	5,000	25,000
Pumping Equipment	WATER 002	1	5,000	5,000	5,000	5,000	5,000	25,000
Unit #61 Vehide & Box Replacement	WATER 017	2	70,000					70,000
Water Main Improvements	WATER 005	1	5,000	5,000	5,000	5,000	5,000	25,000
Wells and Well Site	WATER 001	1	5,000	5,000	5,000	5,000	5,000	25,000
Water Total			100,000	30,000	30,000	30,000	30,000	220,000

GRAND TOTAL	7,991,026	6,080,500	4,270,700	17,053,900	3,790,900	39,187,026
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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 Utility Manager
DATE: September 11, 2026
RE: New Utility Billing Software
DEPT: Electric
CONTACT: Jason Sykora: Jason.Sykora@windommn.com

Recommendations/Options/Action Requested

Utility Commission and Staff recommends that the City Council take the following action:
Accept the quote from Tyler Technologies for Utility Billing System.

Issue Summary/Background

With the possible sale of Windomnet talks starting in 2025, City staff begin looking at options for utility billing as the platform the City currently uses is a significant expense due to its ability to bill electric, water, wastewater and telecom (phone, television and data) all within the same system. Now with the sale of Windomnet moving forward staff would like to Transition to Tyler Technologies. There is a 6 to 8 month wait for Tyler to complete our transition. Our contract with Elation our current billing software expires in May of 2027. This would give us time to make the switch and run both billing systems simultaneously to ensure accuracy.

Tyler Technologies is a good fit as we already utilize their software in our accounting. Our AMI vendor Tantalus is also very familiar with Tyler and has stated that it would be a smooth transition.

With the switch to Tyler Technologies customers will be able to see their electric meter data through Tylers Smart Meter Access portal. If the Electric Utility wanted to provided this to its customers with the current billing system a separate software from Tantalus (our AMI metering vendor) at a cost of roughly \$16,000.00 a year.

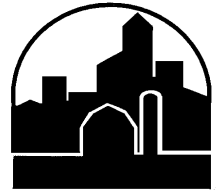
Fiscal Impact

There will be a one time fee of \$46,070.00 to initially set up the system. After that there will be a yearly recurring cost of \$27,962.00. This will be an annual saving of roughly \$56,000.00. Most of the cost would be spread between the Electric, Water, and Sewer enterprise funds.

Attachments

1. Tyler Technologies Quote
2. March 27th 2026 Memorandum to City Council
3. March 27th Utility Commission Minutes

MEMORANDUM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Utility Commission
DATE: March 27, 2026
RE: Utility Billing System Recommendation

Late in 2025 with the possible sale of Windomnet, City staff begin looking at options for utility billing as the platform the City currently uses is a significant expense due to its ability to bill electric, water, wastewater and telecom (phone, television and data) all within the same system. The outcome of this effort identified a utility billing module available within the city's financial software. This module has been available to the city (at additional cost) but not utilized as it could not bill all our telecom services and we were contacted with the current utility billing system into 2026.

The utility billing module within the city's financial software, although an added cost, would still be considerably less expensive than the current billing system, and will provide some additional features and enhanced capabilities. **As such, the Utility Commission is recommending that the city staff continue to work on this less costly utility billing option.**

Due to the current billing needs of Telecom, the functionality and tools within the current billing system, moving to a new utility billing system would present some challenges. As Telecom moves to a VOIP based telephone system some of the need for the current utility billing system could be replaced by the new utility billing system as data, telephone and television would all be set monthly reoccurring charges. The functions and tools within the existing system would need to be researched to see if they are available or could be integrated into a new utility billing system.

In the past, staff, Utility Commission, Telecom Commission and City Council none has wanted to have two separate billing systems for the city's utility services which is why we have the current utility billing system. Until an outcome is known about Windomnet's status a state of uncertainty exists regarding how to move forward. The timeframe needed to make a successful utility billing system conversion is 6-8 months. The city has extended the software agreement with our current vendor until the end of 2026, which would allow enough time to get a new system up and in place. However, we need to execute an agreement to get started on the start up process with the new module if that is the direction desired.

Options discussed by the Utility Commission were as follows:

- To pursue a new utility billing system that is both less expensive and provides better functionality for the financial system, electric, water and wastewater utilities. If the city keeps Windomnet, they can continue with the current system at their sole expense or make changes when they are ready. If Windomnet is sold then the matter is mute.
- Keep the existing utility billing system, but re-apportion the costs of the system to reflect the software's lesser value to the electric, water and wastewater utilities versus the value to Telecom.

Staff is requesting that this recommendation be provided to the Telecom Commission so they can review and research their needs and have participation in the discussions with the vendor for the new system to identify its capabilities, tools and possible fit with Windomnet's needs.

UTILITY COMMISSION MINUTES
Council Chambers
March 27th, 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 (Via Zoom) and Glen Francis
Members Absent: None
City Council Liaison: Scott Benson
City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent and Tayler Lehmann, Utility Billing/Analyst
Others: None

APPROVE MINUTES

Motion by Riordan, second by Francis to approve the February 26th, 2026 Minutes. Motion carried 3 – 0.

ELECTRIC ITEMS

Annual Cogeneration Report

Sykora discussed the annual cogeneration report. The rate schedule for electricity is based on the previous year's costs, adjusted by customer type (out-of-town, commercial, residential). Sykora shared the management of a solar customer's energy production and consumption. There is only one solar customer on the grid.

Motion by Riordan, second by Francis to approve the rate schedule/report as presented. Motion carried 3 – 0.

Extend Warranty C175 Generators

Sykora discussed the options of extending the warranty by three or five years, noting that extending by five years would result in a seven-year warranty. There was discussion on the financial benefits of extending the warranty longer now versus later, considering the projected costs and the age of the units. Sykora expressed concern about going over budget for the generation maintenance fund due to higher-than-expected warranty costs. However, in the long run, it would be more cost-effective.

Motion by Riordan, second by Schwalbach to approve a five-year warranty extension. Motion carried 2 – 0 – 1. (Francis stepped out between 10:20 and 10:30 missing the motion vote.)

Tyler Billing System

Sykora reviewed transitioning from the current billing system, Elation, to Tyler, which would save \$56,000 annually. There would be a first-year setup cost of \$40,000 and annual renewals of \$27,000. Tyler offers a customer portal for \$1,000 a year, reducing office time and costs. There was discussion on the long-term benefits, including streamlined processes and potential savings. They debated whether Telecom should pay for its own system to avoid additional costs for water, sewer, and electric services.

Motion by Francis, second by Riordan to move ahead with transitioning to the Tyler billing system pending the outcome of Telecom. However, if Telecom is kept there would be a revisit of the split cost between the three utilities. Motion carried 3 – 0.

Large Power Tariff/Rate

Sykora discussed adjusting the large power tariff/rates. In the potential planning of a data center, Sykora proposed reducing the minimum megawatt requirement from 10 to 5, maintaining a 90% load factor penalty, and increasing the rate from \$0.0045 to \$0.005 per kilowatt-hour. There was discussion including the need for individual contracts to address growth potential, with penalties for not meeting load factors.

Motion by Riordan, second by Francis to reduce the minimum megawatt requirement from 10 to 5, maintaining a 90% load factor penalty and increasing the rate from \$0.0045 to \$0.005 per kilowatt-hour. Motion carried 3 – 0.

AMI Meter Update/Opt Out Fee

Sykora shared that his crew installed 1,400 meters in March, facing initial challenges like a snowstorm and employee training. They encountered issues with improperly customer installed meter boxes and frost damage. A notable incident involved a house that became energized due to a homeowner's DIY work, leading to an explosion and subsequent state electrical inspector visits. Sykora discussed the need for repeaters to improve signal strength, particularly around the golf course. They also proposed a \$65 monthly opt-out fee for customers who refuse service, citing the cost of daily readings for distant customers.

Motion by Riordan, second by Francis to approve the \$65 monthly opt-out fee policy for customers who refuse the new AMI meter. Motion carried 3 – 0.

Electric Annual Report

Sykora presented his annual report. There was no discussion and the utility commission gave their thanks.

Other

Sykora shared he went to see the new bucket truck. Sykora noted there were minor issues with the battery system but also noted the truck's quiet operation and smooth movement.

Sykora shared a financial recovery of transmission-related expenses, with this year's recovery expected to exceed \$500,000 due to a significant investment in a transmission line. Sykora also mentioned a \$10 million recovery over the life of the transmission line paying back the \$3 million investment in about 8 years.

WATER/WASTEWATER ITEMS

Fifth Unregulated Contaminant Monitoring Rule (UCMR5) Results

Anderson discussed the discovery of lithium in the water supply at 21 micrograms per liter, which is above a health based screening level of 10ug/L. This is well below an additional health-based screening level of 60 micrograms per liter, based on another set of exposure assumptions. The elimination half-life of lithium in the body is 18-36 hours. The Consumer Confidence Report will include this information, along with a fact sheet.

Empire Pipe Services Jetting

Anderson shared they jetted over 10,000 feet of sewer lines. The area jetted was between River Road, 13th Street and Perkins Creek Bridge. This was the area hit the hardest by the most recent flood. There was a manhole between 11th and 12th street that had a mineral build up. The manhole mineral build up was chipped for temporary relief. Anderson is looking into getting a quote for a long-term fix.

Wellhead Protection Plan Scoping II Meeting Updates

Anderson discussed the water management plan, emphasizing the need to identify and address current and future contamination concerns to qualify for funding. Key points included the importance of land use zoning maps, the necessity of including PFAS and other contaminants in the plan, and the need for exploratory drilling for possible new water sources. Specific concerns were raised about a nearby landfill and the impact of farm chemicals and river flow on water quality.

Lead and Copper Rule Grant

Anderson mentioned the shift in funding for the lead and copper rule from data collection to remediation, offering up to \$20,000 per service line. Over 20 lead and galvanized lines have been identified, with more expected.

Water/Wastewater Annual Report

Anderson shared the water/Wastewater annual report. Anderson shared the challenges of accurately reporting water loss due to leaks and best guesses for water usage.

Other Water/Wastewater Items

None

Regular Bills

None

Old Business

None

New Business

None

The next Commission meeting was scheduled for April 23rd, 2026 at 10:00 a.m. in the Council Chambers.

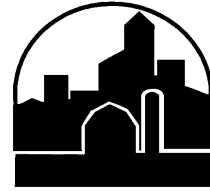
Adjourn

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

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Tim Hogan, Recreation Director
DATE: September 15th, 2026
RE: Dynamite Park
DEPT: Pool
CONTACT: Tim Hogan 507-822-0514 (e-mail- tim.hogan@windommn.com)

Recommendations/Options/Action Requested

A recommendation by the park and recreation commission was made to sell Dynamite park to the EDA for \$1.00 for potential development.

Fiscal Impact

Dynamite Park given to the City from the County as the County did not want to maintain the property. The Park sees very little traffic and the costs to add playground equipment would be expensive. There is also a park with playground equipment just across the road from Dynamite park at Jen's park for the community to enjoy.

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: Kari Hanson, Director, Windom Public Library
DATE: September 15, 2026
RE: Librarian Assistant - IBEW Union Part Time Hiring
DEPT: Library
CONTACT: Kari Hanson Kari.Hanson@windommn.com

Recommendations/Options/Action Requested

It is recommended that the City Council approve the hiring of Vonda Sellers for the IBEW Union Part-time Librarian Assistant.

Issue Summary/Background

The library has had an opening for a Librarian Assistant position due to a staff resignation in August. We advertised for the position and interviewed the candidates who fulfilled the job requirements.

It is my recommendation to hire Vonda Sellers at a Step 2 rate of \$21.67/hr. This wage is in accordance with the IBEW Union Part-Time Wage Scale.

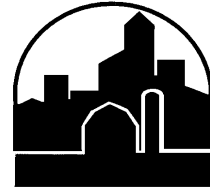
Fiscal Impact

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

Attachments

None

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Tim Hogan, Recreation Director
DATE: September 15, 2026
RE: Arena Part-Time Union Maintenance Assistant
DEPT: Arena
CONTACT: tim.hogan@windommn.com

Recommendations/Options/Action Requested

Arena Director recommends that the City Council approve the hiring of Randy Thompson for the Part-Time Union Arena Maintenance position at the wage of \$16.67 per hour with a 6-month probationary period. Upon successful completion, a step increase would be received.

Issue Summary/Background

The Arena has had a vacant position open since Chad Alm took over Dean Smestad's position when he retired. This position will be needed for the upcoming hockey season.

Fiscal Impact

The Arena has budgeted hours for this part time union position.

CERTIFICATE FOR PAYMENT NO. 5

**Svoboda Excavating, Inc.
315 Petersburg Dr
Jackson, MN 56143**

Project: 2026 Street Improvements
Windom, MN

DGR Project No. 375212

Owner: City of Windom, MN

For Period From: August 13, 2026 to September 10, 2026

Line No.	Estimated	Description	Unit Price	Contract Price	This Application		Completed to Date	
	Units					Units	Value	Units
Base Bid								
1	JOB	Mobilization	L.S.	\$64,700.00		\$0.00	50%	\$32,350.00
2	JOB	Maint & Restoration of Access	L.S.	10,000.00	20%	2,000.00	100%	10,000.00
3	18,830 S.Y.	Remove Pavement	4.00	75,320.00		0.00	18,859.00	74,636.00
4	8,720 S.Y.	Bituminous Milling	2.00	17,440.00		0.00	8,720.00	17,440.00
5	8,300 C.Y.	Common Excavation (P)	12.00	99,600.00		0.00	8,300.00	99,600.00
6	100 C.Y.	Contaminated Soils Remediation	120.00	12,000.00		0.00		0.00
7	25 C.Y.	Common Topsoil Borrow	100.00	2,500.00		0.00		0.00
8	1,025 S.Y.	Terrace Grading	10.00	10,250.00	1,240.00	12,400.00	1,240.00	12,400.00
9	3,000 S.Y.	Geotextile Fabric Type 4	4.00	12,000.00		0.00	1,622.50	6,490.00
10	10,200 S.Y.	Anti-Reflective Crack Fabric	1.50	15,300.00		0.00	10,200.00	15,300.00
11	19,012 S.Y.	12" Subgrade Preparation	3.00	57,036.00		0.00	19,012.00	57,036.00
12	19,012 S.Y.	12" Aggregate Base Class 5	10.00	190,120.00		0.00	17,972.00	179,720.00
13	6,184 Ton	Bituminous Pavement	100.00	618,400.00	1,993.18	199,318.00	5,840.62	584,062.00
14	2,660 Gal.	Hot Bituminous Materials for Tack Coat	3.00	7,980.00		0.00	2,660.00	7,980.00
15	22 Ea.	Utility Casting Adjustment	1,300.00	28,600.00	21.00	27,300.00	24.00	31,200.00
16	18 Ea.	Adjust Storm Intake Frame, Ring & Casting	1,250.00	22,500.00	5.00	6,250.00	18.00	22,500.00
17	11 Ea.	Adjust Valve Box	750.00	8,250.00	16.00	12,000.00	17.00	12,750.00
18	2 Ea.	21" x 4" Inserta Tee	6,000.00	12,000.00		0.00	1.00	6,000.00
19	1 Ea.	8" Sanitary Gate Valve	13,500.00	13,500.00		0.00	1.00	13,500.00
20	66 L.F.	4" PVC Sanitary Sewer Service	100.00	6,600.00		0.00	30.00	3,000.00
21	748 L.F.	12" RCP Storm Sewer	55.00	41,140.00		0.00	724.00	39,820.00
22	3 Ea.	Single Grate Intake	3,000.00	9,000.00		0.00	3.00	9,000.00
23	1 Ea.	Flap Valve	7,500.00	7,500.00	1.00	7,500.00	1.00	7,500.00
24	1 Ea.	Water Level Control Structure	40,000.00	40,000.00	1.00	40,000.00	1.00	40,000.00
25	3 Ea.	Connect to Existing Storm Sewer	2,250.00	6,750.00	1.00	2,250.00	3.00	6,750.00
26	5,743 L.F.	4" Perforated Subdrain	13.00	74,659.00		0.00	5,743.00	74,659.00
27	22 Ea.	Subdrain Outlet	1,150.00	25,300.00		0.00	22.00	25,300.00
28	29 Ea.	Storm Drain Inlet Protection	200.00	5,800.00	4.00	800.00	29.00	5,800.00
29	110 L.F.	Trenchless 14" Yelomine Casing Pipe	225.00	24,750.00		0.00	110.00	24,750.00
30	1,323 L.F.	8" C900 Water Main	75.00	99,225.00		0.00	1,323.00	99,225.00
31	340 L.F.	8" Trenchless C900 RJ Water Main	100.00	34,000.00		0.00	340.00	34,000.00

Line No.	Estimated Units	Description	Unit Price	Contract Price	This Application		Completed to Date	
					Units	Value	Units	Value
32	759 L.F.	6" C900 Water Main	55.00	41,745.00		0.00	719.00	39,545.00
33	1 Ea.	10" x 8" Tee	2,300.00	2,300.00		0.00	1.00	2,300.00
34	3 Ea.	8" x 6" Tee	1,700.00	5,100.00		0.00	3.00	5,100.00
35	1 Ea.	6" Tee	1,500.00	1,500.00		0.00	1.00	1,500.00
36	1 Ea.	8" x 6" Reducer	1,200.00	1,200.00		0.00	1.00	1,200.00
37	8 Ea.	Bends	1,100.00	8,800.00		0.00	4.00	4,400.00
38	3 Ea.	8" Gate Valve	4,500.00	13,500.00		0.00	3.00	13,500.00
39	3 Ea.	6" Gate Valve	3,700.00	11,100.00		0.00	3.00	11,100.00
40	5 Ea.	Connect to Existing Water	2,600.00	13,000.00		0.00	5.00	13,000.00
41	288 L.F.	1" Water Service	55.00	15,840.00		0.00	288.00	15,840.00
42	37 L.F.	1-1/2" Water Service	60.00	2,220.00		0.00	50.00	3,000.00
43	39 L.F.	2" Water Service	62.00	2,418.00		0.00	39.00	2,418.00
44	18 Ea.	1" Curb Stop with Box	1,200.00	21,600.00		0.00	16.00	19,200.00
45	1 Ea.	1-1/2" Curb Stop with Box	2,000.00	2,000.00		0.00	1.00	2,000.00
46	18 Ea.	1" Corp Stop	750.00	13,500.00		0.00	16.00	12,000.00
47	1 Ea.	1-1/2" Corp Stop	1,000.00	1,000.00		0.00	1.00	1,000.00
48	1 Ea.	2" Corp Stop	1,000.00	1,000.00		0.00	1.00	1,000.00
49	2 Ea.	Fire Hydrant	7,500.00	15,000.00		0.00	2.00	15,000.00
50	JOB	Temporary Water Service	L.S.	20,000.00		0.00	100%	20,000.00
51	155 S.Y.	6" Concrete Walk	85.00	13,175.00		0.00	123.00	10,455.00
52	3,683 L.F.	Concrete Curb and Gutter	27.00	99,441.00		0.00	3,739.00	100,953.00
53	935 L.F.	Concrete Curb and Gutter Match	35.00	32,725.00	33.00	1,155.00	812.00	28,420.00
54	2,000 S.Y.	7" Concrete Driveway Pavement	80.00	160,000.00		0.00	1,890.00	151,200.00
55	150 Ton	Gravel Surfacing	25.00	3,750.00		0.00		0.00
56	68 S.Y.	6" Concrete Street Patch	100.00	6,800.00		0.00		0.00
57	475 S.Y.	7" PCC Valley Gutter	90.00	42,750.00	10.00	900.00	485.00	43,650.00
58	456 S.Y.	High Early Concrete	100.00	45,600.00		0.00	456.00	45,600.00
59	70 S.F.	Truncated Domes/Detectable Warnings	100.00	7,000.00		0.00	80.00	8,000.00
60	750 L.F.	Silt Fence/Bio Wattle/Filter Sock	4.00	3,000.00		0.00		0.00
61	JOB	Temporary Postal Service	L.S.	2,500.00		0.00	100%	2,500.00
62	2 Ea.	Remove, Salvage, and Reinstall Mailbox	250.00	500.00		0.00	1.00	250.00
63	JOB	Temporary Traffic Control	L.S.	12,000.00	50%	6,000.00	100%	12,000.00
64	450 L.F.	Pavement Markings	3.00	1,350.00	335.00	1,005.00	335.00	1,005.00
65	16 Ea.	Remove, Salvage, and Reinstall Sign	500.00	8,000.00		0.00	4.00	2,000.00
66	JOB	SWPPP Management	L.S.	10,000.00	20%	2,000.00	100%	10,000.00
67	0.30 Acre	Seeding, Fertilizing, and Hydromulching	17,500.00	5,250.00	0.30	5,250.00	0.30	5,250.00
TOTAL BASE BID				\$2,298,884.00		\$326,128.00		\$2,157,154.00

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
<u>Alternate Bid</u>								
A1	603 S.Y.	1.5" Bituminous Milling	3.00	1,809.00		0.00	603.00	1,809.00
A2	57 Ton	1.5" Bituminous Overlay	107.00	<u>6,099.00</u>	57.00	<u>6,099.00</u>	57.00	<u>6,099.00</u>
		TOTAL ALTERNATE BID		\$7,908.00		\$6,099.00		\$7,908.00
		TOTAL BASE PLUS ALTERNATE BID		\$2,306,792.00		\$332,227.00		\$2,165,062.00
					Total Work Completed			\$2,165,062.00
					Stored Materials			
					Less Retainage	<u>5</u> %		<u>108,253.10</u>
								\$2,056,808.90
					Less Previous Payments			1,741,193.25
					TOTAL AMOUNT DUE THIS PAY REQUEST			<u>\$315,615.65</u>

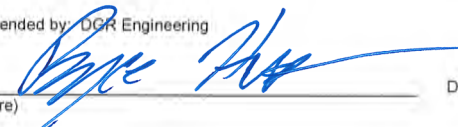
Payment Requested by:

Svoboda Excavating, Inc.
(Contractor)


(signature)

Date 9-10-2026

Payment Recommended by: DGR Engineering


(signature)

Date 9-11-2026

Payment Approved by: City of Windom

(signature)

Date _____

ACTION ITEM

**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Mayor Mathis
DATE: September 10, 2026
RE: Appointment to Planning & Zoning
DEPT: Mayor\Council

CONTACT: Mayor Mathis: WindomMayor@windom-mn.com

Recommendations/Options/Action Requested

I am recommending that the City Council take the following action:

1. Appoint Heidi Bergendahl to fill the unexpired term of Carol Hartman.

Issue Summary/Background

Mrs. Hartman unexpectedly passed away creating a vacancy on the Planning and Zoning Board. Hartman's term was to run through December 31, 2026. I am recommending the appointment of Heidi Bergendahl to fill the unexpired term.

Fiscal Impact

None.

Attachments

1. None.