

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

February 1, 2016
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Denis Anderson, Audrey Nelsen, Andrew Plowman, Tim Johnson, Steve Ahmann, Rick Fagerlie, and Shawn Mueske. Present 8, Absent 1. Council Member Ron Christianson was excused from the meeting.

Also present were City Administrator Larry Kruse, City Clerk Kevin Halliday, Police Chief Jim Felt, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

Mayor Calvin opened the meeting with a moment of silence in remembrance of Tim Hunstad, who held the position of Finance Director for Willmar Municipal Utilities. Mr. Hunstad passed away suddenly on January 15th and will be greatly missed by the community, as well as staff.

There were no additions or deletions to the agenda.

Council Member Anderson offered a motion to adopt the Consent Agenda which included the following items: City Council Minutes of January 19, Labor Relations Minutes of January 27, Rice Memorial Hospital Board Minutes of January 20, Willmar Municipal Utilities Board Minutes of January 25, Accounts Payable Report through January 27, CER Joint Powers Board Minutes of January 22, 2016, and committee applications for information as follows: Jill Benson – Human Rights Commission, Rebecca Trongaard – Planning Commission, Tom Butterfield – Zoning Appeals Board, Julie Asmus – Planning Commission, Kristal Dahlager – Human Rights Commission and Richard Engan – Human Rights Commission.

Council Member Johnson requested the Labor Relations Minutes of January 27 be pulled from the Consent Agenda. Council Member Mueske seconded the motion to adopt the remaining consent items, which carried.

Council Member Johnson made a motion to approve the Labor Relations Minutes of January 27 as amended with the note that he was in attendance at the meeting. Council Member Fagerlie seconded the motion, which carried.

At 7:02 p.m. Mayor Calvin opened the hearing for consideration of an Ordinance to Rezone from Agricultural (AG) to Government Institutional (G/I). City Planner Megan DeSchepper explained the request from the Willmar Public Schools District to rezone property they recently purchased just off of Willmar Avenue SE and Lakeland Drive SE. The property would be changed from Agricultural to Government Institutional for the purposes of developing an elementary school.

There being no one to speak for or against the ordinance to rezone, Mayor Calvin closed the hearing at 7:03 p.m. and opened it up for discussion by the Council. Council Member Plowman requested a brief explanation on how the rezone will affect the property taxes collected by the City which was answered by City Clerk Halliday and School Superintendent Holm. Council Member Anderson offered a motion to adopt, assign a number and order final publication of the Ordinance to Rezone from AG to G/I. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

At this time, Mayor Calvin acknowledged Boy Scout Troop 565 (sponsored by the Willmar VFW) who were in attendance to study for their Citizenship in the Community Merit Badge.

There were no requests to speak during the Open Forum.

Council Member Anderson commented briefly on the reactivation of the Human Rights Commission which has been in place, yet silent for some time. City Administrator Kruse presented a statement prepared detailing the history and mission of the Human Rights Commission which was established by ordinance in February of 1994 with a mission to facilitate equal opportunity and improve human relations for all citizens of the City of Willmar. Bylaws for the commission were adopted in 1994. The Human Rights Commission acts in an advisory capacity and relays civil rights issues to the Mayor, Council and other agencies of government. Initially the commission will meet monthly and then quarterly or as determined by the group. The Mayor appoints the Chair and Vice Chair and the first meeting is tentatively set for February 18, 2016 at 4:45 p.m. with a location yet to be determined.

City Planner DeSchepper presented the information for consideration of introduction of an ordinance for the sale of City-owned property. The City Council recently approved a purchase agreement with Dooley Bros. LLP for the sale of three lots in the Industrial Park. The next step in the process is the adoption of the required ordinance. It is staff's recommendation to set a public hearing. Council Member Fagerlie made a motion, seconded by Council Member Plowman to set the hearing for February 16, 2016. The motion carried.

Announcements for Council Committee meeting dates were as follows: Finance, 4:45 p.m. at City Hall, February 8; Council Retreat; 5:00 p.m. at Willmar Conference Center, February 9; Public Works/Safety, 4:45 p.m. at City Hall, February 10; Community Development, 4:45 p.m. at City Hall February 11, 2016.

Council Member Mueske announced there are two meetings scheduled for 3:00 and 6:00 p.m. on February 4th with identical agendas to gather input from the public with discussion of future visions, values and activities at the Willmar Community and Activity Center.

Council Member Johnson announced the Willmar Community and Activity Center is hosting a couple of music events on Saturday February 13th at 2:00 p.m. and an additional musical presentation on February 14th in the afternoon.

Council Member Ahmann requested discussion relating to all other boards, committees and commissions having their meetings recorded similar to the Council subcommittees so that the public can hear their statements and have access to information that was said at the meeting. Staff noted that the various boards and commission of the City are currently recorded and available on the website i.e., Airport and Planning Commissions and the Board of Zoning Appeals. It was suggested that the City Clerk look into historical facts as to why some meetings shouldn't be recorded and what the legal rights are.

Council Member Ahmann mentioned the price of oil being significantly lower this year and the concern for street maintenance asking the Council and staff to consider increasing our street project this year. He also expressed concern for how far the City is behind.

Council Member Anderson offered a motion to adjourn the meeting with Council Member Ahmann seconding the motion, with carried. The meeting adjourned at 7:36 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

SUBJECT TO FINAL APPROVAL OF THE MUNICIPAL UTILITIES COMMISSION

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
FEBRUARY 8, 2016

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, February 8, 2016 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dan Holtz, Carol Laumer, Jeff Nagel, Joe Gimse, Justin Mattern, Abdirzak Mahboub, and Nathan Weber.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, Water/Heating Supervisor Joel Braegelman, Information Systems Coordinator Mike Sangren, Power Resources Analyst Michelle Marotzke, City Attorney Robert Scott (via teleconference), City Councilman Shawn Mueske, and WC Tribune Journalist Shelby Lindrud.

Commissioner Holtz opened the meeting by requesting the Commission to offer a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Mattern seconded.

RESOLUTION NO. 7

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the January 25, 2016 Commission meeting; and,
- ❖ Bills represented by vouchers No. 160160 to No. 160249 inclusive in the amount of \$549,925.33 with a MISO charge in the amount of \$49,075.66, and Westmoreland Resources (coal) payment in the amount of \$132,691.20.

Dated this 8th day of February, 2016.

President

ATTEST:

Secretary

The foregoing resolution was adopted by a vote of seven ayes and zero nays.

For information and review, Power Resources Analyst Marotzke presented the Commission with the December 2015 Power Supply Report.

Customer Service Supervisor Stien and Information Systems Coordinator Sangren presented an informative software update to the Commission. Stien began by explaining the rationale behind the need to upgrade the then-current Legacy system which had been in operation for over 30 years (9 major issues/challenges, organizational assessment conducted, retirements of knowledgeable staff, labor intensive procedures, etc.). Following extensive assessment of the needs of WMU, it was the recommendation of Staff to select National Information Solutions Cooperative (NISC) for the new and improved software system. NISC works with cooperatives and municipalities to ensure they're able to meet and exceed the ever-changing needs of their customers. The NISC's iVUE is made up of two major components, the Accounting & Business Solutions (ABS) and the Customer Care & Billing (CCB) systems. The ABS is designed to streamline and expedite processes, featuring a single point

of entry and integration among all applications. The CC&B is designed to create efficiencies throughout the office and extend efficiencies to its customers. WMU is passionate about the service we provide and demonstrate by being responsive to the needs of our customers and community while striving to exceed their expectations. WMU's mission throughout the conversion project was to ensure an accurate and efficient billing program, reduce operating costs, and maintain exceptional customer service and efficiency which is now accessed through the NISC software. A number of new billing and reporting examples were presented including: 1) Customer Billing Statements; 2) Customer Account Overview; 3) Billing History Revenue; 4) Navigation & Hyperlinks; 5) Monthly Funding Reports; 6) CIS to GL Balancing; 7) Service Order listings; 8) Equipment Management Reporting; and, 9) Budget Reporting Options. Another topic of discussion centered on the various options available to make the payment of utility bills more convenient for our customers. One new payment option is the SmartHub online electronic payment option which is easily accessible for all customers. NISC also provides training for staff and is available to assist in any and all problem solving issues which may arise regarding the newly enhanced system. Following the presentation, the Commissioners expressed their appreciation for the time and effort spent in presenting the Commission with the thorough overview of the new computer system.

General Manager Hompe requested the Commission to schedule a meeting of the WMU Planning Committee. The main topics to be addressed would include: 1) new facilities update and progress report; and, 2) continue discussion of the Local Generation Study findings and options. Following discussion, it was the consensus of the Commission to tentatively schedule a meeting of the WMU Planning Committee for the first week in March. Exact date and time are yet to be determined.

General Manager Hompe presented the Commission with a number of upcoming meetings/events to note. These include:

- APPA Governance Webinar Series (1 of 9): Public Power's Unique Business Model and Governance Structure - Feb. 11 (1:00-2:30 p.m. – WMU Conference Room)
- Annual Home Show (WC Builders Assn.) – April 2 & 3 (Willmar Civic Center)
- 2016 APPA Events:
 - Legislative Rally – March 7-9 (Washington, DC)
 - Lineworkers Rodeo – April 1-2 (Shakopee, MN)
 - National Conference – June 10-15 (Phoenix, AZ)
- 2016 MMUA Events:
 - Legislative Conference – Tues., April 19 (St. Paul – one day only)
 - Annual Summer Meeting – August 15-17 (Cragun's)
- Annual Open House (Public Power Week) – Tues., October 4 (Willmar Civic Center)

There being no further business to come before the Commission, Commissioner Laumer made a motion to adjourn the meeting. Commissioner Nagel seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:44 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Secretary

MINNESOTA LAWFUL GAMBLING
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: Willmar Fests, Inc. Previous Gambling Permit Number: X-33503-15-006

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-1653995

Mailing Address: P. O. Box 45

City: Willmar State: MN Zip: 56201 County: Kandiyohi

Name of Chief Executive Officer (CEO): Kevin J Halliday

Daytime Phone: 320-214-5166 Email: khalliday@willmarmn.gov

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 Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 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): Robbins Island City Park

Address (do not use P.O. box): 601 Hwy 71 NE

City or Township: Willmar Zip: 56201 County: Kandiyohi

Date(s) of activity (for raffles, indicate the date of the drawing): June 25, 2016

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

Bingo* Paddlewheels* Pull-Tabs* Tipboards*
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 5,000)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number 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 **LIST OF LICENSEES**, or call 651-539-1900.

LG220 Application for Exempt Permit

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> 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).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>City of Willmar</u></p> <p>Signature of City Personnel: <u><i>Kevin J Halliday</i></u></p> <p>Title: <u>City Clerk Treasurer</u> Date: <u>2-4-2016</u></p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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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: *Kevin J Halliday* Date: 2-4-2016
(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin J Halliday

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>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.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> 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.</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>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</p>	<p>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-</p>	<p>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.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

MINNESOTA LAWFUL GAMBLING
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: Willmar Sertoma Club Previous Gambling Permit Number: x-34006-15-009

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 411468632

Mailing Address: PO Box 135

City: Willmar State: MN Zip: 56201 County: Kandiyohi

Name of Chief Executive Officer (CEO): DAVID FEIST

Daytime Phone: 300 444-5478 Email: sm@willmarhotels.com

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 Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 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): Ruff's Wings and Sports Bar

Address (do not use P.O. box): 2100 East Hwy 12

City or Township: Willmar Zip: 56201 County: Kandiyohi

Date(s) of activity (for raffles, indicate the date of the drawing): 3-31-16

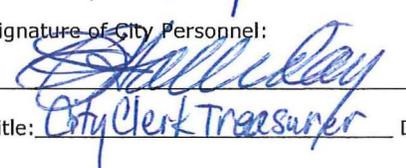
Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 3500.00)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number 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 **LIST OF LICENSEES**, or call 651-539-1900.

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> 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).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>City of Willmar</u></p> <p>Signature of City Personnel: </p> <p>Title: <u>City Clerk Treasurer</u> Date: <u>1-29-2016</u></p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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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: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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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 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: 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.

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

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name: Willmar Sertoma Club
Date Filed: 05/03/1983
File Number: W-37
Minnesota Statutes, Chapter: 317A
Home Jurisdiction: Minnesota

This certificate has been issued on: 01/28/2016



Steve Simon

Steve Simon
Secretary of State
State of Minnesota

[Exit](#)

Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **MN8ABR000788427**

Payment Details

Description MN Secretary of State
<http://www.sos.state.mn.us/>

Payment Amount \$15.00

Payment Date 01/28/2016

Status PROCESSED

Payment Method

Payer Name David Feist

Card Number *5580

Card Type Visa

Approval Code 006251

Confirmation Email gm@willmarhotels.com

Billing Address

Address 1 2100 East Hwy 12

City Willmar

State MN

Zip Code 56201

LG220 Application for Exempt Permit

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ORGANIZATION INFORMATION

Organization Name: West Central Ducks Unlimited Previous Gambling Permit Number: X-34044-15-015

Minnesota Tax ID Number, if any: 930904312 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 752

City: Willmar State: MN Zip: 56201 County: Kandiyohi

Name of Chief Executive Officer (CEO): Travis Michelson

Daytime Phone: 320-905-2959 Email: MichelsonT@Willmar, MN, US

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**
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 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 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): Pep's Sports Bar and Grill

Address (do not use P.O. box): 1312 Lakeland Dr SE

City or Township: Willmar Zip: 56201 County: Kandiyohi

Date(s) of activity (for raffles, indicate the date of the drawing): March 25th, 2016

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

- Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 4,000)

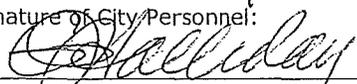
* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. **EXCEPTION:** Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.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

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

**CITY APPROVAL
for a gambling premises
located within city limits**

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

Print City Name: City of Willmar

Signature of City Personnel: 

Title: City Clerk Treasurer Date: 2-9-2016

**COUNTY APPROVAL
for a gambling premises
located in a township**

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

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

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: 2/9/16
(Signature must be CEO's signature; designee may not sign)

Print Name: Travis Michelson

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:** Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
- Questions?**
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
AFFORDABLE PUMPING SERVI	002404													
	45104	02/11/16	SEPTIC PUMPING	330.00		31412		D	N				CLEANING AND WAS	230.43430.0338
AMERICAN PLANNING ASSOCI	000053													
	45105	02/11/16	DESCHEPPER-MBRSHD DUES	395.00		240739-1613		D	N				SUBSCRIPTIONS AN	101.41402.0443
AMERICAN WELDING & GAS I	000057													
	45106	02/11/16	FIRE EXT. INSPECTION	470.50		03803780		D	N				MTCE. OF EQUIPME	101.43425.0334
	45106	02/11/16	WELDING GAS	38.95		03823100		D	N				GENERAL SUPPLIES	101.43425.0229
	45106	02/11/16	WELDING GAS	23.45		03823313		D	N				GENERAL SUPPLIES	101.43425.0229
				532.90										
			VENDOR TOTAL	532.90										
AMERIPRIDE LINEN & APPAR	000051													
	45107	02/11/16	TOWEL SERVICE	30.00		2200735979		D	N				CLEANING AND WAS	101.43425.0338
	45107	02/11/16	TOWEL SERVICE	31.12		2200741016		D	N				CLEANING AND WAS	101.43425.0338
				61.12										
			VENDOR TOTAL	61.12										
ANCOM COMMUNICATIONS	003027													
	45108	02/11/16	INTERCOM RADIO REPAIR	652.50		58087		D	N				MTCE. OF EQUIPME	101.42412.0224
	45108	02/11/16	INTERCOM RADIO REPAIR	367.50		58087		D	N				MTCE. OF EQUIPME	101.42412.0334
				1,020.00										
			VENDOR TOTAL	1,020.00										
ANDERSON LAW OFFICES	002954													
	45109	02/11/16	LEGAL SERVICES-JAN	10,471.39		STMT/1-16		D	M	07			PROFESSIONAL SER	101.41406.0446
ANNUAL OUTDOORS	002672													
	45110	02/11/16	SNOW REMOVAL 01/08/16	15.00		1286		D	M	07			OTHER SERVICES	101.41409.0339
	45110	02/11/16	SNOW REMOVAL 01/25/16	15.00		1286		D	M	07			OTHER SERVICES	101.41409.0339
				30.00										
			VENDOR TOTAL	30.00										
APPERT'S FOOD SERVICE	002526													
	45111	02/11/16	CONCESSION SUPPLIES	1,102.22		601270453		D	N				GENERAL SUPPLIES	101.45433.0229
BACKES TECHNOLOGY SERVIC	000087													
	45112	02/11/16	TERMINATE CBLs FOR SNSRS	85.00		14683		D	N				MTCE. OF EQUIPME	101.45433.0334
BAKER GRAPHICS	000917													
	45113	02/11/16	#991481-LADDER DECALS	66.00		13020		D	N				MTCE. OF EQUIPME	101.42412.0224
BEHRENBRINKER/STEPHEN C	003160													
	45114	02/11/16	ASSESSING SERVICES-JAN	3,200.00		020216		D	M	07			PROFESSIONAL SER	101.41404.0446
BERNICK'S PEPSI-COLA CO	000103													
	45115	02/11/16	CONCESSION SUPPLIES	326.88		14399		D	N				GENERAL SUPPLIES	101.45433.0229

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BERNICK'S PEPSI-COLA CO			000103											
	45115	02/11/16	CONCESSION SUPPLIES	1,094.16		14648		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	624.00		15345		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	OFFICE COFFEE	78.96		16368		D	N				GENERAL SUPPLIES	101.43425.0229
	45115	02/11/16	CONCESSION SUPPLIES	449.28		16398		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	44.16		17312		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	201.60		18732		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	33.60CR		18733		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	564.42		20863		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	1,185.15		71232		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	219.70		80078		D	N				GENERAL SUPPLIES	101.45433.0229
	45115	02/11/16	CONCESSION SUPPLIES	320.00CR		80079		D	N				GENERAL SUPPLIES	101.45433.0229
				4,434.71										
			VENDOR TOTAL	4,434.71										
														*CHECK TOTAL
BOLTON & MENK INC			001010											
	45116	02/11/16	PRE-TREATMENT PROGRAM	6,117.08		0186420		D	N				PROFESSIONAL SER	651.48484.0446
	45116	02/11/16	IND. PARK 4TH ADDITION	6,594.00		0186421		D	N				PROFESSIONAL SER	414.48455.0446
	45116	02/11/16	WESTWOOD COURT L.S.	26,200.00		0186422		D	N				MTCE. OF OTHER I	432.48508.0336
				38,911.08										
			VENDOR TOTAL	38,911.08										
														*CHECK TOTAL
BRUSTUEN/JAKE			.02324											
	45117	02/11/16	REFUND VOLLEYBALL FEE	265.00		020516		D	N				REFUNDS AND REIM	101.41428.0882
BSE			001980											
	45118	02/11/16	FREIGHT CHARGES	12.88		910577309		D	N				POSTAGE	101.43425.0223
	45118	02/11/16	FLOURESCENT BULBS	113.04		910664065		D	N				MTCE. OF STRUCTU	651.48484.0225
	45118	02/11/16	TERMOSTATS FOR BLDGS	113.12		910664065		D	N				MTCE. OF STRUCTU	651.48484.0225
	45118	02/11/16	GRAVITY BELT THKNR PARTS	33.07		910664065		D	N				MTCE. OF EQUIPME	651.48486.0224
	45118	02/11/16	FLOURESCENT LAMPS	54.08		910698571		D	N				MTCE. OF STRUCTU	651.48484.0225
				326.19										
			VENDOR TOTAL	326.19										
														*CHECK TOTAL
BUSINESSWARE SOLUTIONS			002776											
	45119	02/11/16	HP LASERJET PRO M570DN	749.00		249285		D	N				SMALL TOOLS	101.41409.0221
	45119	02/11/16	HP LASERJET M604N	1,147.00		249285		D	N				SMALL TOOLS	101.41409.0221
	45119	02/11/16	PRINT/PAGE COUNT	6.67		249394		D	N				OFFICE SUPPLIES	101.41400.0220
	45119	02/11/16	PRINT/PAGE COUNT	27.94		249394		D	N				OFFICE SUPPLIES	101.41402.0220
	45119	02/11/16	PRINT/PAGE COUNT	7.78		249394		D	N				OFFICE SUPPLIES	101.41403.0220
	45119	02/11/16	PRINT/PAGE COUNT	13.00		249394		D	N				OFFICE SUPPLIES	101.41404.0220
	45119	02/11/16	PRINT/PAGE COUNT	300.65		249394		D	N				OFFICE SUPPLIES	101.41405.0220
	45119	02/11/16	PRINT/PAGE COUNT	50.31		249394		D	N				OFFICE SUPPLIES	101.41409.0220
	45119	02/11/16	PRINT/PAGE COUNT	102.14		249394		D	N				OFFICE SUPPLIES	101.42411.0220
	45119	02/11/16	PRINT/PAGE COUNT	22.62		249394		D	N				OFFICE SUPPLIES	101.43417.0220
	45119	02/11/16	PRINT/PAGE COUNT	125.14		249394		D	N				OFFICE SUPPLIES	101.43425.0220
	45119	02/11/16	PRINT/PAGE COUNT	40.71		249394		D	N				OFFICE SUPPLIES	101.45433.0220
	45119	02/11/16	PRINT/PAGE COUNT	2.41		249394		D	N				OFFICE SUPPLIES	101.45435.0220
	45119	02/11/16	PRINT/PAGE COUNT	98.62		249394		D	N				OFFICE SUPPLIES	651.48484.0220
				2,693.99										
														*CHECK TOTAL

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CHARTER COMMUNICATIONS			000736											
	45127	02/11/16	PHONE SERV 02/12-03/11	42.41		3941/2-16		D	N				COMMUNICATIONS	101.41409.0330
	45127	02/11/16	PHONE SERV 02/16-03/15	600.34		4184/2-16		D	N				COMMUNICATIONS	101.41409.0330
	45127	02/11/16	PHONE SERV 02/10-03/09	52.41		4972/2-16		D	N				COMMUNICATIONS	101.41409.0330
				695.16										
			VENDOR TOTAL	695.16										
COLEPAPERS INC			000170											
	45128	02/11/16	TOILET TISSUE/HAND TWLS	169.14		9174136		D	N				GENERAL SUPPLIES	101.45427.0229
COMPASS MINERALS AMERICA			003116											
	45129	02/11/16	ROAD SALT	4,155.12		71443169		D	N				GENERAL SUPPLIES	101.43425.0229
COMPUTER PROF. UNLIMITED			000065											
	45130	02/11/16	CAMA MONTHLY SUPPORT-FEB	162.00		STMT/2-16		D	N				MTCE. OF EQUIPME	101.41404.0334
	45130	02/11/16	TAX WEB APPRAISAL SUMMRY	104.00		STMT/2-16		D	N				MTCE. OF EQUIPME	101.41404.0334
	45130	02/11/16	ASSR APEX MTCE	840.00		STMT/2-16		D	N				MTCE. OF EQUIPME	101.41404.0334
				1,106.00										
			VENDOR TOTAL	1,106.00										
CROW CHEMICAL & LIGHTING			000186											
	45131	02/11/16	CLEANING SUPPLIES	50.40		6448		D	N				CLEANING AND WAS	101.43425.0228
	45131	02/11/16	CLEANING SUPPLIES	106.60		6470		D	N				CLEANING AND WAS	101.43425.0228
				157.00										
			VENDOR TOTAL	157.00										
DELL MARKETING LP			001747											
	45132	02/11/16	MONITOR AND SPEAKER	249.83		XJWCKFN89		D	N				SMALL TOOLS	101.41409.0221
	45132	02/11/16	UPS BATTERIES/KEYBOARDS	277.80		XJW4K54K7		D	N				MTCE. OF EQUIPME	101.41409.0224
	45132	02/11/16	SPEAKER BAR FOR MONITOR	32.98		XJW8MDXN5		D	N				SMALL TOOLS	101.41409.0221
				560.61										
			VENDOR TOTAL	560.61										
DIGITAL-ALLY INC			002509											
	45133	02/11/16	CAR 3 VIDEO REPAIR-LABOR	395.00		1083011		D	N				MTCE. OF EQUIPME	101.42411.0334
DOMINO'S PIZZA			000210											
	45134	02/11/16	CONCESSION SUPPLIES	35.53		0025627		D	N				GENERAL SUPPLIES	101.45433.0229
	45134	02/11/16	CONCESSION SUPPLIES	48.25		0025630		D	N				GENERAL SUPPLIES	101.45433.0229
	45134	02/11/16	CONCESSION SUPPLIES	43.25		0025631		D	N				GENERAL SUPPLIES	101.45433.0229
				127.03										
			VENDOR TOTAL	127.03										
DOOLEY'S PETROLEUM INC			002163											
	45135	02/11/16	4,000 GALLONS UNLEADED	4,932.16		741428		D	N				INVENTORIES-MDSE	101.125000
	45135	02/11/16	4,000 GALLONS DIESEL	4,799.83		741428		D	N				INVENTORIES-MDSE	101.125000
				9,731.99										
			VENDOR TOTAL	9,731.99										

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ED'S SERVICE CENTER & SA	000231													
	45136	02/11/16	TOWING CHARGES	665.00		STMT/1-16		D	N				OTHER SERVICES	101.42411.0339
EMERGENCY RESPONSE SOLUT	003048													
	45137	02/11/16	FIT TEST ADAPTORS	310.77		5549		D	N				SMALL TOOLS	101.42412.0221
	45137	02/11/16	FIREFIGHTER HELMETS	496.04		5697		D	N				SUBSISTENCE OF P	101.42412.0227
				806.81										
			VENDOR TOTAL	806.81										
													*CHECK TOTAL	
ENVIRONMENTAL RESOURCE A	002723													
	45138	02/11/16	LAB PERF. TEST SAMPLES	522.26		777584		D	N				GENERAL SUPPLIES	651.48484.0229
FANCY COATS	002172													
	45139	02/11/16	K-9 BOARDING FEE	73.75		17405		D	N				PROFESSIONAL SER	101.42411.0446
FARNAM'S GENUINE PARTS	000249													
	45140	02/11/16	#130012-ADJ. SHIMS	4.67		742587		D	N				MTCE. OF EQUIPME	101.43425.0224
FASTENAL COMPANY	001188													
	45141	02/11/16	GLASS CLEANER WIPES	12.61		MNWIL140581		D	N				CLEANING AND WAS	101.43425.0228
FIREBYTES LLC	003090													
	45142	02/11/16	CK SWITCH CONNECTIVITY	89.00		INV-0363		D	M	07			PROFESSIONAL SER	101.41409.0446
FLAHERTY & HOOD P.A.	001449													
	45143	02/11/16	LEGAL SERVICES-JAN	5,708.13		8600		D	M	07			PROFESSIONAL SER	101.41406.0446
FLOOR TO CEILING STORE	000274													
	45144	02/11/16	INST. WNDW BLINDS-LABOR	110.00		125046		D	N				MTCE. OF STRUCTU	101.45435.0335
GENERAL MAILING SERVICES	000293													
	45145	02/11/16	POSTAGE 01/18-01/22/16	3.39		19420		D	N				POSTAGE	101.41400.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	2.04		19420		D	N				POSTAGE	101.41401.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	12.83		19420		D	N				POSTAGE	101.41402.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	111.85		19420		D	N				POSTAGE	101.41403.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	12.39		19420		D	N				POSTAGE	101.41405.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	15.00		19420		D	N				POSTAGE	101.41408.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	1.77		19420		D	N				POSTAGE	101.41409.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	2.95		19420		D	N				POSTAGE	101.42411.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	37.76		19420		D	N				POSTAGE	101.42412.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	1.18		19420		D	N				POSTAGE	101.43417.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	3.34		19420		D	N				POSTAGE	101.43425.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	0.59		19420		D	N				POSTAGE	101.45432.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	12.99		19420		D	N				POSTAGE	101.45433.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	1.77		19420		D	N				POSTAGE	230.43430.0223
	45145	02/11/16	POSTAGE 01/18-01/22/16	3.93		19420		D	N				POSTAGE	651.48484.0223
	45145	02/11/16	POSTAGE 01/25-01/29/16	1.79		19473		D	N				POSTAGE	101.41400.0223
	45145	02/11/16	POSTAGE 01/25-01/29/16	0.59		19473		D	N				POSTAGE	101.41401.0223
	45145	02/11/16	POSTAGE 01/25-01/29/16	7.67		19473		D	N				POSTAGE	101.41402.0223
	45145	02/11/16	POSTAGE 01/25-01/29/16	87.83		19473		D	N				POSTAGE	101.41403.0223

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 000293														
	45145	02/11/16	POSTAGE	1.18		19473			D	N			POSTAGE	101.41405.0223
	45145	02/11/16	POSTAGE	15.00		19473			D	N			POSTAGE	101.41408.0223
	45145	02/11/16	POSTAGE	2.95		19473			D	N			POSTAGE	101.42411.0223
	45145	02/11/16	POSTAGE	6.49		19473			D	N			POSTAGE	101.42412.0223
	45145	02/11/16	POSTAGE	2.04		19473			D	N			POSTAGE	101.43417.0223
	45145	02/11/16	POSTAGE	12.98		19473			D	N			POSTAGE	101.43425.0223
	45145	02/11/16	POSTAGE	0.59		19473			D	N			POSTAGE	101.45432.0223
	45145	02/11/16	POSTAGE	5.31		19473			D	N			POSTAGE	101.45433.0223
	45145	02/11/16	POSTAGE	4.72		19473			D	N			POSTAGE	230.43430.0223
	45145	02/11/16	POSTAGE	2.95		19473			D	N			POSTAGE	651.48484.0223
	45145	02/11/16	POSTAGE	1,156.04		19511			D	N			POSTAGE	208.45006.0223
	45145	02/11/16	POSTAGE	23.24		19523			D	N			POSTAGE	101.42412.0223
	45145	02/11/16	UPS CHARGES	39.69		19578			D	N			POSTAGE	101.42411.0223
	45145	02/11/16	POSTAGE	490.16		19579			D	N			POSTAGE	208.45006.0223
				2,085.00										
			VENDOR TOTAL	2,085.00										
						*CHECK TOTAL								
GREEN MILL 001985														
	45146	02/11/16	EXEC. COMMITTEE LUNCHES	43.07		154749			D	N			TRAVEL-CONF.-SCH	208.45005.0333
HARDWARE HANK EXPRESS 000452														
	45147	02/11/16	PLAY EQUIP NUTS/BOLTS	5.71		010616			D	N			MTCE. OF OTHER I	101.43425.0226
	45147	02/11/16	ELEC TAPE FOR BLDG	4.99		010616			D	N			MTCE. OF STRUCTU	101.45427.0225
	45147	02/11/16	MISCELLANEOUS PARTS	4.38		010716			D	N			MTCE. OF EQUIPME	101.45433.0224
	45147	02/11/16	PLUMBING PARTS	2.36		010816			D	N			MTCE. OF STRUCTU	101.41408.0225
	45147	02/11/16	PADLOCK/SUPPLIES	9.18		011216			D	N			GENERAL SUPPLIES	101.45427.0229
	45147	02/11/16	HUMIDIFIER FLTR/TRTMNT	31.98		011416			D	N			GENERAL SUPPLIES	101.41408.0229
	45147	02/11/16	COMBO HEX KEY SET	27.99		011516			D	N			SMALL TOOLS	101.45427.0221
	45147	02/11/16	LITHIUM PHOTO BATTERY	17.98		012016			D	N			MTCE. OF EQUIPME	101.41408.0224
	45147	02/11/16	CLEANING SUPPLIES	2.99		012016			D	N			CLEANING AND WAS	101.41408.0228
	45147	02/11/16	BATTERIES	19.99		012116			D	N			GENERAL SUPPLIES	101.45427.0229
	45147	02/11/16	TOILET TISSUE	29.97		012516			D	N			GENERAL SUPPLIES	101.41409.0229
	45147	02/11/16	PLUMBING PARTS	41.36		012516			D	N			MTCE. OF STRUCTU	101.45427.0225
	45147	02/11/16	ICE MELT	26.99		012616			D	N			GENERAL SUPPLIES	101.41408.0229
	45147	02/11/16	BIKE INITIATIVE PARTS	92.96		012616			D	N			GENERAL SUPPLIES	101.45427.0229
	45147	02/11/16	BLDG MTCE-PARTS	2.32		012716			D	N			MTCE. OF STRUCTU	101.45427.0225
	45147	02/11/16	NUTS/BOLTS	1.48		012816			D	N			MTCE. OF EQUIPME	101.41408.0224
	45147	02/11/16	PAINT FOR TRAFFIC CONES	10.47		012916			D	N			GENERAL SUPPLIES	101.43425.0229
	45147	02/11/16	NUTS/BOLTS	4.47		012916			D	N			MTCE. OF EQUIPME	101.45427.0224
	45147	02/11/16	NUTS/BOLTS	5.56		012916			D	N			MTCE. OF EQUIPME	101.45427.0224
				343.13										
			VENDOR TOTAL	343.13										
						*CHECK TOTAL								
HARTLAND OFFICIALS ASSOC 002608														
	45148	02/11/16	VB LEAGUE OFFICIALS	990.00		012516			D	N			PROFESSIONAL SER	101.45432.0446
HAWKINS INC 000325														
	45149	02/11/16	FERRIC CHLORIDE	4,374.31		3831293 RI			D	N			GENERAL SUPPLIES	651.48484.0229

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HEARTLAND SECURITY SERVI			002374											
	45150	02/11/16	CAMERA SYS. REPAIR-LABOR	80.00		408969		D	N				MTCE. OF STRUCTU	101.45427.0335
HEGLUND CATERING			002036											
	45151	02/11/16	LEISURE COMMITTEE LNCHS	92.39		8977		D	N				TRAVEL-CONF.-SCH	208.45005.0333
	45151	02/11/16	CONCESSION SUPPLIES	129.15		9009		D	N				GENERAL SUPPLIES	101.45433.0229
				221.54										
			VENDOR TOTAL	221.54										
														*CHECK TOTAL
HERITAGE BANK			000001											
	232	01/29/16	#153 2007 GO IMP BOND	18,687.50		012916		M	N				INTEREST	307.47100.0444
	232	01/29/16	#153 2007 GO IMP BON	325,000.00		012916		M	N				BONDS	307.47100.0660
	232	01/29/16	#155 2008 GO IMP BOND	11,642.50		012916		M	N				INTEREST	308.47100.0444
	232	01/29/16	#155 2008 GO IMP BON	155,000.00		012916		M	N				BONDS	308.47100.0660
	232	01/29/16	#157 2010 GO IMP BOND	13,393.75		012916		M	N				INTEREST	310.47100.0444
	232	01/29/16	#157 2010 GO IMP BON	180,000.00		012916		M	N				BONDS	310.47100.0660
	232	01/29/16	#159 2011 GO IMP BOND	13,982.50		012916		M	N				INTEREST	311.47100.0444
	232	01/29/16	#159 2011 GO IMP BON	185,000.00		012916		M	N				BONDS	311.47100.0660
	232	01/29/16	#161 2012 GO IMP BOND	11,146.88		012916		M	N				INTEREST	312.47100.0444
	232	01/29/16	#161 2012 GO IMP BON	150,000.00		012916		M	N				BONDS	312.47100.0660
	232	01/29/16	#162 2013 GO IMP BOND	21,850.00		012916		M	N				INTEREST	313.47100.0444
	232	01/29/16	#162 2013 GO IMP BON	190,000.00		012916		M	N				BONDS	313.47100.0660
	232	01/29/16	#154 2007 GO IMP BOND	10,900.00		012916		M	N				INTEREST	327.47100.0444
	232	01/29/16	#154 2007 GO IMP BON	180,000.00		012916		M	N				BONDS	327.47100.0660
	232	01/29/16	#160 2012 HOSP REV B	758,362.50		012916		M	N				INTEREST	350.47400.0444
	232	01/29/16	#160 2012 HOSP REV	1,505,000.00		012916		M	N				BONDS	350.47400.0660
	232	01/29/16	#146 2004 REV BOND-I	9,012.50		012916		M	N				INTEREST	651.48484.0444
	232	01/29/16	#146 2004 WTP REV BO	105,000.00		012916		M	N				BONDS	651.48484.0660
				3,843,978.13										*CHECK TOTAL
			VENDOR TOTAL	3,843,978.13										
HILLYARD FLOOR CARE SUPP			000333											
	45152	02/11/16	CLEANING SUPPLIES	267.96		601944220		D	N				CLEANING AND WAS	101.45435.0228
HOFFMAN FILTER SERVICE			000335											
	45153	02/11/16	FILTER RECYCLING	50.00		72157		D	N				CLEANING AND WAS	101.43425.0338
HOME DEPOT CREDIT SERVIC			000058											
	45154	02/11/16	DRAINS FOR SINK	6.38		4583963		D	N				MTCE. OF STRUCTU	101.45433.0225
HUMANE SOCIETY OF KANDIY			002110											
	45155	02/11/16	ANIMAL CARE SERV-1ST Q	9,700.00		7310		D	N				OTHER SERVICES	101.42411.0339
INDEPENDENT SCHOOL DIST			000348											
	45156	02/11/16	JUN-DEC CER	70,859.04		347		D	N				DUE TO SCHOOL -	101.223002
INTERSTATE POWER SYSTEMS			001699											
	45157	02/11/16	MIXER PUMP REPAIR-PARTS	262.53		1653487 RI		D	N				MTCE. OF EQUIPME	651.48486.0224

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INTERSTATE POWER SYSTEMS 001699	45157	02/11/16	MIXER PUMP REPAIR-PARTS	672.37		1653712 RI		D	N				MTCE. OF EQUIPME	651.48486.0224
				934.90	*CHECK	TOTAL								
			VENDOR TOTAL	934.90										
JACOBSON/MARY .02325	45158	02/11/16	CANCELLED PICKLEBALL	30.00		020816		D	N				REFUNDS AND REIM	101.41428.0882
JACOBSON/SARA 003218	45159	02/11/16	PRETREATMENT COORD. MTG	105.84		191		D	N				TRAVEL-CONF.-SCH	651.48484.0333
JOHNSON GROUP 003162	45160	02/11/16	WEBSITE DEVELOPMENT-JA	1,306.30		1020434		D	N				COMMUNICATIONS	208.45005.0330
JOHNSTONE SUPPLY 002855	45161	02/11/16	FREON FOR COMPRESSORS	2,296.20		1035001		D	N				MTCE. OF EQUIPME	101.45433.0224
KANDIYOHI CO RECORDER'S 000382	45162	02/11/16	PLAT COPIES FEE	10.00		SOP-066567		D	N				PROFESSIONAL SER	101.41401.0446
	45162	02/11/16	RECORDING FEES	46.00		632310		D	N				PROFESSIONAL SER	101.41401.0446
	45162	02/11/16	RECORDING FEES	46.00		632311		D	N				PROFESSIONAL SER	101.41401.0446
	45162	02/11/16	RECORDING FEES	46.00		632312		D	N				PROFESSIONAL SER	101.41401.0446
				148.00	*CHECK	TOTAL								
			VENDOR TOTAL	148.00										
KANDIYOHI CO TREASURER 000385	45100	01/28/16	LICENSE TABS	32.00		012716		D	N				LICENSES AND TAX	101.41402.0445
	45100	01/28/16	LICENSE TABS	64.00		012716		D	N				LICENSES AND TAX	101.43417.0445
	45100	01/28/16	LICENSE TABS	544.00		012716		D	N				LICENSES AND TAX	101.43425.0445
	45100	01/28/16	LICENSE TABS	16.00		012716		D	N				LICENSES AND TAX	101.43425.0445
	45100	01/28/16	LICENSE TABS	16.00		012716		D	N				LICENSES AND TAX	101.45433.0445
	45100	01/28/16	LICENSE TABS	112.00		012716		D	N				LICENSES AND TAX	651.48484.0445
				784.00	*CHECK	TOTAL								
	45163	02/11/16	#169534-LICENSE	45.75		020916		D	N				LICENSES AND TAX	101.43417.0445
	45163	02/11/16	#169535-LICENSE	45.75		020916		D	N				LICENSES AND TAX	101.43417.0445
	45163	02/11/16	#169534-TAX	1,646.94		020916		D	N				MACHINERY AND AU	450.43417.0553
	45163	02/11/16	#169535-TAX	1,646.94		020916		D	N				MACHINERY AND AU	450.43417.0553
				3,385.38	*CHECK	TOTAL								
			VENDOR TOTAL	4,169.38										
KOOISTRA/GAWIN 001027	45164	02/11/16	DAMAGE TO PERSONAL PRPTY	430.00		020316		D	N				INSURANCE DEDUCT	101.41428.0822
LAKESIDE PRESS 001646	45165	02/11/16	BUSINESS CARDS	28.90		5804		D	N				OFFICE SUPPLIES	101.41400.0220
	45165	02/11/16	BUSINESS CARDS	56.96		5804		D	N				OFFICE SUPPLIES	651.48484.0220
	45165	02/11/16	AD DEVELOPMENT	46.00		5849		D	N				ADVERTISING	208.45006.0447
				131.86	*CHECK	TOTAL								
			VENDOR TOTAL	131.86										

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LANGNER/LUKE														
	45101	02/04/16	SEMINAR REGISTRATION	99.00		020416		D	N				TRAVEL-CONF.-SCH	101.43417.0333
LEAGUE OF MN CITIES														
	45166	02/11/16	STORMWATER COALITION FEE	760.00		230138		D	N				SUBSCRIPTIONS AN	101.43425.0443
LEAGUE OF MN CITIES			INS											
			001189											
	45167	02/11/16	WORKER'S COMP PREMIUM	128.00		31278		D	N				EMPLOYER INSUR.	101.41400.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	1.00		31278		D	N				EMPLOYER INSUR.	101.41401.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	178.00		31278		D	N				EMPLOYER INSUR.	101.41402.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	128.00		31278		D	N				EMPLOYER INSUR.	101.41403.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	256.00		31278		D	N				EMPLOYER INSUR.	101.41405.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	174.00		31278		D	N				EMPLOYER INSUR.	101.41408.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	128.00		31278		D	N				EMPLOYER INSUR.	101.41409.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	123.00		31278		D	N				EMPLOYER INSUR.	101.41409.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	4,616.00		31278		D	N				EMPLOYER INSUR.	101.42411.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	128.00		31278		D	N				EMPLOYER INSUR.	101.42411.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	204.00		31278		D	N				EMPLOYER INSUR.	101.42412.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	128.00		31278		D	N				EMPLOYER INSUR.	101.42412.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	65.00		31278		D	N				EMPLOYER INSUR.	101.43417.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	3,820.00		31278		D	N				EMPLOYER INSUR.	101.43425.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	175.00		31278		D	N				EMPLOYER INSUR.	101.45427.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	553.00		31278		D	N				EMPLOYER INSUR.	101.45432.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	636.00		31278		D	N				EMPLOYER INSUR.	101.45433.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	4,913.00		31278		D	N				EMPLOYER INSUR.	101.45437.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	2,053.00		31278		D	N				EMPLOYER INSUR.	651.48484.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	335.52		31374		D	N				EMPLOYER INSUR.	101.41400.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	69.67		31374		D	N				EMPLOYER INSUR.	101.41401.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	691.69		31374		D	N				EMPLOYER INSUR.	101.41402.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	258.35		31374		D	N				EMPLOYER INSUR.	101.41403.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	409.44		31374		D	N				EMPLOYER INSUR.	101.41404.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	449.50		31374		D	N				EMPLOYER INSUR.	101.41405.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	405.32		31374		D	N				EMPLOYER INSUR.	101.41408.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	182.45		31374		D	N				EMPLOYER INSUR.	101.41409.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	94.86		31374		D	N				EMPLOYER INSUR.	101.41409.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	13.15		31374		D	N				EMPLOYER INSUR.	101.41424.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	20,192.06		31374		D	N				EMPLOYER INSUR.	101.42411.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	10,501.83		31374		D	N				EMPLOYER INSUR.	101.42412.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	553.18		31374		D	N				EMPLOYER INSUR.	101.43417.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	17,269.87		31374		D	N				EMPLOYER INSUR.	101.43425.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	538.27		31374		D	N				EMPLOYER INSUR.	101.45427.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	1,184.13		31374		D	N				EMPLOYER INSUR.	101.45432.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	967.35		31374		D	N				EMPLOYER INSUR.	101.45433.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	507.03		31374		D	N				EMPLOYER INSUR.	230.43430.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	6,956.11		31374		D	N				EMPLOYER INSUR.	651.48484.0114
	45167	02/11/16	WORKER'S COMP PREMIUM	1,226.47		31374		D	N				EMPLOYER INSUR.	651.48485.0114
				81,213.25										
			VENDOR TOTAL	81,213.25										
														*CHECK TOTAL

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LINCOLN FINANCIAL GROUP 002789														
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	6.83	CR	M295		D	N				COBRA INS PREMIU	101.120001
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	12.50		M295		D	N				EMPLOYER INSUR.	101.41400.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	62.50		M295		D	N				EMPLOYER INSUR.	101.41402.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	20.83		M295		D	N				EMPLOYER INSUR.	101.41403.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	37.50		M295		D	N				EMPLOYER INSUR.	101.41404.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	50.00		M295		D	N				EMPLOYER INSUR.	101.41405.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	12.50		M295		D	N				EMPLOYER INSUR.	101.41408.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	50.00		M295		D	N				EMPLOYER INSUR.	101.41409.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	4.17		M295		D	N				EMPLOYER INSUR.	101.41424.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUAR 1,	398.25		M295		D	N				INS. PASS THROUG	101.41428.0819
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	450.00		M295		D	N				EMPLOYER INSUR.	101.42411.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	37.50		M295		D	N				EMPLOYER INSUR.	101.42412.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	56.25		M295		D	N				EMPLOYER INSUR.	101.43417.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	265.00		M295		D	N				EMPLOYER INSUR.	101.43425.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	12.50		M295		D	N				EMPLOYER INSUR.	101.45432.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	43.75		M295		D	N				EMPLOYER INSUR.	101.45433.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	7.50		M295		D	N				EMPLOYER INSUR.	101.45435.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	6.25		M295		D	N				EMPLOYER INSUR.	101.45437.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	115.00		M295		D	N				EMPLOYER INSUR.	651.48484.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	12.50		M295		D	N				EMPLOYER INSUR.	651.48485.0114
	45102	02/04/16	LIFE INSURANCE-FEBRUARY	12.50		M295		D	N				EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	2,660.17		*CHECK TOTAL								
				2,660.17										
LOCATORS & SUPPLIES INC 002162														
	45168	02/11/16	TRAFFIC CONES	861.06			0242017						SMALL TOOLS	101.43425.0221
MACQUEEN EQUIPMENT INC 000427														
	45169	02/11/16	#130012-PIVOT SHAFT	80.16			2160996						MTCE. OF EQUIPME	101.43425.0224
	45169	02/11/16	#130012-SWEEPER PARTS	809.56			2161059						MTCE. OF EQUIPME	101.43425.0224
	45169	02/11/16	#130012-PIVOT BLOCKS	231.05			2161101						MTCE. OF EQUIPME	101.43425.0224
	45169	02/11/16	#130012-SWEEPER PARTS	37.13			2161126						MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	1,157.90		*CHECK TOTAL								
				1,157.90										
MAGNUSON SHEET METAL INC 001121														
	45170	02/11/16	REPL. ROOF HTR CONTROL	145.50			127947						MTCE. OF EQUIPME	101.45433.0224
	45170	02/11/16	REPL. ROOF HTR CONTROL	105.00			127947						MTCE. OF EQUIPME	101.45433.0334
			VENDOR TOTAL	250.50		*CHECK TOTAL								
				250.50										
MATHESON TRI-GAS INC 002898														
	45171	02/11/16	WELDING GAS	67.15			12779392						GENERAL SUPPLIES	101.45433.0229
MENARDS 000449														
	45172	02/11/16	LUMBER FOR CART	84.60			95546						GENERAL SUPPLIES	101.42412.0229
	45172	02/11/16	BLDG MTCE-PARTS	17.99			95547						MTCE. OF STRUCTU	101.45427.0225

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MENARDS													000449	
	45172	02/11/16	ICE MELT	20.78		95649		D	N				GENERAL SUPPLIES	101.45435.0229
	45172	02/11/16	RUST STAIN REMOVER	4.97		95649		D	N				GENERAL SUPPLIES	101.45435.0229
	45172	02/11/16	CONTACT CEMENT/SUPPLIES	37.66		95736		D	N				GENERAL SUPPLIES	101.45433.0229
	45172	02/11/16	BLDG MTCE-MATERIALS	45.52		95748		D	N				MTCE. OF STRUCTU	101.45427.0225
	45172	02/11/16	SHOVEL	17.97		95839		D	N				SMALL TOOLS	651.48484.0221
	45172	02/11/16	GAS LINE	7.98		95839		D	N				MTCE. OF EQUIPME	651.48484.0224
	45172	02/11/16	SUPPL. FOR MARKING KEYS	15.98		96223		D	N				GENERAL SUPPLIES	101.42411.0229
	45172	02/11/16	ICE MELT	20.78		96282		D	N				GENERAL SUPPLIES	101.45435.0229
				274.23										
			VENDOR TOTAL	274.23										
														*CHECK TOTAL
MES - MIDAM													002918	
	45173	02/11/16	FIREFIGHTER GLOVES	74.61		00707836	SNV	D	N				SUBSISTENCE OF P	101.42412.0227
MIGHTY DOG MEDIA													002708	
	45174	02/11/16	MN MEETINGPAGES.COM AD 5,150.00	1,500.00		1942		D	N				OTHER CHARGES	208.45008.0449
MIKE'S SMALL ENGINE CENT													002699	
	45175	02/11/16	STIHL SAW REPAIR-PARTS	5.95		2209		D	N				MTCE. OF EQUIPME	101.43425.0224
	45175	02/11/16	STIHL SAW REPAIR-LABOR	32.50		2209		D	N				MTCE. OF EQUIPME	101.43425.0334
	45175	02/11/16	OIL FOR TRUCKS	53.94		2260		D	N				MOTOR FUELS AND	101.42412.0222
	45175	02/11/16	GAS FAN REPAIR-LABOR	38.35		2260		D	N				MTCE. OF EQUIPME	101.42412.0334
	45175	02/11/16	CHAIN FOR SAWS	83.90		3436		D	N				MTCE. OF EQUIPME	101.43425.0224
	45175	02/11/16	CHAIN SAW OIL	67.96		3532		D	N				MOTOR FUELS AND	101.43425.0222
				282.60										
			VENDOR TOTAL	282.60										
														*CHECK TOTAL
MILLER SANITATION													002936	
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	154.50		1298/2-16		D	N				CLEANING AND WAS	101.45433.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	34.50		1298/2-16		D	N				CLEANING AND WAS	101.45433.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	52.70		1300/2-16		D	N				CLEANING AND WAS	101.42412.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	64.74		1301/2-16		D	N				CLEANING AND WAS	101.41408.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	64.74		1301/2-16		D	N				CLEANING AND WAS	101.45427.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	251.31		1302/2-16		D	N				CLEANING AND WAS	101.43425.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	24.34		1303/2-16		D	N				CLEANING AND WAS	651.48484.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	48.67		1304/2-16		D	N				CLEANING AND WAS	651.48484.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	161.04		1304/2-16		D	N				CLEANING AND WAS	651.48484.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	49.67		1305/2-16		D	N				CLEANING AND WAS	101.45435.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	46.15		1306/2-16		D	N				CLEANING AND WAS	101.43425.0338
	45176	02/11/16	GARBAGE SERVICE-FEBRUARY	58.64		1378/2-16		D	N				CLEANING AND WAS	101.43425.0338
				1,011.00										
			VENDOR TOTAL	1,011.00										
														*CHECK TOTAL
MILLS AUTOMOTIVE GROUP													000432	
	45177	02/11/16	EXHAUST MANIFOLD BOLTS	34.93		3498419		D	N				INVENTORIES-MDSE	101.125000
	45177	02/11/16	BRAKE CALIPERS	234.36		3499932		D	N				INVENTORIES-MDSE	101.125000
	45177	02/11/16	TRANS. COOLER LINE	18.67		3499990		D	N				INVENTORIES-MDSE	101.125000

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MILLS AUTOMOTIVE GROUP 000432	45177	02/11/16	OIL COOLER LINE	28.22		3505303		D	N				INVENTORIES-MDSE	101.125000
				316.18	*CHECK	TOTAL								
			VENDOR TOTAL	316.18										
MINI BIFF LLC 001805	45178	02/11/16	TOILET RENTALS	87.21		A-76597		D	N				RENTS	101.43425.0440
	45178	02/11/16	TOILET RENTALS	87.21		A-76599		D	N				RENTS	101.43425.0440
				174.42	*CHECK	TOTAL								
			VENDOR TOTAL	174.42										
MITLYNG ELECTRIC & REFRI 003228	45179	02/11/16	SERV RINK REFRIG. SYST	1,843.82		54779		D	N				MTCE. OF EQUIPME	101.45433.0224
MN DEPT OF HEALTH 000488	45180	02/11/16	FOOD SERV CERTIFICATE	35.00		012716		D	N				LICENSES AND TAX	101.45433.0445
MN DEPT OF TRANSPORTATIO 000497	45181	02/11/16	MATERIAL SAMPLE TESTS	1,440.26		P00005234		D	N				OTHER SERVICES	415.48451.0339
	45181	02/11/16	MATERIAL SAMPLE TESTS	289.75		P00005426		D	N				OTHER SERVICES	415.48451.0339
				1,730.01	*CHECK	TOTAL								
			VENDOR TOTAL	1,730.01										
MN DNR WATERS 001341	45182	02/11/16	WATER USE FEE	140.00		1997-4063		D	N				LICENSES AND TAX	651.48486.0445
MN ELEVATOR INC 000499	45183	02/11/16	ELEVATOR SERVICE	147.12		651748		D	N				MTCE. OF STRUCTU	101.41408.0335
MN MAYORS ASSN 000502	45184	02/11/16	2016 MEMBERSHIP DUES	30.00		020116		D	N				SUBSCRIPTIONS AN	101.41401.0443
MN POLLUTION CONTROL AGE 000512	45185	02/11/16	LINDAHL-SEMINAR REGIS.	300.00		020416		D	N				TRAVEL-CONF.-SCH	651.48484.0333
	45185	02/11/16	LINDAHL-SEMINAR REGIS.	200.00		020416		D	N				TRAVEL-CONF.-SCH	651.48486.0333
	45185	02/11/16	RUTER-SEMINAR REGIS.	300.00		020416		D	N				TRAVEL-CONF.-SCH	651.48486.0333
				800.00	*CHECK	TOTAL								
			VENDOR TOTAL	800.00										
MN STATE PATROL - CMV SE 002787	45186	02/11/16	INSPECTION PRGRM DECALS	40.00		021016		D	N				MTCE. OF EQUIPME	101.43425.0224
MUNICIPAL UTILITIES 000541	45187	02/11/16	UTILITIES FOR JANUARY	3,636.56		1/16		D	N				UTILITIES	101.41408.0332
	45187	02/11/16	UTILITIES FOR JANUARY	794.67		1/16		D	N				UTILITIES	101.41409.0332
	45187	02/11/16	UTILITIES FOR JANUARY	845.37		1/16		D	N				UTILITIES	101.42412.0332
	45187	02/11/16	UTILITIES FOR JANUARY	4,134.68		1/16		D	N				UTILITIES	101.43425.0332
	45187	02/11/16	UTILITIES FOR JANUARY	2,905.25		1/16		D	N				UTILITIES	101.45427.0332
	45187	02/11/16	UTILITIES FOR JANUARY	14,547.72		1/16		D	N				UTILITIES	101.45433.0332
	45187	02/11/16	UTILITIES FOR JANUARY	941.76		1/16		D	N				UTILITIES	101.45435.0332

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MUNICIPAL UTILITIES														
	45187	02/11/16	UTILITIES FOR JANUARY	108.93		1/16		D	N				UTILITIES	101.45437.0332
	45187	02/11/16	UTILITIES FOR JANUARY	3,505.67		1/16		D	N				UTILITIES	230.43430.0332
	45187	02/11/16	UTILITIES FOR JANUARY	40,182.31		1/16		D	N				UTILITIES	651.48484.0332
	45187	02/11/16	UTILITIES FOR JANUARY	1,552.74		1/16		D	N				UTILITIES	651.48485.0332
			VENDOR TOTAL	73,155.66										
													*CHECK TOTAL	
				73,155.66										
MVTL LABORATORIES INC														
	45188	02/11/16	LAB TESTING	45.00		793659		D	N				PROFESSIONAL SER	651.48484.0446
	45188	02/11/16	LAB TESTING	45.00		794456		D	N				PROFESSIONAL SER	651.48484.0446
			VENDOR TOTAL	90.00										
													*CHECK TOTAL	
				90.00										
NATIONWIDE GLASS OF WILL														
	45189	02/11/16	PLATE SWITCH FOR DOOR	85.00		1997		D	N				MTCE. OF STRUCTU	101.45433.0225
NCL OF WISCONSIN INC														
	45190	02/11/16	LAB SUPPLIES	484.04		367344		D	N				GENERAL SUPPLIES	651.48484.0229
NELSON AUTO CENTER														
	45191	02/11/16	2016 FORD F150 PICKUP	25,337.42		F6414		D	N				MACHINERY AND AU	450.43417.0553
	45191	02/11/16	2016 FORD F150 PICKUP	25,337.42		F6415		D	N				MACHINERY AND AU	450.43417.0553
			VENDOR TOTAL	50,674.84										
													*CHECK TOTAL	
				50,674.84										
NELSON INTERNATIONAL														
	45192	02/11/16	#052444 REPAIR-PARTS	587.64		X101004733:01		D	N				MTCE. OF EQUIPME	101.43425.0224
	45192	02/11/16	#052444-BOLTS	14.88		X101005024:01		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	602.52										
													*CHECK TOTAL	
				602.52										
NORTHERN BUSINESS PRODUC														
	45193	02/11/16	OFFICE SUPPLIES	12.49		10155-1		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE SUPPLIES	25.61		10919-0		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE SUPPLIES	125.53		1458-0		D	N				OFFICE SUPPLIES	101.45433.0220
	45193	02/11/16	OFFICE SUPPLIES	102.53		1458-1		D	N				OFFICE SUPPLIES	101.45433.0220
	45193	02/11/16	OFFICE SUPPLIES	86.44		1509-0		D	N				OFFICE SUPPLIES	651.48484.0220
	45193	02/11/16	OFFICE SUPPLIES	74.48		4453-0		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE SUPPLIES	3.67		4453-1		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE SUPPLIES	153.27		5924-0		D	N				OFFICE SUPPLIES	101.45433.0220
	45193	02/11/16	OFFICE SUPPLIES	51.15		6521-0		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE SUPPLIES	20.49		6521-1		D	N				OFFICE SUPPLIES	101.41410.0220
	45193	02/11/16	OFFICE CHAIR	399.99		901380-0		D	N				SMALL TOOLS	101.45433.0221
	45193	02/11/16	2 OFFICE CHAIRS	840.00		912943-0		D	N				SMALL TOOLS	101.41409.0221
			VENDOR TOTAL	1,895.65										
													*CHECK TOTAL	
				1,895.65										

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NORTHERN STATES SUPPLY 000585														
	45194	02/11/16	S-HOOKS FOR PLAY EQUIP	38.79		10-535626		D	N				MTCE. OF OTHER I	101.43425.0226
	45194	02/11/16	AERATION PUMP DRIVE BELT	22.39		10-535831		D	N				MTCE. OF EQUIPME	101.43425.0224
	45194	02/11/16	BLADE FOR CHOP SAW	17.42		10-535978		D	N				MTCE. OF EQUIPME	101.45433.0224
	45194	02/11/16	CUTTING EDGE NUTS	13.11		10-536129		D	N				MTCE. OF EQUIPME	101.43425.0224
	45194	02/11/16	DRILL BIT	2.10		10-536228		D	N				SMALL TOOLS	101.42412.0221
	45194	02/11/16	5/8" SHANK DRILL	36.34		10-536286		D	N				SMALL TOOLS	101.43425.0221
	45194	02/11/16	PLOW BOLTS	17.06		1012669		D	N				MTCE. OF EQUIPME	101.43425.0224
	45194	02/11/16	BOLTS	83.27		1012670		D	N				MTCE. OF EQUIPME	101.43425.0224
	45194	02/11/16	CORDLESS DRILL BATTERIES	99.99		1012966		D	N				GENERAL SUPPLIES	101.43425.0229
	45194	02/11/16	ROPE	144.21		1013665		D	N				GENERAL SUPPLIES	101.42412.0229
	45194	02/11/16	BOLTS	19.70		1013681		D	N				MTCE. OF EQUIPME	101.43425.0224
	45194	02/11/16	BOLTS	39.40		1013682		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	533.78										
				533.78									*CHECK TOTAL	
OFFICE SERVICES 000589														
	45195	02/11/16	OFFICE SUPPLIES-JAN	31.20		STMT/1-16		D	N				OFFICE SUPPLIES	101.41400.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	9.06		STMT/1-16		D	N				OFFICE SUPPLIES	101.41401.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	42.23		STMT/1-16		D	N				OFFICE SUPPLIES	101.41402.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	58.41		STMT/1-16		D	N				OFFICE SUPPLIES	101.41403.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	29.96		STMT/1-16		D	N				OFFICE SUPPLIES	101.41404.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	101.59		STMT/1-16		D	N				OFFICE SUPPLIES	101.41405.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	0.78		STMT/1-16		D	N				OFFICE SUPPLIES	101.41409.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	64.23		STMT/1-16		D	N				OFFICE SUPPLIES	101.42411.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	1.07		STMT/1-16		D	N				OFFICE SUPPLIES	101.42412.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	2.32		STMT/1-16		D	N				OFFICE SUPPLIES	101.43417.0220
	45195	02/11/16	OFFICE SUPPLIES-JAN	9.77		STMT/1-16		D	N				OFFICE SUPPLIES	101.43425.0220
			VENDOR TOTAL	350.62										
				350.62									*CHECK TOTAL	
PAT'S SIGNS & GRAPHICS 002543														
	45196	02/11/16	UPDATED AUCTION SIGN	111.72		7408		D	N				OTHER SERVICES	101.41428.0339
PERKINS LUMBER CO INC 000604														
	45197	02/11/16	WOOD-BARRICADE REPAIR	31.36		43567783		D	N				MTCE. OF EQUIPME	101.43425.0224
	45197	02/11/16	MAT'L-SKATE ROOM RACK	201.33		43567820		D	N				MTCE. OF EQUIPME	101.45433.0224
			VENDOR TOTAL	232.69										
				232.69									*CHECK TOTAL	
PETERSON SHOE STORE 000608														
	45198	02/11/16	THOLE-SAFETY BOOTS	175.00		171303		D	N				SUBSISTENCE OF P	651.48484.0227
PK SAFETY SUPPLY .00913														
	45199	02/11/16	DUPONT COVERALL SUIT	90.00		278915		D	N				GENERAL SUPPLIES	101.45427.0229
PLUMBING & HEATING OF WI 000618														
	45200	02/11/16	BYPASS WTR SFTNR VALVES	85.00		20949		D	N				MTCE. OF EQUIPME	101.45427.0334

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PREMIUM WATERS INC														
	45201	02/11/16	DRINKING WATER	20.00		329949/1-16		D	N				SUBSISTENCE OF P	101.42412.0227
	45201	02/11/16	SOFTENER SALT	12.00		329949/1-16		D	N				GENERAL SUPPLIES	101.42412.0229
			VENDOR TOTAL	32.00										
													*CHECK TOTAL	
				32.00										
RANDICK/NICOLE														
	45202	02/11/16	HOCKEY EQUIP DEPOSIT	50.00		012716		D	N				REFUNDS AND REIM	101.41428.0882
RUNNING'S SUPPLY INC														
	45203	02/11/16	PARTS FOR UTV	11.09		3851685		D	N				MTCE. OF EQUIPME	101.42412.0224
	45203	02/11/16	BAIT-TRAPPING PIGEONS	10.98		3857269		D	N				GENERAL SUPPLIES	101.42412.0229
			VENDOR TOTAL	22.07										
				22.07										
													*CHECK TOTAL	
				22.07										
SERVICE CENTER/CITY OF W														
	45204	02/11/16	EQUIPMENT REPAIR-OIL	108.16		STMT/1-16		D	N				MOTOR FUELS AND	101.42411.0222
	45204	02/11/16	EQUIPMENT REPAIR-PARTS	798.31		STMT/1-16		D	N				MTCE. OF EQUIPME	101.42411.0224
	45204	02/11/16	EQUIPMENT REPAIR-PARTS	657.58		STMT/1-16		D	N				MTCE. OF EQUIPME	101.42412.0224
	45204	02/11/16	EQUIPMENT REPAIR-OIL	250.33		STMT/1-16		D	N				MOTOR FUELS AND	101.43425.0222
	45204	02/11/16	EQUIPMENT REPAIR-PARTS	412.38		STMT/1-16		D	N				MTCE. OF EQUIPME	101.43425.0224
	45204	02/11/16	EQUIPMENT REPAIR-OIL	12.48		STMT/2-16		D	N				MOTOR FUELS AND	101.42411.0222
	45204	02/11/16	EQUIPMENT REPAIR-PARTS	3.32		STMT/2-16		D	N				MTCE. OF EQUIPME	101.42411.0224
	45204	02/11/16	EQUIPMENT REPAIR-OIL	507.78		STMT/2-16		D	N				MOTOR FUELS AND	101.43425.0222
	45204	02/11/16	EQUIPMENT REPAIR-PARTS	272.58		STMT/2-16		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	3,022.92										
				3,022.92										
													*CHECK TOTAL	
				3,022.92										
SMEBY/ROSS														
	45205	02/11/16	MILEAGE 1/1-1/31/16	113.94		020216		D	N				TRAVEL-CONF.-SCH	101.41409.0333
SPRINGSTED INCORPORATED														
	45206	02/11/16	ARBITRAGE CALCULATIONS	2,750.00		000862.999-4		D	N				PROFESSIONAL SER	295.48095.0446
STATEWIDE DISTRIBUTING I														
	45207	02/11/16	CONCESSION SUPPLIES	149.55		200171		D	N				GENERAL SUPPLIES	101.45433.0229
STRATEGIC EQUIPMENT														
	45208	02/11/16	DISHWASHER SOAP	170.99		2576864		D	N				CLEANING AND WAS	101.45435.0228
SURPLUS WAREHOUSE INC														
	45209	02/11/16	#995536-BRAKE SHOE KIT	34.99		012716		D	N				MTCE. OF EQUIPME	101.43425.0224
SW - WEST CNTRL SERVICES														
	45103	02/04/16	HEALTH INSURANCE-MAR	2,734.50		C295		D	N				COBRA INS PREMIU	101.120001
	45103	02/04/16	HEALTH INSURANCE-MAR	1,428.00		C295		D	N				EMPLOYER INSUR.	101.41400.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	2,445.02		C295		D	N				EMPLOYER INSUR.	101.41402.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	2,478.21		C295		D	N				EMPLOYER INSUR.	101.41403.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	3,128.76		C295		D	N				EMPLOYER INSUR.	101.41404.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	4,830.26		C295		D	N				EMPLOYER INSUR.	101.41405.0114

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
SW - WEST CNTRL SERVICES														
			000892											
	45103	02/04/16	HEALTH INSURANCE-MAR	1,332.00		C295		D	N				EMPLOYER INSUR.	101.41408.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	5,241.26		C295		D	N				EMPLOYER INSUR.	101.41409.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	350.05		C295		D	N				EMPLOYER INSUR.	101.41424.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	7,331.50		C295		D	N				RETIRED EMPLOYEE	101.41428.0818
	45103	02/04/16	HEALTH INSURANCE-MAR	24,426.74		C295		D	N				INS. PASS THROUG	101.41428.0819
	45103	02/04/16	HEALTH INSURANCE-MAR	42,562.00		C295		D	N				EMPLOYER INSUR.	101.42411.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	2,223.50		C295		D	N				EMPLOYER INSUR.	101.42412.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	6,750.76		C295		D	N				EMPLOYER INSUR.	101.43417.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	21,640.26		C295		D	N				EMPLOYER INSUR.	101.43425.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	584.50		C295		D	N				EMPLOYER INSUR.	101.45432.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	5,815.26		C295		D	N				EMPLOYER INSUR.	101.45433.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	344.40		C295		D	N				EMPLOYER INSUR.	101.45435.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	700.14		C295		D	N				EMPLOYER INSUR.	101.45437.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	10,238.36		C295		D	N				EMPLOYER INSUR.	651.48484.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	1,400.26		C295		D	N				EMPLOYER INSUR.	651.48485.0114
	45103	02/04/16	HEALTH INSURANCE-MAR	1,400.26		C295		D	N				EMPLOYER INSUR.	651.48486.0114
				149,386.00										
			VENDOR TOTAL	149,386.00										
													*CHECK TOTAL	
TIRES PLUS			000747											
	45210	02/11/16	TIRE REPAIR-LABOR	15.00			277276	D	N				MTCE. OF EQUIPME	101.42411.0334
UNIQUE EMBROIDERY			002540											
	45211	02/11/16	WINTER COAT	78.21		8173		D	N				SUBSISTENCE OF P	651.48484.0227
	45211	02/11/16	RAIN COAT	52.21		8173		D	N				SUBSISTENCE OF P	651.48484.0227
	45211	02/11/16	SAFETY VEST	19.98		8173		D	N				SUBSISTENCE OF P	651.48484.0227
				150.40										
			VENDOR TOTAL	150.40										
													*CHECK TOTAL	
US BANK			000264											
	45212	02/11/16	#148 GO IMP BOND-SC	450.00		4200067		D	N				OTHER CHARGES	330.43430.0449
	45212	02/11/16	#149 GO IMP BOND-SC	425.00		4200070		D	N				OTHER CHARGES	305.47100.0449
				875.00										
			VENDOR TOTAL	875.00										
													*CHECK TOTAL	
US BANK EQUIPMENT FINANC			003143											
	45213	02/11/16	COPIER LEASE-FEB	139.52		297010605		D	N				RENTS	101.42412.0440
	45213	02/11/16	COPIER LEASE-FEB	340.00		297205841		D	N				RENTS	101.41410.0440
				479.52										
			VENDOR TOTAL	479.52										
													*CHECK TOTAL	
VIGIL/RUDY			000951											
	45214	02/11/16	AIRFARE-NAB CONVENTION	308.05		231		D	N				TRAVEL-CONF.-SCH	101.41409.0333
VRUWINK/PAM			003194											
	45215	02/11/16	SUPPLIES FOR COMM. CNTR	51.28		020516		D	N				GENERAL SUPPLIES	101.45435.0229

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL COMMUNICATI			000796											
	45216	02/11/16	RADIO REPAIR-PARTS	91.00		081144S		D	N				MTCE. OF EQUIPME	101.42412.0224
	45216	02/11/16	RADIO REPAIR-LABOR	93.75		081144S		D	N				MTCE. OF EQUIPME	101.42412.0334
			VENDOR TOTAL	184.75		*CHECK TOTAL								
				184.75										
WEST CENTRAL INDUSTRIES			000801											
	45217	02/11/16	DONATION	20,575.00		020516		D	N				MEALS ON WHEELS	101.44428.0811
WEST CENTRAL TRIBUNE			000807											
	45218	02/11/16	HRNG-AMEND ZONING ORD.	111.24		CL03075473		D	N				PRINTING AND PUB	101.41402.0331
	45218	02/11/16	COUNCIL PROCEEDINGS PUB.	389.34		CL03075685		D	N				PRINTING AND PUB	101.41401.0331
			VENDOR TOTAL	500.58		*CHECK TOTAL								
				500.58										
WILLMAR AUTO VALUE			002689											
	45219	02/11/16	MINIATURE BULBS	6.40		22159228		D	N				MTCE. OF EQUIPME	101.42411.0224
	45219	02/11/16	ENGINE BLOCK HEATER	29.99		22159601		D	N				INVENTORIES-MDSE	101.125000
	45219	02/11/16	AIR CONNECTORS	37.45		22159681		D	N				GENERAL SUPPLIES	651.48484.0229
	45219	02/11/16	LED WORK LIGHT	60.25		22159687		D	N				SMALL TOOLS	651.48484.0221
	45219	02/11/16	EXHAUST MANIFOLD GSKTS	38.99		22159932		D	N				INVENTORIES-MDSE	101.125000
	45219	02/11/16	FLOOR DRY	149.85		22160142		D	N				GENERAL SUPPLIES	101.42412.0229
	45219	02/11/16	#104969-OIL FILTER	2.49		22161532		D	N				MTCE. OF EQUIPME	651.48484.0224
	45219	02/11/16	#104969-AIR FILTER	9.49		22161567		D	N				MTCE. OF EQUIPME	651.48484.0224
	45219	02/11/16	#995536-BATTERY/LT/PARTS	153.86		22161774		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	488.77		*CHECK TOTAL								
				488.77										
WILLMAR CHAMBER OF COMME			000812											
	45220	02/11/16	DIRECTOR SALARY	4,375.84		STMT/1-16		D	N				SALARIES-REG. EM	208.45005.0110
	45220	02/11/16	ASSISTANT SALARY	2,271.36		STMT/1-16		D	N				SALARIES-REG. EM	208.45005.0110
	45220	02/11/16	FICA & INSURANCE	1,416.28		STMT/1-16		D	N				EMPLOYER PENSION	208.45005.0113
	45220	02/11/16	IRA CONTRIBUTION	199.42		STMT/1-16		D	N				EMPLOYER PENSION	208.45005.0113
	45220	02/11/16	PHOTO COPIES-JAN	87.64		STMT/1-16		D	N				OFFICE SUPPLIES	208.45005.0220
	45220	02/11/16	PAYROLL/FLEX FEE	126.69		STMT/1-16		D	N				OTHER SERVICES	208.45005.0339
	45220	02/11/16	OFFICE RENT-JAN	626.61		STMT/1-16		D	N				RENTS	208.45005.0440
	45220	02/11/16	KRUSE-ANNUAL MEETING	20.00		43718		D	N				TRAVEL-CONF. -SCH	101.41400.0333
	45220	02/11/16	WEBSITE HOSTING FEE	60.00		43734		D	N				PROFESSIONAL SER	208.45005.0446
	45220	02/11/16	FISCHER-ANNUAL MEETING	20.00		43748		D	N				OTHER CHARGES	208.45005.0449
	45220	02/11/16	ROSENAU-ANNUAL MEETING	20.00		43748		D	N				OTHER CHARGES	208.45005.0449
			VENDOR TOTAL	9,223.84		*CHECK TOTAL								
				9,223.84										
WILLMAR DOWNTOWN DEVELOP			002348											
	45221	02/11/16	EXPENSE REIMBURSEMENT	4,632.00		01/01-01/21/16		D	N				CIVIC PROMOTION	101.45428.0812
WILLMAR ELECTRIC SERVICE			000816											
	45222	02/11/16	ANNUAL ALARM MONITORING	306.00		31906		D	N				MTCE. OF STRUCTU	101.42412.0335

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR ELECTRIC SERVICE			000816											
	45222	02/11/16	ANNUAL ALARM MONITORING	15.50		32030		D	N				PREPAID EXPENSES	101.128000
	45222	02/11/16	ANNUAL ALARM MONITORING	170.50		32030		D	N				MTCE. OF STRUCTU	101.41409.0335
	45222	02/11/16	ANNUAL ALARM MONITORING	25.50		32031		D	N				PREPAID EXPENSES	101.128000
	45222	02/11/16	ANNUAL ALARM MONITORING	280.50		32031		D	N				MTCE. OF STRUCTU	101.45433.0335
			VENDOR TOTAL	798.00										
				798.00									*CHECK TOTAL	
WILLMAR LAKES ROTARY			001557											
	45223	02/11/16	QUARTERLY MEALS	169.00		1432		D	N				SUBSISTENCE OF P	101.45432.0337
	45223	02/11/16	QUARTERLY DUES	35.94		1432		D	N				SUBSCRIPTIONS AN	101.45432.0443
			VENDOR TOTAL	204.94										
				204.94									*CHECK TOTAL	
WOLFE COMMUNICATIONS			003051											
	45224	02/11/16	PAGER	89.00		7911		D	N				SMALL TOOLS	101.42412.0221
3D SPECIALITIES INC			002726											
	45225	02/11/16	SIGN BRACKETS/BOLTS	957.24		451207		D	N				MTCE. OF OTHER I	101.43425.0226

ACS FINANCIAL SYSTEM
02/11/2016 09:08:01

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR
GL540R-V08.00 PAGE 19

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				4,464,090.33										

RECORDS PRINTED - 000470

Vendor Payments History Report

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	424,888.29
208	CONVENTION & VISITORS BUREAU	17,487.80
230	WILLMAR MUNICIPAL AIRPORT	4,629.38
295	COMMUNITY INVESTMENT	2,750.00
305	D.S. - 2005 BOND	425.00
307	D.S. - 2007A BOND	343,687.50
308	D.S. - 2008 BOND	166,642.50
310	D.S. - 2010 BOND	193,393.75
311	D.S. - 2011 BOND	198,982.50
312	D.S. - 2012 BOND	161,146.88
313	D.S. - 2013 BOND	211,850.00
327	D.S. - 2007B BOND	190,900.00
330	D.S. - 2004C BOND AIRPORT	450.00
350	RICE HOSPITAL DEBT SERVICE	2,263,362.50
414	S.A.B.F. - #2014	6,594.00
415	S.A.B.F. - #2015	1,730.01
432	C.P. - WASTE TREATMENT	26,200.00
450	CAPITAL IMPROVEMENT FUND	53,968.72
651	WASTE TREATMENT	195,001.50
TOTAL ALL FUNDS		4,464,090.33

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	4,464,090.33
TOTAL ALL BANKS		4,464,090.33

City of Willmar, Minnesota Building Inspection Report

From 01/01/2016 To 01/31/2016

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23429	1/29/2016	PALS 3735 1ST Avenue W	95-917-5680 L ; B S 17; T 119n; R 35w	Commercial Add/Alter Commercial/Alteration	RECONSTRUCT OFFICE ROOF	\$4,500.00	\$166.84
23457	1/5/2016	CHAPPEL CENTRAL 2101 GORTON Avenue NW	95-916-5200 L ; B S 16; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	REMOVE 95' X 9' ADDN/ RESIDE	\$39,100.00	\$819.39
23458	1/5/2016	WILLMAR REGENCY 401 30TH Street NW LOT #E-	95-980-0710 L E-6; B 0 WILLMAR REGENCY WEST M	Move/Raze Demolition	DEMOLISH MOBILE HOME	\$0.00	\$75.00
23502	1/5/2016	JOHN DEAN 3212 EAGLE RIDGE Drive E	95-148-0550 L 13; B 3 EAGLES LANDING	Residential Add/Alter Siding	RESIDENTIAL RESIDING	\$16,500.00	\$58.25
23507	1/5/2016	BILL MCDOWDELL 1209 17TH Street SW	95-860-0300 L 10; B 2 WEST PARK 1ST ADDITION	Residential Add/Alter Siding	REPLACE SIDING,WINDOW S AND DOORS	\$21,000.00	\$60.50
23515	1/7/2016	WILLMAR FORKLIFT INC. 2421 OXFORD Drive SE	95-468-0140 L 5; B 2 LANDMARK BUSINESS PARK	Commercial New Commercial	CONSTRUCT 60 X 80' BLDG W/ MEZZANINE	\$338,778.00	\$3,605.10

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23533	1/5/2016	FIRST COVENANT CHURCH 801 WILLMAR Avenue SW	95-750-0750 L 30-33 & pt 29; B 0 SUBDIVISION N1/2 NE 1/4	Commercial Add/Alter Commercial/Alteration	CONSTRUCT KITCHEN	\$25,300.00	\$604.59
23537	1/5/2016	WILLMAR REDEVELOPEMENT CO. LL 1400 LAKELAND Drive NE LOT #15	95-980-5150 L 15; B NORTHLAND SQUARE MHP	Mobile Home In/Out Mobil Home Transport	MOVE IN NEW 16' X 80', FREINDSHIP, #MY1435810V	\$0.00	\$75.00
23541	1/29/2016	RICE MEMORIAL HOSPITAL 301 BECKER Avenue SW	95-003-5970 L 1-14; B 48-49 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	REMODEL FOR NEW LABRATORY	\$1,055,809.00	\$9,052.21
23543	1/14/2016	FREDDIE MAC 624 15TH Street SW	95-040-0260 L PT OF 7-8; B 4 BARNSTAD'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF HOUSE AND GARAGE	\$3,500.00	\$31.75
23544	1/19/2016	DIVINE HOUSE INC. 619 BENSON Street SW	95-003-3620 L 10-12; B 32 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	INTERIOR OFFICE REMODEL	\$20,000.00	\$483.96
23546	1/14/2016	HISTORIC 313 ON FOURTH STREET L 313 4TH Street SW	95-003-5250 L PT OF 9-11; B 44 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	PARTIAL INTERIOR TENANT IMPROVEMENT	\$19,491.00	\$483.71
23548	1/19/2016	MIKE WOOD 503 INDUSTRIAL Drive SW	95-916-2960 L ; B S 16; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	INTERIOR REMODEL FOR NEW OWNER	\$281,000.00	\$3,097.71

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23557	1/29/2016	MARIA MERA-LUNA 1311 LAKE Avenue NW	95-009-0220 L 4 & PT OF 3; B 126 SECOND ADDITION	Residential Add/Alter Siding	RESIDENTIAL SIDING	\$24,498.50	\$62.25
Current Year Current Month Totals						14	\$1,849,476.50 \$18,676.26
Previous Year Current Month Valuation							\$1,843,790.00
Current YTD Valuation From 01/01/2016 To 01/31/2016							\$1,849,476.50
Previous YTD Valuation							\$1,843,790.00

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Community Education & Recreation Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- _____ Housing and Redevelopment Authority (meets monthly)
- _____ Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Jill R. Benson Date of Application: 11-16-15
 Address: 623 11th St. SW / Willmar Phone No. 320-235-5165
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: jill_benson@charter.net The Human Rights Commission

What prompted you to make application for a citizen committee? Would give voice to the voiceless.

Briefly tell us why you want to serve on this Board/Committee/Commission:

My students at the college write about starving in a refugee camp, postponing an education because of war, living homeless in an abandoned car, or leaving an abusive partner. They embody the voices who want to be heard in our community. A Human Rights Commission would provide a recourse for the underserved. I have a passion for people and their stories, so this Commission is a great fit for me.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I have worked with students of all ages + abilities, especially the developmental levels; they may be hijab-clad or an African-American football player.

List your educational background: Master's in English plus graduate Reading certificate

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

If you are employed, please provide the name and address of your employer and your position:

Ridgewater College / 2101 15th Ave NW / Willmar
College Writing & Reading Instructor

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to: (320) 235-4917

- One of the founders / board members of non-profit ^{Willmar Music Matters}
- Bethel Theatre Board of Directors + Play-Reading Committee Chair
- Pass the Levy Citizens Group - Speaking Comm.
- Bethel Lutheran Church Pastoral Call Comm. + Organ Fundraising Comm., Pastoral Support
- Blandin Leadership Alternate 2014

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed: (If more than one, please number in order of choice - Applications are kept on file for two years)

- _____ Airport Commission (meets monthly)
- _____ Community Education & Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- _____ Housing and Redevelopment Authority (meets monthly)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- X _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets monthly)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Rebecca Trongaard Date of Application: 1/12/16

Address: 1214 Campbell Ave NW Phone No. 320-905-4992
(must be a resident of the City of Willmar)

Email: Rebecca.Trongaard@gmail.com

What prompted you to make application for a citizen committee? interested in improving housing in Willmar

Briefly tell us why you want to serve on this Board/Committee/Commission:

16 years experience in RE I have witnessed some housing issues, in short our town needs to be better.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

16 years full time Real Estate in Willmar.

List your educational background: currently 2 classes short of BA Psychology (enrolled in UND currently).

RE classes and all needed continuing Ed. (includes fair housing & Ethics.)

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Realtor (R) Association, West Central Assoc. of Realtors.
↑ (State AND NATL.)

If you are employed, please provide the name and address of your employer and your position:

Century 21 Kandi Realty Ltd
1218 W. Bus M1, Willmar - RE Sales Professional (self employed.)

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Community Education & Recreation Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- _____ Housing and Redevelopment Authority (meets monthly)
- _____ Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Tom BUTTERFIELD Date of Application: 12/17/2015

Address: 1508 SW 6th ST. Phone No. 320-441-8655
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: thomas.butterfield@commandonline.com

What prompted you to make application for a citizen committee? I WANT TO HELP MOVE WILLMAR IN THE RIGHT DIRECTION

Briefly tell us why you want to serve on this Board/Committee/Commission:
I WANT TO GIVE BACK TO THE CITY OF WILLMAR

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

ECONOMIC DEVELOPMENT I DEAL WITH A NUMBER OF
BUSINESS ON THEIR NEEDS

List your educational background: WILLMAR VOCATIONAL COLLEGE

DEGREE IN MARKETING MANAGEMENT

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

ADVISORY BOARD RIDGE WATER COLLEGE MARKETING
MANAGEMENT DEPARTMENT SINCE 2008

If you are employed, please provide the name and address of your employer and your position:

COMMAND CENTER 423 BENSON AVE SW WILLMAR, MN.
BRANCH MANAGER

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

Tom Butterfield
1508 SW 6th ST
WILLMAR, MN. 56201
320-441-8655

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Community Education & Recreation Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- _____ Housing and Redevelopment Authority (meets monthly)
- _____ Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Julie Asmus Date of Application: 12/10/15
Address: 1404 16th St SW, Willmar Phone No. 320-979-2035
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)
Email: julieasmus2@gmail.com

What prompted you to make application for a citizen committee? Expiring members term

Briefly tell us why you want to serve on this Board/Committee/Commission:

As an employee for the Police Department for almost 33 years, I care deeply about what happens in our city and for our city. I would like to continue to serve the city in some capacity.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

Resident of Willmar for over 35 years

Police Officer/Sgt for City of Willmar for 33 years
Blandin Community Leadership participant

List your educational background: H.S. Diploma - Madison, MN, AAA - Willmar
Community College, BS - St. Cloud State University

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

See Below

If you are employed, please provide the name and address of your employer and your position:

Ridgewater College - Instructor

DARE Officer Mentor - train throughout the U.S.

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to: (320) 235-4917

Vision 20/40 Leadership Design Team

Business + Professional Women - Past President, Currently
on State Board of Directors, Mentor Program Chair

HomeFront Connection - Treasurer

Willmar Area Community Foundation - Women's Fund steering

D.A.R.E. - DARE Mentor training team for U.S. Committee

American Legion Post No. 167 - Willmar

VFW Auxiliary Post 1639 - Willmar

American Legion Auxiliary Unit 158 - Madison, MN

YMCA Board of Directors + charter member (Past)

United Way of Kandiyohi County - Board of Directors (Past)

SW MN Peacepipe Girl Scout Council - Board of Directors (Past)

City of Willmar Aquatic Center Task Force (1998-99) (Past)

MN DARE officers Assn - Board of Directors (Past)

Willmar Police + Peace officer's Assn - Past President

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Community Education & Recreation Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- X _____ Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Kristal Dahlager Date of Application: 1/26/16

Address: 2401 10th St SW Willmar, MN 56201 Phone No. (320) 285-4313
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: Kristal@willmarlaw.com

What prompted you to make application for a citizen committee? Mayor Calvin contacted me

Briefly tell us why you want to serve on this Board/Committee/Commission:
I think my physical disability would allow a unique perspective for the Commission. I would love to be a voice for those in the community who are similarly situated.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I grew up in Sacred Heart and my family and I started attending Evangelical Free Church in Willmar in 1992, so I am quite familiar with the Willmar area.

List your educational background: Bachelor of Science in Statistics & Actuarial Science from U of MN-Duluth ; Juris Doctor from Liberty University School of Law

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Willmar Area Women's Fund Steering Committee ; Lion's Club ; West Central Industries Board of Directors:

If you are employed, please provide the name and address of your employer and your position:

Associate Attorney at Anderson Larson Saunders & Klaassen PLLP
Po Box 130, 331 3rd St SW, Willmar, MN 56201

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. *(If more than one, please number in order of choice.)*

- _____ Airport Commission (meets monthly)
- _____ Cable Advisory Board (meets as needed)
- _____ Charter Commission (meets as needed)
- _____ Community Education & Recreation Advisory Board (meets monthly)
- _____ City/County Economic Development Operations Board (meets monthly)
- X Human Rights Commission (meets as needed)
- _____ Municipal Utilities Commission (meets bi-monthly)
- _____ Pioneerland Library System Board (meets monthly)
- _____ Planning Commission (meets bi-monthly)
- _____ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Richard Engan Date of Application: 1/27/16

Address: 1620 9th St SW Phone No. 320 214 8729 x210

(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: Richard.Engan@Engan.com

What prompted you to make application for a citizen committee? I received a call from the Mayor _____

Briefly tell us why you want to serve on this Board/Committee/Commission:

Willmar needs to know our neighbors.

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

I have lived and worked three years in Latin America and have been able to travel to all Latin American countries. I have lived and worked one year in East Africa. I have traveled across the Ogdon Deseret with Somalis.

List your educational background: University of Minnesota BArch

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

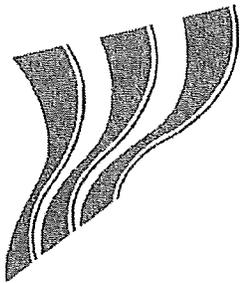
Lions, Sons of Norway, Willmar Downtown Development

If you are employed, please provide the name and address of your employer and your position:

Engan Associates Architects Partner

Please return completed application to: Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to: (320) 235-4917



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 7

Meeting Date: February 16, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- Approved Denied
- Amended Tabled
- Other

Originating Department: Planning and Development Services

Agenda Item: Public Hearing to consider adopting an Ordinance for the Sale of City-Owned Real Estate (Dooley Bros. LLP)

Recommended Action: Adopt the ordinance authorizing the Sale of Real Property to Dooley Bros. LLP

Background/Summary: The City Council recently approved a purchase agreement with Dooley Bros. LLP for the sale of three lots in the Industrial Park. The next step in the process is the adoption of the required ordinance.

Alternatives: To not proceed with the sale.

Financial Considerations: The gross sale price is \$442,747.00.

Preparer: Bruce D. Peterson, AICP
Department of Planning and Development Services

Signature:

Comments:

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE SALE OF REAL PROPERTY
TO DOOLEY BROS. LLP**

The City Council of the City of Willmar hereby ordains as follows:

Section 1. AUTHORIZATION OF SALE. The Willmar City Council hereby authorizes the sale and conveyance of real property legally defined as:

Lots 4, 5, and 7, Block Four, Willmar Industrial park Fourth Addition

To Dooley Bros. LLP by quitclaim deed pursuant to the terms and conditions of sale set forth in a certain Industrial Real Property Purchase Agreement, between the City and Dooley Bros. LLP dated January 19, 2016.

Section 2. EFFECTIVE DATE: This Ordinance shall be effective from and after its adoption and second publication.

This Ordinance introduced by Council Member: Fagerlie

This Ordinance introduced on: February 1, 2016

This Ordinance published on: February 6, 2016

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 9

Meeting Date: Tuesday Feb. 16,
2016

Attachments: XYes . No

CITY COUNCIL ACTION

Date: February 16, 2016

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Community Ed & Rec

Agenda Item: Park Plan and 2016 CIP Allotment for Park Development

Recommended Action: To discuss the 2016 CIP allotment of \$706,000.00 for Park Development and to allow staff to invest up to this amount at Rice Park.

Background/Summary: At the January meeting of the CER Board, that body passed a motion to recommend to the Council that we follow the park plan and use these resources to enhance Rice Park.. We believe following the majority of the projects developed for Rice Park in the Park Plan will enhance this community park and provide many quality amenities the whole community can enjoy for years to come.

Estimated Costs of this Project

Shelter \$150,000.00

SplashPad \$225,000.00

Remove old amenities \$40,000.00

Concrete Plaza/Walkways \$70,000.00

Furnishings/Lighting/Landscaping \$80,000.00

Engineering/Contingencies \$115,000.00

Alternatives:

Financial Considerations: \$706,000.00

Preparer: Steve Brisendine

Signature: *Steve Brisendine*

Comments:



Proposed Plaza Area

Proposed Station
50 x 75 ft

Community Room

Restroom
Changing Room

1105 STREET SW

1105 STREET SE

Proposed Open Play
110 x 150 ft

Proposed Open Play
110 x 150 ft

Proposed Horseshoe
Pit 15 ft

Proposed 1/2 Basketball
Court 11 ft

Proposed #12
Playground

Proposed #11
Playground



FINANCE COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Monday, February 8, 2016, in Conference Room No. 1 at the City Office Building.

Present:	Denis Anderson	Chair
	Tim Johnson	Vice-Chair
	Rick Fagerlie	Member
	Shawn Mueske	Member

Others present: Council Member Audrey Nelsen sat in for Shawn Mueske until 4:55 PM, City Administrator Larry Kruse, Finance Director Steve Okins.

Item No. 1 Call to Order

The meeting was called to order by Chair Anderson at 4:45 p.m.

Item No. 2 Public Comments

There were no comments from the public.

Item No. 3 U.S. Bank Places to Play Program (Motion)

Staff presented to the Committee the criteria for the U.S. Bank Places to Play Program. Staff is looking for permission from the Council to apply for a grant of \$50,000 to match dollars available in the 2016 CIP for Rice Park. The two major facets of the Rice Park project would be the shelter and the splash pad. The Advisory Board has discussed this, and is looking for Council approval to apply for the grant with a deadline of February 18, 2016, for submission. The 2016 CIP has \$706,000 available for City parks.

Following discussion, Council Member Fagerlie made a motion to direct staff to write a grant for \$50,000 to U.S. Bank for their Places to Play Program. Council Member Nelsen seconded the motion which carried.

Council Member Mueske arrived at this time.

Item No. 4 Dorothy Olson Aquatic Center Pool Heater (Motion)

Staff informed the Committee that there is \$40,000 allocated in the 2016 CIP to install a pool heater at the Dorothy Olson Aquatic Center. Quotes were submitted by Plumbing & Heating of Willmar, Inc., Bullet Proof Mechanical Service Inc., and Chappell Central, Inc.

Staff's recommendation is to award the low quote to Plumbing & Heating of Willmar, Inc. in the amount of \$34,901 for the 97% efficiency heater. This is coming to the Committee at this point because of the \$10,000 requirement of the Council.

Council Member Anderson informed the Committee that the specifications were put

together by Scott Ledeboer and Justin DeLeeuw. Also, that the City will be eligible for a CenterPoint Energy rebate to be given after the work is completed in the amount of \$3,600.

Following discussion, Council Member Fagerlie made a motion to approve the low quote to Plumbing & Heating of Willmar, Inc. Council Member Johnson seconded the motion which carried.

Item No. 5 Community Donation for Willmar Fire Department (Resolution)

Staff presented to the Committee a donation which came in after the Agenda was distributed. It is a requirement that the Council accept all donations by resolution. The Northland Group has an employee of the month program and that employee picks an organization or group that they would like to donate to. The Northland Group employee has chosen to donate to the Willmar Fire Department for firefighter safety.

In conversations with Fire Chief Hanson, he has indicated that they will purchase gloves with this donation. Staff's recommendation is to accept the \$164 by resolution and send a letter of thanks to the Northland Group.

Following discussion, Council Member Fagerlie made a motion to accept the \$164.00 donation by resolution. Council Member Mueske seconded the motion which carried.

Item No. 6 City Purchasing Policy (Information)

Staff explained that City Administrator Kruse had given staff direction to review the City purchasing policy and purchasing levels. City Finance Officers have a statewide organization that periodically sends out emails to those that belong to the organization asking for samples of various policies throughout the year. Staff has compiled a file for purchasing policies, personnel policies, and various other policy documents like that. There had been some confusion at the City level that we have \$5,000 as the Capital Improvement level, an informal requirement of items over \$10,000 to be brought back to the Council for review prior to the purchase, a \$20,000 authority for the City Administrator, and the State Statute limit of \$25,000 to \$100,000 can be by quotes, anything over \$100,000 must be bids.

Staff looked at the various policies from Arden Hills, Becker, Stewartville, and Brooklyn Park that they shared with the state organization and decided that Arden Hills best mirrored the State Statute bidding requirements of anything up to \$25,000 could be purchased, \$25,000 to \$100,000 required at least two quotes, and over \$100,000 required sealed bids. Items in the draft policy would basically replace the \$10,000 limit, the \$20,000 authority for the City Administrator, and propose to set the limit at \$25,000 prior to purchases and put that responsibility on the City Administrator's Office to inform the Council of those items. It would also allow a level of up to \$5,000 for department directors. Also, one item on page two of the draft policy on the last paragraph, under the notes, anything that had been preapproved by the City Council, be it a vehicle replacement program, a capital improvement program, or any budgetary items that had been preapproved would basically give that authority to the City Administrator to allow.

Stating that in the past Council retreat, he understood that the Council would like less information in the Council packets. Such as vehicle purchases which have already been through a CIP process to purchase. This will reduce the extra information on already preapproved budgeted items.

Limited unbudgeted items would address if there is an unbudgeted item but yet still can be covered within a departmental budget; the Council has set the department as the budgetary control level. This would allow the City Administrator authority to approve items as long as they are within the departmental budget.

The Committee requested to continue review at the next Finance Committee meeting.

Purchase Policy

Recommended Changes

- a) Page 2 Change City Administrator unbudgeted limit from \$25,000 to \$10,000
- b) Page 2 Last paragraph insert "for capital purchases" after all payments.
- c) Page 2 Insert second sentence under Note: monthly reports for all approved unbudgeted expenditures shall be provided to the City Council by the City Administrator.
- d) Page 3 Insert "or designee" after the City Administrator in middle paragraph

Following discussion, Council Member Anderson requested staff make the recommended changes to the policy draft and bring back an updated policy document to the Committee for formal adoption at the February 22, 2016, Council meeting.

Item No. 7 Reports (Information)

The Committee received the following reports: 12/31/15 Quarterly Investment Activity, 12/31/15 10-Year Historical Quarterly Investment Balances, 12/31/15 Cash Investment Portfolio, 12/31/15 Quarterly Interest/Dividends, 12/31/15 10-Year Historical Quarterly Interest/Dividends, 12/31/15 Quarterly Rice Trust, 12/31/15 Outstanding Indebtedness. This matter was taken for information only.

There being no further business to come before the Committee the meeting was adjourned at 5:37 p.m. by Chair Anderson.

Respectfully submitted,



Steven B. Okins
Finance Director



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: February 8, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Community Ed & Rec

Agenda Item: U.S Bank Places to Play Program

Recommended Action: Permit staff to write a grant to U.S. Bank for their Places to Play Program for \$50,000.00 for the Rice Park project funded in the 2016 CIP.

Background/Summary: Staff have researched options to obtain funding to enhance park development projects in the 2016 CIP. Specifically we would like to write a grant for \$50,000.00 to match dollars available in the 2016 CIP for Rice Park. U.S. Bank and the Minnesota Vikings have partnered to make funds available for projects like Rice Park with a cap of \$50,000.00 per project.

Alternatives: Direct staff not to write the grant.

Financial Considerations: \$50,000.00

Preparer: Steve Brisendine

Signature: *Steve Brisendine*

Comments:



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 4

Meeting Date: February 8, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Community Ed & Rec

Agenda Item: DOAC Pool Heater

Recommended Action: Approve allocating \$34,901.00 from the 2016 CIP to install a pool heater at the DOAC and enter into an agreement with Plumbing & Heating of Willmar, Inc. to complete this work.

There will also be some electrical work estimated at about \$1,000.00 that will need to be contracted when the install takes place.

Background/Summary: Staff sought bids to install a high efficiency heater at the DOAC. Three bids were submitted and P/H of Willmar was the low bid. There is \$40,000 allocated in the 2016 CIP to complete this work.

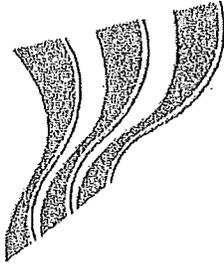
Alternatives: Wait until the heater fails and then replace but run the risk of losing use time during the install period.

Financial Considerations: \$34,901.00 plus an estimated \$1,000.00 for electrical work

Preparer: Steve Brisendine

Signature: *Steve Brisendine*

Comments:



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 5

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved Denied
 Amended Tabled
 Other

Originating Department: Fire

Agenda Item: Community Donation for Willmar Fire Dept.

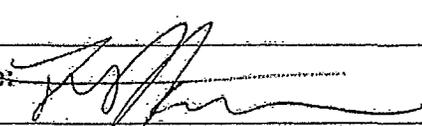
Recommended Action: Accept \$164.00 donation from the Northland Group to assist with expenses related to Firefighter safety.

Background/Summary: The Northland Group contacted the Fire Department late Thursday February 4, 2016 to offer the donation. Each month The Northland Group chooses an employee of the month. That employee picks a group to collect money for. The donation was collected among the employees. Founded in 1982, The Northland Group provided business process outsourcing services focused on accounts receivable management and collection services for national credit grantors and debt buyers.

Alternatives: Do not accept the donation.

Financial Considerations: \$164.00

Preparer: Frank Hanson, Fire Chief

Signature: 

Comments: This was received after the agenda was approved and printed.

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Wednesday, February 10, 2016, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
Audrey Nelsen Vice Chair
Steve Ahmann Member

Others present: City Administrator Larry Kruse; Public Works Director Sean Christensen; Police Chief Jim Felt; Shelby Lindrud "West Central Tribune"; Josh Halvorson, Bolton & Menk, Inc.; Mary Lou Arne; John Baken (Citizens with concerns regarding the library crossing)

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments: Library Congestion Discussion (Information)

Mary Lou Arne spoke to address if any resolutions had been made for the issue of safety for pedestrians not using the crosswalk when exiting the library. Mrs. Arne requested to try a solution for a short period of time to see if it will remedy the concerns. Staff noted when a temporary solution is put in place, traffic becomes trained to it and if it's taken away there will be conflict of some citizens following the new rules and some following old rules. Staff noted multiple crossing points to the library from the Block 50 parking lot, and placing one crosswalk mid-block would not resolve the issue. The possibility of lowering the speed limit in the Central Business District was discussed. The Committee questioned any pedestrian accidents in the past and adding additional handicapped parking spaces. The concept offering flags to carry as pedestrians cross the street was discussed.

Item No. 3 Police and Fire Update (Information)

Police Chief Jim Felt noted the jail census for February 10, 2016 was 136; 75 inmates from the Department of Corrections, 52 inmates from Kandiyohi County, 6 inmates from Swift County, 1 inmate from Benton County, 1 inmate from Big Stone County, and 1 inmate from Stevens County. The calls for service the previous two weeks totaled 767 and are 6 days ahead of this date last year. The majority of the calls for the previous two weeks were for traffic stops, followed by public assists and family service reporting. Snow removal parking violations were discussed as well as calls for unlocking car doors. The Department does not unlock car doors unless there is an immediate safety issue.

Chief Felt noted the total Fire Department calls for service for the previous two weeks totaled 12. The calls included 6 alarm activations, 2 car accidents, 2 carbon monoxide alarms, 1 natural gas leak, and 1 building fire with damage to the basement. Year to date calls for 2016 totals 42, and is 5 calls down from this time last year.

Item No. 4 Country Club Drive Lift Station Authorization to Seek Bids (Resolution)

Staff brought forth, for approval, the plans and specifications for the Country Club Drive Lift Station and to allow advertisement for bids. Bidding documents have been completed by Bolton & Menk, Inc. and are ready for disbursement. The tentative schedule is to open bids on March 10th, Council to award the contract on March 21st, authorize a notice to proceed on April 15th with substantial completion on September 2nd. The total project cost is estimated at \$472,000. The Committee discussed staff completing the engineering for these projects in house, with it noted these are more of a specialty project requiring more resources and dedicated time.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the plans and specifications for the Country Club Drive Lift Station and to allow advertisement for bids. The motion carried.

Item No. 5 Westwood Court Lift Station Authorization to Seek Bids (Resolution)

Staff brought forth, for approval, the plans and specifications for the Westwood Court Lift Station and to allow advertisement for bids. Bidding documents have been completed by Bolton & Menk, Inc. and are ready for disbursement. The tentative schedule is to open bids on March 10th, Council to award the contract on March 21st, authorize a notice to proceed on April 15th with substantial completion on September 2nd. The total project cost is estimated at \$851,000.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the plans and specifications for the Westwood Court Lift Station and to allow advertisement for bids. The motion carried.

Item No. 6 State of MN Airport Maintenance and Operation Grant Contract (Resolution)

Staff brought forth, for approval, a resolution to authorize execution of the Minnesota Department of Transportation Airport Maintenance and Operations grant contract. Every year the City submits eligible airport maintenance costs to the state for reimbursement. The new contract has been updated from past years for up to 75% of eligible expenses for reimbursement, with the cap raised to not to exceed \$54,863.00 each year. More items are now eligible and reporting is now mandatory quarterly instead of annually. Previously it was up to 67% of eligible expenses reimbursed.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the execution of the resolution to authorize the Minnesota Department of Transportation Airport Maintenance and Operations grant contract. The motion carried.

Item No. 7 Request to Purchase Bobcat Toolcat (Resolution)

Staff brought forth, for approval, the purchase of a 2016 Bobcat Toolcat from Farm-Rite Equipment in the amount of \$46,551.10, in accordance with the Capital Outlay Program. The unit will be purchased through Municipal Pricing and is a multi-task vehicle to be used for snow removal as well as various tasks throughout streets, parks and ball diamond maintenance.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the purchase of a 2016 Bobcat Toolcat from Farm-Rite Equipment in the amount of \$46,551.10. The motion carried.

Item No. 8 Request to Purchase F-150 Pickup (Resolution)

Staff brought forth, for approval, the purchase and replacement of a Public Works Ford F-150 Pickup from Nelson Auto Center in the amount of \$29,924.15, in accordance with the Vehicle/Equipment Replacement Policy. The current unit, a 2006 Ford F-150 would be transferred to the Fire Department for various tasks such as hydrant painting.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the purchase of a 2016 Ford F-150 from Nelson Auto Center Fleet Department in the amount of \$29,924.15. The motion carried.

Item No. 9 Request to Purchase F-350 Pickup (Resolution)

Staff brought forth, for approval, the purchase and replacement of a Public Works Ford F-350 Pickup

and dump body from Nelson Auto Center and Tow Master, Inc. in the total amount of \$42,536.72. The current unit, a 2004 Ford F-350 has engine and suspension concerns and will be sold at the City auction in May. The Capital Outlay Program has included \$49,000 for the purchase of the pickup and dump body.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the purchase and replacement of the Public Works Ford F-350 pickup and dump body from Nelson Auto Center and Tow Master, Inc. in the amount of \$42,536.72. The motion carried.

Item No. 10 Request to Purchase Engineering GPS Equipment (Resolution)

Staff brought forth, for approval, the purchase and replacement of Engineering GPS survey equipment from Frontier Precision in the amount of \$47,101.75. The current equipment is just over ten years old and no replacement parts are being manufactured any longer because it is so obsolete. Staff is requesting to replace it with a GPS rover, robotic total station and tablet controller; with quotes solicited from Frontier and Leica. The equipment from Frontier is considerably more accurate than the current unit and offers an enhanced customer support above what is offered by Leica. The current equipment would be traded in for \$6,500.00 and is reflected in the purchase price. The Committee discussed if the equipment was made in the United States.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the purchase and replacement of the Engineering GPS survey equipment from Frontier Precision in the amount of \$47,101.75. The motion carried.

Item No. 11 Non-Agenda Items (Information)

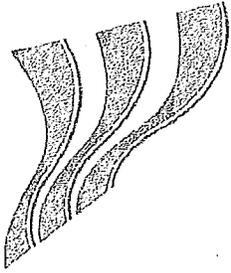
Staff discussed the opportunity of Meeker County and the City of Litchfield potentially merging with CCT. The Committee discussed the reduced oil prices reflecting possible lower project costs this year, and the potential to complete additional projects with the cost savings. Staff noted there are no bids to evaluate at this time so it is too early to determine how the oil prices will affect the bid prices. Additionally, oil prices only contribute to a portion of the total project construction costs. It was also noted the design and preparation of plans and specifications along with a short construction season hinder the addition of projects after initial bids are received. The option of adding more seal coating and crack sealing was offered as an option. The Committee discussed the Southwest Regional Transportation meeting and the funding sources and needs from the County and other communities. The Committee discussed sidewalk maintenance issues and crack sealing. It is noted the City no longer owns a crack sealing machine and solicits quotes each year for the service.

There being no further business to come before the Committee, the meeting was adjourned at 5:52 p.m. by Chair Christianson.

Respectfully submitted,



Sean E. Christensen, P.E.
Public Works Director



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 4
Meeting Date: February 10, 2016
Attachments: Yes No

CITY COUNCIL ACTION

Date:

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Engineering

Agenda Item: Country Club Drive Lift Station – Authorization to seek bids.

Recommended Action:

Approve plans & specifications for the Country Club Drive Lift Station (City Project #1510) and allow advertisement for bids.

Background/Summary:

Bidding documents have been completed by Bolton & Menk, Inc. and ready for disbursement. The project schedule is as follows:

- Open bids – 03/10/16
- Council Award – 03/21/16
- Notice to proceed – 04/15/16
- Substantial completion – 09/02/16

Alternatives:

Do not authorize and delay project.

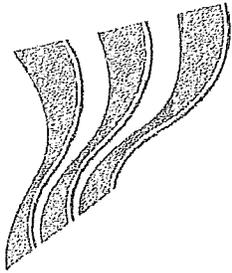
Financial Considerations:

This project is a Wastewater Treatment Capital Improvement Project. The estimated project cost is \$472,000.

Preparer: Joshua Halvorson, P.E.

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5
Meeting Date: February 10, 2016
Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved Denied
 Amended Tabled
 Other

Originating Department: Engineering

Agenda Item: Westwood Court Lift Station – Authorization to seek bids.

Recommended Action:

Approve plans & specifications for the Westwood Court Lift Station (City Project #1511) and allow advertisement for bids.

Background/Summary:

Bidding documents have been by completed by Bolton & Menk, Inc. and ready for disbursement. The project schedule is as follows:

- Open bids – 03/10/16
- Council Award – 03/21/16
- Notice to proceed – 04/15/16
- Substantial completion – 09/02/16

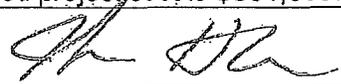
Alternatives:

Do not authorize and delay project.

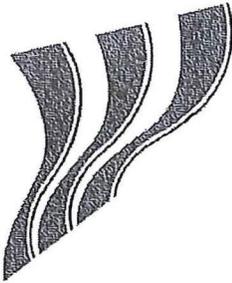
Financial Considerations:

This project is a part of an approved facilities plan of four lift station replacements utilizing financing thru the Public Facilities Authority's Clean Water Revolving Fund. The estimated project cost is \$851,000.

Preparer: Joshua Halvorson, P.E.

Signature: 

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date: February 9, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Airport

Agenda Item: State of MN Airport Maintenance and Operation Grant Contract Fiscal Years 2016 & 2017

Recommended Action: Approve resolution to authorize execution of MN Department of Transportation Airport Maintenance and Operation Grant Contract.

Background/Summary: Every year the City submits eligible airport maintenance costs to the State for reimbursement. The new contract has been updated from past years now up to 75% of eligible expenses will be reimbursed, the cap has been raised not to exceed \$54,863.00 each year, more items will be eligible then in the past, and reporting is now mandatory quarterly instead of once yearly.

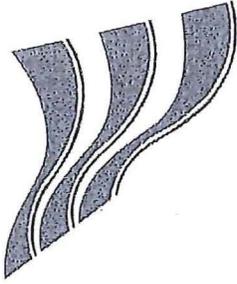
Alternatives: N/A

Financial Considerations: This assistance from the state alleviates some of the cost burden of airport maintenance and operations.

Preparer: Megan M. DeSchepper, AICP
Planner/Airport Manager

Signature: *Megan M DeSchepper*

Comments:



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 7

Meeting Date: February 10, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Public Works

Agenda Item: Request to Purchase a Bobcat Toolcat

Recommended Action: Approve the purchase of a 2016 Bobcat Toolcat from Farm-Rite Equipment in the amount of \$46,551.10.

Background/Summary: Staff is requesting purchase of a Bobcat Toolcat in accordance with the 2016 Capital Outlay Program. The new unit is to be purchased from Farm-Rite Equipment of Willmar through Municipal Pricing in the total amount of \$46,551.10. It is a multi-purpose vehicle to be used for snow removal on paths, trails and ice rinks as well as various tasks throughout streets, parks and ball diamond maintenance. All existing Bobcat attachments from the Public Works Department will work with this Toolcat.

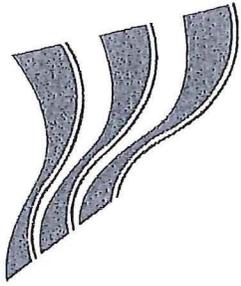
Alternatives: Purchase the unit at a later date.

Financial Considerations: The 2016 Capital Outlay Program has included \$60,000.00 for the purchase of the new unit.

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature:

Comments: Vehicle/Equipment Replacement Policy objective is to reduce annual maintenance and replacement costs of all City equipment. These objectives will be met through the systematic maintenance, upgrade, and/or replacement of equipment.



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 8

Meeting Date: February 10, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Public Works

Agenda Item: Request to Purchase/Replace F-150 Pickup

Recommended Action: Approve the purchase/replacement of the Public Works F-150 Pickup

Background/Summary: The current pickup is a 2006 Ford F-150 and is scheduled for replacement in accordance with the Vehicle/Equipment Replacement Policy. Staff is requesting to replace it with a 2016 F-150 XLT for \$29,924.15 from Nelson Auto Center Fleet Department in Fergus Falls. The 2006 Ford F-150 would be transferred to the Fire Department for various tasks such as hydrant painting.

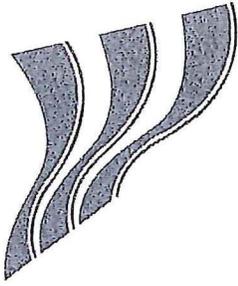
Alternatives: Keep the current unit.

Financial Considerations: The 2106 Capital Outlay Program has included \$37,500.00 for the purchase of the pickup.

Preparer: Sean E. Christensen
Public Works Director

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9

Meeting Date: February 10, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Public Works

Agenda Item: Request to Purchase/Replace F-350 Pickup

Recommended Action: Approve the purchase/replacement of the Public Works F-350 Pickup and dump body

Background/Summary: The current pickup is a 2004 Ford F-350 and has engine and suspension concerns. Staff is requesting to replace it with a 2016 F-350 for \$26,689.72 from Nelson Auto Center Fleet Department and dump body from Tow Master Inc. for \$15,847.00 through State Contracts. The current unit will be sold at the City auction in May.

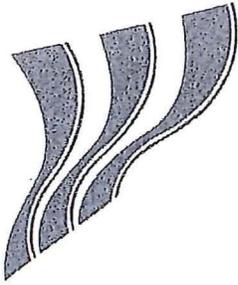
Alternatives: Keep the current unit.

Financial Considerations: The 2106 Capital Outlay Program has included \$49,000.00 for the purchase of the pickup and dump body.

Preparer: Sean E. Christensen
Public Works Director

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date: February 10, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: February 16, 2016

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Engineering

Agenda Item: Request to Purchase/Replace GPS Survey Equipment

Recommended Action: Approve the purchase of the GPS survey equipment from Frontier Precision in the amount of \$47,101.75

Background/Summary: The current Engineering GPS equipment is just over ten years old, and no replacement parts are manufactured any longer because the unit has become so obsolete. Staff is requesting to replace the equipment with a GPS rover, robotic total station and tablet controller and solicited quotes from Frontier Precision and Leica. Leica quoted the equipment at \$47,460.00, with Frontier quoting it at \$47,101.75. The equipment offered from Frontier is considerably more accurate than the current unit and offers enhanced customer support as well as a free loaner program if any equipment needs repair. The current equipment would be traded in for \$6,500.00, and is reflected in the purchase price.

Alternatives: Delay the purchase

Financial Considerations: The 2106 Capital Outlay Program has included \$50,000 for the purchase of survey equipment.

Preparer: Sean E. Christensen
Public Works Director

Signature:

Comments:

**COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, February 11, 2016, in Conference Room No. 1 at the City Office Building.

Present:	Rick Fagerlie	Chair
	Denis Anderson	Member
	Audrey Nelsen	Member
	Tim Johnson	Member

Others present: Bruce Peterson - Director of Planning and Development Services, Paul Rasmussen – MnDOT District 8, Shelby Lindrud – “West Central Tribune”

Item No. 1 Call to Order

The meeting was called to order by Chair Fagerlie at 4:45 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Wye Project Update (For Information Only)

Paul Rasmussen, MnDOT District 8 Wye Project Manager, presented concept drawings of the proposed railroad wye project (See Attachments). Two options for Highway 12 were viewed and discussed. Both options require significant changes to County Road 55. The rail route remains the same under both options.

As of now, proposed changes at the south end of the route relative to County roads are not part of the project. It was noted that BNSF has purchased some property. Land acquisition is on hold pending a final route decision for Highway 12.

A public meeting is scheduled for February 25th to review the project options. A meeting location has not been finalized, but will be conveyed to the Council once the location has been identified.

Item No. 4 Sex Offender Housing Update (For Information Only)

The Committee discussed next steps to address the issue of regulating sex offender housing. The City Attorney had offered several options to regulate such housing using zoning restrictions. Following, significant discussion, it was a consensus of the Committee that the City continue to pursue regulation of housing for sex offenders. Staff will work with the City Attorney to put together information and prepare draft documents.

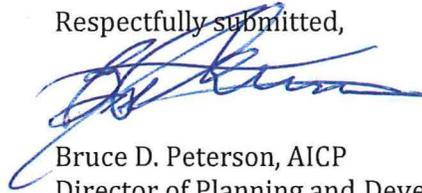
Item No. 5 Proposal to Gift Land to City (Motion)

Staff presented a proposal by Mark and Bonnie Nelson to gift a small piece of land to the City of Willmar. The piece of land is a remnant piece from when the Highway 12 bypass was constructed years ago. The land abuts property already owned by the City of Willmar. Because of the size and location of the parcel in question the City had actually been maintaining it since the City acquired the adjacent property. The parcel measures less than a couple hundred square feet.

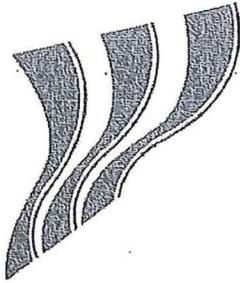
Following discussion, a motion was made by Council Member Nelsen, seconded by Council Member Anderson to refer the matter to the Planning Commission for review as required by the Willmar City Charter. The motion carried.

There being no further business to come before the Committee, the meeting was adjourned at 5:35 p.m. by Chair Fagerlie.

Respectfully submitted,



Bruce D. Peterson, AICP
Director of Planning and Development Services



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: February 11, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
 Amended Tabled
 Other

Originating Department: Planning and Development Services

Agenda Item: Wye Project Update

Recommended Action: Receive for information

Background/Summary: Paul Rasmussen of the MnDOT District 8 Office will be present to provide an update on the Wye project. It is anticipated that Mr. Rasmussen will have some information to distribute at the meeting.

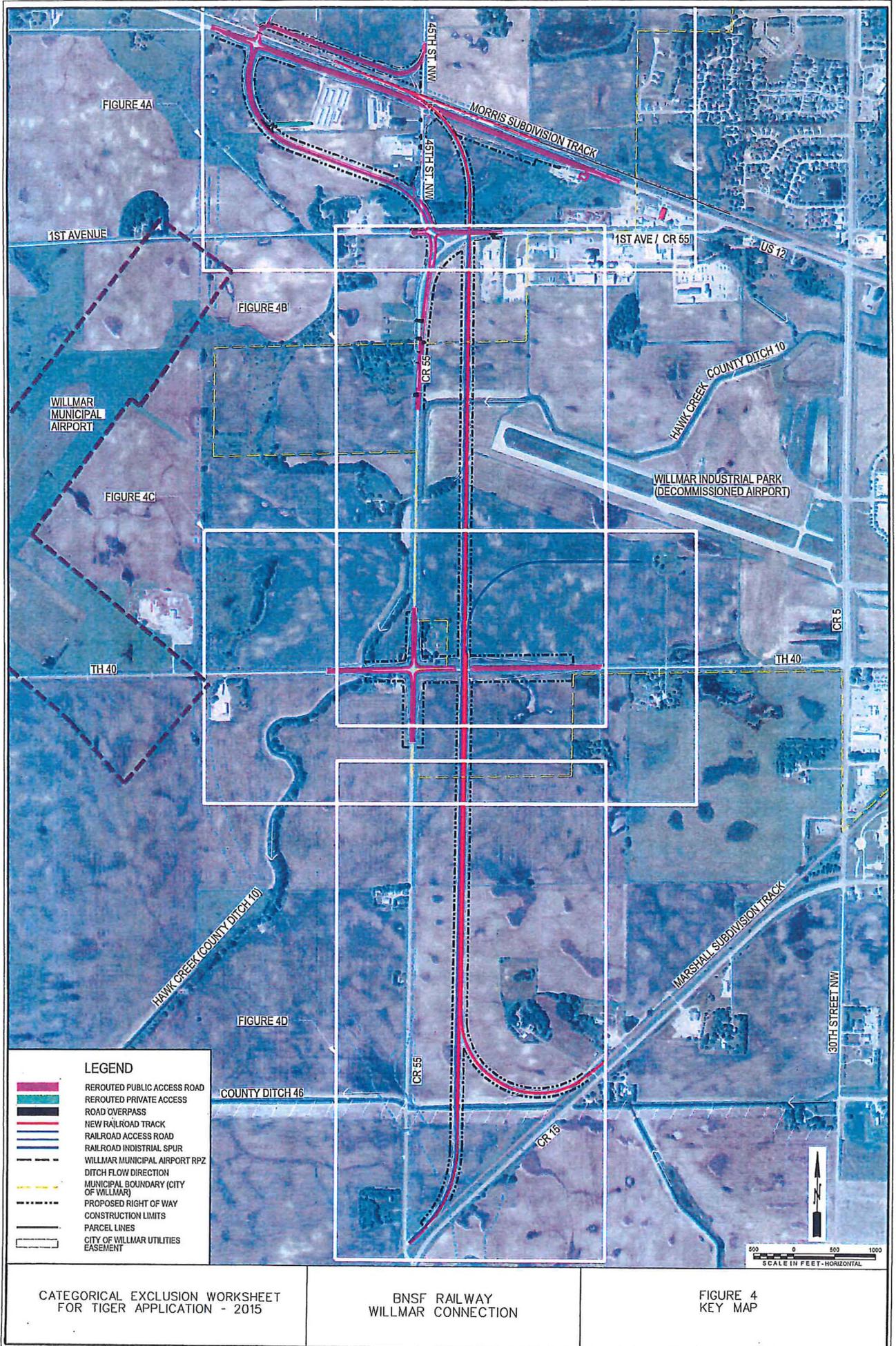
Alternatives: N/A

Financial Considerations: N/A

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature: 

Comments:

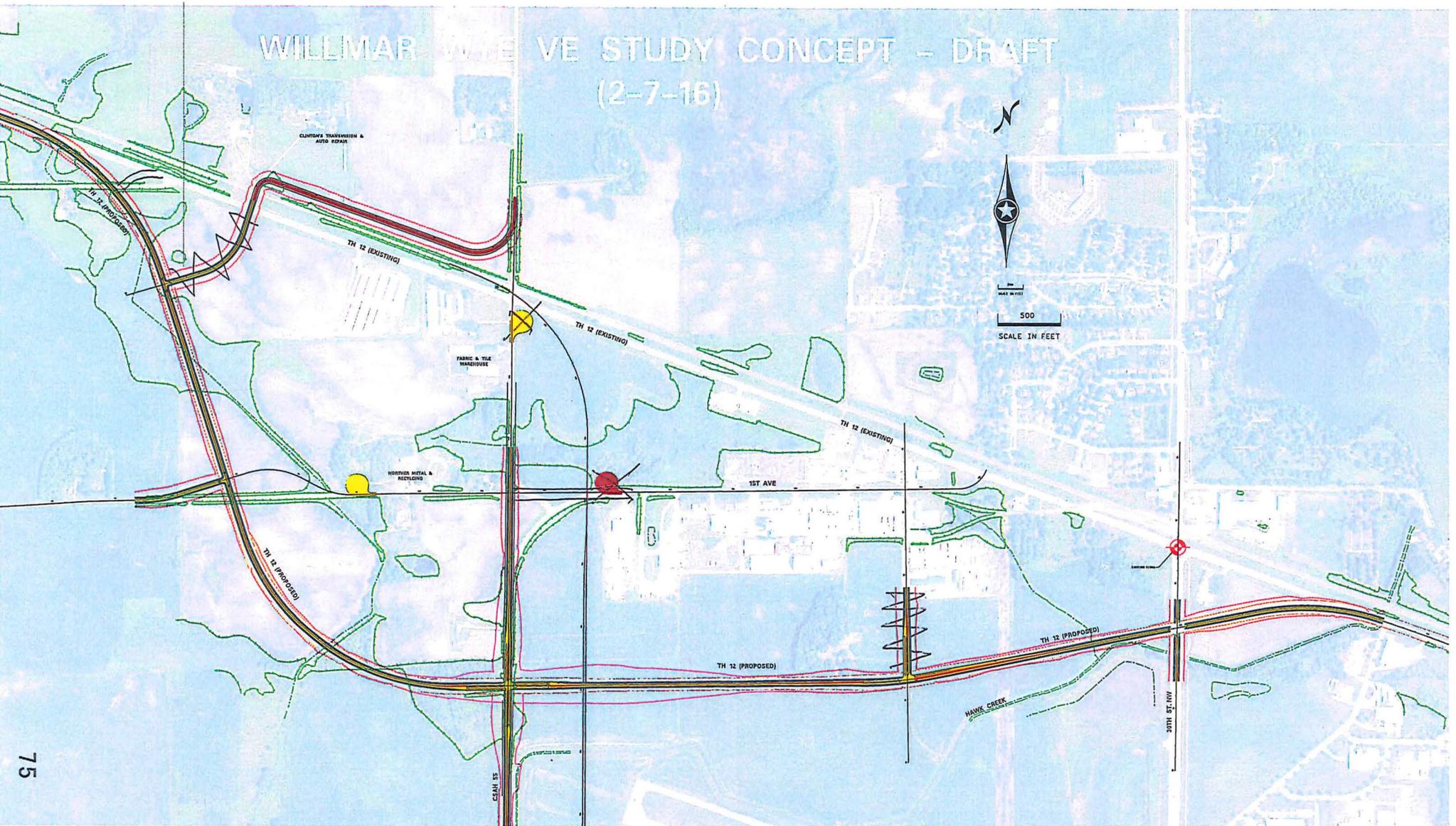


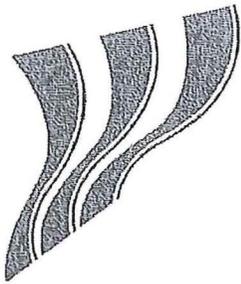
CATEGORICAL EXCLUSION WORKSHEET
FOR TIGER APPLICATION - 2015

BNSF RAILWAY
WILLMAR CONNECTION

FIGURE 4
KEY MAP

WILLMAR WTE VE STUDY CONCEPT - DRAFT (2-7-16)





CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: February 11, 2016

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
 Amended Tabled
 Other

Originating Department: Planning and Development Services

Agenda Item: Proposal to gift land to the City

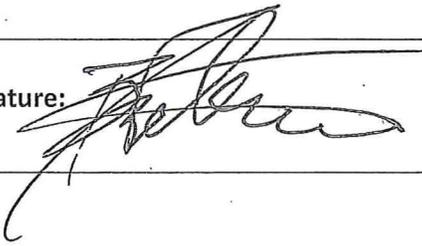
Recommended Action: Refer to the Planning Commission for review and action as per Charter.

Background/Summary: Mark Nelson is proposing to give to the City a very small tract of land that lies between Benson Avenue and the former Pacific Avenue (now the Highway 12 by-pass). The parcel is adjacent to the land the City acquired a number of years ago that included a house that was subsequently demolished. There is a very minor tax impact on the City. I believe the taxes received for that property last year were approximately \$10.00. The property owners no longer wish to have to deal with the tax issue, and they have not been maintaining the property since they acquired it.

Alternatives: To no longer consider the proposal

Financial Considerations: In addition to an anticipated minor loss of real estate taxes, the City will continue to maintain it as the City has been doing since the City acquired the adjacent property.

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature: 

Comments: