

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

August 5, 2013  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Frank Yanish. Members present on a roll call were Mayor Yanish, Council Members Ron Christianson, Steve Ahmann, Audrey Nelsen, Tim Johnson, Jim Dokken, Rick Fagerlie and Bruce DeBlieck; Present 8, Absent 1 – Denis Anderson was excused from the meeting.

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Finance Director Steve Okins, Planning and Development Services Director Bruce Peterson, Fire Chief Gary Hendrickson, City Attorney Robert Scott, and City Clerk Kevin Halliday.

Additions to the Agenda included a Downtown Parking Study presentation.

Council Member Christianson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of July 15, Municipal Utilities Commission Minutes of July 22, Planning Commission Minutes of July 24, Accounts Payable Report for July, Building Inspection Report for July, Airport Commission Minutes of July 17, and Community Education/Recreation Joint Powers Board Minutes of July 26, 2013. Council Member Ahmann seconded the motion, which carried.

At 7:02 p.m. Mayor Yanish opened the public hearing on an Ordinance Establishing an On-Sale Brewer Taproom Liquor License Category and Amending Off-Sale Malt Liquor Sales for the Licensed Brewer. City Clerk Halliday presented details of the proposed Ordinance which would create a new category of liquor licenses to accommodate the unique retaining venue of breweries/brew pubs in the City. This new category is requested following the Minnesota Statutes created in 2011.

Ryan Fuchs, 4922 15<sup>th</sup> Street, requested clarification as to the percentage of alcohol in the many brewing recipes and what would be allowed. Upon hearing all those who wished to be heard, Mayor Yanish closed the hearing at 7:03 p.m.

Council Member Christianson offered a motion to adopt, assign a number, and order final publication of the Ordinance Amending Chapter 3, Alcoholic Beverages, Article II, Sale of Alcoholic Beverages, Division 2, License 3-48, License Fee and Article III, Sale of Intoxicating Liquor for On-Premises Consumption, Division 2, License, Section 3-117, License Fee – Generally, and Adopting a New Section 3-137, Brewer Taproom Licenses. Council Member Johnson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Resolution No. 1, setting the Taproom On-Sale License fee, was introduced by Council Member Christianson, seconded by Council Member Johnson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

**RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City equipment.

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted and the same hereby ordered kept on file in the office of the City Clerk-Treasurer.

CITY CLERK:

Liquor Licenses: On-Sale Taproom License  
Liquor Licenses: Off-Sale Taproom License

\$150.00 per year  
\$150.00 per year

Dated this 5<sup>th</sup> day of August, 2013.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

At 7:09 p.m. Mayor Yanish opened a scheduled hearing for Critical Care Services, Inc. for the issuance of Bonds used to purchase helicopters with one located at the Willmar Municipal Airport. City Clerk Halliday explained that Critical Care Services, Inc., a Minnesota nonprofit corporation, has requested that the Wisconsin Public Finance Authority issue Revenue Bonds (Critical Care Services, Inc. Project) Series 2013 in an amount not to exceed \$18,600,000 to finance the acquisition of six (6) helicopters, one of which will be located in Willmar. Prior to the issuance of their issuance, the Bonds are required to be approved by the governmental unit having jurisdiction over the area in which the Project is located. No one appeared before the Council and Mayor Yanish closed the hearing at 7:09 p.m.

Resolution No. 2, Approving the Issuance by the Public Finance Authority of Bonds, was introduced by Council Member DeBlicek, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

RESOLUTION OF THE CITY COUNCIL OF WILLMAR, MINNESOTA  
APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY  
OF BONDS ON BEHALF OF CRITICAL CARE SERVICES, INC.

(For Resolution in its entirety, see City Council proceedings file dated  
August 5, 2013, located in the City Clerk's Office)

Mayor Yanish acknowledged Jack Kuppich, Belgrade, who had signed up to address the City Council during its scheduled Open Forum. Mr. Kuppich inquired as to any available source to teach citizens East African dialects to prepare to converse with our new citizens.

Planning and Development Services Director Bruce Peterson introduced Lance Bernard, SRV Consulting Group, Inc., who presented a preliminary report of the downtown parking study. Mr. Bernard reviewed the findings of the study. A parking module, developed for staff, was reviewed to monitor and assess existing conditions and development scenarios, digital inventory of parking spaces.

Mr. Bernard stated the study was based on three assumptions: 1) 200 living units will be occupied in future; 2) Rice Hospital will expand; and 3) Downtown blocks 9, 10, 14 and 15 will maximize its existing office spaces.

Initial study recommendations included:

1. Development of parking guides and brochures, and improve way-finding/signage;
2. Establish a residential program/permit system which would allow residents to park in a designated City lot or on-street with minimal restrictions; and
3. Maintain the majority of current on-street parking restrictions (time limits), increase on-street times from two hours to four hours along portion of blocks 13, 16, 21, 8, 22, and motivate Rice Hospital employees to park in blocks 18 and 24 (not block 20)

Adam Arvidson, Planner with Willmar Design Center, summarized the study process noting overall

parking is adequate, but not always in the right place, suggesting steps to be taken to move outside core area to four-hour limits to get employees to move/park out of core area and free up central area for shoppers. The complete study and recommendations will be available in early September, 2013. Mayor Yanish thanked them for the presentation.

The Finance Committee Report for July 29, 2013, was presented to the Mayor and Council by Council Member Johnson. There were five items for Council consideration.

Item No. 1 There was no one present to address the Committee.

Item No. 2 The Committee discussed the Sperryville Lift Station project, part of the 2013 Capital Improvements Plan. The Council has previously awarded a professional services contract and the construction project is currently out for bids. A Preliminary Budget totaling \$329,100 needs to be adopted which includes \$275,000 from Capital Improvements and \$54,100 from the Operating portion of the 2013 Budget.

Following discussion, the Committee was recommending the Council pass a Resolution adopting the Sperryville Lift Station Project Preliminary Budget as presented. Resolution No. 3 was introduced by Council Member Johnson, seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

PRELIMINARY SPERRYVILLE LIFT STATION BUDGET

OTHER SERVICES:		RECEIVABLES;	
Mtce. of Other Impr.	\$253,800.00	City 2013 Capital Budget	\$275,000.00
Other Services	<u>\$16,200.00</u>	City 2013 Operating Budget	<u>\$54,100.00</u>
TOTAL	\$270,000.00	TOTAL	\$329,100.00
OTHER CHARGES;		FINANCING;	
Prof. Serv.	<u>\$54,100.00</u>	City 2013 Capital Budget	\$275,000.00
TOTAL	\$54,100.00	City 2013 Operating Budget	<u>\$54,100.00</u>
		TOTAL	\$329,100.00
CAPITAL OUTLAY			
Land and Legal	<u>\$5,000.00</u>		
TOTAL:	\$5,000.00		
GRAND TOTAL	\$329,100.00		

Dated this 5<sup>th</sup> day of August, 2013.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 3 The Committee received the May 31, 2013, Rice Hospital Financial Report. Several questions were raised and it was requested that representatives from Rice Hospital attend the Finance Committee meetings every-other month to present reports and answer questions instead of quarterly. The Committee also received the June 30, 2013, reports for Rice Trust, CVB, Interest, and Investments. This matter was for information only.

Item No. 4 There was no old business for the Committee to discuss.

Item No. 5. The Committee was reminded that the Mayor will be presenting his 2014 budget at the August 12, 2013, Finance Committee meeting. This matter was for information only.

The Finance Committee Report for July 29, 2013, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Johnson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report for July 30, 2013, was presented to the Mayor and Council by Council Member Christianson. There were six items for Council consideration.

Item No. 1 There were no public comments at the meeting.

Item No. 2 The Committee discussed the most recent draft of changes to the Dangerous Weapons Ordinance. Issues discussed included back stops, safety, and liability. The Committee was recommending the Council introduce the Ordinance and set a hearing.

Council Member Christianson offered a motion to introduce an Ordinance Amending Chapter 10, Offenses and Miscellaneous Provision, Article III, Dangerous Weapons, Section 10-54, Discharge of Firearms and Adopting New Section 10-55, Shooting a Bow and Arrow within City Limits and schedule a public hearing for August 19, 2013. Council Member DeBlieck seconded the motion, which carried.

Item No. 3 The Committee considered the final pay estimate for the crack sealing project at the Airport. Staff reported the work has been completed by Fahrner Asphalt Sealers, LLC, and final payment requested is \$87,321.66.

The Committee was recommending the Council adopt a Resolution closing out State Project Number A4301-63 Contract 2 and authorize Staff to execute the close out documents. Resolution No. 4 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

#### RESOLUTION NO. 4

##### ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Contract 2- State Project No. A3401-63 crack sealing/patching

CONTRACTOR: Fahrner Asphalt Sealers, LLC  
DATE OF CONTRACT: October 23, 2012  
BEGIN WORK: May 12, 2013  
COMPLETE WORK: May 31, 2013  
APPROVE, ENGINEERING DEPT: July 15, 2013

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Contract 2-State Project No. A3401-63 crack sealing/patching be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$81,966.80
Change Order	\$5,354.86
FINAL NET CONTRACT AMOUNT:	\$87,321.66
FINAL PAYMENT DUE CONTRACTOR:	\$87,321.66

Dated this 5<sup>th</sup> day of August, 2013.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 Staff presented to the Committee a proposed agreement with MnDOT for State participation in the maintenance and operation of the Willmar Municipal Airport for the years 2014-2015. Under the agreement the State will reimburse the City for 2/3 of eligible costs not reimbursed by other sources and not to exceed \$51,636.00 per State fiscal year.

The Committee was recommending the Council approve the agreement and authorizing the Mayor and City Administrator to execute the document. Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

IT IS RESOLVED by the City of Willmar as follows:

1. That the State of Minnesota Agreement No. 03960, "Grant Agreement for Airport Maintenance and Operation," at the Willmar Municipal Airport is accepted.
2. That the Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 5<sup>th</sup> day of August, 2013.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 5 – Old Business Committee Members enquired about the status of the Lakeland Drive project. Staff stated that televising was completed and an update will be provided to the Committee following a meeting with the project engineer.

Questions were also asked about the Storm Water Task Force and whether or not any work plans have been developed. It was determined that the Committee would meet with the Task Force prior to the retreat to review the Task Force recommendations and it was suggested that the Interim City Engineer prepare a work plan for storm water activities. This matter was for information only.

Item No. 6 – New Business Staff updated the Committee on recent meetings conducted by MnDOT and eastside business owners. Nathan Pederson from MnDOT reviewed the proposed 2014 maintenance project for both sides of the by-pass bridge on East Highway 12. It includes a total reconstruction with lane paving, median construction, new turn lanes, and storm water improvements. The District Engineer has agreed to seek State funds for a corridor study if the City and County participate. It was noted that the project planned for 2014 was a maintenance project and would have no impact on future construction or planning for the corridor.

Butch Haug told the Committee what he wanted to see in an East Highway 12 project, advocating for something more than is planned for 2014. Ken Warner agreed that the City needed a plan to access State funding for Highway 12 improvements. Mr. Pederson acknowledged that the Department has no medium or

long-range plans for changes to the corridor. The Committee discussed what segments of Highway 12 should be included in a corridor study and determined that such a decision would be premature.

Butch Haug, 2670 Fairway Drive NW, appeared before the Mayor and Council explaining that the City can drive economic development on East Highway 12 with a good plan and requested the action steps of appointing someone to take charge and set completion dates.

The Committee was recommending that Staff pursue options for a Highway 12 corridor study with MnDOT and Kandiyohi County. Council Member Christianson moved to approve the recommendation of the Public Works/Safety Committee with Council Member DeBlicek seconding the motion, which carried.

Public Works Superintendent Scott Ledeboer explained the mosquito spraying program to the Committee. This year there were new regulations from MPCA that required pesticide permits and a plan for spraying. To-date, the entire City has been sprayed four times and they have done spot spraying at Robbins Island, Baker Field, and Sonshine Festival. In addition to the spraying the City applies larvacide in stagnate surface waters, primarily storm water ponds. \$16,720 has been spent so far this year on mosquito control efforts. Future spraying for the balance of the season is dependent on weather. Public Works will continue their application of larvacide.

Public Works Superintendent Ledeboer stated that \$48,000 has been spent on crack sealing. They have finished most of the catch basin and pothole repairs. Some problem areas remain to be repaired. 285 tons of mix has been used so far. This is less than half of the usual amount due to a late start. There will be continued patching as the weather allows. It was noted that the problems with catch basins heaving are caused by the weather in that there is frost action in the road that allows openings between the casting and the road surface. This results in the washing out of base material, causing voids between the street surface and the base.

Council Member DeBlicek updated the Committee on wind generator operations. The Willmar Municipal Utilities has been working to correct an intermittent problem. They believe they have identified the parts that need to be replaced.

Chief Wyffels noted that as of July 30th there were 82 inmates in the County Jail and the Police Department had responded to 865 calls over the last two weeks.

The Public Works/Safety Committee Report for July 30, 2013, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

Under new business there was a suggestion by Council Members to rearrange the room to allow citizens to view the south-side screen.

Announcements for Council Committee meeting dates were as follows: Finance, August 12; Public Works/Safety, August 13; Community Development, August 15; Council Special Session – Organizational Study, August 20; and Labor Relations, August 21, 2013.

There being no further business to come before the Council, the meeting adjourned at 8:19 p.m. upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SECRETARY TO THE COUNCIL

RICE MEMORIAL HOSPITAL

BOARD OF DIRECTORS

July 17, 2013

**Present:** David Anfinson, President; Dr. Michael Gardner, Treasurer; Jenna Fischer, Secretary; Director Dr. Douglas Allen

**Absent:** Director, Dr. Lachlan Smith

**Excused:** Steve Cederstrom, Vice President; Director, Eric Weiberg

**Administrative Staff:** Michael Schramm, Bill Fenske, Wendy Ulferts, Dale Hustedt, Dr. Ken Flowe, Sandy Roelofs

**Guests:** Joyce Elkjer, Jim Dokken, Shirley Carter

**Call to Order/Minutes:** The meeting was called to order at 5:31 pm by President Anfinson. **ACTION: A motion was made by Director Allen, seconded by Director Gardner, and carried that the minutes of the June 19, 2013 meeting be approved as written.**

**Board Education:** Joyce Elkjer presented the 2012 Human Resources Annual Report in regard to the following:  
A) Hospital Goal to be the Employer of Choice. B) Leadership – clarity/focus. C) Focus on Culture. D) Focus on Communication. E) Focus on Talent. F) 2012 HR Focus: 1) Performance Management and employment law resources. 2) Training Rice leadership. 3) Rice Home Medical – moved to Rice’s benefit package. 4) Additions to Rice Employee benefits. 5) Launched a new annual performance assessment form. 6) Major change with Hospital’s Deferred Compensation plan. 7) HR API System upgrade. 8) Began build for new talent acquisition solution. 9) Formation of Labor Management Committee. G) Focus on HR in 2013: 1) Performance Management and employment law resources. 2) Rice Leadership Training. 3) Employee engagement survey. 4) CQI workshops for all employees, “I am Rice.” 5) Compensation and benefit administration in light of the Affordable Care Act. 6) Educate employees on benefits/exchange. 7) Seek new ways to recognize employees in budget challenged environment. 8) Update P&P’s and handbook in light of changing legislation. 9) Rice Home Medical – job description alignment and comparable worth analysis. 10) Upgrading time and attendance systems and staffing and scheduling solution. 11) Launch talent acquisition. 12) Upgrade Net Learning. 13) Expansion of employee wellness. 14) Rice Care Center – moving to neighborhood concept.

**Patient Experience:** Wendy Ulferts reviewed a recent patient experience which involved a patient who died at Rice last week. The experience was in regard to a Pediatric patient who was on Hospice. On the patient’s birthday, Ridgewater College Cosmetology students provided manicures and pedicures for the patient and her friends. Her favorite movie was “Despicable Me,” and a call was made to the Film’s producer. As a result, a 72 inch screen was set up in the patient’s room and she was able to watch the movie before anyone else.

**Financial Report:** Bill Fenske reviewed the financial reports for Rice Memorial Hospital for the period ending May 31, 2013 as follows: A) May was a positive month in terms of operational financial performance compared to budget and in terms of actual performance. B) Rice generated a profit of \$359,000 from operations in May compared to budgeted Operating Income of \$183,000. C) The primary contributing factor for this month’s improved results related to the BCBS contract estimate whereby Rice has been underpaid by BCBS for the current contract year by approximately \$1.1 million.

**Medical Staff Report:** Dr. Flowe reviewed information from the Medical Staff and Credentials Committee meeting minutes of June 18, 2013. **ACTION: A motion was made by Director Fischer, seconded by Director Allen, and carried that the Board of Directors of Rice Memorial Hospital approve the Medical Staff Executive and Credentials Committee minutes of June 18, 2013 as presented; and that the following apportionments to the Hospital’s Medical Staff be approved as presented and recommended:** **INITIAL/NEW APPOINTMENTS:** **Allied Health Staff:** **Erin Rysavy, PA-C,** Physician Assistant/Department of Surgery, St. Cloud Orthopedic Associates, Ltd., Sartell, MN. **Responsible physician:** Christopher Widstrom, M.D. **Expected start date 7/18/2013.** **REAPPOINTMENTS:** **Active Staff:** **Adam Goddard, D.O.,** Ophthalmologist/Department of Surgery, Affiliated Community Medical Center (ACMC), Willmar, MN. **Affiliate Staff:** **Edward Martin, M.D.,** Neonatal-Prenatal Medicine/Department of Pediatrics. CentraCare River Campus, St. Cloud,

**MN. Wade Schmidt, M.D., Cardiology/Department of Internal Medicine. CentraCare Clinic River Campus Heart and Vascular Center, St. Cloud, MN. Allied Health Staff: Charlene Ackerman, ATC, Surgical Assistant/Department of Surgery, Heartland Orthopedic Specialists, Alexandria, MN. Responsible Physician: Thomas Dudley, M.D. Suzanne Keuseman, APRN-BC, CWOCN, Wound Ostomy Clinical Nurse Specialist-PICC Line Insertion Specialist, Rice Memorial Hospital, Willmar, MN. Amy Miller, PsyD, LP, Psychologist/Department of Psychiatry, APMC, Willmar, MN.**

**CEO Report – Mike Schramm:**

- A. Quality Improvement Efforts: Through Voluntary Hospitals of America Rice has become involved in/a part of VHA IMPERATIV, an enterprise-wide performance management solution. The program will assist hospitals in an effort to engage physicians on quality/outcome improvements such as changes in practice patterns and utilization. IMPERATIV data will be presented to/shared with the Hospital's Medical Staff in regard to how Rice is performing in its various service lines.
- B. Anesthesia Services: The Hospital's joint venture with APMC for Anesthesia Services at the Hospital and Surgery Center has now been finalized with its leadership recently selected. Dr. John Seifert will serve as Medical Director of Anesthesia Services and Eric Peterson will service at the Lead CRNA.
- C. Rice Care Center (RCC): 1) Inspections have been held at RCC by the Fire Marshall and the Department of Health. 2) The residents have now moved into the East Wing of the Care Center. 3) Approximately \$1.5 million has been raised for the RCC capital campaign project. The campaign's goal has been set at \$2 million.
- D. Rice Home Medical (RHM): 1) The Redwood Falls store project continues to move forward. 2) The Willmar store project is currently behind schedule.
- E. Master Facility Planning: Meetings have been held with representatives from Perkins + Will. Administration's focus will be on how efficiently and effectively the Hospital is utilizing existing space in delivering care to its patients. A Hospital Board Building & Facilities Committee meeting will be held in the near future in order to provide them with a building project update.
- F. Surviving on Medicare Report: Administration is in the process of reviewing how the Hospital can make adjustments/changes to various service lines at Rice. The Executive Team is currently reviewing services at Rice including: Mental Health Services, Dialysis Services and how these services can continue to be provided in the Community.
- G. Medial Staff: 1) New additions to the Hospital's Medical Staff include: a) Dr. Carlos Franco, Hospitalist/Nephrologist. b) Dr. Jonathan Haas, Orthopedic Surgeon. 2) Dr. Michael Bateman has resigned from the Hospital's Medical Staff and as a result, a Locums Pediatrician has been engaged to assist in this area.
- H. Employee Engagement Survey: The results of the Hospital's Employee Engagement survey have been reviewed with Administration and its Department Directors. The Directors will now be developing action plans in an effort to be accountable/make improvements for the areas noted on the survey.
- I. Leadership Training was offered on April 25 to Rice's Directors and Supervisors. The training was provided by Susan Hanson, Attorney with Frank Madden & Associates, who gave a presentation on "Managing Employee Performance."

**Old Business:**

- A. Board Education: Discussion was held at the June 19, 2013 Board meeting in regard to conferences available for the Board Members to attend. Conferences included in this list were: VHA, MHA, AHA, Estes Park Institute, and the Governance Institute. Directors were asked to review the list of dates for the available conferences and email President Anfinson with their conference preferences.

**Other:**

A. Hospital Committee Reports:

1. Finance Committee: In attendance at the July 11 Finance Committee meeting were Directors Fischer, Allen, Anfinson, Weiberg, and Gardner.
2. Rice Health Foundation: In attendance at the June 20 RHF Board meeting were Directors Gardner and Anfinson.
3. Board Executive Committee: In attendance at the July 16 and 17 Executive Committee meetings were Directors Anfinson, Cederstrom and Gardner.

B. City Council Report – Jim Dokken: a) The theme of the July 15 City Council meeting was Gateways and Garbage. He reviewed possible gateways to the City of Willmar as well as giving/providing the Willmar residents with a different look to the City/downtown Willmar. b) At a recent meeting Councilman Dokken attended in Willmar, Kathy Aho, indicated that Rice Hospital continues to be a stable performer for the City. She added that the City of Willmar should continue to focus on the positives to downtown Willmar such as currently having a healthcare facility downtown which the City and its residents should be proud of.

**Adjournment:** There being no further business, the meeting was adjourned at 6:45 p.m.

Submitted by:

Jenna Fischer, Secretary

sr

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**AUGUST 12, 2013**

The Municipal Utilities Commission met in its regular meeting on Monday, August 12, 2013 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Dan Holtz, Carol Laumer, Jerry Gesch, Jeff Nagel, and Joe Gimse. Absent was Commissioner Matt Schrupp.

Others present at the meeting were: Manager of Electric Services Jeff Kimpling, Director of Water/Heating Bart Murphy, Director of Finance Tim Hunstad, Director of Electric Production Jon Folkedahl, Customer Service Supervisor Stacy Stien, Power Supply Broker Chris Carlson, Administrative Secretary Beth Mattheisen, Councilman Jim Dokken, City Attorney Robert Scott (via teleconference), and League of MN Attorney Jason Kuboushek (via teleconference).

President Salzer opened the meeting by requesting a resolution to approve the Consent Agenda. The Commission was informed that Attorney Kuboushek would be attending the meeting via teleconference to discuss pending litigation involving WMU. This closed-portion of the meeting was listed as Item #2 on the agenda. It was the consensus of the Commission to move this to the final item of the regular MUC meeting. Following a review, Commissioner Salzer offered a resolution to approve the Consent Agenda incorporating the change of order for the agenda items. Commissioner Holtz seconded.

**RESOLUTION NO. 31**

"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 July 22, 2013 Commission meeting; and,
- ❖ Bills represented by vouchers No. 131397 to No. 131513 inclusive in the amount of \$215,311.05 with a MISO charge in the amount of \$102,944.82, and an Absaloka Coal payment in the amount of \$47,558.03.

Dated this 12<sup>th</sup> day of August, 2013.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

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

Commissioner Laumer reviewed with the Commission minutes from the July 24<sup>th</sup> WMU Labor Committee Meeting. Old business updates were given on the following topics: 1) Director of Operations; 2) Project Assistant; 3) Engineering Assistant; 4) Line Department Personnel; and, 5) the Organizational Chart. New business brought before the Committee was discussion on union negotiations which will begin in the near future. The current contract with IBEW Local Union #160

expires December 31, 2013. Following discussion, Commissioner Laumer offered a motion to approve the minutes from the July 24, 2013 WMU Labor Committee Meeting as presented. Commissioner Holtz seconded the motion which carried by a vote of six ayes and zero nays.

Commissioner Holtz reviewed with the Commission minutes from the July 26<sup>th</sup> WMU Planning Committee Meeting. Old business updates were given on the following topics: 1) Computer System Upgrade Project; 2) Mobile Substation Transformer Rebuild/Repair Project; 3) Midwest Reliability Organization (MRO); 4) transmission; 5) purchased power activities; 6) coal unloading contract; and, 7) Diesel Relocation Project. New business to be discussed by the Planning Committee was the future of LED street lighting in the City of Willmar. Following discussion, Commissioner Holtz offered a motion to approve the minutes from the July 26, 2013 WMU Planning Committee Meeting as presented. Commissioner Laumer seconded the motion which carried by a vote of six ayes and zero nays.

Power Supply Broker Carlson reviewed with the Commission the July 2013 Peak Demand Management Report. Due to the warm weather experienced in July, WMU implemented their current energy management programs for a total of three days (July 16, 17 & 18). The load-shaving programs used are: 1) Load Share; 2) Interruptible Customers; and, 3) Demand Reduction Customers. Through the utilization of these programs, WMU was able to reduce the peak demand significantly.

Manager of Electric Services Kimpling reminded the Commissioners of upcoming meetings and conferences to note. These events include:

1. MMUA Summer Conference - August 19-21 (Madden's Resort - Brainerd)
2. WMU Planning Committee Meeting - August 16<sup>th</sup> @ 1:00 p.m. (WMU Conference Room)

At this time, Commissioner Salzer stated that the next agenda item for discussion was pending litigation in the matter of Nefi Ibarra vs. City of Willmar and the Willmar Municipal Commission Court file number 12-3027.

Commissioner Salzer stated that the regular meeting of the Municipal Utilities Commission would be closed pursuant to Minnesota Statutes, section 13D.05, subdivision 3 (b) under the attorney/client privilege exception to the Minnesota Open Meeting Law.

The Commission's need for confidentiality outweighs the purposes served by the open-meeting law in this case based on the following:

- Absolute confidentiality is necessary so that the Municipal Utilities Commission, City Council and legal counsel can have a candid and open discussion to determine the available legal options to handle the pending litigation, including strategy and any possible areas of resolution.
- The purpose of the closed meeting is not to make a decision behind closed-doors, but instead is to determine the legal options for handling the referenced pending litigation.
- The only business to be discussed in this meeting is the pending litigation.
- An open session would be detrimental because it may take place in the presence of individuals involved in the litigation.
- A closed session would benefit the public because the ultimate outcome of the litigation may impact the finances of the Utilities Commission.

At this time, Commissioner Salzer informed the Commission that he would entertain a motion to close the meeting. Commissioner Nagel made a motion to close the meeting to discuss the matter. Commissioner Gesch seconded, and the motion was carried by a vote of six ayes and zero nays to close the meeting at 12:15 p.m. Those attending the closed portion of the meeting were: Commissioners Salzer, Holtz, Gesch, Laumer, Nagel, & Gimse, Councilman Dokken, and League of MN Cities Attorney Kuboushek via telephone.

At 12:18 p.m., Commissioner Gimse made a motion to open the closed session. Commissioner Holtz seconded, and the motion was carried by a vote of six ayes and zero nays.

At 12:50 p.m., Commissioner Nagel made a motion to close the closed portion of the meeting. Commissioner Gesch seconded, and the motion was carried by a vote of six ayes and zero nays.

At 12:55 p.m., Commissioner Gimse made a motion to open the regular Commission meeting. Commissioner Holtz seconded, and the motion was carried by a vote of six ayes and zero nays.

There being no further business to come before the Commission, Commissioner Holtz made a motion to adjourn the meeting. Commissioner Gesch seconded the motion, and the meeting was adjourned by a vote of six ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

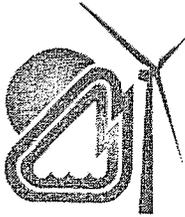
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Beth Mattheisen  
Administrative Secretary

ATTEST:

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Jerry Gesch, Secretary



WILLMAR MUNICIPAL  
UTILITIES  
WMU Labor Committee Meeting Minutes  
Wednesday, July 24, 2013 – 9:00 a.m.

Attendees: Commissioners Matt Schrupp (Chair), Steve Salzer, Carol Laumer and General Manager Wesley Hompe

Chairman Schrupp called the meeting to order at 9:07 a.m. Commissioner Laumer arrived at 9:21 a.m.

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**OLD BUSINESS UPDATES:**

- **Director of Operations:** Seven applications were received. Will be conducting telephone interviews next week with the two top contenders. Salary for the position was reviewed. Following discussion, a valid salary range for the position was established. The areas of involvement for this position were discussed (transmission, distribution, water, etc.). Target date of October 1<sup>st</sup> to have the new Director of Operations on staff. Relocation fees were discussed. Essential moving costs/expenses will be covered for the relocation of possessions.
- **Project Assistant:** Seventeen applications received. Seven finalists were interviewed. Narrowed to three finalists with secondary interviews to be conducted with the General Manager.
- **Engineering Assistant:** Applications will be closed to the position July 26<sup>th</sup>. Ten applications received to date. Position description & functions were discussed. Further discussion was held on the current & future structure of the Engineering Department.
- **Line Department Personnel:** Currently have two job positions open; Line Technician (Journeyman Lineman) and Apprentice Lineman. Contracting for locating services is still in the works (City Attorney is reviewing information).
- **Organizational Chart:** Relating to establishing the Organization Chart, the Power Supply area continues to be an issue of concern. It was noted that through 1010 Consulting (Rollie Hill), more options are being made available to WMU concerning power supply. The Power Supply area is both highly operational and financial; with this, the exact positioning of the Power Supply personnel in relation to the Organization Chart must be determined. With the importance of the various power supply issues (purchasing/selling power, contracts, marketing, etc.) facing WMU, it is felt that the Power Supply Broker/Supervisor should report directly to the Director of Finance. HR position was addressed along with the training & coordinating functions of the position. The Administrative Secretary will be taking on more of the HR functions as required. A number of other positions and departmental issues were discussed. A tentative date for finalization of the Organizational Chart is set for October 1<sup>st</sup> and to be presented to the Commission for approval.

**NEW BUSINESS:**

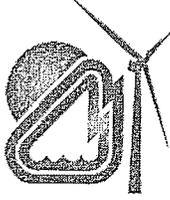
➤ **Union Negotiation Strategies:**

The current union contract expires December 31, 2013. Current contract was reviewed.

Recommendation: Schedule a meeting in September with the City Labor Relations Committee to inform them that the Utilities is about to enter into union negotiations for a long-term union contract. Schedule negotiations to begin discussion with IBEW Local Union #160 in October.

➤ **Adjournment:**

There being no further business to come before the WMU Labor Committee, Commissioner Salzer offered a motion to adjourn the meeting at 10:13 a.m. Commissioner Laumer seconded the motion which carried by a vote of three ayes and zero nays.



WILLMAR MUNICIPAL  
UTILITIES

WMU PLANNING COMMITTEE MEETING MINUTES  
Friday, July 26, 2013 – 1:00 p.m.  
WMU Conference Room

Present: Commissioners Dan Holtz (Chair), Jerry Gesch & Jeff Nagel, Wesley Hompe, Jeff Kimpling Bart Murphy, Jon Folkedahl, and Chris Carlson

Chairman Holtz called the meeting to order at 1:00 p.m.

**AGENDA ITEMS:**

**OLD BUSINESS:**

**1. Computer System Upgrade:**

A kickoff meeting between Staff and Power Systems Engineering (PSE) was held via conference call to discuss the upcoming project. Step I will be to establish WMU's uses, current needs, and projected needs to form an analysis of the current and future computer system. PSE reps will be here Thursday, August 15<sup>th</sup> to gather and compile data and conduct interviews of users of the computer system. Completion date for Step I (research & development) of the project will be near the end of 2013 with project assessments and budgetary recommendations for 2014. The analysis will result in creating a Request for Proposal (RFP) for the computer upgrade project.

**2. Mobile Substation Transformer Rebuild/Repair Project Update:**

All of the executed contracts have been sent to T & R Electric in Colman, SD. Once the mobile sub is transported to T & R, it is expected to take approximately 20-24 weeks at their facility. Upon determination of the scope for the rebuilding/repair plan, WMU will be notified to review the procedure and assess the plan. Upon completion of the rebuild/repair, the mobile substation will be transported back to Willmar.

**3. MRO Update:**

Compliance Officer Johnson has been reviewing the entire Midwest Reliability Organization (MRO) rules & policies including their updates. Review includes penalties and compliance requirements with NERC.

**4. Transmission Update:**

2014 Study Group: Sending data to MISO for the 2014 study group. This reflects the Priam substation data. All data and related support information is required by the end of August (2013) for completion of this study. Currently reviewing preliminary results which have recently been received (none are from our immediate area).

Xcel Interconnection Agreement: Xcel Interconnection Agreement is being reviewed by Attorney Robert Jablon. Conference call will be scheduled to discuss the proposed revisions & details for the interconnection agreement (230 KV connection at the Willmar Sub with Xcel). MISO requirement is to have a valid interconnection agreement in place.

CapX 2020: Project status report was given. One section of the CapX2020 line is scheduled to be energized later this year. This project will bring more reliability to WMU's transmission system. (WMU is a part of the CMMPA group.) Additional financial information concerning the project will be presented to the Commission at a future MUC meeting.

**5. Purchase Power Update:**

GRE Offer: Wes, Chris & Tim continue to work with 10 10 Energy Inc. (Rollie Hill) on power supply. Have been in contact with a number of other power energy contractors (Ottertail last week and Xcel Energy next week). Offer was recently sent to Great River Energy (GRE) to renew our current energy contract at a reduced cost/rate. Meeting is scheduled for late August to discuss the proposed contract with GRE.

MISO Market Activity: Power Supply Broker Carlson presented the Committee with a status of the current energy market activity. Overall, prices are higher than last year but still considered a soft market (except for last week). WMU's current average energy cost is \$40 for real time and \$30 for day ahead. Due to the increased energy demand, we experienced large fluctuations (both in purchasing & selling power) of between \$500-\$600 LMP's last week. Due to the cooler weather & reduced energy demands, the power costs have stabilized.

Power Supply Study Status: Received a quote from SAIC to update last year's Power Supply Study. Quote was greatly higher than anticipated. Unacceptable as presented. Additional power supply options were discussed.

North American Energy Markets Association (NAEMA): This group is an independent, nonprofit trade association representing entities in the marketing of energy & providing services to those involved in the energy industry. WMU a member via participation in 10 10 Energy Inc. Currently looking at software to support this marketing option. The in-house usage provided through this program would result in a cost reduction of current energy marketing expenses being utilized. The annual cost of participation in NAEMA was discussed. Hope to have a software decision made shortly with a recommendation to go before the Commission in the near future.

**6. Coal Unloading Contract:**

Currently reviewing a draft for a Request for Proposal (RFP) for the coal unloading project. Further review of the seventy-page document is required and will be forwarded to the City Attorney for his review. Continuing to move forward with the project.

**7. Diesel Relocation Update:**

Preliminary analysis of the condition of the generators revealed that a building is required to achieve reliable operation without overheating. Functionality is the main objective. Weather is a major factor for the building (stability). As a result, it was decided to define & complete the design this year and perform the work at both locations next year.

WMU is currently negotiating the terms of professional services for the project. The scopes of work and party's responsibilities have been established. WMU is waiting for a detailed project cost estimate. When the project proposal has been completed, it will be presented to the Commission for approval.

NEW BUSINESS:

**1. LED Street Lighting:**

Manager of Electric Services Kimpling discussed with the Planning Committee the future of LED street lighting for the City of Willmar. The current street lighting system is composed of 3166 lights. The switch from traditional street lighting to modern, more efficient LED lighting is a costly investment. Late last year, WMU had six different LED street lights erected for trial observations which were assessed and rated for performance (lighting and patterns). The two top contenders were offered by GE and Phillips (\$450/each). It was the intent of Staff to purchase seven of each & install them along Willmar Avenue. However at that time, the LED lights were unavailable. At this time, Staff is recommending to move forward with installing the additional lights on Willmar Avenue.

Recommendation: Direct Staff to put together an analysis of retrofitting the street lighting units and/or installation of LED's in new areas. Gather additional data relating to the street lighting options (costs, labor involved, maintenance, life expectancy, etc.).

**Adjournment:**

Following discussion, Commissioner Gesch offered a motion to adjourn the meeting of the WMU Planning Committee at 2:10 p.m. Commissioner Nagel seconded, and the motion was carried by a vote of three ayes and zero nays.

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, AUGUST 14, 2013**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, August 14, 2013, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

\*\* Members Present: Mark Klema, Charles Oakes, Randy Czarnetzki, Scott Thaden, and Margaret Fleck.

\*\* Members Absent: Andrew Engan, Gary Geiger, Bob Poe, and Nick Davis.

\*\* Others Present: Tom Anderson, Gary Hartman, Tess Stoffel, Tom Stoffel, Roberto Resendiz, Mario Santos, and Megan DeSchepper- Planner.

2. MINUTES: The minutes of the July 24, 2013 meeting were approved as presented.

3. NIELSEN REZONE R-1 TO R-2 FILE NO. 13-04: The public hearing opened at 7:01 p.m. Joy and Calvin Nielsen applied to rezone their home from R-1 (One Family Residential) to R-2 (One and Two Family Residential) on property legally described as Lots 26 and 27, Block 2, Pheasant Run (600 23<sup>rd</sup> St. SE). Mr. and Mrs. Nielsen were unable to attend the meeting so a letter explaining their request was read (see Attachment B).

Tom Anderson, an abutting property owner explained that he is concerned about the request as he thinks having a duplex next to him will affect the value of his home for resale. And that it would be opening the door for other duplexes/rezoning. He bought his home and liked the area specifically for the single family aspect. He talked about concerns with rental and future owners of the property.

Tom Stoffel asked about covenants on the property. The Commission explained that covenants are private developer bylaws and are not enforceable by the City.

The Planning Commission reviewed staff comments (see Attachment A).

With no further comments from the public, the public hearing was closed at 7:40 p.m.

The Planning Commission discussed the zoning of the abutting properties. All the homes directly adjacent to the Nielsen home are R-1; the only R-2 is Valley Golf Course. They talked about the fact that even single family homes can be rental property. They talked about the difference in intensity of use from an R-1 to an R-2 being not very measurable. They discussed if they'd be creating an island of R-2 and preserving the more dense development on the fringe and the single family in the middle of the development. They

noted that the property owner was not present, but did submit a letter explaining the request.

Mr. Thaden made a motion, seconded by Mr. Czarnetzki, to have a 10 minute recess to review the comprehensive plan for guidance.

Mr. Oakes asked for point of order as to the need for a recess to review the comprehensive plan or just review it during the meeting.

Mr. Thaden withdrew his motion, seconded by Mr. Czarnetzki,

The motion carried.

The Commission reviewed the Comprehensive Plan, finding nothing specifically talking about this portion of the community in regards to single family vs. two family residential.

Mr. Oakes made a motion, seconded by Ms. Fleck, to deny the request to rezone the property based on the "spot zoning" argument.

The motion carried.

4. CASA DE MISERICORDIA CONDITIONAL USE PERMIT WORSHIP SPACE- FILE NO. 13-04: The public hearing opened at 8 p.m. Mario Santos presented the request on behalf of Casa De Misericordia for a conditional use permit to operate a church/worship space on property legally described as Lots 1-14, Block 1, Ferring's Second Addition (511 Julii St. SE). The property was rezoned earlier in the year from G/I (Government/Institutional) to R-2 (One and Two Family Residential) and places of worship are permitted in and R-2 with a conditional use permit.

No one appeared to speak for or against the request, and the public hearing was closed at 8:16 p.m.

Mr. Santos stated there are 50 parking spaces on site. They have a contract with a sprinkler contractor for a fire suppression system to be installed as per the Fire Marshall. They have approximately 150 to 200 people attend service. They have worship service/youth group etc. on Wednesday at 7 p.m., Friday 7 p.m., Saturdays 7 p.m., and Sundays at 3 p.m. They use the gym for worship space and some of the class rooms.

RLUPA (Religious Land Use and Institutionalized Persons Act) was discussed by Mr. Santos in regards to having people stay at the church after a disaster in an emergency situation. The Commission talked about natural disasters and that they'd assume the church would use good judgment.

Mr. Santos inquired about the pastor residing at the property as many churches have a parsonage for the pastors on the same property as the worship space. The Commission

stated they would be permitted to do that but would have to have a building permit etc. to make sure codes and safety conditions are met.

Mr. Oakes made a motion, seconded by Mr. Thaden, to approve the conditional use permit for worship space with the following conditions:

- A. All sprinkler requirements shall be met prior to issuance of a certificate of occupancy.
- B. No amplified or loud music that can be heard outside the building shall be allowed after 9 p.m.
- C. The use shall meet all applicable local, state, and federal laws and regulations.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.3.a.1-7.

The motion carried.

5. There being no further business to come before the Commission, the meeting adjourned at 8:20 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager

# Attachment A

## PLANNING COMMISSION-AUGUST 14, 2013

### STAFF COMMENTS

#### 1. NIELSEN REZONE R-1 TO R-2 FILE NO. 13-04:

- The applicant is Joy and Calvin Nielsen, Willmar, MN.
- The applicant has requested rezoning of their property from R-1 (One Family Residential) to R-2 (One and Two Family Residential) on property legally described as: Lots 26 and 27, Block 2 Pheasant Run (600 23<sup>rd</sup> St. SE).
- The applicant wishes to rent out a basement apartment unit and live in the upper quarters of the home. There is a separate entrance, driveway, and garage available for the tenant.
- The properties directly abutting the property are zoned R-1 as well except for to the west, Valley Golf Course is zoned R-2.
- The home is on two lots which exceeds the minimum street frontage and lot area for a duplex.
- The property has access via 23<sup>rd</sup> St. SE as well as 6<sup>th</sup> Ave. SE.
- Pheasant Run is a mixed housing development with single family homes, duplexes, and four plexes.

RECOMMENDATION: Approve the rezone from R-1 to R-2 and forward it onto the City Council for Ordinance public hearing and adoption.

#### 2. CASA DE MISERICORDIA CONDITIONAL USE PERMIT WORSHIP SPACE- FILE NO. 13-04:

- The applicant is Casa De Misericordia, Willmar, MN.
- The applicant has requested a conditional use permit for church worship space on property legally described as: Lots 1-14, Block 1, Ferrings Second Addition (511 Julii St. SE).
- The property is zoned R-2 (One and Two Family residential), churches and worship space are permitted with a conditional use permit.
- The property is accessed via Trott Ave. SE and there are 44 existing parking spaces, adequate for church membership? Number of seats in worship space?
- No residential living space is permitted in the structure.
- Hours of worship?
- No amplified or loud music after 9 p.m.
- Sign approval shall be ancillary from CUP approval.
- Sprinkler system?
- Any other uses for the space, amount of unused building?

RECOMMENDATION: Approve the conditional use permit with the following condition:

- A. All fire sprinkler requirements shall be met prior to worship is permitted at the facility.
- B. No amplified or loud music after 9 p.m.
- C. The use shall meet all applicable local, state, and federal laws and regulations.

Attachment B

Calvin and Joy Nielsen have a closing date on the sale of our home in Emerald Pond for Oct 15<sup>th</sup>. We will then be moving into our home at 600-23<sup>rd</sup> Str. SE. This will be our permanent home. We need the zoning changed so we can rent out the lower level. The house is way too large for a single family, and is set up perfectly for a duplex. We are going to be very selective on our renters. Their will be rules that they park their cars in the garage and are not parked outside.

We had about 200 realtor cards at the house when we bought it. It was just too large of a house for anyone. We hope this will ~~go~~ pass.

Thanks !!  
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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
AB VACUUM CENTER 37139 08/14/13 VACUUM PARTS 000008	53.33	302		D M 07	MTCE. OF EQUIPME	101.43425.0224
ACS 37140 08/14/13 GFS LASER CK OVERLAY 37140 08/14/13 PYRL LASER CK OVERLAY	694.69 650.00	933532 936076		D N D N	MTCE. OF EQUIPME MTCE. OF EQUIPME	101.41409.0334 101.41409.0334
VENDOR TOTAL	1,344.69	*CHECK TOTAL				
AFFORDABLE PUMPING SERVI 37141 08/14/13 SEPTIC PUMPING 002404	170.00	22152		D N	CLEANING AND WAS	230.43430.0338
ALL STAR ASPHALT SERVICE 37142 08/14/13 CRACK SEALING 002646	5,380.00	13028		D N	MTCE. OF OTHER I	651.48484.0336
AMERICAN WELDING & GAS I 37143 08/14/13 TORCH HELMET 37143 08/14/13 FIRE EXTINGUISHER 000057	52.18 71.50	02320714 02329103		D N D N	SMALL TOOLS SMALL TOOLS	651.48484.0221 101.42411.0221
VENDOR TOTAL	123.68	*CHECK TOTAL				
AMERIPRIDE LINEN & APPAR 37144 08/14/13 TOWEL SERVICE 37144 08/14/13 TOWEL SERVICE 000051	27.46 33.03 27.46 37.36 27.46 33.03	2200396576 2200396577 2200401119 2200401123 2200406568 2200406569		D N D N D N D N D N D N	CLEANING AND WAS CLEANING AND WAS CLEANING AND WAS CLEANING AND WAS CLEANING AND WAS CLEANING AND WAS	101.43425.0338 101.43425.0338 101.43425.0338 101.43425.0338 101.43425.0338 101.43425.0338
VENDOR TOTAL	185.80	*CHECK TOTAL				
ANDERSON LAW OFFICES 37145 08/14/13 PROFESSIONAL SERVICES 002954	9,432.92	STMT/7-13		D M 07	PROFESSIONAL SER	101.41406.0446
APPERT'S FOOD SERVICE 37146 08/14/13 CONCESSION SUPPLIES 37146 08/14/13 CONCESSION SUPPLIES 37146 08/14/13 CONCESSION SUPPLIES 002526	470.89 462.87 482.30	1962186 1965409 1970004		D N D N D N	GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.45437.0229 101.45437.0229 101.45437.0229
VENDOR TOTAL	1,416.06	*CHECK TOTAL				
AQUA LOGIC INC 37147 08/14/13 POOL CHEMICALS 37147 08/14/13 POOL MTCE-PARTS 002243	2,243.51 128.13	40993 41070		D N D N	GENERAL SUPPLIES MTCE. OF OTHER I	101.45437.0229 101.45437.0226
VENDOR TOTAL	2,371.64	*CHECK TOTAL				
ASPEN MILLS 37148 08/14/13 FIRE FIGHTER UNIFORMS 003008	309.35	137486		D N	SUBSISTENCE OF P	101.42412.0227

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
ASPEN MILLS 37148 08/14/13	003008 FIRE FIGHTER UNIFORMS	368.70		137487		D N	SUBSISTENCE OF P	101.42412.0227
	VENDOR TOTAL	678.05	*CHECK	TOTAL				
AT&T MOBILITY 37149 08/14/13	000075 WIRELESS INTERNET SERV.	40.65		X07252013		D N	COMMUNICATIONS	101.41402.0330
ATCHISON/LINDSEY 37150 08/14/13	02051 POOL B-DAY PARTY SUPPL.	9.99		081313		D N	GENERAL SUPPLIES	101.45437.0229
BATTERY WHOLESALER INC 37151 08/14/13	002860 BATTERIES	4.50		16075		D N	GENERAL SUPPLIES	101.42411.0229
	37151 08/14/13	225.11		16102		D N	INVENTORIES-MDSE	101.125000
	VENDOR TOTAL	229.61	*CHECK	TOTAL				
BAZALDUA/ALLISON 37152 08/14/13	.02040 REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
BENNETT OFFICE TECHNOLOG 37153 08/14/13	000099 CLIP BOARD	10.69		188447		D N	OFFICE SUPPLIES	651.48484.0220
BERNICK'S PEPSI-COLA CO 37154 08/14/13	000103 OFFICE COFFEE	39.48		3785		D N	GENERAL SUPPLIES	101.43425.0229
BLUE TARP FINANCIAL 37155 08/14/13	003013 BARREL LIFTER	62.18		28821399		D N	SMALL TOOLS	651.48484.0221
BOLTON & MENK INC 37156 08/14/13	001010 INTERIM CITY ENG SERVI	3,360.00		0155173		D N	PROFESSIONAL SER	101.43417.0446
	37156 08/14/13	2,670.00		0158383		D N	PROFESSIONAL SER	101.43417.0446
	VENDOR TOTAL	6,030.00	*CHECK	TOTAL				
BREMER BANK 37157 08/14/13	000263 HOSP REV BOND-I	13,321.63		080113		D N	INTEREST	350.47402.0444
BSE 37158 08/14/13	001980 FLOURESCENT BULBS	253.68		905977156		D N	MTCE. OF STRUCTU	101.43425.0225
	37158 08/14/13	22.31		905997213		D N	MTCE. OF EQUIPME	651.48484.0224
	37158 08/14/13	333.88		906048430		D N	MTCE. OF STRUCTU	101.45427.0225
	VENDOR TOTAL	609.87	*CHECK	TOTAL				
BSN SPORTS INC 37159 08/14/13	003001 YLW LOW PROFILE CONES	112.31		95459299		D N	GENERAL SUPPLIES	101.45432.0229

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
C D & T INC AUTO PARTS 000145 37160 08/14/13 GEAR LUBE DISP./HOSE 37160 08/14/13 #885700-RELAY SWITCH VENDOR TOTAL	122.43 41.63 164.06 164.06		922310 922728 *CHECK TOTAL		D N D N	MTCE. OF EQUIPME MTCE. OF EQUIPME	101.43425.0224 101.42412.0224
CARD SERVICES 37161 08/14/13 COFFEE 002552 37161 08/14/13 STYROFOAM CUPS/PLATES 37161 08/14/13 CONCESSION SUPPLIES 37161 08/14/13 POOL B-DAY PARTY SUPPL. 37161 08/14/13 COFFEE 37161 08/14/13 STYROFOAM CUPS/PLATES 37161 08/14/13 CONCESSION SUPPLIES 37161 08/14/13 CONCESSION SUPPLIES 37161 08/14/13 CONCESSION SUPPLIES VENDOR TOTAL	26.94 51.98 230.41 21.72 26.94 27.61 69.23 6.38 19.88 481.09 481.09		070116 070116 071611 071611 071807 071807 071912 072006 072014 *CHECK TOTAL		D N D N D N D N D N D N D N D N D N	SUBSISTENCE OF P GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES SUBSISTENCE OF P GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.41408.0227 101.43425.0229 101.45433.0229 101.45437.0229 101.41408.0227 101.41408.0227 101.41408.0229 101.45433.0229 101.45433.0229 101.45433.0229
CARLSON/LINDA 37162 08/14/13 REFUND JERSEY DEPOSIT .02041	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
CARRANZA/NOE 37163 08/14/13 PROFESSIONAL SERVICES 002547	75.00		081013		D M 07	PROFESSIONAL SER	101.42411.0446
CDW GOVERNMENT INC 37164 08/14/13 TABLET SLEEVE PROTECTOR 001845 37164 08/14/13 LENOVO TABLET 37164 08/14/13 INVERTERS FOR SQUADS VENDOR TOTAL	47.59 702.07 132.31 881.97 881.97		DQ89930 DS34563 DV44376 *CHECK TOTAL		D N D N D N	OFFICE SUPPLIES SMALL TOOLS MTCE. OF EQUIPME	651.48484.0220 651.48484.0221 101.42411.0224
CELEBRATE ART CELEBRATE 37165 08/14/13 SPECIAL EVENT FUNDING 002203	250.00		081313		D N	OTHER CHARGES	208.45013.0449
CENTERPOINT ENERGY 37166 08/14/13 NATURAL GAS CHARGES 000467 37166 08/14/13 NATURAL GAS CHARGES VENDOR TOTAL	69.07 1,705.31 1,774.38 1,774.38		6048932/7-13 6072309/7-13 *CHECK TOTAL		D N D N	UTILITIES UTILITIES	651.48484.0332 101.45437.0332
CENTRAL LAKES COOPERATIV 37167 08/14/13 PROPANE-STREET PATCHING 001259	86.61		052594		D N	MTCE. OF OTHER I	101.43425.0226
CHAPPELL CENTRAL INC 37168 08/14/13 CO MONITORING SYSTEM 000156	804.85		00054643		D N	MTCE. OF STRUCTU	101.42412.0225
CHARTER COMMUNICATIONS 37169 08/14/13 MONTHLY PHONE SERVICE 000736	121.55		1354/8-13		D N	COMMUNICATIONS	101.41409.0330



VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DAN'S SHOP INC 37177 08/14/13 002212 37177 08/14/13 FILTERS 37177 08/14/13 FILTERS VENDOR TOTAL	108.23 192.57 300.80 300.80	60574 60650 *CHECK TOTAL		D N D N	INVENTORIES-MDSE INVENTORIES-MDSE	101.125000 101.125000
DEPT OF HUMAN SERVICES 37178 08/14/13 #22 RICE CARE CENTER- 002914	15,576.15	00000152204		D N	OTHER CHARGES	101.41428.0449
DIAMOND VOGEL PAINT CENT 37179 08/14/13 000205 37179 08/14/13 FIELD MARKING PAINT 37179 08/14/13 TRAFFIC PAINT 37179 08/14/13 TRAFFIC PAINT VENDOR TOTAL	481.90 1,297.89 1,405.35 3,185.14 3,185.14	821053980 821054003 821054030 *CHECK TOTAL		D N D N D N	GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.43425.0229 101.43425.0229 101.43425.0229
DONNERITE GRAPHICS 37180 08/14/13 001422 37180 08/14/13 #131244-DECALS/LETTERING 37180 08/14/13 #131852-DECALS/LETTERING 37180 08/14/13 #132141-DECALS/LETTERING VENDOR TOTAL	288.75 288.75 288.75 866.25 866.25	073013 073013 073013 *CHECK TOTAL		D N D N D N	MACHINERY AND AU MACHINERY AND AU MACHINERY AND AU	450.42411.0553 450.42411.0553 450.42411.0553
DOOLEY'S PETROLEUM INC 37181 08/14/13 002163 171 GALLONS UNLEADED	614.06	266713		D N	MOTOR FUELS AND	651.48484.0222
DUNINCK CONCRETE 37182 08/14/13 000151 37182 08/14/13 CONCRETE 37182 08/14/13 CONCRETE-SIDEWALK REPA VENDOR TOTAL	706.02 1,040.86 1,746.88 1,746.88	55389 55685 *CHECK TOTAL		D N D N	MICE. OF OTHER I MICE. OF OTHER I	101.43425.0226 101.43425.0226
DYNA SYSTEMS 37183 08/14/13 000223 37183 08/14/13 FLASHLIGHT/CORD 37183 08/14/13 LED SPOTLAMP/PAINT VENDOR TOTAL	161.45 109.22 270.67 270.67	20697953 20697953 *CHECK TOTAL		D N D N	SMALL TOOLS MICE. OF EQUIPME	101.43425.0221 101.43425.0224
ED'S SERVICE CENTER & SA 37184 08/14/13 000231 TOWING CHARGES	594.00	STMT/7-13		D N	OTHER SERVICES	101.42411.0339
ELLINGER/TIISHA 37185 08/14/13 .02042 REFUND SHELTER DEPOSIT	50.00	080913		D N	DEPOSITS	101.230000
EMD MILLIPORE CORPORATIO 37186 08/14/13 000464 LAB SUPPLIES	308.01	6497164		D N	GENERAL SUPPLIES	651.48484.0229
ERICKSON ENGINEERING 37187 08/14/13 003024 PROFESSIONAL SERVICES	475.00	10392		D N	PROFESSIONAL SER	413.48454.0446

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
EVANS/JASON 37188 08/14/13 VALOR TRAINING 002177	26.65		537		D N	TRAVEL-CONF.-SCH	101.42411.0333
FARM-RITE EQUIPMENT 37189 08/14/13 #080492-HOSE REPAIR KIT 003002	7.99		P00183		D N	MTCE. OF EQUIPME	101.43425.0224
FARNAM'S GENUINE PARTS 37190 08/14/13 LIGHT 000249	34.29		137-680180		D N	MTCE. OF EQUIPME	101.43425.0224
37190 08/14/13 BRAKE PADS/ROTOR 000249	167.40		137-681998		D N	INVENTORIES-MDSE	101.125000
VENDOR TOTAL	201.69	*CHECK	TOTAL				
FASTENAL COMPANY 37191 08/14/13 SWIVEL SNAPS 001188	9.32		MNWIL106604		D N	MTCE. OF EQUIPME	101.43425.0224
FAT FREDDY'S MUSIC 37192 08/14/13 SOUND SYSTEM RENTAL 002342	100.00		072513		D N	RENTS	101.41409.0440
FERGUSON ENTERPRISES INC 37193 08/14/13 PLUMBING PARTS 000810	11.91		2845922		D N	MTCE. OF STRUCTU	101.43425.0225
FISCHER/BETH 37194 08/14/13 CELL PHONE-AUGUST 002484	14.77		081313		D M 07	COMMUNICATIONS	208.45005.0330
37194 08/14/13 PUBLIC POLICY MEETING	10.99		081313		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
37194 08/14/13 AIRFARE-UMCVB CONFERENCE	117.80		081313		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
37194 08/14/13 UMCVB CONFERENCE REGIS.	225.00		081313		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
37194 08/14/13 SALES CALL-LUNCH MTG	10.09		081313		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
37194 08/14/13 SALES CALL-LUNCH MTG	16.21		081313		D M 07	OTHER CHARGES	208.45008.0449
37194 08/14/13 EXPO BOOTH SUPPLIES	51.90		081313		D M 07	OTHER CHARGES	208.45010.0449
VENDOR TOTAL	446.76	*CHECK	TOTAL				
FLAHERTY & HOOD P.A. 37195 08/14/13 PROFESSIONAL SERVICES 001449	7,671.12		6547		D M 07	PROFESSIONAL SER	101.41406.0446
FRASER/DEB 37196 08/14/13 REFUND JERSEY DEPOSIT .01580	60.00		081213		D N	REFUNDS AND REIM	101.41428.0882
GATEWOOD/LYNN 37197 08/14/13 REFUND JERSEY DEPOSIT .02043	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
GAUER/JIM 37198 08/14/13 MWOA CONFERENCE 000989	253.27		443		D N	TRAVEL-CONF.-SCH	651.48484.0333
37198 08/14/13 SMALL TOOLS	9.99		444		D N	SMALL TOOLS	651.48484.0221
VENDOR TOTAL	263.26	*CHECK	TOTAL				
GENERAL MAILING SERVICES 37199 08/14/13 POSTAGE 07/15 - 07/19/13 000293	8.19		899		D N	POSTAGE	101.41401.0223



VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GRAINGER INC 37200 08/14/13 HOSE ADAPTERS/NIPPLES 000786	231.94		9198277924		D N	MTCE. OF EQUIPME	651.48484.0224
HACH COMPANY 37201 08/14/13 LAB SUPPLIES 000316	168.93		8424882		D N	GENERAL SUPPLIES	651.48484.0229
HALLIDAY *PETTY CASH/KE 000318					D N	GENERAL SUPPLIES	101.41400.0229
37202 08/14/13 TO REIMBURSE PETTY CASH	4.26		080213		D N	COMMUNICATIONS	101.41400.0330
37202 08/14/13 TO REIMBURSE PETTY CASH	5.00		080213		D N	POSTAGE	101.41401.0223
37202 08/14/13 TO REIMBURSE PETTY CASH	6.11		080213		D N	SUBSISTENCE OF P	101.41401.0227
37202 08/14/13 TO REIMBURSE PETTY CASH	5.36		080213		D N	GENERAL SUPPLIES	101.41401.0229
37202 08/14/13 TO REIMBURSE PETTY CASH	3.49		080213		D N	POSTAGE	101.41403.0223
37202 08/14/13 TO REIMBURSE PETTY CASH	6.77		080213		D N	SUBSISTENCE OF P	101.41403.0227
37202 08/14/13 TO REIMBURSE PETTY CASH	9.00		080213		D N	LICENSES AND TAX	101.42411.0445
37202 08/14/13 TO REIMBURSE PETTY CASH	43.75		080213		D N	LICENSES AND TAX	101.42411.0445
37202 08/14/13 TO REIMBURSE PETTY CASH	94.00		080213		D N		
	177.74		*CHECK TOTAL				
	177.74						
VENDOR TOTAL							
HANSEN ADVERTISING SPECI 000321					D N	SUBSISTENCE OF P	101.45437.0227
37203 08/14/13 SUMMER STAFF T-SHIRTS	435.00		31467		D N	SUBSISTENCE OF P	101.42411.0227
37203 08/14/13 CHAPLAIN JACKETS	115.01		31500		D N	SUBSISTENCE OF P	101.45437.0227
37203 08/14/13 SHORTS FOR LIFE GUARDS	162.00		31574		D N	SUBSISTENCE OF P	101.45437.0227
37203 08/14/13 SUMMER STAFF T-SHIRTS	176.00		31575		D N	SUBSISTENCE OF P	101.45437.0227
	888.01		*CHECK TOTAL				
	888.01						
VENDOR TOTAL							
HARTLAND OFFICIALS ASSOC 002608					D N	PROFESSIONAL SER	101.45432.0446
37204 08/14/13 PROFESSIONAL SERVICES	540.00		080113		D N		
HAWK PUBLISHING INC 002439					D N	ADVERTISING	208.45006.0447
37205 08/14/13 MAYOR'S BIKE RIDE AD	175.94		35812		D N		
HAWKINS INC 000325					D N	GENERAL SUPPLIES	651.48484.0229
37206 08/14/13 FERRIC CHLORIDE	4,882.18		3493837 RI		D N	GENERAL SUPPLIES	651.48484.0229
37206 08/14/13 FERRIC CHLORIDE	4,875.97		3496206 RI		D N	GENERAL SUPPLIES	651.48484.0229
37206 08/14/13 FERRIC CHLORIDE	4,886.33		3498900 RI		D N	GENERAL SUPPLIES	651.48484.0229
	14,644.48		*CHECK TOTAL				
	14,644.48						
VENDOR TOTAL							
HEGLUND CATERING 002036					D N	TRAVEL-CONF.-SCH	101.42412.0333
37207 08/14/13 COUNTY FIRE CHIEFS MTG	95.89		6785		D N		
HERITAGE BANK 000001					D N	INTEREST	350.47402.0444
37208 08/14/13 2011 HOSP REV BOND-I	12,294.19		080113		D N		
HOME DEPOT CREDIT SERVIC 000058					D N	MTCE. OF STRUCTU	101.45437.0225
37209 08/14/13 SMALL U HOOK	10.62		7570714		D N		

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HOME DEPOT CREDIT SVCIC 000058 37209 08/14/13 SUPPLIES	69.74		8584418		D N	GENERAL SUPPLIES	101.45433.0229
VENDOR TOTAL	80.36	*CHECK TOTAL					
HUMANE SOCIETY OF KANDIY 002907 37210 08/14/13 ANIMAL CARE SERV-3RD Q	7,200.00		4755		D N	OTHER SERVICES	101.42411.0339
HYDRITE CHEMICAL CO 002837 37211 08/14/13 MAGNESIUM HYDROXIDE	9,204.00		01617051		D N	GENERAL SUPPLIES	651.48484.0229
I\O SOLUTIONS INC .02052 37212 08/14/13 CAPTAIN TESTS	297.00		C29795A		D N	OFFICE SUPPLIES	101.42412.0220
JASPERSEN/ANGLE .01927 37213 08/14/13 REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
KANDI ROOFING CO OF MN I 002025 37214 08/14/13 BLDG PERMIT FEE CORREC.	337.75		080213		D N	REFUNDS AND REIM	101.41428.0882
KANDIYOHI CO AUDITOR 000376 37215 08/14/13 LANDFILL CHARGES	143.54		301975		D N	CLEANING AND WAS	101.43425.0338
KANDIYOHI CO PUBLIC WORK 000381 37136 08/13/13 DRAINAGE TILE PERMIT	225.00		081313		D N	LICENSES AND TAX	651.48486.0445
KANDIYOHI CO RECORDER'S 000382 37216 08/14/13 RECORDING FEES	46.00		612406		D N	PROFESSIONAL SER	432.48506.0446
KANDIYOHI CO RECYCLING A 002296 37217 08/14/13 LAMP RECYCLING	45.00		072513		D N	CLEANING AND WAS	101.43425.0338
KANDIYOHI CO-OP ELECTRIC 000375 37218 08/14/13 WELCOME TO WILLMAR SIGN	106.00		STMT/8-13		D N	UTILITIES	101.43425.0332
37218 08/14/13 WELCOME TO WILLMAR SIGN	44.53		STMT/8-13		D N	UTILITIES	101.43425.0332
37218 08/14/13 CO RD 23/HWY 71 BYPASS	114.00		STMT/8-13		D N	UTILITIES	101.43425.0332
37218 08/14/13 ELEC SERV-LIFT STATIONS	815.00		STMT/8-13		D N	UTILITIES	651.48485.0332
37218 08/14/13 ABBOTT DR LIFT STATION	74.00		STMT/8-13		D N	UTILITIES	651.48485.0332
37218 08/14/13 ELEC SERV-SECURITY LIGHT	36.00		STMT/8-13		D N	UTILITIES	651.48486.0332
VENDOR TOTAL	1,189.53	*CHECK TOTAL					
KENNEDY & GRAVEN, CHARTE 002520 37219 08/14/13 PROFESSIONAL SERVICES	4,500.00		WL300-21		D N	PROFESSIONAL SER	413.48451.0446
KENT'S AUTO BODY 002764 37220 08/14/13 #057537 REPAIR-PARTS	180.62		3794		D N	MICE. OF EQUIPME	101.42411.0224
37220 08/14/13 #057537 REPAIR-LABOR	792.90		3794		D N	MICE. OF EQUIPME	101.42411.0334
VENDOR TOTAL	973.52	*CHECK TOTAL					

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LAKE REGION BANK 37221 08/14/13	002886 2011 HOSP REV BOND-I	3,073.81	080113			D N	INTEREST	350.47402.0444
LAKESIDE PRESS 37222 08/14/13	001646 BIKING FOR BABIES POSTER	43.27	3340			D N	OTHER CHARGES	208.45011.0449
LARSON/DON 37223 08/14/13	.02053 SEWER REPLACEMENT	1,500.00	233345			D N	MICE. OF OTHER	I 651.48485.0336
LEAGUE OF MN CITIES 37224 08/14/13	000412 CARLSON-ONLINE TRAINING	49.58	184470			D N	TRAVEL-CONF. -SCH	101.42411.0333
37224 08/14/13	STEVENS-CONFERENCE REG.	40.00	184732			D N	TRAVEL-CONF. -SCH	101.41400.0333
	VENDOR TOTAL	89.58	*CHECK TOTAL					
LEAGUE OF MN CITIES 37225 08/14/13	000983 MUNICIPAL LIABILITY IN	9,678.00	44144			D N	INSURANCES AND B	101.41402.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	128.00	44144			D N	INSURANCES AND B	101.41402.0441
37225 08/14/13	PROPERTY INS. PREMIUM	989.00	44144			D N	INSURANCES AND B	101.41408.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	453.00	44144			D N	INSURANCES AND B	101.41408.0441
37225 08/14/13	PROPERTY INS. PREMIUM	230.00	44144			D N	INSURANCES AND B	101.41409.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	70.00	44144			D N	INSURANCES AND B	101.41409.0441
37225 08/14/13	MUNICIPAL LIABILITY IN	7,416.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	MUNICIPAL LIABILITY IN	9,031.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	MUNICIPAL LIABILITY IN	6,982.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	33.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	PROPERTY INS. PREMIUM	228.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	101.00	44144			D N	INSURANCES AND B	101.41428.0441
37225 08/14/13	MUNICIPAL LIABILITY I	15,321.00	44144			D N	INSURANCES AND B	101.42411.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	4,447.00	44144			D N	INSURANCES AND B	101.42411.0441
37225 08/14/13	PROPERTY INS. PREMIUM	875.00	44144			D N	INSURANCES AND B	101.42411.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	391.00	44144			D N	INSURANCES AND B	101.42411.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	2,607.00	44144			D N	INSURANCES AND B	101.42412.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	325.00	44144			D N	INSURANCES AND B	101.42412.0441
37225 08/14/13	PROPERTY INS. PREMIUM	11,524.00	44144			D N	INSURANCES AND B	101.43417.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	1,139.00	44144			D N	INSURANCES AND B	101.43425.0441
37225 08/14/13	MOBILE PROPERTY PREMIU	6,467.00	44144			D N	INSURANCES AND B	101.43425.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	3,183.00	44144			D N	INSURANCES AND B	101.43425.0441
37225 08/14/13	PROPERTY INS. PREMIUM	1,180.00	44144			D N	INSURANCES AND B	101.43425.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	550.00	44144			D N	INSURANCES AND B	101.45427.0441
37225 08/14/13	PROPERTY INS. PREMIUM	141.00	44144			D N	INSURANCES AND B	101.45427.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	6.00	44144			D N	INSURANCES AND B	101.45432.0441
37225 08/14/13	PROPERTY INS. PREMIUM	2,995.00	44144			D N	INSURANCES AND B	101.45432.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	1,559.00	44144			D N	INSURANCES AND B	101.45433.0441
37225 08/14/13	MOBILE PROPERTY PREMIUM	499.00	44144			D N	INSURANCES AND B	101.45433.0441
37225 08/14/13	AUTO LIAB/PHYS DAMAGE	61.00	44144			D N	INSURANCES AND B	101.45433.0441
37225 08/14/13	PROPERTY INS. PREMIUM	908.00	44144			D N	INSURANCES AND B	101.45433.0441
37225 08/14/13	EQUIPMENT INS. PREMIUM	206.00	44144			D N	INSURANCES AND B	101.45435.0441

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LEAGUE OF MN CITIES INS 000983														
37225	08/14/13	PROPERTY INS.	PREMIUM	2,763.00		44144		D	N				INSURANCES AND B	101.45437.0441
37225	08/14/13	EQUIPMENT INS.	PREMIUM	238.00		44144		D	N				INSURANCES AND B	101.45437.0441
37225	08/14/13	PROPERTY INS.	PREMIUM	8,642.00		44144		D	N				INSURANCES AND B	230.43430.0441
37225	08/14/13	EQUIPMENT INS.	PREMIUM	526.00		44144		D	N				INSURANCES AND B	230.43430.0441
37225	08/14/13	PROPERTY INS.	PREMIUM	20,235.00		44144		D	N				INSURANCES AND B	651.48485.0441
37225	08/14/13	EQUIPMENT INS.	PREMIUM	1,100.00		44144		D	N				INSURANCES AND B	651.48485.0441
37225	08/14/13	MOBILE PROPERTY	PREMIUM	154.00		44144		D	N				INSURANCES AND B	651.48485.0441
37225	08/14/13	AUTO LIAB/PHYS	DAMAGE	741.00		44144		D	N				INSURANCES AND B	651.48485.0441
37225	08/14/13	PROPERTY INS.	PREMIUM	1,483.00		44144		D	N				INSURANCES AND B	651.48485.0441
37225	08/14/13	EQUIPMENT INS.	PREMIUM	518.00		44144		D	N				INSURANCES AND B	816.41402.0441
				134,123.00										
			VENDOR TOTAL	134,123.00										
LEAGUE OF MN CITIES INS 001189														
37226	08/14/13	WORKER'S S	COMP PREMIUM	262.59		25648		D	N				EMPLOYER INSUR.	101.41400.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	50.62		25648		D	N				EMPLOYER INSUR.	101.41401.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	483.79		25648		D	N				EMPLOYER INSUR.	101.41402.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	186.72		25648		D	N				EMPLOYER INSUR.	101.41403.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	242.58		25648		D	N				EMPLOYER INSUR.	101.41404.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	321.75		25648		D	N				EMPLOYER INSUR.	101.41405.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	151.75		25648		D	N				EMPLOYER INSUR.	101.41409.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	65.92		25648		D	N				EMPLOYER INSUR.	101.41409.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	9.24		25648		D	N				EMPLOYER INSUR.	101.41424.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	15,690.94		25648		D	N				EMPLOYER INSUR.	101.42411.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	7,515.64		25648		D	N				EMPLOYER INSUR.	101.42412.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	12,385.64		25648		D	N				EMPLOYER INSUR.	101.43417.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	12,093.86		25648		D	N				EMPLOYER INSUR.	101.43425.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	1,329.90		25648		D	N				EMPLOYER INSUR.	101.45427.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	1,329.28		25648		D	N				EMPLOYER INSUR.	101.45432.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	1,790.68		25648		D	N				EMPLOYER INSUR.	101.45433.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	469.32		25648		D	N				EMPLOYER INSUR.	230.43430.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	5,399.03		25648		D	N				EMPLOYER INSUR.	651.48484.0114
37226	08/14/13	WORKER'S S	COMP PREMIUM	858.00		25648		D	N				EMPLOYER INSUR.	651.48485.0114
			VENDOR TOTAL	46,632.25										
			VENDOR TOTAL	46,632.25										
LINCOLN FINANCIAL GROUP 002789														
37137	08/13/13	LIFE	INSURANCE-AUGUST	34.40		M265		D	N				COBRA INS PREMIU	101.120001
37137	08/13/13	LIFE	INSURANCE-AUGUST	47.06		M265		D	N				EMPLOYER INSUR.	101.41400.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	48.75		M265		D	N				EMPLOYER INSUR.	101.41402.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	19.50		M265		D	N				EMPLOYER INSUR.	101.41403.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	48.75		M265		D	N				EMPLOYER INSUR.	101.41404.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	39.00		M265		D	N				EMPLOYER INSUR.	101.41405.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	9.75		M265		D	N				EMPLOYER INSUR.	101.41408.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	29.25		M265		D	N				EMPLOYER INSUR.	101.41409.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	2.44		M265		D	N				EMPLOYER INSUR.	101.41424.0114
37137	08/13/13	LIFE	INSURANCE-AUGUST	1,508.95		M265		D	N				INS. PASS THROUGH	101.41428.0819

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LINCOLN FINANCIAL GROUP	002789							
37137 08/13/13	LIFE INSURANCE-AUGUST	351.00		M265		D N	EMPLOYER INSUR.	101.42411.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	29.25		M265		D N	EMPLOYER INSUR.	101.42412.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	24.38		M265		D N	EMPLOYER INSUR.	101.43417.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	195.00		M265		D N	EMPLOYER INSUR.	101.43425.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	19.50		M265		D N	EMPLOYER INSUR.	101.45432.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	39.00		M265		D N	EMPLOYER INSUR.	101.45433.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	4.87		M265		D N	EMPLOYER INSUR.	101.45437.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	87.75		M265		D N	EMPLOYER INSUR.	101.48484.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	9.75		M265		D N	EMPLOYER INSUR.	651.48485.0114
37137 08/13/13	LIFE INSURANCE-AUGUST	9.75		M265		D N	EMPLOYER INSUR.	651.48486.0114
	VENDOR TOTAL	2,558.10		*CHECK TOTAL				
		2,558.10						
LINDAHL/JASON	001400							
37227 08/14/13	NUTRIENT REMOVAL WRKSH	59.33		445		D N	TRAVEL-CONF.-SCH	651.48484.0333
LIPPERT/BECKY	.02044							
37228 08/14/13	REFUND BASEBALL JERSEY	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
M-R SIGN CO INC	000424							
37229 08/14/13	STREET SIGNS	168.45		177653		D N	MTCE. OF OTHER I	101.43425.0226
37229 08/14/13	STREET SIGNS	93.84		177697		D N	MTCE. OF OTHER I	101.43425.0226
37229 08/14/13	STREET SIGNS	372.57		177724		D N	MTCE. OF OTHER I	101.43425.0226
	VENDOR TOTAL	634.86		*CHECK TOTAL				
		634.86						
MACQUEEN EQUIPMENT INC	000427							
37230 08/14/13	#130012-BROOMS	377.73CR		2134239		D N	MTCE. OF EQUIPME	101.43425.0224
37230 08/14/13	#101303-COMPRESSOR	536.29		2134791		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	158.56		*CHECK TOTAL				
		158.56						
MAGNUSON SHEET METAL INC	001121							
37231 08/14/13	REPL. CONTACTOR-PARTS	42.30		121636		D N	MTCE. OF STRUCTU	101.41409.0225
37231 08/14/13	REPL. CONTACTOR-LABOR	75.00		121636		D N	MTCE. OF STRUCTU	101.41409.0335
37231 08/14/13	REPL. TIME DELAY-PARTS	19.75		121809		D N	MTCE. OF STRUCTU	101.41409.0225
37231 08/14/13	REPL. TIME DELAY-LABOR	40.00		121809		D N	MTCE. OF STRUCTU	101.41409.0335
	VENDOR TOTAL	177.05		*CHECK TOTAL				
		177.05						
MARC	000435							
37232 08/14/13	SILICONE RELEASE AGENT	1,474.00		0502584		D N	GENERAL SUPPLIES	101.43425.0229
37232 08/14/13	WEED KILLER	1,507.18		0502584		D N	GENERAL SUPPLIES	101.43425.0229
	VENDOR TOTAL	2,981.18		*CHECK TOTAL				
		2,981.18						
MCGILLIVRAY/AMANDA	.02045							
37233 08/14/13	REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882

Vendor Payments History Report  
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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							
37234	08/14/13	08/14/13	SOCCKER GOAL REPAIR-PARTS	80.30		23314		D N	MTCE. OF EQUIPME	101.45432.0224
37234	08/14/13	08/14/13	SOCCKER GOAL REPAIR-PARTS	25.34		23511		D N	MICE. OF EQUIPME	101.45432.0224
37234	08/14/13	08/14/13	CABLE TIES/VELCRO	28.81		28442		D N	GENERAL SUPPLIES	101.42411.0229
37234	08/14/13	08/14/13	PLANT SUPPLIES	10.68		28456		D N	GENERAL SUPPLIES	651.48484.0229
37234	08/14/13	08/14/13	PAINT FOR BLDG	38.99		28934		D N	MICE. OF STRUCTU	101.43425.0225
37234	08/14/13	08/14/13	BLDG MICE-PARTS	33.51		28934		D N	MICE. OF STRUCTU	101.43425.0225
37234	08/14/13	08/14/13	KEY RINGS	18.62		28945		D N	GENERAL SUPPLIES	101.42411.0229
37234	08/14/13	08/14/13	TRAFFIC COUNTER SUPPL.	56.78		29070		D N	GENERAL SUPPLIES	101.42411.0229
37234	08/14/13	08/14/13	PLANT SUPPLIES	60.74		29101		D N	GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	353.77		*CHECK TOTAL				
				353.77						
METRO FIRE										
			000450							
37235	08/14/13	08/14/13	LEATHER FRONTS	167.27		47863		D N	SUBSISTENCE OF P	101.42412.0227
MIKE'S SMALL ENGINE										
			002699							
37236	08/14/13	08/14/13	RECOIL ROPE	4.28		101213		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	REPL. WEED TRIMMER HEAD	39.49		101391		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	CHAIN SAW RECOIL SPRING	1.07		101429		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	BLADES FOR EDGER	10.58		102938		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL TRIMMER REPAIR	20.25		4096627		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL TRIMMER REPAIR	49.25		4096627		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL SAW REPAIR-PARTS	44.77		4096645		D N	MTCE. OF EQUIPME	101.42412.0224
37236	08/14/13	08/14/13	STIHL SAW REPAIR-LABOR	47.50		4096645		D N	MTCE. OF EQUIPME	101.42412.0224
37236	08/14/13	08/14/13	STIHL SAW REPAIR-PARTS	5.34		4096710		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL SAW REPAIR-LABOR	20.00		4096710		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL TRIMMER REPAIR	5.29		4096713		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	STIHL TRIMMER REPAIR	19.50		4096713		D N	MTCE. OF EQUIPME	101.43425.0224
37236	08/14/13	08/14/13	FIELD SPRAYER REPAIR	19.50		4096723		D N	MTCE. OF EQUIPME	101.43425.0334
37236	08/14/13	08/14/13	FAN REPAIR-PARTS	3.85		4096845		D N	MTCE. OF EQUIPME	101.45432.0334
37236	08/14/13	08/14/13	FAN REPAIR-LABOR	33.57		4096845		D N	MTCE. OF EQUIPME	101.42412.0224
			VENDOR TOTAL	324.24		*CHECK TOTAL				
				324.24						
MILLER SANITATION										
			002936							
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	93.90		1298/8-13		D N	CLEANING AND WAS	101.45433.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	46.22		1299/8-13		D N	CLEANING AND WAS	101.45433.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	52.70		1300/8-13		D N	CLEANING AND WAS	101.42412.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	64.74		1301/8-13		D N	CLEANING AND WAS	101.41408.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	64.74		1301/8-13		D N	CLEANING AND WAS	101.45427.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	251.31		1302/8-13		D N	CLEANING AND WAS	101.43425.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	24.34		1303/8-13		D N	CLEANING AND WAS	101.43425.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	48.67		1304/8-13		D N	CLEANING AND WAS	651.48484.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	161.04		1304/8-13		D N	CLEANING AND WAS	651.48484.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	49.67		1305/8-13		D N	CLEANING AND WAS	651.48484.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	58.64		1305/8-13		D N	CLEANING AND WAS	101.45435.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST	616.55		1378/8-13		D N	CLEANING AND WAS	101.43425.0338
37237	08/14/13	08/14/13	GARBAGE SERVICE-AUGUST			1379/8-13		D N	CLEANING AND WAS	101.43425.0338

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MILLER SANITATION 37237 08/14/13 002936 GARBAGE SERVICE-AUGUST	61.60		1379/8-13		D N	CLEANING AND WAS	101.43425.0338
37237 08/14/13 GARBAGE SERVICE-AUGUST	251.60		1388/8-13		D N	CLEANING AND WAS	101.43425.0338
37237 08/14/13 GARBAGE SERVICE-AUGUST	83.60		1389/8-13		D N	CLEANING AND WAS	101.43425.0338
37237 08/14/13 GARBAGE SERVICE-AUGUST	78.84		1456/8-13		D N	CLEANING AND WAS	101.45437.0338
VENDOR TOTAL	2,008.16	*CHECK TOTAL					
	2,008.16						
MILLS AUTOMOTIVE GROUP 37238 08/14/13 000432 37238 08/14/13 KEY	2.23		2026713		D N	MTCE. OF EQUIPME	101.42411.0224
37238 08/14/13 TRIM RETAINER CLIPS	31.74		2283025		D N	INVENTORIES-MDSE	101.125000
VENDOR TOTAL	33.97	*CHECK TOTAL					
	33.97						
MINI BIFF LLC 37239 08/14/13 001805 TOILET RENTALS	77.59		A-58476		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	155.18		A-58477		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58478		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58480		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58483		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58484		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58485		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58487		D N	RENTS	101.43425.0440
37239 08/14/13 TOILET RENTALS	77.59		A-58489		D N	RENTS	101.43425.0440
VENDOR TOTAL	775.90	*CHECK TOTAL					
	775.90						
MN DEPT OF LABOR & INDUS 37138 08/13/13 000522 ELEC LICENSE REGIS. FEE	110.00		081313		D N	LICENSES AND TAX	651.48484.0445
MN ELEVATOR INC 37240 08/14/13 000499 ELEVATOR SERVICE	143.01		284836		D N	MTCE. OF STRUCTU	101.41408.0335
MONSON CORPORATION 37241 08/14/13 000126 MIX FOR STREET PATCHIN	2,087.95		1722SB		D N	MTCE. OF OTHER I	101.43425.0226
37241 08/14/13 MIX FOR STREET PATCHIN	1,060.99		1736SB		D N	MTCE. OF OTHER I	101.43425.0226
37241 08/14/13 STORM SEWER REPLACEMENT	4,508.00		8046SB		D N	MTCE. OF OTHER I	101.43425.0336
VENDOR TOTAL	7,656.94	*CHECK TOTAL					
	7,656.94						
MOODY'S INVESTORS SERVIC 37242 08/14/13 000529 PROFESSIONAL SERVICES	10,000.00		P0086339		D N	PROFESSIONAL SER	413.48451.0446
MPH INDUSTRIES INC 37243 08/14/13 000533 SPEED TRAILER PARTS	828.28		654999		D N	MTCE. OF EQUIPME	101.42411.0224
MUNICIPAL UTILITIES 37244 08/14/13 000541 UTILITIES FOR JULY	2,878.87		7/13		D N	UTILITIES	101.41408.0332

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
MUNICIPAL UTILITIES 37244 08/14/13	000541 UTILITIES FOR JULY	583.39		7/13		D N	UTILITIES	101.41409.0332
37244 08/14/13	UTILITIES FOR JULY	822.50		7/13		D N	UTILITIES	101.42412.0332
37244 08/14/13	UTILITIES FOR JULY	6,052.35		7/13		D N	UTILITIES	101.43425.0332
37244 08/14/13	UTILITIES FOR JULY	1,506.62		7/13		D N	UTILITIES	101.45427.0332
37244 08/14/13	UTILITIES FOR JULY	1,232.89		7/13		D N	UTILITIES	101.45433.0332
37244 08/14/13	UTILITIES FOR JULY	1,388.39		7/13		D N	UTILITIES	101.45435.0332
37244 08/14/13	UTILITIES FOR JULY	3,026.28		7/13		D N	UTILITIES	101.45437.0332
37244 08/14/13	UTILITIES FOR JULY	2,571.59		7/13		D N	UTILITIES	230.43430.0332
37244 08/14/13	UTILITIES FOR JULY	42,226.94		7/13		D N	UTILITIES	651.48484.0332
37244 08/14/13	ADMIN FEE	1,500.00		7/13		D N	PROFESSIONAL SER	651.48484.0446
37244 08/14/13	UTILITIES FOR JULY	3,730.48		7/13		D N	UTILITIES	651.48485.0332
	VENDOR TOTAL	69,520.30		*CHECK TOTAL				
MVTL LABORATORIES INC 37245 08/14/13	000544 PROFESSIONAL SERVICES	39.00		664266		D N	PROFESSIONAL SER	651.48484.0446
37245 08/14/13	PROFESSIONAL SERVICES	384.00		664806		D N	PROFESSIONAL SER	651.48484.0446
37245 08/14/13	PROFESSIONAL SERVICES	50.00		664971		D N	PROFESSIONAL SER	651.48484.0446
37245 08/14/13	PROFESSIONAL SERVICES	39.00		665049		D N	PROFESSIONAL SER	651.48484.0446
37245 08/14/13	PROFESSIONAL SERVICES	39.00		665643		D N	PROFESSIONAL SER	651.48484.0446
	VENDOR TOTAL	551.00		*CHECK TOTAL				
NAGLE SIGNS INC 37246 08/14/13	.02046 REFUND SIGN PERMIT	30.00		080613		D N	REFUNDS AND REIM	101.41428.0882
NCL OF WISCONSIN INC 37247 08/14/13	001627 ACCJET MOTORIZED PIPET	385.82		324638		D N	MTC. OF EQUIPME	651.48484.0224
37247 08/14/13	LAB SUPPLIES	915.11		324638		D N	GENERAL SUPPLIES	651.48484.0229
	VENDOR TOTAL	1,300.93		*CHECK TOTAL				
NELSON INTERNATIONAL 37248 08/14/13	000568 #052445-TURBO LINKAGE	181.00		310098		D N	MTC. OF EQUIPME	101.43425.0224
37248 08/14/13	#052445-TURBO LINKAGE	249.60		310098		D N	MTC. OF EQUIPME	101.43425.0334
37248 08/14/13	#052444-MIRROR GLASS	46.66		605156		D N	MTC. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	477.26		*CHECK TOTAL				
NORTHERN BUSINESS PRODUC 37249 08/14/13	002322 OFFICE SUPPLIES	127.31		607952-0		D N	OFFICE SUPPLIES	741.48001.0220
NORTHERN STATES SUPPLY 37250 08/14/13	000585 PARK SHELTER MTCE-PARTS	10.74		10-507801		D N	MTC. OF STRUCTU	101.43425.0225
37250 08/14/13	PARK SHELTER MTCE-PARTS	26.40		10-507809		D N	MTC. OF STRUCTU	101.43425.0225
37250 08/14/13	SMALL TOOLS	12.13		10-507841		D N	SMALL TOOLS	101.43425.0221
37250 08/14/13	MARKING PAINT	59.37		10-507889		D N	GENERAL SUPPLIES	413.48451.0229

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
NORTHERN STATES SUPPLY 37250 08/14/13	000585 PARK SHELTER MTCE-PARTS	13.20		10-507933		D N	MTCE. OF STRUCTU	101.43425.0225
37250 08/14/13	MISCELLANEOUS SUPPLIES	25.33		10-508131		D N	GENERAL SUPPLIES	101.43425.0229
37250 08/14/13	EAR PLUGS	12.85		10-508396		D N	SUBSISTENCE OF P	101.43425.0227
37250 08/14/13	EAR PLUGS	67.12		10-508574		D N	SUBSISTENCE OF P	101.43425.0227
37250 08/14/13	CASTERS-WING PLOW CARTS	280.33		130475		D N	MTCE. OF EQUIPME	101.43425.0224
37250 08/14/13	TURNBUCKLE FOR WING CART	24.09		131506		D N	MTCE. OF EQUIPME	101.43425.0224
37250 08/14/13	TURNBUCKLE FOR WING CART	72.26		132428		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	603.82		*CHECK TOTAL				
O'REILLY AUTOMOTIVE INC 37251 08/14/13	000650 FOAM CLEANER	5.01		1528-236327		D N	CLEANING AND WAS	101.42412.0228
37251 08/14/13	FLOOR DRY/FUEL MIX	128.01		1528-236640		D N	GENERAL SUPPLIES	101.42412.0229
	VENDOR TOTAL	133.02		*CHECK TOTAL				
OFFICE SERVICES 37252 08/14/13	000589 PHOTO COPIES-JULY	172.20		STMT/7-13		D N	OFFICE SUPPLIES	101.41401.0220
37252 08/14/13	PHOTO COPIES-JULY	52.30		STMT/7-13		D N	OFFICE SUPPLIES	101.41401.0220
37252 08/14/13	PHOTO COPIES-JULY	22.06		STMT/7-13		D N	OFFICE SUPPLIES	101.41401.0220
37252 08/14/13	PHOTO COPIES-JULY	11.85		STMT/7-13		D N	OFFICE SUPPLIES	101.41403.0220
37252 08/14/13	PHOTO COPIES-JULY	28.69		STMT/7-13		D N	OFFICE SUPPLIES	101.41403.0220
37252 08/14/13	PHOTO COPIES-JULY	48.23		STMT/7-13		D N	OFFICE SUPPLIES	101.41403.0220
37252 08/14/13	PHOTO COPIES-JULY	17.55		STMT/7-13		D N	OFFICE SUPPLIES	101.41404.0220
37252 08/14/13	PHOTO COPIES-JULY	2.33		STMT/7-13		D N	OFFICE SUPPLIES	101.41404.0220
37252 08/14/13	PHOTO COPIES-JULY	1.64		STMT/7-13		D N	OFFICE SUPPLIES	101.41405.0220
37252 08/14/13	PHOTO COPIES-JULY	3.38		STMT/7-13		D N	OFFICE SUPPLIES	101.41405.0220
37252 08/14/13	PHOTO COPIES-JULY	7.48		STMT/7-13		D N	OFFICE SUPPLIES	101.41409.0220
37252 08/14/13	PHOTO COPIES-JULY	62.55		STMT/7-13		D N	OFFICE SUPPLIES	101.41409.0220
37252 08/14/13	PHOTO COPIES-JULY	22.65		STMT/7-13		D N	OFFICE SUPPLIES	101.43417.0220
37252 08/14/13	PHOTO COPIES-JULY	3.28		STMT/7-13		D N	OFFICE SUPPLIES	101.43417.0220
37252 08/14/13	PHOTO COPIES-JULY	8.18		STMT/7-13		D N	OFFICE SUPPLIES	101.43425.0220
37252 08/14/13	PHOTO COPIES-JULY	37.96		STMT/7-13		D N	OFFICE SUPPLIES	101.43425.0220
37252 08/14/13	PHOTO COPIES-JULY	5.78		STMT/7-13		D N	OFFICE SUPPLIES	101.45432.0220
37252 08/14/13	PHOTO COPIES-JULY	1.31		STMT/7-13		D N	OFFICE SUPPLIES	101.45432.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	79.65		STMT/7-13		D N	OFFICE SUPPLIES	651.48484.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	10.52		STMT/7-13		D N	OFFICE SUPPLIES	651.48484.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	65.29		STMT/7-13		D N	OFFICE SUPPLIES	101.41400.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	13.46		STMT/7-13		D N	OFFICE SUPPLIES	101.41401.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	16.13		STMT/7-13		D N	OFFICE SUPPLIES	101.41402.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	96.16		STMT/7-13		D N	OFFICE SUPPLIES	101.41403.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	5.83		STMT/7-13		D N	OFFICE SUPPLIES	101.41404.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	1.92		STMT/7-13		D N	OFFICE SUPPLIES	101.41405.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	91.42		STMT/7-13		D N	OFFICE SUPPLIES	101.41408.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	0.28		STMT/7-13		D N	OFFICE SUPPLIES	101.41409.0220
37252 08/14/13	OFFICE SUPPLIES-JULY	27.47		STMT/7-13		D N	OFFICE SUPPLIES	101.42411.0220
37252 08/14/13	OFFICE SUPPLIES-JULY			STMT/7-13		D N	OFFICE SUPPLIES	101.42412.0220
37252 08/14/13	OFFICE SUPPLIES-JULY			STMT/7-13		D N	OFFICE SUPPLIES	101.43417.0220

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
OFFICE SERVICES 000589 37252 08/14/13 OFFICE SUPPLIES-JULY	6.83		STMT/7-13		D N	OFFICE SUPPLIES	101.43425.0220
VENDOR TOTAL	951.92	*CHECK	TOTAL				
	951.92						
OHLIN SALES INC 002301 37253 08/14/13 PAGER BATTERIES	122.83		00282376		D N	GENERAL SUPPLIES	101.42412.0229
OKINS/STEVEN B 000943 37254 08/14/13 DOT FINANCE TRAINING	6.00		16623		D N	TRAVEL-CONF.-SCH	101.41405.0333
ORIENTAL TRADING COMPANY 002421 37255 08/14/13 SPECIAL EVENT SUPPLIES	156.57		658544391-01		D N	GENERAL SUPPLIES	101.45437.0229
PAPER PLACE/THE 000597 37256 08/14/13 TABLE COVERS	41.68		15859		D M 07	GENERAL SUPPLIES	101.45435.0229
37256 08/14/13 CONCESSION SUPPLIES	11.76		15866		D M 07	GENERAL SUPPLIES	101.45437.0229
VENDOR TOTAL	53.44	*CHECK	TOTAL				
	53.44						
PERKINS LUMBER CO INC 000604 37257 08/14/13 DISC GOLF SUPPLIES	17.44		380145		D N	GENERAL SUPPLIES	101.43425.0229
37257 08/14/13 CONCRETE FRAMING MAT'L	60.73		381667		D N	GENERAL SUPPLIES	101.43425.0229
37257 08/14/13 BOARDS-DOWNTOWN BENCHES	6.84		382279		D N	MTCE. OF OTHER I	101.43425.0226
VENDOR TOTAL	85.01	*CHECK	TOTAL				
	85.01						
PETERSON/SHELLI .02047 37258 08/14/13 REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
POWER PLAN OIB 000342 37259 08/14/13 SHARPENED KNIVES-LABOR	33.40		P91240		D N	MTCE. OF EQUIPME	101.43425.0334
PRO ACTION 001782 37260 08/14/13 CSO UNIFORMS	79.98		10891		D N	SUBSISTENCE OF P	101.42411.0227
PRO COLOR GRAPHICS 002719 37261 08/14/13 TENNIS BANNER	267.13		2903		D M 07	OTHER CHARGES	208.45011.0449
QUICK SIGNS 001093 37262 08/14/13 COUNTRY STOP SIGN MTCE	90.84		169151		D N	MTCE. OF STRUCTU	208.45006.0225
QUILL CORPORATION 000635 37263 08/14/13 OFFICE SUPPLIES	14.96		4345881		D N	OFFICE SUPPLIES	101.42411.0220
RAILROAD MANAGEMENT CO I 002582 37264 08/14/13 WATER PIPELINE LEASE	121.79		299867		D N	PREPAID EXPENSES	101.128000
37264 08/14/13 WATER PIPELINE LEASE	11.08		299867		D N	RENTS	101.43425.0440

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
RAILROAD MANAGEMENT CO I 002582 37264 08/14/13 WATER PIPELINE LEASE	121.79		299868		D N	PREPAID EXPENSES	101.128000
37264 08/14/13 WATER PIPELINE LEASE	11.08		299868		D N	RENTS	101.43425.0440
37264 08/14/13 WATER PIPELINE LEASE	121.79		299869		D N	PREPAID EXPENSES	101.128000
37264 08/14/13 WATER PIPELINE LEASE	11.08		299869		D N	RENTS	101.43425.0440
	398.61	*CHECK TOTAL					
	398.61						
VENDOR TOTAL							
REED/ARIANA .02048 37265 08/14/13 REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
ROTARY CLUB OF WILLMAR 000829 37266 08/14/13 QUARTERLY MEALS	123.50		651		D N	SUBSISTENCE OF P	101.41400.0227
37266 08/14/13 QUARTERLY DUES JUL-SEP	25.00		651		D N	SUBSCRIPTIONS AN	101.41400.0443
	158.50	*CHECK TOTAL					
	158.50						
VENDOR TOTAL							
RUNNING'S SUPPLY INC 001418 37267 08/14/13 SPACE HEATER	21.36		3191185		D N	SMALL TOOLS	101.41408.0221
37267 08/14/13 MISCELLANEOUS SUPPLIES	16.77		3196223		D N	GENERAL SUPPLIES	101.43425.0229
37267 08/14/13 PLANT SUPPLIES	55.50		3201312		D N	GENERAL SUPPLIES	651.48484.0229
37267 08/14/13 MUNI CLARIFIER PARTS	96.04		3201391		D N	MTC. OF OTHER I	651.48484.0226
37267 08/14/13 MINERAL OIL	81.18		3202638		D N	GENERAL SUPPLIES	651.48484.0229
37267 08/14/13 INSECT FOGGER/REPELLANT	111.06		32066035		D N	GENERAL SUPPLIES	651.48484.0229
37267 08/14/13 SMALL TOOLS	5.97		3206606		D N	SMALL TOOLS	651.48484.0221
37267 08/14/13 PLANT SUPPLIES	121.75		3210555		D N	GENERAL SUPPLIES	651.48484.0229
	509.63	*CHECK TOTAL					
	509.63						
VENDOR TOTAL							
S.E.W. ENTERPRISES 000688 37268 08/14/13 UMBRELLA REPAIR-LABOR	60.00		7793		D M 07	MTC. OF EQUIPME	101.45437.0334
SAND ELECTRIC 000678 37269 08/14/13 REPAIR RECEPT. CIRCUITS	50.00		3275		D N	MTC. OF OTHER I	230.43430.0336
37269 08/14/13 FUEL PUMP SYSTEM MTC	50.00		3276		D N	MTC. OF OTHER I	230.43430.0336
	100.00	*CHECK TOTAL					
	100.00						
VENDOR TOTAL							
SCHWIETERS 003031 37270 08/14/13 #103997 REPAIR-PARTS	19.21		06638		D N	MTC. OF EQUIPME	101.42411.0224
37270 08/14/13 #103997 REPAIR-LABOR	45.00		06638		D N	MTC. OF EQUIPME	101.42411.0334
	64.21	*CHECK TOTAL					
	64.21						
VENDOR TOTAL							
SERVICE CENTER/CITY OF W 000685 37271 08/14/13 EQUIPMENT REPAIR-OIL	74.80		STMT/7-13		D N	MOTOR FUELS AND	101.42411.0222
37271 08/14/13 EQUIPMENT REPAIR-PARTS	618.84		STMT/7-13		D N	MTC. OF EQUIPME	101.42411.0224
37271 08/14/13 EQUIPMENT REPAIR-OIL	10.20		STMT/7-13		D N	MOTOR FUELS AND	101.43417.0222

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SERVICE CENTER/CITY OF W	000685							
37271 08/14/13	EQUIPMENT REPAIR-PARTS	9.52		STMT/7-13		D N	MTC. OF EQUIPME	101.43417.0224
37271 08/14/13	EQUIPMENT REPAIR-OIL	334.40		STMT/7-13		D N	MOTOR FUELS AND	101.43425.0222
37271 08/14/13	EQUIPMENT REPAIR-PARTS	622.27		STMT/7-13		D N	MTC. OF EQUIPME	101.43425.0224
37271 08/14/13	GAS-96.7 GALLONS	332.10		STMT/7-13		D N	MOTOR FUELS AND	101.41402.0222
37271 08/14/13	GAS-16.7 GALLONS	59.45		STMT/7-13		D N	MOTOR FUELS AND	101.41408.0222
37271 08/14/13	GAS-2229.8 GALLONS	7,568.19		STMT/7-13		D N	MOTOR FUELS AND	101.42411.0222
37271 08/14/13	DIESEL-103.7 GALLONS	277.89		STMT/7-13		D N	MOTOR FUELS AND	101.42412.0222
37271 08/14/13	GAS-108.2 GALLONS	360.63		STMT/7-13		D N	MOTOR FUELS AND	101.42412.0222
37271 08/14/13	GAS-112 GALLONS	376.06		STMT/7-13		D N	MOTOR FUELS AND	101.42412.0222
37271 08/14/13	DIESEL-1870 GALLONS	5,347.34		STMT/7-13		D N	MOTOR FUELS AND	101.43417.0222
37271 08/14/13	GAS-1274.1 GALLONS	4,373.13		STMT/7-13		D N	MOTOR FUELS AND	101.43425.0222
37271 08/14/13	DIESEL-28.2 GALLONS	79.45		STMT/7-13		D N	MOTOR FUELS AND	101.43425.0222
37271 08/14/13	GAS-58.2 GALLONS	199.28		STMT/7-13		D N	MOTOR FUELS AND	101.45433.0222
37271 08/14/13	DIESEL-103.8 GALLONS	303.34		STMT/7-13		D N	MOTOR FUELS AND	101.45433.0222
	VENDOR TOTAL	20,946.89		*CHECK TOTAL				651.48485.0222
SIMPLEX GRINNELL	001411							
37272 08/14/13	ALARM MONITORING FEE	638.40		76364089		D N	PREPAID EXPENSES	651.128000
37272 08/14/13	ALARM MONITORING FEE	319.20		76364089		D N	MTC. OF STRUCTU	651.48484.0335
	VENDOR TOTAL	957.60		*CHECK TOTAL				
SMEBY/ROSS	002570							
37273 08/14/13	MILEAGE 7/1-7/31/13	158.77		080813		D N	TRAVEL-CONF.-SCH	101.41409.0333
SOS TECHNOLOGIES	003032							
37274 08/14/13	AED PADS-CNCL CHAMBERS	49.20		65859		D N	SAFETY PROGRAM	101.42428.0817
SPICER/CITY OF	.00156							
37275 08/14/13	MAYOR'S BIKE RIDE PICNIC	219.05		081313		D N	SUBSISTENCE OF P	208.45006.0227
STATE OF MN	000715							
37276 08/14/13	AIRPORT LICENSE RENEWAL	26.64		080813		D N	PREPAID EXPENSES	230.128000
37276 08/14/13	AIRPORT LICENSE RENEWAL	13.36		080813		D N	LICENSES AND TAX	230.43430.0445
	VENDOR TOTAL	40.00		*CHECK TOTAL				
STATEWIDE DISTRIBUTING I	000718							
37277 08/14/13	1 CASE TOILET TISSUE	56.43		096899		D N	GENERAL SUPPLIES	101.43425.0229
37277 08/14/13	FACIAL TISSUE	57.71		096931		D N	GENERAL SUPPLIES	651.48484.0229
	VENDOR TOTAL	114.14		*CHECK TOTAL				
STREY/DALE	.02049							
37278 08/14/13	REFUND JERSEY DEPOSIT	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SUNDER/RICK 37279 08/14/13 REFUND JERSEY DEPOSIT 01907	30.00		081313		D N	REFUNDS AND REIM	101.41428.0882
TDS METROCOM 37280 08/14/13 MONTHLY SERVICE 000758	231.92		244		D N	COMMUNICATIONS	101.42412.0330
37280 08/14/13 MONTHLY SERVICE	49.16		244		D N	COMMUNICATIONS	101.43425.0330
VENDOR TOTAL	281.08	*CHECK TOTAL					
THOMAS TOOL AND SUPPLY I 37281 08/14/13 SAW BLADE 001530	95.12		300700		D N	SMALL TOOLS	101.43425.0221
THOMPSON/COLLEEN 37282 08/14/13 MILEAGE 5/25-7/27/13 000948	241.82		080513		D N	TRAVEL-CONF.-SCH	651.48484.0333
TIME MARK INC 37283 08/14/13 PARTS FOR SMART TRLR .00701	231.89		114247		D N	MTCE. OF EQUIPME	101.42411.0224
TIRES PLUS 37284 08/14/13 REMOVE/INST. TIRE-PARTS 000747	7.98		238752		D N	MTCE. OF EQUIPME	101.42411.0224
37284 08/14/13 REMOVE/INST. TIRE-LABOR	27.00		238752		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-PARTS	2.66		239174		D N	MTCE. OF EQUIPME	101.42411.0224
37284 08/14/13 REMOVE/INST. TIRE-LABOR	17.00		239174		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-PARTS	10.64		239429		D N	MTCE. OF EQUIPME	101.42411.0224
37284 08/14/13 REMOVE/INST. TIRE-LABOR	54.00		239429		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-PARTS	10.64		239434		D N	MTCE. OF EQUIPME	101.42411.0224
37284 08/14/13 REMOVE/INST. TIRE-LABOR	54.00		239434		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-PARTS	2.66		239488		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-LABOR	17.00		239488		D N	MTCE. OF EQUIPME	101.42411.0224
37284 08/14/13 REMOVE/INST. TIRE-PARTS	10.64		239745		D N	MTCE. OF EQUIPME	101.42411.0334
37284 08/14/13 REMOVE/INST. TIRE-LABOR	45.00		239745		D N	MTCE. OF EQUIPME	101.42411.0224
VENDOR TOTAL	259.22	*CHECK TOTAL					
TOSHIBA FINANCIAL SERVIC 37285 08/14/13 COPIER LEASE AGRMT 000218	120.77		080113		D N	RENTS	101.42412.0440
US BANK 37286 08/14/13 #159 GO IMP BOND-SC 000264	425.00		3454703		D N	OTHER CHARGES	311.47100.0449
37286 08/14/13 #161 GO IMP BOND-SC	425.00		3456017		D N	OTHER CHARGES	312.47100.0449
VENDOR TOTAL	850.00	*CHECK TOTAL					
VENENGA/SHELLY 37287 08/14/13 REFUND JERSEY DEPOSIT 02050	30.00		080713		D N	REFUNDS AND REIM	101.41428.0882
VIKING COCA-COLA BOTTLIN 37288 08/14/13 CONCESSION SUPPLIES 000777	209.14		121059		D N	GENERAL SUPPLIES	101.45437.0229

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
VIKING COCA-COLA BOTTLIN 37288 08/14/13	000777 CONCESSION SUPPLIES	869.12		121843		D	N	GENERAL SUPPLIES	101.45437.0229
37288 08/14/13	CONCESSION SUPPLIES	116.68		123864		D	N	GENERAL SUPPLIES	101.45437.0229
37288 08/14/13	CONCESSION SUPPLIES	401.70		124180		D	N	GENERAL SUPPLIES	101.45437.0229
	VENDOR TOTAL	1,596.64	*CHECK TOTAL						
WEST CENTRAL COMMUNICATI 37289 08/14/13	000796 RADIO REPAIR-LABOR	87.64		075576S		D	N	MTCE. OF EQUIPME	101.42411.0334
37289 08/14/13	RADIO REPAIR-LABOR	56.11		075599S		D	N	MTCE. OF EQUIPME	101.42411.0334
37289 08/14/13	RADIO REPAIR-PARTS	41.74		075617S		D	N	MTCE. OF EQUIPME	101.42411.0224
37289 08/14/13	RADIO REPAIR-LABOR	87.63		075617S		D	N	MTCE. OF EQUIPME	101.42411.0334
37289 08/14/13	RADIO REPAIR-LABOR	480.94		075740S		D	N	MTCE. OF EQUIPME	101.42411.0334
37289 08/14/13	INST. RADIO-PARTS	34.63		075860S		D	N	MTCE. OF EQUIPME	101.43425.0224
37289 08/14/13	INST. RADIO-LABOR	65.00		075860S		D	N	MTCE. OF EQUIPME	101.43425.0334
	VENDOR TOTAL	853.69	*CHECK TOTAL						
WEST CENTRAL INDUSTRIES 37290 08/14/13	000801 LAWN MAINTENANCE	39.54		00038922		D	N	MTCE. OF OTHER I	101.45437.0336
WEST CENTRAL SANITATION 37291 08/14/13	000805 GARBAGE SERVICE-AUGUST	27.45		6806100/8-13		D	N	CLEANING AND WAS	230.43430.0338
WEST CENTRAL TRIBUNE 37292 08/14/13	000807 NOTICE PUBLISHED	68.40		CL03054741		D	N	PRINTING AND PUB	101.41401.0331
37292 08/14/13	NOTICE PUBLISHED	79.80		CL03054742		D	N	PRINTING AND PUB	101.41401.0331
37292 08/14/13	ORDINANCE PUBLISHED	290.70		CL03054991		D	N	PRINTING AND PUB	101.41401.0331
37292 08/14/13	NOTICE PUBLISHED	22.80		CL03054998		D	N	PRINTING AND PUB	101.41401.0331
37292 08/14/13	ORDINANCE PUBLISHED	262.20		CL03054999		D	N	PRINTING AND PUB	101.41401.0331
37292 08/14/13	MAYOR'S BIKE RIDE AD	470.00		35008/7-13		D	N	ADVERTISING	208.45006.0447
	VENDOR TOTAL	1,193.90	*CHECK TOTAL						
WEST CENTRAL TROPHIES 37293 08/14/13	000808 PLAQUES-ADULT SOFTBALL	221.23		17863		D	N	AWARDS AND INDEM	101.45432.0442
WESTMOR FLUID SOLUTIONS 37294 08/14/13	003033 FUEL PUMP REPAIR-PARTS	771.22		INV-405171		D	N	MTCE. OF OTHER I	230.43430.0226
37294 08/14/13	FUEL PUMP REPAIR-LABOR	841.64		INV-405171		D	N	MTCE. OF OTHER I	230.43430.0336
	VENDOR TOTAL	1,612.86	*CHECK TOTAL						
WILLMAR CHAMBER OF COMME 37295 08/14/13	000812 DIRECTOR SALARY	3,917.74		STMT/7-13		D	N	SALARIES-REG. EM	208.45005.0110
37295 08/14/13	ASSISTANT SALARY	2,208.00		STMT/7-13		D	N	SALARIES-REG. EM	208.45005.0110
37295 08/14/13	FICA & INSURANCE	795.55		STMT/7-13		D	N	EMPLOYER PENSION	208.45005.0113
37295 08/14/13	IRA CONTRIBUTION	183.78		STMT/7-13		D	N	EMPLOYER PENSION	208.45005.0113

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
WILLMAR CHAMBER OF COMME			000812								
37295	08/14/13	PHOTO COPIES-JULY		37.20		STMT/7-13		D	N	OFFICE SUPPLIES	208.45005.0220
37295	08/14/13	PAYROLL/FLEX FEE		40.34		STMT/7-13		D	N	OTHER SERVICES	208.45005.0339
37295	08/14/13	OFFICE RENT-JULY		626.61		STMT/7-13		D	N	RENTS	208.45005.0440
		VENDOR TOTAL		7,809.22		*CHECK TOTAL					
WINDSTREAM			002100								
37296	08/14/13	MONTHLY SERVICE-JULY		45.10		STMT/7-13		D	N	COMMUNICATIONS	101.41406.0330
37296	08/14/13	MONTHLY SERVICE-JULY		394.12		STMT/7-13		D	N	COMMUNICATIONS	101.41408.0330
37296	08/14/13	MONTHLY SERVICE-JULY		39.71		STMT/7-13		D	N	COMMUNICATIONS	101.42411.0330
37296	08/14/13	MONTHLY SERVICE-JULY		42.70		STMT/7-13		D	N	COMMUNICATIONS	101.43425.0330
37296	08/14/13	MONTHLY SERVICE-JULY		298.59		STMT/7-13		D	N	COMMUNICATIONS	101.45433.0330
37296	08/14/13	MONTHLY SERVICE-JULY		131.80		STMT/7-13		D	N	COMMUNICATIONS	101.45435.0330
37296	08/14/13	MONTHLY SERVICE-JULY		32.26		STMT/7-13		D	N	COMMUNICATIONS	101.45437.0330
37296	08/14/13	MONTHLY SERVICE-JULY		242.18		STMT/7-13		D	N	COMMUNICATIONS	230.43430.0330
37296	08/14/13	MONTHLY SERVICE-JULY		142.21		STMT/7-13		D	N	COMMUNICATIONS	651.48484.0330
		VENDOR TOTAL		1,368.67		*CHECK TOTAL					
ZOOK/JASON			.02054								
37297	08/14/13	REFUND JERSEY DEPOSIT		30.00		081313		D	N	REFUNDS AND REIM	101.41428.0882

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CITY OF WILLMAR  
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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
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REPORT TOTALS:  
481,959.61

RECORDS PRINTED - 000558

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Vendor Payments History Report

CITY OF WILLMAR  
GL060S-V07.23 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	269,787.92
208	CONVENTION & VISITORS BUREAU	12,031.34
230	WILLMAR MUNICIPAL AIRPORT	14,422.32
311	D.S. - 2011 BOND	425.00
312	D.S. - 2012 BOND	425.00
350	RICE HOSPITAL DEBT SERVICE	30,738.13
413	S.A.B.F. - #2013	15,034.37
432	C.P. - WASTE TREATMENT	46.00
450	CAPITAL IMPROVEMENT FUND	13,916.45
651	WASTE TREATMENT	123,004.77
741	OFFICE SERVICES	127.31
816	BIOSCIENCE GRANT	2,001.00
TOTAL ALL FUNDS		481,959.61

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	481,959.61
TOTAL ALL BANKS		481,959.61

Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

No fee

ORGANIZATION INFORMATION

Organization name <b>Church of St. Mary</b>	Previous gambling permit number <b>XB-04099-12-001</b>
Minnesota tax ID number, if any <b>#8369099</b>	Federal employer ID number, if any <b>41-0711999</b>

Type of nonprofit organization. Check (X) one.

Fraternal  Religious  Veterans  Other nonprofit organization

Mailing address **713 SW 12th St** City **Willmar** State **MN** Zip Code **56201** County **Kandiyohi**

ATTACH A COPY OF ONE OF THE FOLLOWING FOR PROOF OF NONPROFIT STATUS

★ Do not attach a sales tax exempt status or federal ID employer number as they are not proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.  
Don't have a copy? This certificate must be obtained each year from:  
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

Internal Revenue Service - 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 at 877-829-5500.

Internal Revenue Service - 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:  
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

1.  No  Yes Has your organization held a bingo event in the current calendar year?  
If yes, list the dates when bingo was conducted \_\_\_\_\_

2. The proposed bingo event for which we are applying will be:  
 one of four or fewer bingo events held this year. Dates \_\_\_\_\_  
OR  
 conducted up to 12 consecutive days in connection with a:  
    \_\_\_ county fair. Dates \_\_\_\_\_  
    \_\_\_ civic celebration. Dates \_\_\_\_\_  
    \_\_\_ Minnesota state fair. Dates \_\_\_\_\_

3. Person in charge of bingo event **Fr Steven Verhelst** Daytime phone **320 235-0118**

4. Name of premises where bingo will be conducted **Church of St. Mary**

5. Premises street address **713 SW 12th St**

6. City **Willmar MN** If township, name of township \_\_\_\_\_ County **Kandiyohi**

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be purchased from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors. Or call 651-639-4000.

**LG240B Application to Conduct Excluded Bingo**

**Chief Executive Officer's Signature**

Print form and have CEO sign

*The information provided in this application is complete and accurate to the best of my knowledge.*

Chief executive officer's signature *fr Steven Verhelst* Phone number *320235-0118*  
 Name (please print) *fr Steven Verhelst* Date *8-12-13*

**Local Unit of Government Acknowledgment and Approval**

If the gambling premises is within city limits, the city must sign this application.

*On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.*

Print city name *City of Willmar*  
 Signature of city personnel receiving application *[Signature]*  
 Title *City Clerk Treasurer* Date *8-14-2013*

If the gambling premises is located in a township, only the county is required to sign this application.

**For the county:** *On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.*

Print county name \_\_\_\_\_  
 Signature of county personnel receiving application \_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_

**For the township:** *On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits.*

(Township signature is not required)  
 Print township name \_\_\_\_\_  
 Signature of township official acknowledging application \_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_

A township has no statutory authority to approve or deny an application (Minn. Stat. 349.166, Subd. 2).

**Mail Application and Attachment(s)**

Send the application and proof of nonprofit status to:

**Gambling Control Board  
 Suite 300 South  
 1711 W. County Rd. B  
 Roseville, MN 55113**

Or, you may fax it to 651-639-4032.

You will receive a document from the Gambling Control Board with your excluded permit number for the gambling activity. Your organization must keep its bingo records for 3-1/2 years.

**Questions?** Contact the Gambling Control Board at 651-639-4000.

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

**Reset Form**

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 your organization's 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.

**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 & Recreation 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)
- \_\_\_\_\_ 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)
- \_\_\_\_\_ Zoning Appeals Board (meets monthly)
- \_\_\_\_\_ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

**Charter Commission**  
**Applicant Information**

Name: Robert Enos Date of Application: 7-6-13  
 Address: 905 Trott Ave SW Phone No. 774-488-9761  
(must be a resident of the City of Willmar)  
 Email: R-Enos54@ymail.com

What prompted you to make application for a citizen committee? to help my adopted hometown move forward

Briefly tell us why you want to serve on this Board/Committee/Commission:  
I'd like to apply my academic background in political science and public administration to grow a charter that is responsive to a changing community

List any special background or experience you have which would be helpful to this Board/Committee/Commission:  
BA, political science, Univ. of Massachusetts  
Master's public administration, Univ of Rhode Island  
research fellow, Bureau of Government Research,  
Univ of Rhode Island  
thesis topic: program evaluation in local govt.

List your educational background: see previous

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

past member, Lions Club

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

Divine House, 4th Street Willmar \*  
Fourth Ave Homes, 4th Street Willmar

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

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

\* personal care giver for a family member,  
full-time

\* part-time phys. ed. instructor

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 10, OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE III, DANGEROUS WEAPONS, SECTION 10-54, DISCHARGE OF FIREARMS AND ADOPTING NEW SECTION 10-55, SHOOTING A BOW AND ARROW WITHIN CITY LIMITS

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

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 10-54. Chapter 10, Article III, Section 10-54 of the Willmar Municipal Code is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

**Sec. 10-54. – Discharge of firearms.**

- (d) Permit. Nothing in this article shall be construed to embrace the firing of a gun, pistol, revolver or other kind of firearm when permission therefor has first been given by the chief of police of the city, which permission shall designate the place where and the time when such firearms may be used. When the applicant for a permit is an individual requesting a permit for purposes of shooting pests on private property, the permit shall only be granted for the use of a pellet gun or twenty-two-caliber rifle using birdshot. No permit shall be granted for more than ~~sixty~~ (60) one hundred eighty (180) days. Every applicant for a permit shall execute a hold harmless agreement, indemnifying the city from all claims that result from the discharge of the firearm. When the applicant for the permit is not the property owner, a hold harmless agreement shall also be executed by the property owner.

Section 2. ENACTMENT OF NEW MUNICIPAL CODE SECTION 10-55. Chapter 10, Article III of the Willmar Municipal Code is hereby amended to include a new Section 10-55 to read as follows:

**Sec. 10-55.—Shooting a bow and arrow within city limits**

- (a) Purpose and Intent. The City of Willmar desires to allow persons to participate in the sport of archery in the city in a safe and responsible manner that will not threaten the public health, safety and welfare. It is with this intent that the regulations in this section are imposed.
- (b) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this

section, unless the context clearly indicates a different meaning.

*Approved backstop* shall mean any continuous solid wall or embankment constructed in a manner that an arrow cannot pass through any portion of the wall or embankment as constructed. The backstop must be of no less a minimum eight foot height and sixteen foot width.

*Arrow* - shall mean any shaft, rod or bolt constructed out of any substance.

*Arrow tip* - shall mean the forward point of a rod, shaft, bolt, etc. designed to serve the purpose of assisting an arrow to penetrate an intended target.

*Bow* - shall mean any device designed as or commonly known as a bow, long-bow, compound-bow, or cross-bow and fashioned to propel, thrust or project an arrow, shaft, bolt, or rod beyond one foot of the device itself.

- (c) Discharge of an arrow from a bow in city limits. It is unlawful to shoot or discharge an arrow from a bow within the city limits of Willmar except under the conditions listed under Paragraph (d) of this section.

Barbed and bladed arrow tips shall not be discharged outdoors within the City of Willmar except for the express purpose of taking fish or game as outlined under Paragraph (d), subparagraph (1) of this section.

- (d) Exemptions. Use of a bow and arrow in the following circumstances shall be exempted from the general prohibition thereof contained in Paragraph (c) of this section:
- (1) Hunting:
- a. Any arrow may be discharged from a bow into the public waterways, lakes, ponds and streams for the purpose of taking fish as allowed by the Minnesota Department of Natural Resources (DNR).
  - b. Any arrow may be discharged from a bow for the express purpose of harvesting game within the city limits of Willmar, but only by a licensed hunter participating in an approved hunt sanctioned by the DNR for the express purposes of culling game

animals to prevent the spread of a disease or over population.

- (2) Recreational sport or target practice:
  - a. Any arrow may be discharged from a bow while in the confines of any building as long as the arrow cannot escape the confines of the building and as is otherwise consistent with all applicable laws and regulations.
  - b. Any arrow other than an arrow containing a bladed or barbed arrow tip can be discharged from a bow, outdoors, while on private property, as long as it is discharged only at an intended target positioned at the base in front of and in the horizontal center of an approved backstop and as is otherwise consistent with all applicable laws and regulations.

Section 3. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

This Ordinance introduced by Council Member: Christianson

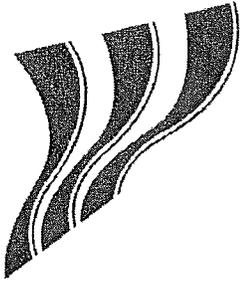
This Ordinance introduced on: August 5, 2013

This Ordinance published on: August 9, 2013

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: 8

Meeting Date:

Attachments:  Yes  No

CITY COUNCIL ACTION

Date:

- Approved     Denied  
 Amended     Tabled  
 Other

Originating Department: Administration

Agenda Item: Report from Coalition of Greater Minnesota Cities staff on 2013 legislative session and activities.

Recommended Action: Receive for information.

Background/Summary: The City of Willmar has been a charter member of the Coalition of Greater Minnesota Cities. The CGMC staff regularly provides updates to City staff and council regarding the year's activities. Tim Flaherty and Dan Dorman will be present to provide a summary of the Coalition's 2013 activities and plans for 2014.

Alternatives: n/a

Financial Considerations: n/a.

Preparer: C. Stevens

Signature: 

Comments:

**FINANCE COMMITTEE REPORT  
CITY OF WILLMAR  
MONDAY, AUGUST 12, 2013**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, August 12, 2013, in Auditorium at the Willmar Municipal Utilities. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	.....	Chair
	Tim Johnson	.....	Vice-Chair
	Rick Fagerlie	.....	Member
	Audrey Nelsen	.....	Member
	Charlene Stevens	.....	City Administrator
	Steve Okins	.....	City Finance Director
	Kevin Halliday	.....	City Clerk Treasurer

Others present included Mayor Frank Yanish, Council Members Steve Ahmann, Ron Christianson, and Jim Dokken, Planning and Development Services Director Bruce Peterson, Police Chief David Wyffels, Fire Chief Gary Hendrickson, several interested community members, and Accounting Supervisor Carol Cunningham.

**Item No. 1 – Public Comment**

Chair Anderson acknowledged that no one present wished to address the Committee at this time.

**Item No. 2 – 2014 Mayor’s Proposed Budget Presentation ( Information )**

Mayor Frank Yanish presented his proposed 2014 Budget totaling \$44,686,059. Of the total budget, \$15,528,583 is for General Operating; \$16,773,881 is for Capital Improvements; \$1,682,816 is for Special Revenue/Internal Services; \$2,499,201 is for Debt Service; and \$8,201,578 is for the Wastewater Treatment Plant. It was noted that the General Operating portion of the budget includes \$1,703,036 in transfers for Capital Improvements. The proposed tax levy of \$4,139,734 is the same as last year with \$3,992,734 for General Operating and \$147,000 for the Street Program. An overview of the estimated revenues and expenditures was presented. Revenues include an anticipated increase in Local Government Aid. Changes in budgeted expenditures include: 1) Reductions in Travel and Training (50%), Memberships and Dues (35%), and Professional Services (35%); 2) Elimination of dues for Coalition of Greater Minnesota Cities and National League of Cities; 3) Elimination of funding for Willmar Design Center, West Central Integration Collaborative, and Community Marketing Coalition. 4) New position proposed for human resources; and 5) Restoration of Assistant Engineer Position;

Council Members raised questions regarding the methodology used for cutting travel and training, memberships and dues, and professional services. Discussion also included the pros and cons of eliminating the funding for the Design Center, the Integration Collaborative and the Marketing Coalition. The Committee will continue to review and discuss the proposed 2014 budget over the next several meetings prior to the public hearing to be held in December, 2013. This matter was for information only.

**Item No. 3 – Old Business (Information)**

Chair Anderson acknowledged there was no old business for the Committee to discuss at this time.

**Item No. 4 – New Business (Information)**

Chair Anderson acknowledged there was no new business for the Committee to discuss at this time.

There being no further business to come before the Committee, Chair Anderson declared the meeting adjourned at 5:48 p.m.

Respectfully submitted,



Carol Cunningham  
Accounting Supervisor



**City of Willmar**

## **Proposed 2014 Budget**

**Presented August 12, 2013**

**Mayor Frank Yanish**

### **Strong Financial Picture**

- Increase in LGA (Local Government Aid)
- Reduction in sales tax expenditures
- Growth in new construction
- Maintaining basic services
- Continuation of Capital Improvements Program.

## 2014 Proposed Budget

Fund Type	Amount
General Operating	\$ 15,528,583*
Capital Improvements	\$16,773,881
Special Revenue/Internal	\$1,682,816
Debt Service	\$ 2,499,201
Enterprise (Wastewater)	\$ 8,201,578
<b>Total All Funds</b>	<b>\$ 44,686,059</b>

\* Includes a \$1,703,036 transfer for Capital Improvements

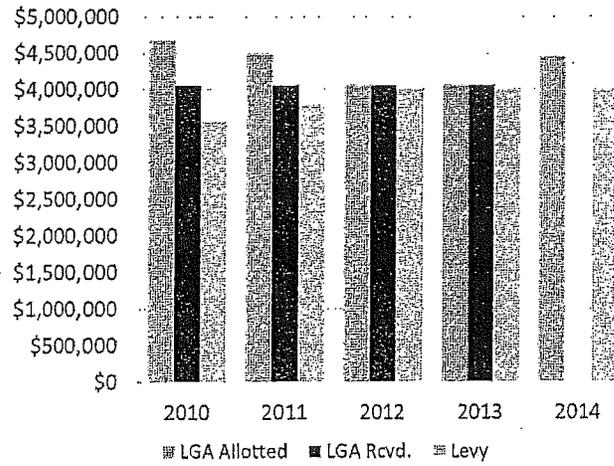
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## Levy Limits in place for 2014

Year 2014-Gen Oper.	\$ 3,992,734
Street Prog.	\$ 147,000
Year 2013	\$ 3,992,734
Street Prog.	\$ 147,000
<hr/>	
Proposed Increase	\$ 0

4

### Total LGA Allotted, LGA Received and Levy



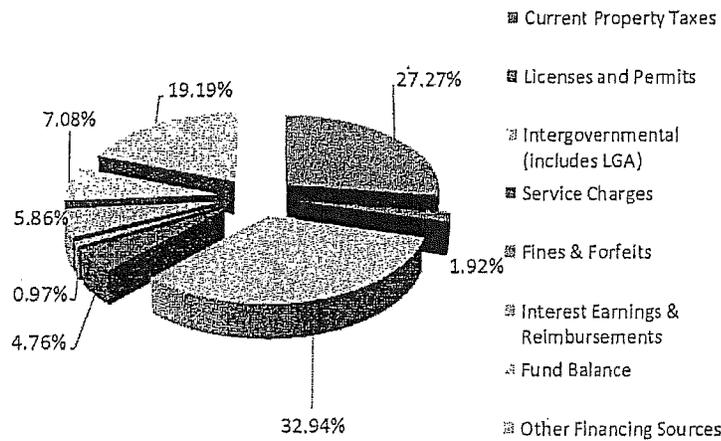
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### General Fund Revenues

Major Category	Amount	Percentage
Current Taxes	\$ 4,297,734	27.27%
Licenses & Permits	\$ 303,300	1.92%
Intergovernmental Aid (includes LGA)	\$5,190,227	32.94%
Service Charges	\$750,348	4.76%
Fines & Forfeitures	\$ 153,000	.97%
Interest Earnings and Reimbursements	\$923,000	5.86%
Other Financing Sources	\$3,023,460	19.19%
Fund Balance	\$1,116,167	7.09%
<b>Total</b>	<b>\$15,757,236</b>	<b>100%</b>

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### General Fund Revenues by Source



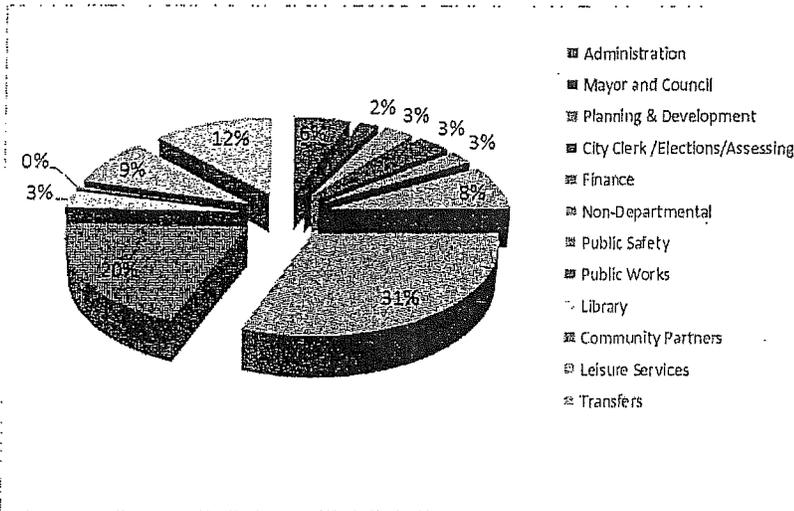
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### General Fund Expenditures

Major Category	Amount	Percentage
Administration	\$ 873,876	5.63%
Mayor and Council	\$ 303,067	1.95%
Planning and Development	\$ 492,324	3.17%
City Clerk/Elections/Assessing	\$ 542,955	3.50%
Finance	\$ 392,521	2.53%
Non-Departmental	\$1,268,606	8.17%
Public Safety	\$4,792,639	30.86%
Public Works	\$3,096,886	19.94%
Library	\$483,488	3.11%
Community Partners	\$68,000	0.44%
Leisure Services	\$1,321,883	8.51%
Transfers	\$1,892,338	12.19%
Totals	\$15,528,583	100%

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### General Fund Expenditures by Major Category



### Changes in 2014

- Elimination of dues for Coalition of Greater Minnesota Cities, National League of Cities.
- Elimination of funding for Willmar Design Center.
- Elimination of funding for West Central Integration Collaborative.
- Elimination of funding for Community Marketing Coalition.

## **Changes in 2014**

- Reductions in Travel and Training (50%)
- Reductions in Membership and Dues (35%)
- Reduction in Professional Services (35%)
- New position proposed for human resources.
- Restoration of Asst. Engineer Position.

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## **Capital Planning 2014-2018**

- Criteria for consideration
  - Legal Mandates
  - Maintenance of Existing Assets
  - Sustainability
  - Reduce or Offset Costs
  - Critical Public Safety Needs or Concern
  - Meeting City Council Priorities
- Goal of establishing a five (5) year planning process

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## Capital Improvement Funding

- Bonding (Debt)
- Cash
  - Unspent Reserves
  - Unspent Previous Capital Allocations
- Special Revenues
  - WWTF
  - LOST

13

## Capital Projects

	2010	2011	2012	2013 (budget)	2014 (proposed)
Equipment	528,485	416,662	1,240,441	1,481,760	1,167,806
Projects	288,214	1,442,076	3,504,835	5,051,245	13,106,075
Streets	2,444,332	3,012,600	2,089,200	2,612,000	2,500,000
Totals	\$3,261,021	\$3,778,414	\$6,834,476	\$9,145,005	\$16,773,881

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## Budget Calendar

<b>August 12th</b>	Presentation of Mayor's Proposed Budget and CIP
<b>August 26th</b>	Finance Committee recommends action on Proposed Tax Levy
<b>Sept. 3th</b>	Adopt and Certify Proposed Levy to County Auditor/Truth in Taxation .
<b>Sept- Oct.</b>	Council Workshops, Public Review
<b>November</b>	Review of MUC, Rice Hospital and Willmar HRA Budgets
<b>December 2<sup>nd</sup></b>	Budget Adoption
<b>December 31<sup>st</sup></b>	Certification of the Tax Levy to the County

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## Questions?

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**PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-13**  
**CITY OF WILLMAR**  
**TUESDAY, AUGUST 13, 2013**

A meeting of the Public Works/Safety Committee was called to order at 4:47 p.m. on Tuesday, August 13, 2013, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Audrey Nelsen, Steve Ahmann and Denis Anderson (substituting for Bruce DeBlieck). Also present were: Mayor Frank Yanish, Council Member Tim Johnson, Bruce Peterson, Planning and Development Services Director; Dave Wyffels, Police Chief; Josh Halvorson, Donohue and Associates; Tim Hanson representing the Elks Club, and Janell Sommers, Recording Secretary.

**1. PUBLIC COMMENT:**

There were no public comments.

**2. ACCEPT BID AND AWARD CONTRACT FOR SPERRYVILLE LIFT STATION:**

Josh Halvorson of Donohue and Associates presented results from the August 8, 2013 bid opening for the construction and relocation of the Sperryville Lift Station. Four bids were received, with the low bid being that of Geislinger and Sons, Inc. in the amount of \$285,000.00. The project schedule allows for substantial completion by December 15 of this year and final completion in May of 2014. The majority of the funding is from within the 2013 Capital Outlay Budget.

The committee discussed the variation of bids and the comparison to the engineer's estimate. A motion was made by Council Member Ahmann, seconded by Council Member Nelsen, and passed for the following

**RECOMMENDATION:**

Accept the bid of Geislinger and Sons, Inc. in the amount of \$285,000.00, and authorize the Mayor and City Administrator to enter into an agreement on behalf of the City. (Resolution)

**3. STORM WATER DRAINAGE ISSUE BEHIND THE ELKS CLUB (FOR INFORMATION ONLY):**

Tim Hanson, representing the Elks Club, met with the committee to discuss the storm water drainage issues the Elks Club is experiencing. It appears the catch basin behind the building may not be directing the runoff to the City's storm system on Litchfield Avenue and they are experiencing water problems in the lower level and possible undermining of the building. The Elks Club is

looking to the City for information, as this is a private system and the City holds no responsibility. The committee discussed several possibilities whereby the affected property owners can work together to redirect the water. Mr. Hanson was directed to the City Offices to obtain property owner and utility line information to proceed.

**4. MISCELLANEOUS ITEMS:**

Council Member Christianson expressed his concern with vehicle and equipment purchases, specifically anything over \$20,000, being brought before committee and filling the vacant Surveyor position in the Engineering Department.

An update on storm water improvements will be provided at one of the next meetings. Interim City Engineer Jared Voge is preparing a list of incremental storm water improvements for consideration.

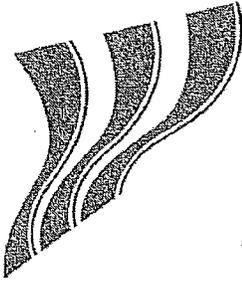
There being no further business to come before the committee, the meeting adjourned at 5:48 p.m.

Respectfully submitted:



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

Janell Sommers  
Recording Secretary



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

**Agenda Item Number:** \_\_\_\_\_

**Meeting Date:** August 13, 2013

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date: August 19<sup>th</sup>, 2013**

Approved  Denied  
 Amended  Tabled  
 Other

**Originating Department:** Engineering

**Agenda Item:** Sperryville Lift Station – Award Construction Contract.

**Recommended Action:** Accept the bid from Geislinger & Sons, Inc. for Project No. 1311 – Sperryville Lift Station and enter into a contract agreement of \$285,000 for construction.

**Background/Summary:**

On July 15th, 2013 the City Council approved plans and specifications and authorized bids for Project No. 1311 – Sperryville Lift Station. Bids were received and opened for this project August 8, 2013. Four bids were received as tabulated in the attached bid summary. Donohue & Associates, Inc. has reviewed these bids and has recommended award of the project to Geislinger & Son's, Inc to City Staff per the attached letter.

The project schedule is as follows:

- August 19 – Award Project
- September 16 – Notice to Proceed
- December 15 – Substantial Completion of Construction
- May 30, 2014 – Final Completion of Construction

**Alternatives:**

Delay Project, Rebid.

**Financial Considerations:**

Allocation of funding for the project will be in accordance with:

- \$275,000 – City 2013 Capital Budget
- \$ 54,100 – City 2013 Operating Budget
- \$ 40,810 – City WWTF Collection Budget
- \$369,910 – Grand Total

**Preparer:** Joshua Halvorson, PE

**Signature:** *Joshua J. Halvorson*

**Comments:**

BID TABULATION SUMMARY  
CITY OF WILLMAR  
SPERRYVILLE LIFT STATION  
WILLMAR PROJECT NO. 1311

BIDDER	LUMP SUM BID PRICE
Geislinger & Son's Inc.	\$285,000.00
Kuechle Underground Inc.	\$300,000.00
Quam Construction Co.	\$342,000.00
Duininck Inc.	\$382,000.00

August 9, 2013



www.donohue-associates.com

Mr. Bruce Peterson  
Director of Planning & Development  
City of Willmar  
333 Sixth Street SW  
Willmar, MN 56201

2320 EAST HIGHWAY 12, SUITE 5

WILLMAR, MN 56201

PHONE 320-235-5400

RE: Letter of Recommendation  
Sperryville Lift Station  
Willmar Project No. 1311 / Donohue Project No. 12466

FAX 320-235-5401

Dear Mr. Peterson:

Pursuant to the Advertisement of Bids, sealed bids for the above referenced project were received at the office of the City Clerk on August 9, 2013, and publicly opened and read aloud. We have reviewed all the bids received for the work and have enclosed a copy of the Abstract for Bids for your information.

Four sealed bids were received. The low bid was submitted by Geislinger & Sons, Inc. of Watkins, Minnesota, in the amount of \$285,000. The second low bid was submitted by Kuechle Underground, Inc. in the amount of \$300,000. The high bid for the project was from Duininck, Inc. in the amount of \$382,000. The engineer's estimate of probable construction cost was \$246,559.

All the bids received were in conformance with the bidding instructions of a completed bid form signed and sealed accompanied with a bid bond in the total bid amount. The qualifications of the lowest bidder are accommodating with their previous construction experience, present commitments, equipment to perform work, and familiarity with City dealing's. It is recommended that the Contract be awarded to Geislinger & Sons, Inc. in the amount of \$285,000.

The current conditions of the Sperryville Lift Station are troubling. Delaying or rebidding the project will farther impede the inevitable and will not result in potential lower prices with a rebounding economy of contractors flush with work without major design changes to the contract documents.

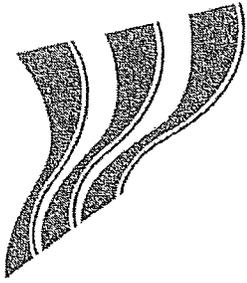
If you have any questions on my recommendation or need any farther information of the project, please don't hesitate to contact myself. Thanks!

Sincerely,

A handwritten signature in cursive script that reads "Joshua J. Halvorson".

Joshua Halvorson, P.E.  
Project Manager

Enclosures: As noted



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

**Agenda Item Number:** \_\_\_\_\_

**Meeting Date:** August 13, 2013

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** August 19, 2013

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <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:** Storm Water Drainage Issue Behind Elks Club

**Recommended Action:** For information only.

**Background/Summary:** Storm water drainage issues have existed for years, and continue today, for that area behind the Elks Club. Past investigation determined that the private drainage system was pieced together and not well maintained. There does not appear to be any City responsibility, as the adjacent public system functions well.

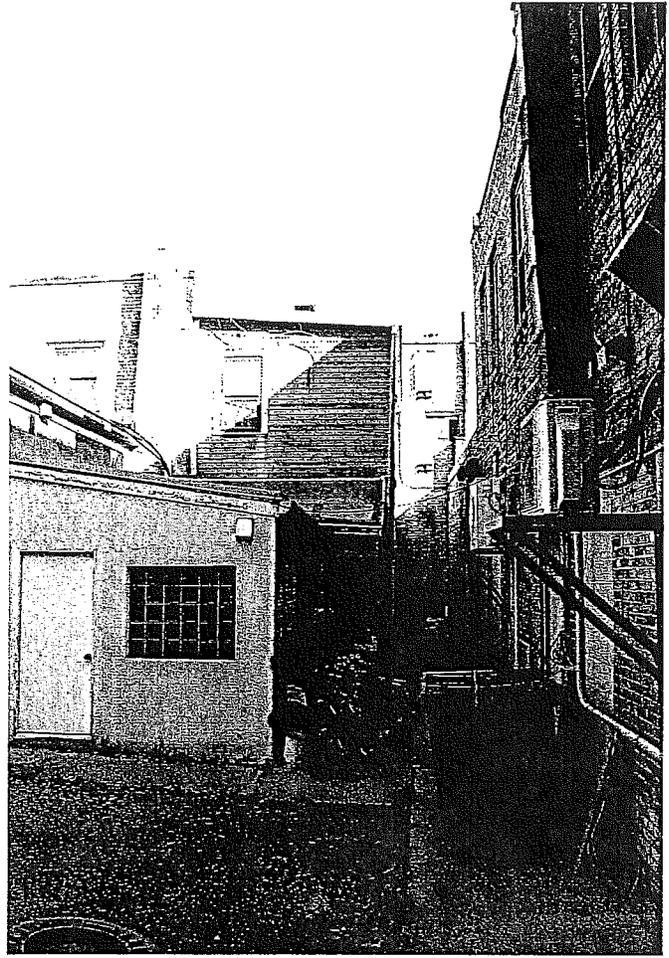
**Alternatives:** NA

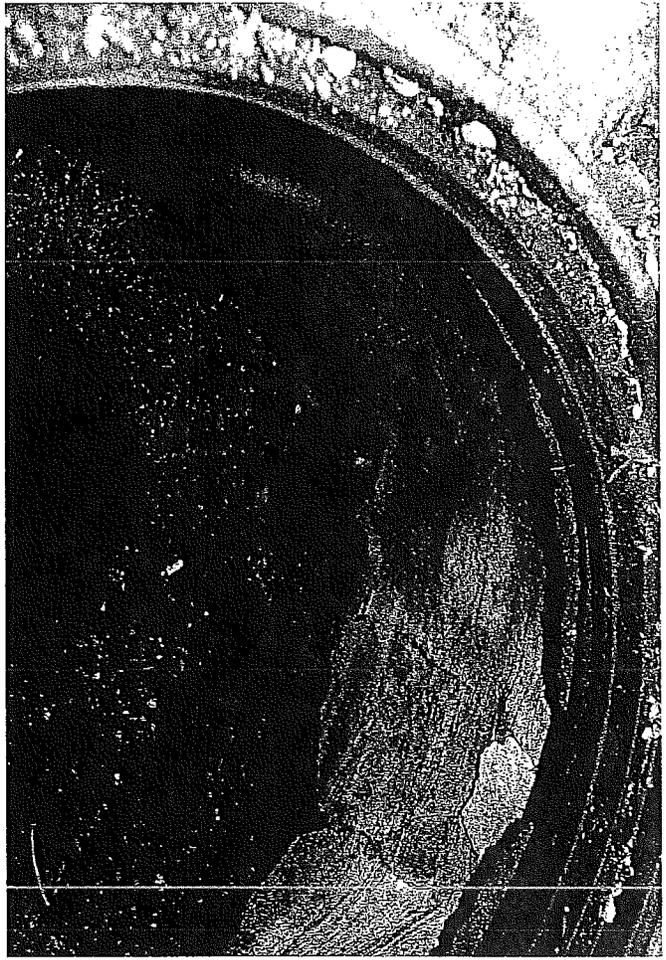
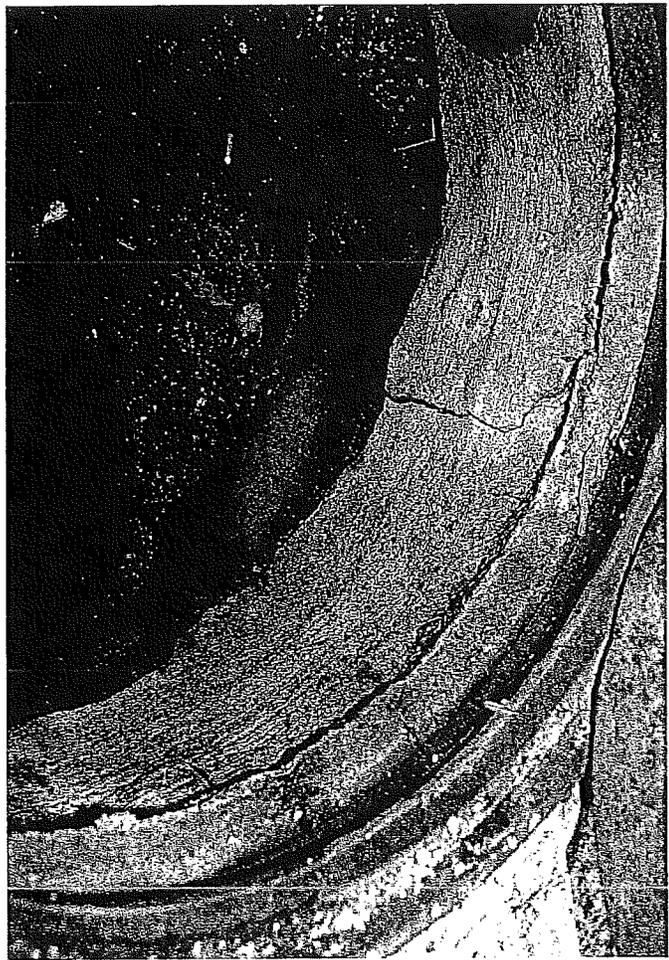
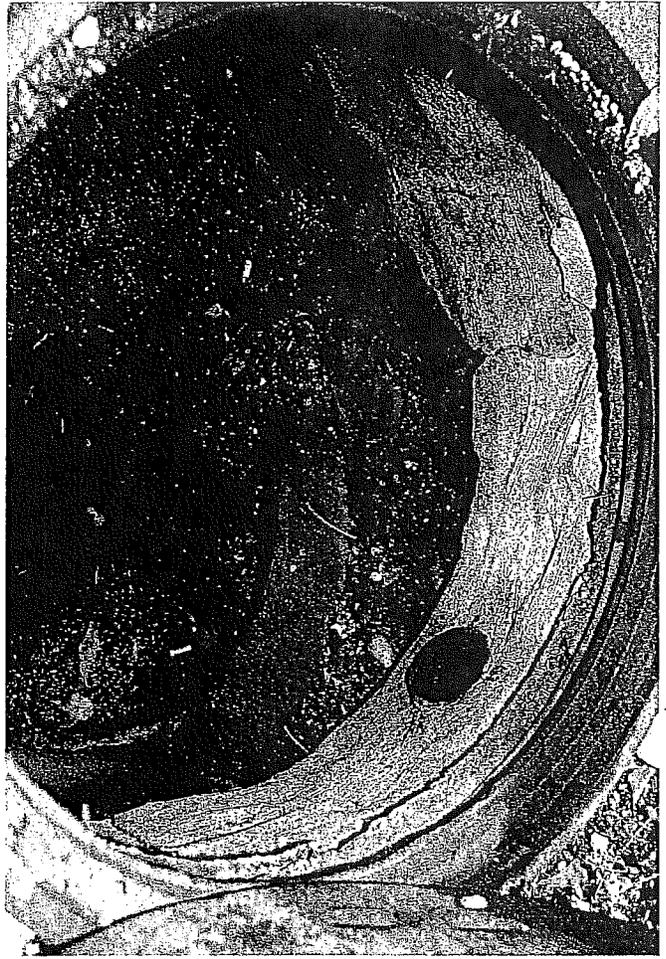
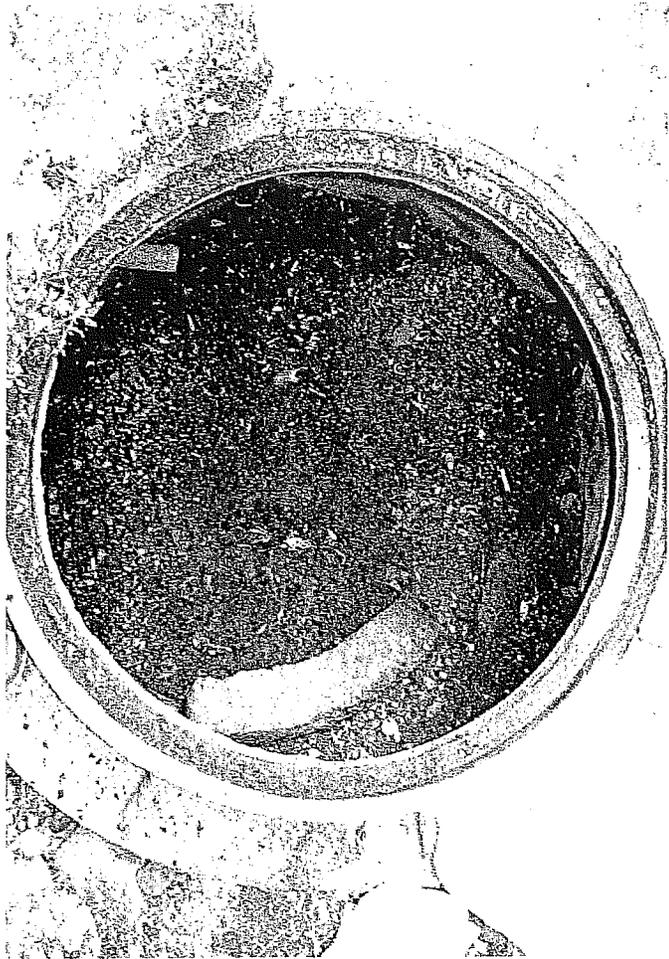
**Financial Considerations:** NA

**Preparer:** Bruce D. Peterson, AICP

**Signature:**

**Comments:**





**COMMUNITY DEVELOPMENT COMMITTEE  
CITY OF WILLMAR, MINNESOTA  
THURSDAY, AUGUST 15, 2013**

**MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, August 15, 2013, in Conference Room No.1 at the City Office Building. Chair Fagerlie called the meeting to order at 4:45pm.

**Present:**

Rick Fagerlie	Chair
Denis Anderson	Council Member
Tim Johnson	Council Member
Jim Dokken	Council Member
Bruce Peterson	Director of Planning and Development Services

**Others present:** Frank Yanish-Mayor, Audrey Nelsen-Council Member, Steve Renquist-EDC Director

**1. PUBLIC COMMENTS (FOR INFORMATION ONLY)**

There were no public comments.

**2. CONSIDERATION OF ORDER FOR REMOVAL - 944 OLAF AVENUE NORTHWEST (MOTION)**

Staff presented a request that the Council order the removal of a structure at 944 Olaf Avenue NW (see attachment). This is a property that has deteriorated over the years and past attempts to have the property repaired or removed have been met without success. The Committee reviewed correspondence and photographs. It was acknowledged that the structure was in terrible condition and did constitute a threat to health and safety. A motion was made by Council Member Johnson, seconded by Council Member Dokken, and passed for the following:

**RECOMMENDATION:** That the Council declare as hazardous and order the removal of the home at 944 Olaf Avenue NW.

**3. ECONOMIC DEVELOPMENT COMMISSION UPDATE (FOR INFORMATION ONLY)**

Steve Renquist, EDC Director, updated the Committee on the development of a County-wide business loss protocol (see attachment). A significant amount of time was then spent reviewing the five-year work plan that has been adopted by the EDC Board (see attachment). Activities of the EDC and success in meeting some of the work plan goals were discussed in detail.

4. **OLD BUSINESS**

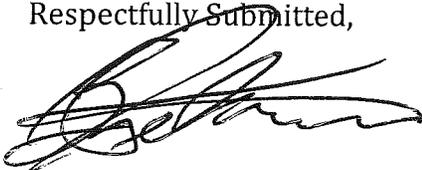
There was no old business.

5. **NEW BUSINESS**

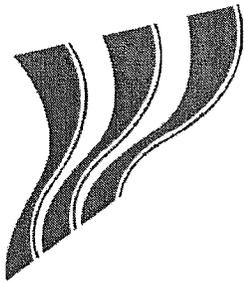
Chair Fagerlie inquired about graffiti on a downtown building. Staff replied that the matter was being addressed. Chair Fagerlie also asked staff to look into weed problems that exist in the East Highway 12 right-of-way and the BNSF properties.

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

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Bruce Peterson', written over the typed name below.

Bruce Peterson, AICP  
Director of Planning and Development Services



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: \_\_\_\_\_

Meeting Date: August 15, 2013

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: Planning and Development Services

Agenda Item: Consideration of Order for Removal – 944 Olaf Avenue Northwest

Recommended Action: To order the complete removal of the hazardous building at 944 Olaf Avenue Northwest.

Background/Summary: The house at 944 Olaf Ave NW has been in a deteriorating condition for a number of years. The current owner has chosen to use it as a storage facility and the building and surrounding area is full of garbage, vehicles, and debris. Previous attempts for owner compliance have failed; a formal order from the Council is the logical next step.

Alternatives: Leave the building as is and allow its continued improper use and deterioration.

Financial Considerations: If the owner does not remove the building and a court order is necessary, the City may find itself in the position of having to clean out the structure and remove it under the terms of the International Building Code.

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

Signature:

Comments:



**PLANNING AND DEVELOPMENT SERVICES**

City Office Building  
333 SW 6th Street, Box 755  
Willmar, MN 56201

<b>GENERAL DEPARTMENT &amp; INFORMATION</b>	320-235-8311
<b>DIRECTOR</b>	320-214-5184
<b>PLANNER</b>	320-214-5195
<b>BUILDING OFFICIAL</b>	320-214-5185
<b>BUILDING INSPECTION TECH</b>	320-214-5187

FAX: 320-235-4917

**MEMO**

**TO:** Bruce Peterson, Planning and Development Service Director

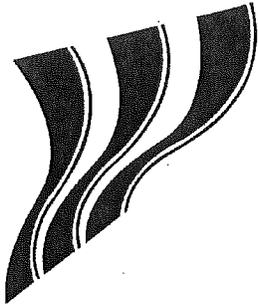
**FROM:** Randy Kardell *mk*

**DATE:** July 8, 2013

**RE:** **944 Olaf Avenue NW, Willmar, Minnesota**

On May 22, 2013 the City of Willmar issued removal orders on the above referenced property. The order was to completely remove the structure. The structure is being used as a garbage/junk storage building. To date, the property owners have not contacted the City to discuss the issues. This property was once placarded as "unfit for human habitation" when the previous property owners owned the home. The property has since degraded and abatement or repairs are no longer an option. The enclosed order is for the complete removal by not later than June 24, 2013.





## PLANNING AND DEVELOPMENT SERVICES

City Office Building  
333 SW 6<sup>th</sup> Street, Box 755  
Willmar, MN 56201  
320-235-8311  
FAX: 320-235-4917

May 22, 2013

Guadalupe Flores  
940 Olaf Ave NW  
Willmar, MN 56201

Dear Mr. Flores:

On May 22, 2013 the City of Willmar Building Inspector conducted an inspection of a home located at **944 Olaf Ave NW**. The City of Willmar currently enforces the 2007 Minnesota State Building Code. The Code states in Chapter 1300.0180 "Unsafe Buildings and Structures" that: A building or structure regulated by the code is unsafe, for purposes of this part, if it is structurally unsafe, not provided with adequate egress, a fire hazard, or otherwise dangerous to human life. Building service equipment that is regulated by the code is unsafe, for purposes of this part, if it is a fire, electrical, or health hazard; an unsanitary condition; or otherwise dangerous to human life. Use of a building, structure, or building service equipment constituting a hazard to safety, health, or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster, damage, or abandonment is, for the purposes of this part, an unsafe use. Parapet walls, cornices, spires, towers, tanks, statuary, and other appendages or structural members that are supported by, attached to, or a part of a building and that are in deteriorated condition or otherwise unable to sustain the design loads that are specified in the code are unsafe building appendages. The building official may order any building or portion of a building to be vacated if continued use is dangerous to life, health, or safety of the occupants. The order shall be in writing and state the reasons for the action. All unsafe buildings, structures, or appendages are public nuisances and must be abated by repair, rehabilitation, demolition, or removal according to Minnesota Statutes, sections 463.15 to 463.2.

Your home has been declared an unsafe building because of the following conditions as listed below:

- 1. Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.***
- 2. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of a fire or panic.***

3. Whenever the stressing of any materials, member or portion thereof, due to all dead and live load, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structure, purpose or location.
4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood, or by any other cause, to such an extent than it was before such catastrophe and is less than the minimum requirements of the Building Code for new buildings of similar structure, purpose or location.
5. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.
7. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.
8. *Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.*
9. *Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.*
10. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.
11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its non-supporting members, enclosing or outside walls or coverings.
12. *Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or immoral persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.*
13. *Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Code, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of buildings.*
14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any non-supporting part, member or portion less than 50 percent, or in any supporting part, member or portion less than 66 percent of the (i) strength,

(ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location.

- 15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the building official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.**
- 16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard.**
17. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.
- 18. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six months so as to constitute such building or portion thereof an attractive nuisance or hazard to the public.**

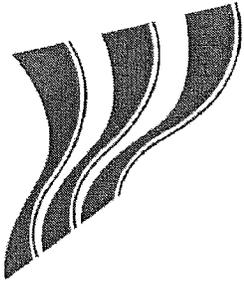
You are hereby ordered to remove such unsafe structure by not later than Monday, June 24, 2013. Any failure to comply with this order is a misdemeanor violation of Minnesota Statutes, section 16B.69. If the structure is not removed or repaired within the time allotted in this order, the City of Willmar shall begin the removal process as defined by Minnesota State Statutes 463.15 to 463.26. This legal process allows the City, by court order, the authority to abate the public nuisance and provides the City with a means of recovering all associated costs involved with the abatement process. If you have any questions, feel free to call me at (320) 214-5185.

Sincerely,

Randy L. Kardell  
Building Official

cc: Mary Rodriguez & Gary Bregel

**BUILDING PERMIT IS REQUIRED FOR ALL REMOVAL OR REPAIRS**



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

Agenda Item Number: \_\_\_\_\_

Meeting Date: August 15, 2013

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:** Planning and Development Services

**Agenda Item:** Economic Development Commission Update

**Recommended Action:** For information only

**Background/Summary:** Steve Rehnquist, Director of City of Willmar and Kandiyohi County Economic Development Commission will be present to provide an update on EDC activities. As well as to answer committee questions regarding EDC activities, budgets, etc.

**Alternatives:** N/A

**Financial Considerations:** None

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

**Signature:**

**Comments:**

# **Business Loss Protocol**

## **A Public and Private Partnership**

### **Critical Incident Definition**

**Protocol Objectives**

**Roadblock mitigation**

**Joint Planning Benefits**

**Top Down Leadership**

### **Preparedness Process**

#### **Risk Assessment**

- a. Self-assessment
- b. Joint assessment

#### **Critical Incident Planning**

- a. Plan development
- b. Identifying responsibilities

#### **Plan Execution**

- a. Types of incident
- b. Response

### **Mitigation**

- a. Risk mitigation
- b. Impact mitigation

### **Response**

- a. Red flag warning
- b. Emergency
- c. Prevent chain reaction

### **Media**

- a. Identification of contact

### **Recovery and Business Resumption**

## **Introduction**

The Business Loss Protocol is intended to encourage a public/private critical incident partnership. The Protocol will:

- a. Establish partnerships in advance so the event can be prevented or the loss minimized
- b. Conduct individual and joint evaluation of risk factors
- c. Develop joint public/private sector emergency plans
- d. Facilitate business resumption and recovery
- e. Incorporate mitigation throughout the process, recognizing impact prevention and reduction

## **Critical Incident Definition**

A critical incident is any event or situation that threatens individual or collective members of the business community and the jobs and services they provide to the community. It is any event that requires swift, decisive action involving multiple components in evaluation of business health, prevention of business loss, mitigation of impact of business loss, recovery of job/income potential, and solicitation of new business

## **Protocol Objectives**

- a. Encourage public and private sector linkages to achieve common goal of a healthy and sustainable business community
- b. Establish a cooperative assessment and planning process
- c. Establish a repetitive and redundant business contact process
- d. Serve as resource for businesses seeking business assistance

## **Roadblock Mitigation**

We acknowledge that communities are diverse and entities often perceive themselves as having different needs and concerns.

- a. Public sector must understand private sector's concept of 'bottom line' and how it must be achieved before public service can happen
- b. Private sector must understand the public sector's operating procedures, legal obligations and political considerations

The actions are different but often the motivations are similar

## **Joint Planning Benefits**

Business emergency prevention and reaction planning may lead to a more harmonious relationship and additional community partnerships. There is a greater understanding of the repercussions if cooperative planning doesn't occur. It can illuminate the potential financial impact and the liability created from the failure to plan for a critical incident. Business loss is a dramatic and immediate real-life impact to the community and particularly the employees.

The planning process can identify how the business contributes to the community and develops the community priorities. Joint planning will make the community a better location to do business and will assist in business recruitment

## **Top Down Leadership**

Commitment in both the public and private sectors must be driven from the top – or there is no real commitment. Trust in the commitment and stability of both organizations must be established in the beginning and maintained if it is to trickle-down to all levels of the organizations.

After obtaining top level support, the process must involve the people who will meet each other on a frequent basis, manage the relationship and be the first responders to situations that can often be kept manageable.

Kandiyohi County  
& City of Willmar  
**Economic Development Commission**



## **5-Year Goals (2011-2015)**

1. Continue efforts to maintain and expand businesses in Kandiyohi County
2. Promote Rice Memorial Hospital's position as a regional hospital (indirectly and directly when asked)
3. Fill additional 50% of MinnWest Technology Campus (MWTC) capacity by 2015
4. Develop new opportunities for cooperation with similar agencies
5. Successful commercialization of two renewable energy projects and expansion of three value-added ag businesses
6. Achieve 25% increase in local airport utilization by 2015

Kandiyohi County and City of Willmar Economic Development Commission 2013 Goals  
[2013] (they relate to 5-Year Goal 1)

5-YEAR GOAL

1. Continue efforts to maintain and expand businesses in Kandiyohi County

Business Retention Programs      Business Expansion—Build Capacity      Business Attraction      Mid-Central Research and Outreach Center      Cooperation with similar agencies      Commercialization of renewable energy projects      Value-added agribusiness-related projects

Align efforts with two Kandiyohi County communities

Diaper Manufacturing—Innovation Showcase

Community-Owned Grocery

Social media and internet programs

100% broadband coverage

Animal Science Conference and Venture Forum

Program development of Angel investment group

Market Kandiyohi County

Facilitate success of new Willmar industrial park

Downtown business attraction—all cities

Individual cities as they identify opportunities and needs

Commercialization of Renewable Energy Projects

Regional biosciences corridor

Ag biomass to anhydrous ammonia

Dairy Research/Education and Consumer Outreach Facility

Objectives/Action:

Target Date: \_\_\_\_\_

Responsibility: \_\_\_\_\_

Status/Date:

**Kandiyohi County and City of Willmar Economic Development Commission 2013 Goals**

[No 2013 Goals assigned to 5-Year Goals 2 and 4]

**5-YEAR GOAL**

2. Promote Rice Memorial Hospital's position as a regional hospital (indirectly and directly when asked)

**5-YEAR GOAL**

4. Develop new opportunities for cooperation with similar agencies

Objectives/Action:

Target Date: \_\_\_\_\_

Responsibility: \_\_\_\_\_

Status/Date:

Objectives/Action:

Target Date: \_\_\_\_\_

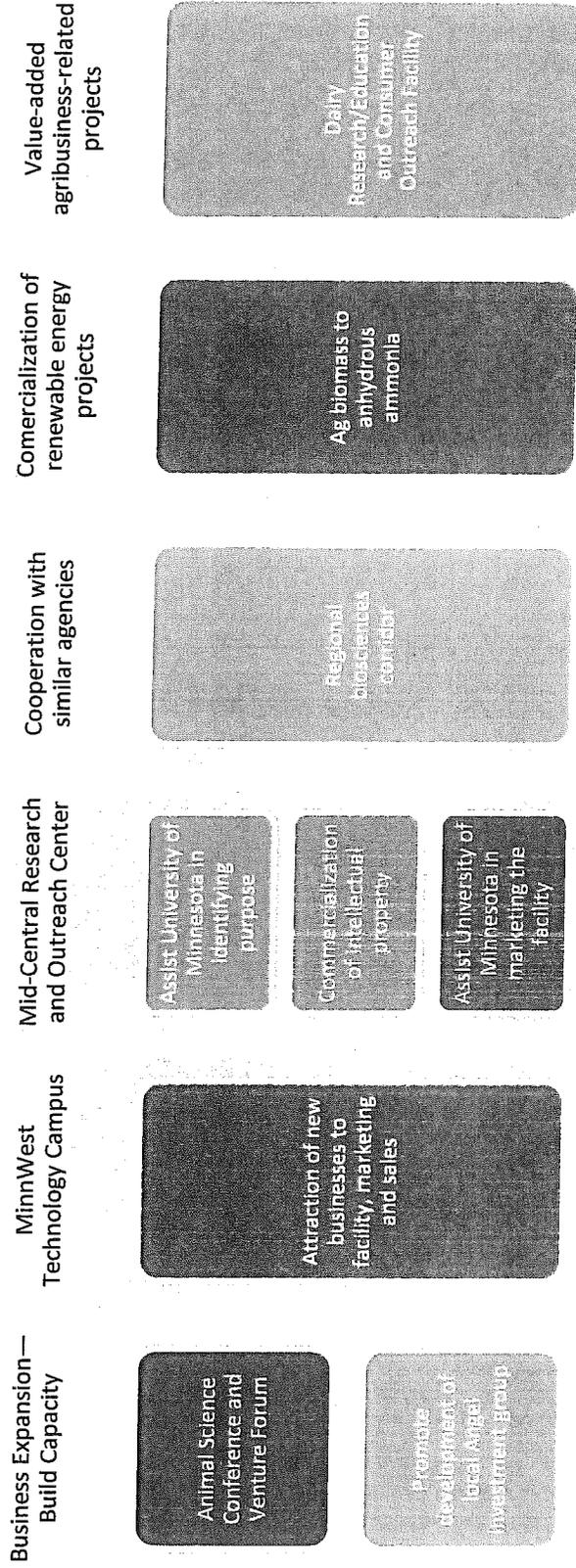
Responsibility: \_\_\_\_\_

Status/Date:

Kandiyohi County and City of Waverly Economic Development Commission 2013 Goals  
 [2013 Goals as they relate to 5-Year Goal 3]

**5-YEAR GOAL**

**3. Fill additional 50% of MinnWest Technology Campus (MWTC) capacity by 2015**



Objectives/Action:

Target Date: \_\_\_\_\_

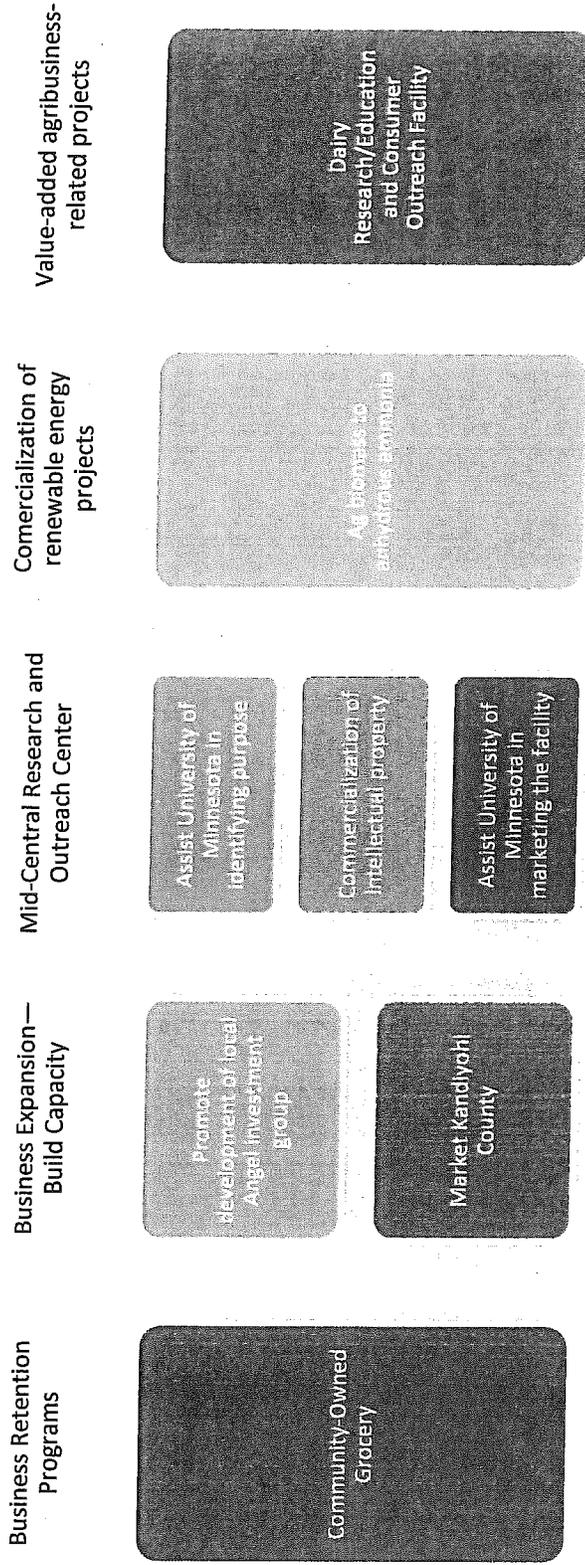
Responsibility: \_\_\_\_\_

Status/Date:

**Kandiyohi County and City of Willmar Economic Development Commission 2013 Goals**  
 [2013 Goals as they relate to 5-Year Goal 5]

**5-YEAR GOAL**

**5. Successful commercialization of two renewable energy projects and expansion of three value-added ag businesses**



**Objectives/Action:**

**Target Date:** \_\_\_\_\_

**Responsibility:** \_\_\_\_\_

**Status/Date:**

**Kandiyohi County and City of Willmar  
Economic Development Commission  
2013 Goals**  
[2013 Goals as they relate to 5-Year Goal 6]

Airport

**5-YEAR GOAL**

- 6. Achieve 25% increase in local airport utilization by 2015**

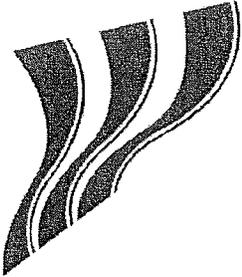
Increased direct utilization—FBO, marketing plan

Objectives/Action:

Target Date: \_\_\_\_\_

Responsibility: \_\_\_\_\_

Status/Date:



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 13

Meeting Date:

Attachments: \_\_\_ Yes. \_\_\_ No

CITY COUNCIL ACTION

Date: August 19, 2013

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk-Treasurer

Action Requested: Set Hearing for 7:03 p.m. on September 3, 2013

Guiding Principle: Municipal Code, Chapter 13, Article I

Agenda Item: Consideration of Special Assessment Hearing for Unpaid Snow / Ice Removal

Background/Justification:

Pursuant to Willmar Municipal Code, Chapter 13, Article I concerning the removal of snow or ice from sidewalks, and in the case of nonpayment of the charge against each separate lot, the personal liability of said cost of service to be certified for collection.

Notice will be given that the City Council of the City of Willmar, Minnesota, will meet on the 3rd day of September 2013, at 7:03 p.m. to consider objections to the proposed assessment for the snow/ice removal costs on the below-listed property owners.

95-006-5940	Tamra A. Hart	1102 Becker Ave SW	\$65.00
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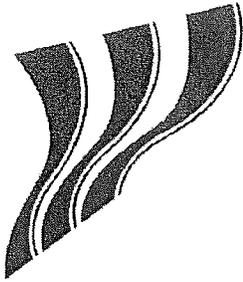
Fiscal Impact: \$ 65.00

Alternatives: Deny

Staff Recommendation: Move to Set Hearing for 7:03 p.m. on September 3, 2013

Preparer: City Clerk-Treasurer

Signature:



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

**Agenda Item Number:** 14

**Meeting Date:**

**Attachments:** \_\_\_ Yes \_\_\_ No

**CITY COUNCIL ACTION**

**Date:** August 19, 2013

- Approved       Denied  
 Amended       Tabled  
 Other

**Originating Department:** City Clerk-Treasurer

**Action Requested:** Set Hearing for 7:04 p.m. on September 3, 2013

**Guiding Principle:** Municipal Code, Chapter 9, Article III

**Agenda Item:** Consideration of Special Assessment Hearing for Unpaid Weed/Grass Mowing Removal

**Background/Justification:**

Pursuant to Willmar Municipal Code, Chapter 9, Article III concerning the cutting of weeds or grass, and in the case of noncompliance, such work to be performed by the City or its agent, the costs thereof can be certified as a special assessment against the property concerned, and

Notice will be given that the City Council of the City of Willmar, Minnesota, will meet on the 3<sup>rd</sup> day of September 2013, at 7:04 p.m. to consider objections to the proposed assessment for the mowing cost incurred on the below-listed property owners.

95-540-0390	Federal National Mortgage Assn.	511 7 <sup>th</sup> Street NW	\$289.24
95-006-4070	Maria C. Flores	703 3 <sup>rd</sup> Street SW	\$144.28
95-390-0010	Norma Infante	1504 13 <sup>th</sup> Ave NE	\$144.28
95-470-0050	Lori Ann Jensen	714 4 <sup>th</sup> Street SE	\$144.28
95-222-0360	Victor W. Koch	521 Ann Street SE	\$240.47
95-914-2160	Caleb D. & Nicole M. Larson	704 Mary Ave SE	\$197.72
95-665-0260	Corey A. Marthaller	1101 Olena Ave SE	\$288.56
95-916-3150	Abdi Osman	1417 Gorton Ave NW	\$144.28
95-665-0460	Peggy Tjaden	1004 Olena Ave SE	\$144.28
95-672-0380	Secretary of Veterans Affairs	1409 12 <sup>th</sup> Street SE	\$144.28
95-740-0410	Wells Fargo Bank	417 3 <sup>rd</sup> Street SE	\$144.28

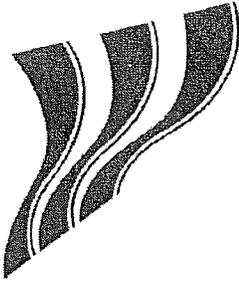
**Fiscal Impact:** \$2,025.95

**Alternatives:** Deny

**Staff Recommendation:** Move to Set Hearing for 7:04 p.m. on September 3, 2013

**Preparer:** City Clerk-Treasurer

**Signature:**



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 15

Meeting Date:

Attachments: \_\_\_ Yes \_\_\_ No

CITY COUNCIL ACTION

Date: August 19, 2013

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk-Treasurer

Action Requested: Set Hearing for 7:05 p.m. on September 3, 2013

Guiding Principle: Municipal Code, Chapter 9, Article I

Agenda Item: Consideration of Special Assessment Hearing for Unpaid Garbage Removal

Background/Justification:

Occasionally the City has responded to problems regarding garbage on private property, abandoned homes, or fire damaged property. Property owners are sent notices and in those cases where there is no response, the City made arrangements to have the garbage removed. Garbage was removed from the below listed properties. A bill was sent to cover the cost of services. The City has the authority to certify as special assessments those costs not reimbursed.

Notice will be given that the City Council of the City of Willmar, Minnesota, will meet on the 3rd day of September 2013, at 7:05 p.m. to consider objections to the proposed assessment for the garbage removal costs on the below-listed property owners.

95-740-2120	Wells Fargo Bank	609 2 <sup>nd</sup> Street SE	\$402.50
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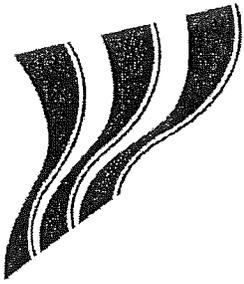
Fiscal Impact: \$ 402.50

Alternatives: Deny

Staff Recommendation: Move to Set Hearing for 7:05 p.m. on September 3, 2013

Preparer: City Clerk-Treasurer

Signature:



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 16  
Meeting Date: August 19, 2013  
Attachments:    Yes    No

CITY COUNCIL ACTION

Date: August 19, 2013

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk-Treasurer

Action Requested: Motion for approval

Guiding Principle: Willmar Municipal Code Section 3-5

Agenda Item: Consideration of Civic Center Arena Special Event by On-Sale Liquor License Holder Permit

Background/Justification: The Civic Center has rented space to Bakers Eagle Creek Eatery LLC dba The Oaks at Eagle Creek who will hold a Social Affair on Friday, August 30, 2013, with plans to serve alcohol. A Civic Center Arena Special Event Permit is required to distribute or consume alcohol on the Civic Center grounds. The Baker's Eagle Creek Eatery LLC has applied for this permit with on-site employee listed as David Baker.

Fiscal Impact: \$100

Alternatives: Deny

Staff Recommendation: Approve the Permit on a roll call vote pursuant to Community Education & Recreation Board approval of August 23, 2013.

Reviewed by: Pending —Community Education & Recreation Board (approval on 8/23/2013)

Preparer: City Clerk-Treasurer

Signature:

Comments: