

**WILLMAR CITY COUNCIL MEETING
MONDAY, AUGUST 6, 2012, 7:00 P.M.
COUNCIL CHAMBERS, WILLMAR MUNICIPAL UTILITIES
700 WEST LITCHFIELD AVENUE, WILLMAR, MINNESOTA**

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Consent Items:
Approve: A. City Council Minutes of July 16, 2012
 B. Municipal Utilities Commission Minutes of July 23, 2012
 C. Rice Hospital Board Minutes of July 11, 2012
 D. Planning Commission Minutes of July 25, 2012
 E. Willmar Charter Commission Minutes of June 21, 2012
 F. Mayor appointment: Storm Water Task Force – Verne Carlson
 G. Accounts Payable for July 12, 2012 through August 1, 2012
Accept: H. Kandiyohi Area Transit Operations Board Minutes of March 6, 2012
 I. Community Ed/Recreation Joint Powers Board Minutes of
 June 29, 2012
6. Items Removed from Consent Agenda
7. Willmar City Council Open Forum
8. Presentation to Mayor and Council: Christie Kurth, Executive Director, Willmar Food Shelf
9. Community Development Committee Report for July 26, 2012
Action Items: A. Industrial Park Land Pricing
 B. Introduction of Ordinance Amending City Code Chapter 4, Animals
10. Labor Relations Committee Report for August 1, 2012
Action Item: A. Fire Chief/Fire Marshal Interim Position
 B. Fire Chief/Fire Marshal Vacancy
11. Consideration of Text amendment Zoning Ordinance Section 7
12. Consideration of Text amendment Zoning Ordinance Section 9
13. Consideration of Livestock, Swine or Fowl Permit: Fowl in an Enclosed and Covered Shelter at 222 West 15th Street
14. Announcement of Council Committee Meeting Dates
15. Miscellany:
A.
B.
C.
16. Adjourn

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

July 16, 2012
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 Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Steve Ahmann, Rick Fagerlie, Jim Dokken, and Tim Johnson; Present 9, Absent 0.

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Public Works Director Holly Wilson, Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine, City Attorney Robert Scott, and City Clerk Kevin Halliday.

An addition to the Agenda included a discussion with Charter Commission representatives.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of July 2, Council Special Minutes of June 4 and July 9, Municipal Utilities Commission Regular and Special Minutes of July 9, Exempt Permit Application - Willmar Community Theatre, Inc., Building Inspection Report for June, and Accounts Payable through July 11, 2012. Council Member Reese seconded the motion, which carried.

Mayor Yanish acknowledged David Herzer and John Sullivan who had signed up to address the City Council during its scheduled Open Forum. Mr. Herzer expressed his appreciation to Public Works employees for patching streets and suggested that all Council Members participate on employee contract negotiating teams. Mr. Sullivan offered a legal definition of a bargaining unit and recommended the implementation of a step and grade salary scale for the Department Head, First Line Supervisors and Confidential Employees employee group.

At 7:10 p.m. Mayor Yanish opened the hearing on an Ordinance Creating a New Chapter 5, Article V, Special Assessments. City Clerk Halliday reviewed the improvement costs eligible for special assessment and discretionary deferments as stated in the proposed Ordinance. Mr. Halliday printed out the planned use of HUD's very low income guidelines as the fiscal threshold for qualification of deferred assessments. There being no one present to speak for or against the proposed Ordinance, Mayor Yanish closed the hearing at 7:12 p.m.

Council Member Anderson moved to approve the Ordinance Creating a New Chapter 5, Article V, Special Assessments and order final publication. Council Member Johnson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Bradley Peterson, representing Flaherty and Hood, appeared before the Mayor and Council to present the 2012 Legislative Session Report starting with Local Government Aid proposals which were a result of CGMC initiatives. Mr. Peterson highlighted the 2013 State Budget outlook, tax reform with broadening sales tax, and lowering corporate tax. Mr. Peterson reviewed the Greater Minnesota Economic Recovery Plan Internship Program, enhancement of Angel Investment Tax Credits, Business Development Public Infrastructure Grant, Interchange Program, and New Jobs Training Program. Mayor Yanish thanked Mr. Peterson for the presentation.

Mayor Yanish recognized Shawn Mueske, Chair of the Charter Commission, who presented an update on from the last meeting of the Commission. Mr. Mueske offered comments to the Mayor and Council on Commission recommendations: 1) Park Board to be maintained; 2) Section 2.08 City Administrator/Attorney remain in the proposed Charter; 3) 2.11 Rules of the Council - applicable to all other Boards and Committees; and 4) 4.04/4.05 Super majority overriding vote.

Following discussion of the ballot question and the General Election ballot timetable, Council Member Reese offered a motion that the Council go on record in support of the slate of amendments as proposed by the Charter Commission. Council Member Ahmann seconded the motion, which carried. Council Member Christianson voted "No." (*see action at end of meeting)

Mayor Yanish called for a recess at 8:50 p.m. and reconvened the meeting at 9:00 p.m.

The Finance Committee Report for July 9, 2012, was presented to the Mayor and Council by Council Member Anderson. There were two items for Council consideration.

Item No. 1 Staff presented a draft Fund Balance Policy for discussion and explained various sections of the policy. The sections reviewed dealt with the Classification of Fund Balances/Procedures, Stabilization Arrangements, Monitoring and Reporting, Governmental Fund Definitions, Enterprise Fund Equity, Other Policy Considerations and Reporting Requirements.

The three main areas were 1) Classification section which explained the five different types: non-spendable, restricted, committed, assigned and unassigned; 2) Governmental fund definitions section outlining the General, Special Revenue, Debt Service and Capital Project fund; and 3) Reporting requirements section. The Committee directed Staff to compile a report showing how the City's past practice would be affected by the new terminology. This matter was for information only.

Item No. 2 The Committee reviewed the May Rice Trust and Rice financial reports. This matter was for information only.

The Finance Committee Report for July 9, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report for July 10, 2012, was presented to the Mayor and Council by Council Member Reese. There were five items for Council consideration.

Item No. 1 Jared Voge of Bolton and Menk presented plans and specifications for various improvements to the municipal Airport. The plans include primarily crack and joint repair of the runway, taxiway and building area. The specifications for Airport crack sealing are different than a typical street crack seal project. Work Order No. 1 was executed on May 25, 2012, with Bolton and Menk for preparation of the plans and specifications. The improvements are to be funded by 70 percent State monies and 30 percent local funds with \$50,000 budgeted in the 2012 Capital Improvements.

The Committee was recommending the Council approve the plans and specifications for the Airport improvements and authorize advertisement for bids to be opened August 9, 2012. Resolution No. 1 was introduced by Council Member Reese, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

WHEREAS Bolton and Menk, consulting engineer for the City of Willmar, has presented to the City Council plans and specifications for airport improvements to include crack sealing of the runway for the City of Willmar;

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

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be publicly opened and read at 1:00 p.m. on the 9th day of August, 2012, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 16th day of July, 2012.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 2 Josh Halvorson of Donohue and Associates presented the information related to the final acceptance of Project No. 1109, decommissioning of the Ortenblad and Arby's Lift Stations and the sewer extension of 21st Street SW. All work has been completed satisfactorily by Reiner Contracting, Inc. including the removal of the outfall structure, which was added by change order.

The Committee was recommending the Council accept Project No. 1109 and issue final payment to Reiner Contracting, Inc. in the amount of \$27,174.36. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Christianson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1109 - Ortenblad & Arby's Lift Station
Decommissioning and 21st Street SW Sewer Extension

CONTRACTOR: Reiner Contracting, Inc.
DATE OF CONTRACT: June 2, 2011
NOTICE TO PROCEED: June 6, 2011
SUBSTANTIAL COMPLETION: September 2, 2011
FINAL COMPLETION: June 5, 2012
APPROVAL: Donohue & Associates, Inc.

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

1. The said City of Willmar Project No. 1109 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$287,463.73
Change Order None	\$6,000.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$293,463.73
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$273,814.46
Less Previous Payment	\$246,640.10
FINAL PAYMENT DUE CONTRACTOR:	\$27,174.36

Dated this 16th day of July, 2012.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 Staff presented to the Committee a request to use \$1,718.75 of unused funds from the purchase of a pickup truck to fund the additional costs of a John Deere mower. The Capital

Outlay Program includes \$25,000 for the replacement, and Staff is requesting to take the low quote of Haug Implement for \$25,000 plus \$1,718.75 in applicable taxes for a total of \$26,718.75.

The Committee was recommending the Council reallocate \$1,718.75 toward the purchase of the John Deere mower. Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member DeBlick, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the 2012 Public Works Capital Outlay Budget as follows:

Increase:	2012 Purchase of John Deere Mower	\$1,719.00
Decrease:	2012 Purchase of Pickup Truck	\$1,719.00

Dated this 16th day of July, 2012.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 The Committee considered Change Order No. 1 to Project No. 1111/1112 which is the reconstruction of 19th Street NW from Gorton Avenue to the north end of the cul-de-sac and a segment of 12th Street SW from Trott Avenue to Becker Avenue. The change order in the amount of \$5,379.04 was due to overruns in bituminous and sidewalk items. Staff is also requesting acceptance of the project with issuance of final payment to Chad Monson Excavating in the amount of \$32,269.08.

The Committee was recommending the Council accept Change Order No. 1 and authorize final payment to the contractor. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member Christianson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1111/1112 - Street Improvements

CONTRACTOR:	Monson Corporation
DATE OF CONTRACT:	September 16, 2011
BEGIN WORK:	September 28, 2011
COMPLETE WORK:	June 5, 2012
APPROVE, CITY ENGINEER:	July 10, 2012

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

1. The said City of Willmar Project No. 1111/1112 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$197,737.75
Change Order No. 1	\$5,379.04

FINAL NET CONTRACT AMOUNT, PROPOSED:	\$203,116.79
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ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED: \$203,116.79
Less Previous Payments \$170,847.71

FINAL PAYMENT DUE CONTRACTOR: \$32,269.08

Dated this 16th day of July, 2012.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 Public Works Director Wilson informed the Committee she received a request from Council Member Christianson to discuss the condition of storm sewer intakes within the City. This item will be addressed at a future Committee meeting.

Council Member Christianson brought up the closing of a portion of Kandiyohi Avenue SW for Willmar Fests. He also requested further discussion to take place regarding street sweeping and suggested moving forward with recommendations from the Storm Water Task Force. It was noted these items would be discussed as part of the budgeting process.

The Public Works/Safety Committee Report for July 10, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

The Labor Relations Committee Report for July 11, 2012, was presented to the Mayor and Council by Council Member Ahmann. There were five items for Council consideration.

Item No. 1 Mr. David Herzer expressed opinions and concerns regarding the City of Willmar's contract negotiations and labor agreements. Mr. Herzer encouraged greater Council participation in the process. Mr. John Sullivan provided his opinions on the definitions of collective bargaining and how they pertain to the bargaining units for the City of Willmar. Mr. Sullivan also encouraged greater Council participation in the process.

Item No 2 City Administrator Stevens presented to the Committee information on three vacant positions: one Appraiser, one Wastewater Treatment Operator and one Engineering Technician position. Ms. Stevens stated one position was vacant due to retirement and two vacancies due to resignation.

Council Member Anderson stated his concern that it appeared that younger employees were leaving the organization after only short tenures. Council Member Reese expressed the same concern. In response to a question from Council Member Anderson, Ms. Stevens stated that the turnover of employees is becoming a concern.

In response to a question from Mayor Yanish, Ms. Stevens stated that one employee took a job with Kandiyohi County and another with Crow Wing County. Mayor Yanish stated that he would not support filling all three positions. Ms. Stevens stated that the three positions were not interchangeable and duties could not be combined among three positions as each position is a separate skill set.

Council Members asked if it would be possible to consider consolidation with the County's Assessing Department. Ms. Stevens stated that she had spoken with Larry Kleindl, County Administrator, and it was not feasible at this time. In response to a question by the Mayor asking for the County reason, Ms. Stevens stated that Mr. Kleindl had indicated the County had more pressing priorities at this time.

Ms. Stevens stated that even if the Departments were consolidated, the position of Appraiser would be necessary. Any process of consolidation would take from a year to 18 months and the City

would still need to conduct appraisals during that time.

In response to a question regarding outsourcing activities of the Engineering Technician, Ms. Stevens and Ms. Wilson stated the option had been considered in 2009 when the position was vacant and again with this vacancy. Staff did not believe there would be any cost savings.

Council Member Johnson asked if the three positions were in the 2013 budget, and Ms. Stevens stated they were included in the 2013 budget.

The Committee was recommending the Council authorize filling the vacancy of Wastewater Treatment Operator. Council Member Ahmann moved to approve the recommendation of the Labor Relations Committee with Council Member Reese seconding the motion, which carried.

Committee Members asked Ms. Stevens to once again contact Kandiyohi County to discuss consolidation of the Assessing Departments and to gather additional information regarding privatizing the services of the Engineering Technician position.

Item No. 3 City Administrator Stevens informed the Committee that she had obtained a proposal from Dave Unmacht of Springsted, Inc. to conduct an organizational assessment for the City of Willmar. Ms. Stevens stated she obtained the proposal based upon a request from the Labor Relations Committee at their last meeting and based upon the work Springsted had done with the Willmar Municipal Utilities and Kandiyohi County.

Ms. Stevens stated the study would have five deliverables: 1) Recommendations of the organizational structure; 2) Assessment of the workplace culture; 3) Observations and opportunities for intergovernmental relations; 4) An assessment of the City's customer service; and 5) Recommendations on the business practices and process in place.

Ms. Stevens stated the fees would be \$17,500, plus expenses of \$1,250 and that the costs of the study were not included in the 2012 budget, but funds could be reallocated to cover the costs.

Council Member Johnson asked if the study would evaluate each individual job. Ms. Stevens stated that the study was not to that detail, but would evaluate the overall operations and structure of the City. Chair Ahmann asked if other proposals had been sought. Ms. Stevens stated that it had been the direction of the Committee to contact Springsted.

Council Member Anderson stated that he did not feel other proposals were necessary and that Springsted would bring some synergy to the study based upon their knowledge of the community and other two organizations. Mayor Yanish questioned the funding for the study if the City was not able to fund flowers for downtown.

Council Member Johnson stated he felt there was value in obtaining an outside perspective.

The Committee was recommending the City accept the proposal from Springsted Inc. to perform an Organizational Study for the City of Willmar in the amount of \$17,500 plus expenses of \$1,250.

Following discussion, Council Member Ahmann moved to approve the recommendation of the Labor Relations Committee with Council Member Christianson seconding the motion, which failed on a roll call vote of Ayes 3, Noes 5 with Council Members Christianson, Ahmann, Johnson, Dokken and Fagerlie voting "No."

Item No. 4 Chair Ahmann expressed his concern regarding overtime pay and its impact on the City's operating budget. Ms. Stevens described the way in which overtime is normally managed and incurred. The Committee asked Ms. Stevens to provide additional information at future date. This matter was for information only.

Item No. 4 The Committee discussed the matter of the Council Involved in labor contract

negotiations as requested by Council Member Christianson. Ms. Stevens stated that the City Council holds a workshop to establish overall parameters and then the Labor Committee provides oversight and guidance to the City Administrator and Labor Attorney, currently Frank Madden, to conduct the actual negotiations. Ms. Stevens stated that all proposed settlements are reviewed by the Labor Committee and recommended for approval to the City Council and all labor agreements require action by the full Council, which has been the practice prior to her tenure with the City.

Ms. Stevens also provided information from approximately 10 other regional centers, only one of which involved Council Members in the negotiating team. Council Member Reese questioned why the discussion was being held again, when the City Council had discussed and voted on this same issue in October of 2011.

Council Member Anderson stated that he did not know what the City would gain by changing the process and he had no concerns regarding the objectivity of the City Administrator to conduct negotiations. Council Member Johnson stated that he did not envision full Council participation in the process, but could see value in some Council participation. Council Member Ahmann stated that it could be an option to have participation.

Ms. Stevens expressed her concerns regarding a consistent negotiating team and adding another layer in the process, stating that if a change is made, her preference would be to have someone participate from the Labor Relations Committee.

The Committee decided to have further discussion with the full Council at a future meeting in late August or September when all members could be present. This matter was for information only.

Following discussion, Council Member Ahmann moved to have the Mayor appoint one or two Council Members to the negotiating team and to take their parameters and direction from the Labor Relations Committee. Council Member Christianson seconded the motion, which carried. Council Members Reese, Anderson and DeBlieck voted "no."

The Labor Relations Committee Report for July 11, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Anderson, and carried.

The Community Development Committee Report for July 12, 2012, was presented to the Mayor and Council by Council Member Dokken. There were six items for Council consideration.

Item No. 1 There were no public comments offered at this meeting.

Item No. 2 Steve Renquist, Director of the Economic Development Commission, presented information about the EDC five-year goals and work program. Also included in the presentation was a recap of EDC activities. Information on accomplishments was highlighted in the report.

Mr. Renquist also provided updates on the growth of several local manufacturers. He noted a lack of available industrial buildings. This matter was for information only.

Item No. 3 Building Official Kardell presented a comparison of January through June construction data for the years 2011 and 2012. It was noted that the total number of permits in 2012 was up slightly, but the total construction value was up significantly over 2011. The Committee requested year-end information for 2008 through 2011 so a longer term comparison can be drawn on construction activities. This matter was for information only.

Item No. 4 The Committee was informed by Staff of a recent court action that allows the City to demolish the house at 201 Havana Street NE. The owner and mortgage company did not appear at the hearing and the City was granted its request for demolition effective July 1, 2012. After assembling costs to have the house demolished and the basement backfilled, it was the recommendation of Staff that the Fire Department burn the house as a training exercise. Doing so would come at significant savings to the

City. The Committee was reminded that the City is responsible for paying the costs of demolition and will have to seek reimbursement from the owner or mortgage holder. It is more likely that the costs will be added to the tax bill as an assessment to the property.

Following discussion, the Committee was recommending the Council allow the Fire Department to burn the house as a training exercise. Council Member Dokken moved to approve the recommendation of the Community Development Committee with Council Member Christianson seconding the motion, which carried.

Item No. 5 Staff presented a list of departmental activities and construction projects that are underway or are about to begin in the City. This matter was for information only.

Item No. 6 Council Member Ahmann inquired about the marketing of Garfield and Lincoln Schools for economic development purposes. Mayor Yanish raised the subject of hiring a City Health Inspector due to complaints about restaurant inspections. It was explained that the County licenses eating establishments and that annual inspections are required and conducted by the County. This matter was for information only.

The Community Development Committee Report for July 12, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Dokken, seconded by Council Member Christianson, and carried.

The Mayor and Council considered a new Premise Permit for the 100 Yard Club, Inc. at The Oaks at Eagle Creek. City Clerk Halliday explained to the Mayor and Council that the permit is for pull-tabs, bar bingo, tipboards, paddlewheel, electronic pull-tabs, and linked electronic bingo. Resolution No. 5 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE
THE APPLICATION FOR A PREMISE PERMIT FOR THE 100 YARD CLUB, INC.

WHEREAS, the 100 Yard Club, Inc. has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at The Oaks at Eagle Creek, 1000 26th Avenue NE, Willmar, Minnesota;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the 100 Yard Club, Inc. and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the 100 Yard Club, Inc.

Dated this 16th day of July, 2012.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Announcements for Council Committee meeting dates were as follows: Community Development Committee, July 26, 2012.

Council Member Reese and Council Member Anderson announced that they would not be in attendance at the August 6, 2012.

Council Member Christianson stated for the record that he would like to change his vote on the support of the Charter Commission to a "yes."

There being no further business to come before the Council, the meeting adjourned at 10:30 p.m. upon motion by Council Member Fagerlie, seconded by Council Member Johnson, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JULY 23, 2012

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, July 23, 2012 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dave Baker, Steve Salzer, Dan Holtz, Jerry Gesch, Carol Laumer, and Dave Becker. Absent was Commissioner Schrupp

Others present at the meeting were: Interim Manager Wes Hompe, Manager of Electric Services Jeff Kimpling, Director of Water/Heating Bart Murphy, Accounting Supervisor Tess Stoffel, Director of Electrical Production Jon Folkedahl, City Attorney Robert Scott, City Councilmen Bruce DeBlieck & Jim Dokken, and WC Tribune Journalist David Little.

Due to the absence of Commission Secretary Schrupp, Commission President Baker opened the meeting by appointing Commissioner Laumer to serve as Acting Secretary. Following the appointment, Commission President Baker next requested a resolution to approve the Consent Agenda. Following a review, Commissioner Salzer offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

RESOLUTION NO. 38

"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 9, 2012 Commission meeting and the July 9, 2012 joint Commission/ City Council meeting; and,
- ❖ Bills represented by vouchers No. 121226 to No. 121339 inclusive in the amount of \$1,594,851.98, with a MISO payment in the amount of \$107,864.85 and an Absaloka Coal payment in the amount of \$88,125.93."

Dated this 23rd day of July 2012.

President

ATTEST:

Acting Secretary

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

Interim Manager Hompe discussed with the Commission the status of both the current and future power supply contracts. It was noted that the consulting firm of SAIC recently conducted a power supply study and offered their views on future power supply options available to the Willmar Utilities. WMU is investigating possible power supply contracts to replace the current 30-megawatt Great River Energy (GRE) contract which will expire in 2016. To assist in meeting the power supply needs of the citizens of Willmar, WMU would like to replace this one contract with a number of smaller power contracts to diversify the power sources.

Following a review and analysis of the power supply options, the WMU Planning Committee was recommending that WMU enter into agreement with CMMPA to supply 5.5 MW of energy with the potential to take up to 15 megawatts. The power purchase agreement proposed is the WPPI Purchase Power Sales Agreement and would go into effect the first week of August 2012. Following discussion, Commissioner Salzer offered a resolution to approve participation in the WPPI Purchase Power Sales Agreement with CMMPA to supply 5.5 megawatts of power. Commissioner Gesch seconded.

RESOLUTION NO. 39

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

Interim Manager Hompe and Accounting Supervisor Stoffel reviewed with the Commission the June 2012 Budget Report, the 2012 First Half Financial Statement, and the July 20, 2012 Investment Report. These were for information only.

Interim Manager Hompe reviewed with the Commission the 2012 First Half Bad Debt Write Off List. It was noted that the net Write Off amount was \$12,319.87 compared to \$10,285.87 in 2011.

Interim Manager Hompe also reviewed with the Commission the May 2012 Power Supply Report. In conjunction with the Power Supply Report, Hompe informed the Commission that due to the excessive heat recently experienced, in an effort to shave load during peak energy periods, WMU utilized both their Interruptible and Load Share energy conservation programs on July 2nd, 3rd, 5th, and 16th.

Commissioner Laumer reported to the Commission on the WMU Labor Committee Meeting held on July 19, 2012. The first topic of interest discussed was to determine the need and feasibility of hiring a Compliance Officer or contractor to oversee compliance regulations in the Utilities. This position would include overseeing the Midwest Reliability Organization (MRO) compliance requirements and would begin prior to December 31, 2012. Following discussion, Commissioner Laumer made a motion to approve the creation of a Compliance Officer position for the Willmar Municipal Utilities to oversee compliance regulations and requirements including MRO (OSHA, EPA, NERC, FERC, etc.). Commissioner Gesch seconded, and the motion was carried by a vote of six ayes and zero nays.

Commission President Baker reported on the status of the General Manager search. He noted that twenty-three applications for the position had been received. The WMU Labor Committee will conduct a meeting during the first week of August to select the eight strongest applicants to fill the position. September 1st is the tentative target date for selection of the new General Manager.

With no other business to come before the Commission, Commissioner Salzer 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

Jeff Kimpling
Manager of Electric Services

ATTEST:

Carol Laumer, Acting Secretary

UTILITY COMMISSION RESOLUTION
NO. 39

BE IT RESOLVED by the Utility Commission of the City of Willmar, Minnesota (hereinafter referred to as "Commission"), as follows:

Section 1: It was previously determined that it is in the best interests of the City of Willmar and the Commission to utilize the resources and services of the Central Minnesota Municipal Power Agency ("CMMPA") to participate in the development and investment in the acquisition, construction, ownership and operation of certain electric generating facilities, or the acquisition of rights to the output of such electric generating facilities, negotiation of contracts, and planning, including resource planning studies, associated transmission arrangements, engineering and technical assistance.

Section 2: The Commission now wishes to authorize the Commission's participation in the following power purchase arrangement:

WPPI Purchase Power Sales Agreement.

Section 3: The Commission has received and reviewed a proposed form of the WPPI Purchase Power Sales Agreement dated July 10, 2012 and finds such form of agreement to be acceptable.

Section 4: The Commission is hereby authorized to participate in the WPPI Purchase Power Sales Agreement with CMMPA, without the further action of the Commission, based on a nominal capacity share, expressed in MW, initially requested to be 5.5 MW; provided, however, that if an additional share is made available to the Commission through a second round of allocations in the subscription process in order to fully allocate the amount to be purchased by CMMPA under the WPPI Purchase Power Sales Agreement, the Commission is authorized to increase its nominal capacity share pursuant to such allocation process to an aggregate amount not to exceed 15 MW, all in accordance with the terms of the WPPI Purchase Power Sales Agreement.

Section 5: The President and General Manager are hereby authorized and directed to execute the WPPI Purchase Power Sales Agreement for and on behalf of the Commission, such execution to be final and conclusive evidence of the Commission's authorization.

Adopted this 23rd day of July, 2012.



Willmar Municipal Utilities
Commission President

ATTEST:



Acting Secretary

RICE MEMORIAL HOSPITAL

BOARD OF DIRECTORS

July 11, 2012

PRESENT: David Anfinson, President; Steve Cederstrom, Vice President; Treasurer, Michael Gardner, DDS; Secretary, Robert Kruger, M.D.; and Directors Wayne Larson and Jenna Fischer

ABSENT: Eric Weiberg, Director

ADMINISTRATIVE STAFF: Michael Schramm, Dale Hustedt, Teri Beyer, Bill Fenske, Wendy Ulferts and Sandy Roelofs

GUESTS: Dr. Lee Cafferty, Katherine Claussen, Nancy Loge, Brad Hanson, Shirley Carter, and Anne Polta

Call to Order/Minutes: President Anfinson called the meeting to order at 5:35 pm. **ACTION:** A motion was made by Director Gardner, seconded by Director Kruger and carried that the minutes of the May 9 and May 30 meetings be approved as written.

Board Education: 2011 Annual Safety Report:

- A. Clinical Safety Report – Wendy Ulferts reviewed information from the report in regard to: 1) AHRQ Culture of Safety staff survey, results, response rates and action as put into place as a result. 2) 2011 Clinical Safety Action Plan: a) MHA Safety Calls to Action. b) Failure Mode Effect Analysis (FMEA). c) Safety reporting project goals. 3) EPIC System: a) Patient safety goals. b) Patient safety data. c) Bar Code Medication Administration. 4) 2012 Safety Action Plan: a) Infection Control. b) FMEA. c) Safety Reporting. d) EPIC. e) Interruptions during key clinical procedures. f) Communication on airborne precautions.
- B. Environmental Safety Report – Information was reviewed by Brad Hanson, on behalf of the Environmental Safety Committee: 1) Purpose of the Environmental Safety Committee (ESC). 2) ESC's areas of responsibility: a) Fire safety. b) General or overall safety. c) Security. d) Hazardous materials. e) Emergency preparedness. f) Medical equipment. g) Utilities Management. 3) Each of the safety areas of responsibility has goals and a staff person assigned/responsible for that goal. 4) Emergency Management – Why do we prepare? a) Support. b) Planning. c) Joint Commission survey. d) Emergency Operations plan revisions. e) Drills – table top/functional.
- C. Employee Health – Katherine Claussen reviewed information in regard to: 1) Employee Safety: Flu Safe Program through the Minnesota Department of Health. Rice has participated in this program for the past two years: a) 2011-2012 flu season delivery system was changed with retired RN's administering flu shots to staff and volunteers throughout the hospital. 2) Employee Injuries: 2011--total employee injuries and most frequent injuries were reviewed. 13 claims had paid total expenses over \$1,000. 5 of the 13 claims involved patient handling.
- D. Infection Control – Nancy Loge - Clostridium Difficile (C. diff) Review: 1) Symptoms. 2) Associated with use of antibiotics. 3) Transmission. 4) Spores can live on surfaces for several months. 5) Bleach-based product needed to kill spores. 6) Surveillance. 7) New processes put into place for C. diff patients in 2011. 8) Revised healthcare associated infection C. diff definitions. 9) Future measures: a) Mandatory reporting. b) Environmental cleaning. c) Hand Hygiene signage across the facility.
- E. Rice Care Center Safety information was reviewed by Katherine Claussen in regard to the following: 1) Therapy Suites: a) Safety and workflow. b) Employee safety trends for Therapy Suites and RCC. c) Infection Control/goals for 2011. d) 2012 safety goals.

Quality Report/Patient Experience: A) Teri Beyer reviewed a patient experience from the wife of a patient who had received treatment in the following areas: 1) Ambulatory Care Department. 2) Adult Health Care. 3) Laboratory, and 4)

Cancer Center. The patient died in October, 2011. The patient and his wife traveled to the Willmar area each year (2009-2011) to see relatives, and visited Rice Hospital during this timeframe while battling his illness. In one of the books/journals kept by the patient, he wrote down names of Hospital staff that provided him care. The patient's wife was very grateful to the Rice staff for the care provided to her husband over the past three summers. B) Quality Report: 1) Value Based Purchasing Scorecard is reviewed with the Board on a quarterly basis. For the 4 quarters of 2011 the Value based purchasing scorecard was reviewed in regard to the areas of: a) Hospital acquired conditions (HAC). b) Core Measures/ACM. c) HAI (infections). d) HCAHS survey/patient satisfaction. e) Patient readmission rate.

Financial Report: Bill Fenske reviewed the Hospital's financial reports for the period ending May 31, 2012, as follows: A) May was a negative month in terms of financial performance compared to budget and in terms of actual performance. Rice generated a loss of \$70,000 from operations in May compared to budgeted operating income of \$218,000. B) Balance Sheet: 1) Rice is now in a better financial position following the Epic implementation in February. The Hospital did not utilize the line of credit previously approved by the Board. 2) Although receivables have increased during the year, improvements have been made in the revenue cycle process as evidenced with Days Outstanding decreasing from 67 last month to 61 in May. 3) Inpatient activity was down, particularly in the area of inpatient surgeries. 4) Rice Care Center remains very busy, especially in the Therapy Suites area. Revenues at the Care Center were up by 22.5% due to increased therapy services provided to the residents. 5) Rice Home Medical revenues continued to be off from budget due to the slower than anticipated hiring of sales staff.

Medical Staff Report: Dr. Cafferty reviewed the minutes of the May 22, 2012 and June 26, 2012 Executive and Credentials Committee meetings in regard to the following: A) I.S. staff were present and addressed issues raised in regard to Epic System access from remote locations. B) Emergency Medicine Department Meeting: Information was presented by Dr. Merlin Nelson on TIA & Ischemic Stroke. **ACTION:** A motion was made by Director Fischer, seconded by Director Kruger and carried that the minutes of the May 22, 2012 and June 26, 2012 Executive and Credentials Committee meeting minutes be approved; and that the following appointments to the Medical Staff of Rice Memorial Hospital be approved as presented: **INITIAL APPLICATIONS:** **Active Staff:** **Request for Additional Privileges:** **Steven Shelver, M.D.** – Family Practice/Department of Emergency Services. Affiliated Community Medical Center, Willmar, MN. **Request for Category 1 Emergency Medicine privileges.** **Affiliate Staff:** **David Chang, M.D.** – Neurosurgery/Department of Surgery. Central Minnesota Neurosciences, Sartell, MN. **Allied Health Staff:** **Amy Johaneck, ATC** – Surgical Assistant/Department of Surgery. Heartland Orthopedic Specialists, Alexandria, MN. **Responsible physician:** Patrick Hurley, D.O. **Brian Krogstad, PA-C** – Physician Assistant/Department of Surgery. St. Cloud Orthopedic Associates, St. Cloud, MN. **REAPPOINTMENT APPLICATIONS:** **Affiliate Staff:** **Thomas Dudley, M.D.** – Orthopedics/Department of Surgery. Heartland Orthopedic Specialists, Alexandria, MN. **INITIAL APPLICATIONS:** **Active Staff:** **Bhanuprakash Kolla, M.D.** – Psychiatrist/Department of Psychiatry. Affiliated Community Medical Center, Willmar, MN. **Start date:** 8/1/2012. **Affiliate Staff:** **James Wheeler, D.O.** – Nephrology/Department of Internal Medicine. Park Nicollet Clinic, St. Louis Park, MN. **Locum Tenens Staff:** **Omokhuale Omokhodion, M.D.** – Emergency Medicine/Department of Emergency Services. Barton Associates, Peabody, MA. **Temporary privileges for start date:** 6/14/2012. **Transfer from Affiliate Staff to Active Staff Status:** **Larry Okerlund, M.D.** – Emergency Medicine/Department of Emergency Medicine. Rice Memorial Hospital, Willmar, MN. **REAPPOINTMENT APPLICATIONS:** **Active Staff:** **Emily Hayden, D.O.** – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. **Steven Kidd, M.D.** – General Surgery/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. **Jennifer Lee-Pentz, M.D.** – Ob-Gyn/Department of Obstetrics and Gynecology. Affiliated Community Medical Center, Willmar, MN. **Meghna Mansukhani, M.D.** – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. **Burnell Mellema, M.D.** – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. **Timothy Mulder, M.D.** – Family Medicine-Emergency Medicine/Departments of Family Medicine – Emergency Medicine. Family Practice Medical Center, Willmar, MN. **Michael Nicklawsky, M.D.** – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. **Terry Peterson, M.D.** – Family Medicine-Emergency Medicine/Departments of Family Medicine-Emergency Medicine. Affiliated Community Medical Center,

New London, MN. Leah Schammel, D.O. – Dermatology/Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. Shelly Staska, M.D. – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. Charles Ulrich, M.D. – Gastroenterology/Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. Affiliate Staff: Michael Harlow, M.D. – Psychiatry/Department of Psychiatry. Independent practitioner, Mankato, MN. Patrick Hurley, D.O. – Orthopedics/Department of Surgery. Heartland Orthopedic Specialists, Alexandria, MN. Raymond Mellema, M.D. – Family Medicine/Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. Ann Reddy, M.D. – Radiologist/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Allied Health Staff: Michael Nelson, RN – Surgical Assistant/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. Grayson Swalin, CRNA – Nurse Anesthetist/Department of Anesthesia. Rice Memorial Hospital, Willmar, MN. Neil Vera, LPN – Surgical Assistant/Department of Surgery. Willmar Medical Services, Willmar, MN.

CEO Report – Mike Schramm:

- A. Hospital's Financial Performance: 1) Hospital volumes have been lower so far this year throughout the area and state, particularly from an inpatient standpoint. 2) The Hospital's Executive Team continues to monitor the Hospital's financial and operational performance. 3) June's financial performance appears to be more favorable than the past five months.
- B. Strategic Planning Session: The Hospital Board will be holding a follow-up meeting, in closed session, to their meeting/discussions held on May 30 in regard to strategic planning efforts.
- C. Recruitment Efforts: 1) Chief Medical Officer (CMO) position: A CMO Candidate is scheduled to visit Rice Hospital and the Willmar community on July 18. Rice has employed a recruitment firm to assist in this process. 2) Emergency Services Physicians: a) Dr. Scott Abrams had indicated that he was looking at moving out of State. He has since reconsidered and will be staying on in the Hospital's Emergency Services Department. b) A contract has been offered to a recent Emergency Services Physician candidate. If he does accept the contract, this would be the fourth full-time Emergency Services physician on staff at Rice. Work continues on assessing Rice's needs in term of Emergency Room staffing.
- D. Space/Facility Planning: Space planning continues in the areas of: 1) Imaging Services. 2) Willmar Surgery Center. 3) Rice Home Medical's Willmar and Redwood Falls sites. 4) Rice Care Center. Work continues on planning efforts for the Care Center with plans to move forward with the Care Center renovation in early October. Bid Documents will be brought to the Board of Directors for review and approval at the September meeting.
- E. Rice Health Foundation: The Rice Health Foundation will be focusing its fund raising efforts on raising dollars to offset the cost of the Rice Care Center's (RCC) building project. Shirley Carter continues to work on the day-to-day operations of the Foundation as well as other fund raising efforts and activities.
- F. Rice Regional Dental Clinic: Mike Schramm and Dale Hustedt recently met with officials from the University of Minnesota in regard to ongoing grant opportunities/funding for the clinic.
- G. Public Policy/Supreme Court Decision: 1) Rice Hospital's position from a healthcare standpoint is that we will continue to work on and strive for the best in the areas of cost, quality and access.
- H. Epic System Clinical Information System (CIS): The Epic CIS continues to be a high priority for Rice Hospital organizationally. Rice is now working with an outside firm to assist in reviewing its revenue cycle and ways in which to make possible improvements as a result of Rice now being up and operational with the new Epic CIS.
- I. Rice Hospital's 75th Anniversary Activities: The Board was reminded of the Hospital's Anniversary celebrations to be held on August 2-4. Board members were encouraged to attend the celebration to be held on August 3rd as well as other activities being held in conjunction with the anniversary celebration. CEO Schramm stated that Swift County Benson Hospital is also celebrating its 100th anniversary in 2012.

New Business: None.

Old Business:

- A. Rice Health Foundation (RHF) Nominations: The RHF Board nominations were reviewed for the Board. **ACTION:** A motion was made by Director Kruger, seconded by Dr. Gardner and carried that the following slate of Rice Health Foundation Board nominees be approved as presented and recommended, effective May, 2012: Mick Quinn –first term, ending May, 2015; Roger Gauquie – second term, ending May, 2015; Connie Vanderbilt Medin - third term, ending May, 2015; Alix Behm – third term, ending May, 2015. The Rice Health Foundation Board Officers for June, 2012 – May, 2013 were noted as follows: President – Tom Johnson; Vice President, Lara Duininck; Treasurer – Jonathan Kreps; and Secretary, Dr. Amy Ellingson.

Hospital Committee Reports:

- A. Ethics Committee: Directors Fischer and Kruger were in attendance at the June 4, 2012 meeting. The Committee reviewed and discussed the book, "The Immortal Life of Henrietta Lacks."
- B. Building and Facilities Committee: Directors Fischer, Gardner and Cederstrom attended the first Committee meeting which was held on May 30.
- C. Care Improvement Team (CIT): Director Fischer attended the CIT meeting held on June 20.
- D. Finance Committee Meeting: In attendance at the June 29 meeting were: Directors Gardner, Fischer, Anfinson, Larson and Weiberg.
- E. Medical Staff Executive Committee: Director Kruger attended the May 22 Medical Staff Executive Committee meeting.
- F. Rice Health Foundation Board: Directors Anfinson and Gardner attended the June 21 Rice Health Foundation Board meeting.
- G. Willmar Medical Services: President Anfinson attended the Willmar Medical Services Board meeting on June 26.

Adjournment: There being no further business, the meeting was adjourned at 7:21 pm.

Submitted by: Robert Kruger, M.D., Secretary

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JULY 25, 2012**

MINUTES

1. The Willmar Planning Commission met on Wednesday, July 25, 2012, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Charlie Oakes, Gary Geiger, Randy Czarnetzki, Nick Davis, and Bob Poe.

** Members Absent: Mark Klema, Andrew Engan, Scott Thaden, and Virgilio Aguirre.

** Others Present: Bruce D. Peterson- Director of Planning & Development Services, and Megan M. Sauer- Planner/Airport Manager.

2. MINUTES: The minutes of the June 27, 2012 meeting were approved as submitted.

3. SECTION 9 VARIANCE STANDARDS TEXT AMENDMENT- FILE NO. 12-1: The public hearing opened at 7:07 p.m. Staff presented the proposed Planning Commission initiated text amendment to Section 9 regarding variance standards. State Statute legislation was changed and the text amendment mimics those changes. The old term for determining variances was “undue hardships” and the new standard is “practical difficulties” in determining the validity of granting a variance. The Comprehensive Plan is also referenced now in variance decisions whereas in the past they were not. The Board of Zoning Appeals, who acts on variance requests, will follow the amended findings that coincide with Statute Language (see Attachment A).

With no one to speak for or against the matter, the public hearing closed at 7:09 p.m.

Mr. Geiger made a motion, seconded by Mr. Davis, to approve the text amendment and forward it to the City Council for Ordinance public hearing and adoption.

The motion carried.

4. SECTION 7 NONCONFORMING STRUCTURES DAMAGE OR DESTRUCTION TEXT AMENDMENT- FILE NO. 12-2: The public hearing opened at 7:10 p.m. Staff presented the Planning Commission initiated text amendment to Section 7 regarding nonconforming structures damage or destruction. The State Statute recently changed regarding damage or destruction to beyond 50% of its assessed value to a nonconforming building. Legislation added that if a building permit is applied for within 180 days the structure can be rebuilt (see Attachment B). This change in the regulation will help pre-existing nonconforming structures continue to be saleable and usable in their legal non-conforming state. Mortgage companies and underwriters are more comfortable processing a loan for a structure that has been damaged and can be rebuilt

and used as it currently is. The Planning Commission will not have the same kind of rezoning issues as it has in the past due to this change in State Statute language.

With no one to speak for or against the matter, the public hearing closed at 7:13 p.m.

Mr. Poe made a motion, seconded by Mr. Czarnetzki, to approve the text amendment and forward it onto the City Council for ordinance public hearing and adoption.

The motion carried.

5. GARAGE SALES DISCUSSION CONTINUED: Staff shared with the Commission that the League of Minnesota Cities and several other MN Cities websites were consulted in search of garage sale standards or regulations. None were found. After discussion about reoccurring disruptive commercial enterprise type sale situations in residential areas, the Commission directed staff to inquire with the League of MN Cities research division and see what suggestions they may have.
6. There being no further business to come before the Commission, the meeting adjourned at 7:37 p.m.

Respectfully submitted,



Megan M. Sauer, AICP
Planner/Airport Manager

Subd. 6. **Appeals and adjustments.** Appeals to the board of appeals and adjustments may be taken by any affected person upon compliance with any reasonable conditions imposed by the zoning ordinance. The board of appeals and adjustments has the following powers with respect to the zoning ordinance:

(1) To hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance.

(2) To hear requests for variances from the requirements of the zoning ordinance including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06, subdivision 14, when in harmony with the ordinance. The board of appeals and adjustments or the governing body as the case may be, may not permit as a variance any use that is not allowed under the zoning ordinance for property in the zone where the affected person's land is located. The board or governing body as the case may be, may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The board or governing body as the case may be may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

Subd. 1e. **Nonconformities.** (a) Except as otherwise provided by law, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion, unless:

(1) the nonconformity or occupancy is discontinued for a period of more than one year; or

(2) any nonconforming use is destroyed by fire or other peril to the extent of greater than 50 percent of its estimated market value, as indicated in the records of the county assessor at the time of damage, and no building permit has been applied for within 180 days of when the property is damaged. In this case, a municipality may impose reasonable conditions upon a zoning or building permit in order to mitigate any newly created impact on adjacent property or water body. When a nonconforming structure in the shoreland district with less than 50 percent of the required setback from the water is destroyed by fire or other peril to greater than 50 percent of its estimated market value, as indicated in the records of the county assessor at the time of damage, the structure setback may be increased if practicable and reasonable conditions are placed upon a zoning or building permit to mitigate created impacts on the adjacent property or water body.

Willmar Charter Commission
Minutes of Meeting
City Office Building
Willmar, Minnesota

June 21, 2012

The Willmar Charter Commission was called to order by Chair Shawn Mueske. Members present were, Audrey Nelsen, Richard Falk, Shawn Mueske, Laura Becker, Robert Bonawitz, Joe Thompson, Richard Hoglund, and John Sullivan. Ron Andreen was excused. Present 8 Absent 1. Also in attendance, was City Clerk-Treasurer Kevin Halliday.

Commissioner Sullivan moved to approve the minutes of April 17, 2012. Commissioner Hoglund seconded the motion which carried.

Item 1 Commissioner Thompson requested clarification of the process for approving the Commissions' recommendations. Chair Mueske detailed the correct process noting the ballot submission deadline of August 23, 2012, as required by the County Auditor.

The Charter Commission Members discussed *Section 4.02 Planning Commission* whereby the City Administrator earlier requested review and consideration of this charter requirement. Under the current charter, the Planning Commission is charged with review of all Department requests for capital items. The Planning Commission has expressed reluctance to comment on the needs of each department for their equipment. City staff finds that this requirement places artificial deadlines on the development of a Capital Improvement Plan and separates the capital planning from the operating fund budgets.

Following discussion centered on a citizen body reviewing these requests, consensus was reached to not amend Section 4.02.

Item 2 The Charter Commission Members discussed *Section 4.03 Park & Leisure Services Board* noting that in February 2000 the City and School District entered into a Joint Powers Agreement for recreational and leisure services. The City and School District appointed a Joint Powers Board to oversee the efforts.

The Charter Commission believes the promotion of parks has been diminished and seeks to re-establish a City Park Board with the task of focusing solely on City of Willmar parks.

Commission members voiced a strong position that a Park Board solely focused on the promotion and review of city parks was in Willmar's best interest, clarifying that the Park Board serve on the Joint Powers Board as part of their duties of serving on the City's Park Board (same members).

Consensus of the Charter Commission was to leave the language unchanged calling for a City Park Board.

Item 3 The Charter Commission Members discussed *Section 2.08 (Subd. 1 & 2)* regarding the appointive offices of City Administrator and City Attorney noting the Charter Commission's proposal to include job tasks in the Charter. The Commission Members noted the major change was holding the appointive offices responsible for overseeing compliance with the Charter.

Commissioner Bonawitz requested the Charter Commission's amendments remain unchanged. Commissioner Nelsen agreed stating it is a goal to make the Charter equal to how the City currently operates. Commissioner Thompson wants "position" listed in the Charter, not detailed tasks in the

Charter, inquiring of the Commissioners if they philosophically feel that the job descriptions shouldn't be in the Charter. Both positions do what the Council wants them to do. The Commission recommended that no change be made to the current amended version which lists the job tasks. Commissioner Thompson requested listing in the Commission minutes his opposition to putting the job tasks in the Charter.

Item 4 The Charter Commission Members discussed *Section 2.11 Procedure Subdivision 2, Rules of the Council*. The Charter Commission earlier recommended that the City Charter be amended to include the adoption of the Minnesota Mayor's Association Rules of Order for City Councils as recommended by the League of Minnesota Cities.

Following a lengthy discussion Commissioner Nelsen moved, Commissioner Thompson seconded, that Section 2.11 Subd. 2 be amended to read that "the Council shall adopt, at the meeting prescribed in Subd. 1, an authorized set of parliamentary rules, ie. "Robert's Rules of Order", "Mason's Manual", Thomas Jefferson's "A Manual of Parliamentary Practice", Alice Sturgis' "Rules of Order", or "Minnesota Mayor's Association Rules of Order for City Councils" and that the rules adopted by the City Council are applicable to all Commissions, Boards, and Committees". The motion carried.

Item 5 The Charter Commission Members discussed the overriding powers of the Council addressed in Sections 4.02 / 4.04 / 4.05. Commissioner Mueske reported on the Commission's history of discussion ranging from removing that power to calling for a super majority vote of 6-2. Commissioner Thompson stated he has spoken against this change as it would make the elected officials jobs more difficult.

Commissioner Mueske questioned the inconsistency with the Mayor's veto override vote of six affirmative votes. Commissioner Sullivan voiced the Commission's consensus that they want the Council's support for these amendments that the Commission has developed over the past three year time period and he was speculating if a vote was taken today by the Commission on this super majority amendment the outcome would possibly flip back to the current Charter requirement.

Commissioner Bonawitz stated he was in favor of leaving the amended language calling for a super majority vote.

Commissioner Sullivan further stated Willmar Municipal Utilities is reorganizing and he could easily vote for a simple majority.

Commissioner Becker opined that she could accept either vote threshold, considering how few times it is used.

Commissioner Thompson remains adamant that the responsibility of all City oversight rests with the Council and the super majority threshold adds difficulty to their decisions.

Commissioner Becker left the meeting at 2:30 p.m.

Commissioner Falk stated that the old days of Rice Memorial Hospital Board and WMU Board meeting without a City Council liaison on each Board had more problems. With fewer concerns today he has no problem leaving it as a super majority threshold.

Commissioner Nelsen believes Rice and WMU needs to recognize they are owned by the City and Council and must "sell" their position to the Council. She further stated she doesn't want to lose the work done so far if the City Council opposes the amendments and doesn't support the proposed Charter Amendments that may be presented to the voters.

Commissioners Nelsen offered a motion, seconded by Commissioner Thompson, that Section(s) 4.02/4.04/4.05 remain as current Charter language regarding the overriding power of the Council. On a roll call vote the Aye's were Commissioners Nelsen, Thompson, Sullivan, and Mueske. Nays were Commissioners Bonawitz, Falk, and Hoglund. The motion carried.

Item 6 Commissioner Sullivan requested review of the Attorney subdivision to verify that current language allows for two attorneys contracted or hired at the same time. The Commission add "(s)" after attorney in paragraph 1.

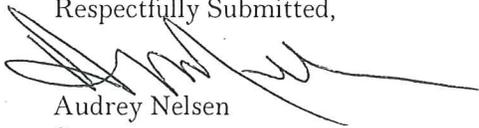
Item 7 The Commission discussed the next step in the process, noting the options of a council ordinance or a vote of the people.

Commissioner Bonawitz requested Chairman Mueske to go to the Council for another presentation.

Staff was directed to include the latest draft of the amended Charter in the minutes and disseminate to the Council and Commission at the same time.

Meeting was adjourned at 2:52 p.m.

Respectfully Submitted,



Audrey Nelsen
Secretary

ds

For Information Only

MAYORAL

BOARD/COMMITTEE/COMMISSION

APPOINTMENTS

COMMITTEE: Storm Water Task Force

NAME: Verne Carlson

ADDRESS: 1006 SW 4th Street, Willmar, MN 56201

PREVIOUS PUBLIC SERVICE AND MEMBERSHIPS:

Achieved a BS degree in Civil Engineering in 1955. Worked as an Assistant City for three years in Albert Lea. Left Albert Lea to serve as Willmar City Engineer from 1959 – 1985. Took employment with Duinick Inc. for 25 years performing engineering tasks before retiring in 2012.

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
AFFILIATED MED CENTERS 000028 33763 08/01/12 CARLSON-EMPLOYMENT PHY 33763 08/01/12 WALLACE-EMPLOYMENT PHY VENDOR TOTAL	1,365.85 1,365.85 2,731.70 2,731.70		491300/7-12 491300/7-12 *CHECK TOTAL		D N D N	SUBSISTENCE OF P SUBSISTENCE OF P	101.42411.0337 101.42411.0337
AFFORDABLE PUMPING SERVI 002404 33764 08/01/12 SEPTIC PUMPING 33764 08/01/12 SEPTIC PUMPING VENDOR TOTAL	330.00 170.00 500.00 500.00		19178 19315 *CHECK TOTAL		D N D N	CLEANING AND WAS CLEANING AND WAS	101.43430.0338 101.43430.0338
AMERICAN WELDING & GAS I 000057 33765 08/01/12 SMALL TOOLS 33765 08/01/12 FIRE EXT. INSPECTION 33765 08/01/12 CYLINDER RENTAL VENDOR TOTAL	23.42 1,174.54 9.35 1,207.31 1,207.31		01783338 01788354 01812786 *CHECK TOTAL		D N D N D N	SMALL TOOLS MTC. OF EQUIPME INVENTORIES-MDSE	101.43425.0221 101.43430.0334 101.125000
ANDERSON/KELLI 01866 33766 08/01/12 REFUND JERSEY DEPOSIT	60.00		072612		D N	REFUNDS AND REIM	101.41428.0882
APPERT'S FOOD SERVICE 002526 33767 08/01/12 CONCESSION SUPPLIES 33767 08/01/12 CONCESSION SUPPLIES VENDOR TOTAL	3.96 412.57 376.74 164.40 629.47 500.42 2,087.56 2,087.56		1762495 1763531 1764246 1765475 1766961 1767636 *CHECK TOTAL		D N D N D N D N D N D N	GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229
AQUA LOGIC INC 002243 33768 08/01/12 POOL CHEMICALS 33768 08/01/12 POOL CHEMICALS VENDOR TOTAL	3,703.14 447.95 4,151.09 4,151.09		39266 39319 *CHECK TOTAL		D N D N	GENERAL SUPPLIES GENERAL SUPPLIES	101.45437.0229 101.45437.0229
BARR ENGINEERING COMPANY 000092 33769 08/01/12 PROFESSIONAL SERVICES	922.50		23340032.01-4		D N	PROFESSIONAL SER	101.41402.0446
BATTERY WHOLESALERS INC 002860 33770 08/01/12 BATTERY-PALLET JACK 33770 08/01/12 BATTERY-PALLET JACK 33770 08/01/12 BATTERY-PALLET JACK 33770 08/01/12 BATTERY-PALLET JACK VENDOR TOTAL	93.52 62.35 44.72 29.81 230.40 230.40		9441 9441 9452 9452 *CHECK TOTAL		D N D N D N D N	MTC. OF EQUIPME MTC. OF EQUIPME MTC. OF EQUIPME MTC. OF EQUIPME	651.48474.0224 651.48475.0224 651.48474.0224 651.48475.0224

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
BENNETT OFFICE TECHNOLOG 000099 33771 08/01/12 WEBSITE HOSTING FEES	15.00		167743		D N	COMMUNICATIONS	208.45005.0330
BERNICK'S PEPSI-COLA CO 000103 33772 08/01/12 OFFICE COFFEE	78.96		3746		D N	GENERAL SUPPLIES	101.43425.0229
BOESCHEN/MARK 002260 33773 08/01/12 EXT. CABLE	15.98		516		D N	GENERAL SUPPLIES	101.41409.0229
BOMMERSBACH/JAMIE .01857 33774 08/01/12 REFUND SHELTER DEPOSIT	50.00		071112		D N	DEPOSITS	101.230000
BONIEK/RUTH .01027 33775 08/01/12 REFUND SHELTER DEPOSIT	50.00		072512		D N	DEPOSITS	101.230000
BONNEMA SURVEYS 001716 33776 08/01/12 PROFESSIONAL SERVICES	288.00		12-391		D N	PROFESSIONAL SER	420.43451.0446
BOUND TREE MEDICAL LLC 002833 33777 08/01/12 FIRST AID SUPPLIES	49.52		80831017		D N	SAFETY PROGRAM	101.42428.0817
33777 08/01/12 FIRST AID SUPPLIES	23.62		80832605		D N	SAFETY PROGRAM	101.42428.0817
	73.14		*CHECK TOTAL				
	73.14						
			VENDOR TOTAL				
BSE 001980 33778 08/01/12 EMERGENCY EXIT LIGHTS	252.60		904193435		D N	MTCE. OF STRUCTU	207.45001.0225
33778 08/01/12 EMERGENCY EXIT LIGHTS	12.53		904259785		D N	MTCE. OF STRUCTU	207.45001.0225
	265.13		*CHECK TOTAL				
	265.13						
			VENDOR TOTAL				
BUSINESSWARE SOLUTIONS 002776 33779 08/01/12 PRINTER REPAIR-LABOR	250.00		185013		D N	MTCE. OF EQUIPME	101.41409.0334
CAMERON/CHRISTINA .01878 33780 08/01/12 REFUND BASEBALL FEE	15.00		072512		D N	REFUNDS AND REIM	101.41428.0882
CARDMEMBER SERVICE 002365 33753 07/19/12 CITY SALES TAX	1.94		STMT/6-12		D N	SALES TAX PAYABL	101.206000
33753 07/19/12 USTREAM VIDEO SUBSCRIP.	49.00		STMT/6-12		D N	SUBSCRIPTIONS AN	101.41409.0443
33753 07/19/12 PROFESSIONAL SERVICES	29.00		STMT/6-12		D N	PROFESSIONAL SER	101.41409.0446
33753 07/19/12 FRAMES FOR CERTIFICATES	33.86		STMT/6-12		D N	OFFICE SUPPLIES	101.42412.0220
33753 07/19/12 PROJECTOR REMOTE	78.02		STMT/6-12		D N	SMALL TOOLS	101.42412.0221
33753 07/19/12 MOTOR OIL	19.84		STMT/6-12		D N	MOTOR FUELS AND	101.42412.0222
33753 07/19/12 LAWN MOWER WHEELS	77.86		STMT/6-12		D N	MTCE. OF EQUIPME	101.42412.0224
33753 07/19/12 CHAIN SAW REPAIR-PARTS	5.34		STMT/6-12		D N	MTCE. OF EQUIPME	101.42412.0224
33753 07/19/12 GARAGE DR REPAIR-PARTS	28.63		STMT/6-12		D N	MTCE. OF STRUCTU	101.42412.0225
33753 07/19/12 HANDRAIL BRACKETS	14.92		STMT/6-12		D N	MTCE. OF STRUCTU	101.42412.0225
33753 07/19/12 COFFEE	17.96		STMT/6-12		D N	SUBSISTENCE OF P	101.42412.0227

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CARDMEMBER SERVICE 33753 07/19/12	002365 NAME TAGS FOR LOCKERS	449.04		STMT/6-12		D N	SUBSISTENCE OF P	101.42412.0227
33753 07/19/12	PROTECTIVE HOODS	146.37		STMT/6-12		D N	SUBSISTENCE OF P	101.42412.0227
33753 07/19/12	DRINKING WATER	50.00		STMT/6-12		D N	SUBSISTENCE OF P	101.42412.0227
33753 07/19/12	FIRST AID SUPPLIES	34.18		STMT/6-12		D N	SUBSISTENCE OF P	101.42412.0227
33753 07/19/12	PADLOCKS	291.89		STMT/6-12		D N	GENERAL SUPPLIES	101.42412.0229
33753 07/19/12	WEED KILLER/SUPPLIES	45.49		STMT/6-12		D N	GENERAL SUPPLIES	101.42412.0229
33753 07/19/12	BATTERIES	342.43		STMT/6-12		D N	GENERAL SUPPLIES	101.42412.0229
33753 07/19/12	BATTERIES	25.91		STMT/6-12		D N	GENERAL SUPPLIES	101.42412.0229
33753 07/19/12	TIRE FOAM	16.97		STMT/6-12		D N	GENERAL SUPPLIES	101.42412.0229
33753 07/19/12	CALVIN-LODGING EXPENSE	239.86		STMT/6-12		D N	TRAVEL-CONF--SCH	101.42412.0333
33753 07/19/12	COPIER MICE CHARGE	47.41		STMT/6-12		D N	MICE. OF EQUIPME	101.42412.0334
33753 07/19/12	CHAIN SAW REPAIR-LABOR	32.50		STMT/6-12		D N	MICE. OF EQUIPME	101.42412.0334
33753 07/19/12	GARAGE DR REPAIR-LABOR	106.00		STMT/6-12		D N	MICE. OF STRUCTU	101.42412.0335
33753 07/19/12	SAFETY TRAINING-DONUTS	11.22		STMT/6-12		D N	SAFETY PROGRAM	101.42428.0817
33753 07/19/12	CPR/1ST AID TRNG-DONUTS	14.47		STMT/6-12		D N	SAFETY PROGRAM	101.42428.0817
33753 07/19/12	CPR/1ST AID TRNG-DONUTS	22.41		STMT/6-12		D N	SAFETY PROGRAM	101.42428.0817
33753 07/19/12	MOSQUITO CONTROL PERMI	1,240.00		STMT/6-12		D N	LICENSES AND TAX	101.43425.0445
	VENDOR TOTAL	3,472.52		*CHECK				
		3,472.52						
CENTERPOINT ENERGY 33781 08/01/12	000467 NATURAL GAS CHARGES	12.82		6007936/7-12		D N	UTILITIES	101.43430.0332
33781 08/01/12	NATURAL GAS CHARGES	47.00		6007939/7-12		D N	UTILITIES	101.43425.0332
33781 08/01/12	NATURAL GAS CHARGES	12.82		6038773/7-12		D N	UTILITIES	101.43425.0332
33781 08/01/12	NATURAL GAS CHARGES	42.64		6048932/7-12		D N	UTILITIES	651.48474.0332
33781 08/01/12	NATURAL GAS CHARGES	28.42		6048932/7-12		D N	UTILITIES	651.48475.0332
33781 08/01/12	NATURAL GAS CHARGES	65.25		6061271/7-12		D N	UTILITIES	101.45433.0332
33781 08/01/12	NATURAL GAS CHARGES	15.97		6069198/7-12		D N	UTILITIES	101.43425.0332
33781 08/01/12	NATURAL GAS CHARGES	54.81		6084836/7-12		D N	UTILITIES	101.45435.0332
33781 08/01/12	NATURAL GAS CHARGES	94.95		6085332/7-12		D N	UTILITIES	101.45433.0332
33781 08/01/12	NATURAL GAS CHARGES	53.75		6102726/7-12		D N	UTILITIES	101.42412.0332
33781 08/01/12	NATURAL GAS CHARGES	49.07		6725927/7-12		D N	UTILITIES	101.43430.0332
33781 08/01/12	NATURAL GAS CHARGES	12.82		7177865/7-12		D N	UTILITIES	101.43430.0332
33781 08/01/12	NATURAL GAS CHARGES	51.91		8512023/7-12		D N	UTILITIES	651.48477.0332
33781 08/01/12	NATURAL GAS CHARGES	136.72		8795475/7-12		D N	UTILITIES	651.48474.0332
33781 08/01/12	NATURAL GAS CHARGES	91.14		8795475/7-12		D N	UTILITIES	651.48475.0332
	VENDOR TOTAL	770.09		*CHECK				
		770.09						
CHAPPELL CENTRAL INC 33782 08/01/12	000156 A/C REPAIR-LABOR	190.00		00049595		D N	MICE. OF STRUCTU	101.45427.0335
33782 08/01/12	A/C REPAIR-PARTS	47.68		00049596		D N	MICE. OF STRUCTU	101.45435.0225
33782 08/01/12	A/C REPAIR-LABOR	475.00		00049596		D N	MICE. OF STRUCTU	101.45435.0335
33782 08/01/12	A/C REPAIR-PARTS	112.71		00049789		D N	MICE. OF STRUCTU	101.41408.0225
33782 08/01/12	A/C REPAIR-LABOR	950.00		00049789		D N	MICE. OF STRUCTU	101.41408.0335
	VENDOR TOTAL	1,775.39		*CHECK				
		1,775.39						

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHARTER COMMUNICATIONS 33783 08/01/12	MONTHLY PHONE SERVICE 000736	173.98		STMT/7-12		D N	COMMUNICATIONS	208.45005.0330
CLARKE MOSQUITO CONTROL 33784 08/01/12	MOSQUITO CNTRL CHEMICAL 002157	3,607.80		5052359		D N	GENERAL SUPPLIES	101.43425.0229
COLEPAPERS INC 33785 08/01/12	CLEANING SUPPLIES 000170	115.83		8758757		D N	CLEANING AND WAS	101.45435.0228
COMMUNITY OWNED GROCERY 33786 08/01/12	REFUND SHELTER DEPOSIT .01858	50.00		071112		D N	DEPOSITS	101.230000
COMPUTER PROF. UNLIMITED 33787 08/01/12	CAMA MONTHLY SUPPORT-JUL 000065	138.00		STMT/7-12		D N	MICE. OF EQUIPME	101.41404.0334
CONTINENTAL RESEARCH COR 33788 08/01/12	BUG KILLER 000178	119.82		372886-CRC-1		D N	GENERAL SUPPLIES	651.48474.0229
	BUG KILLER	199.70		372886-CRC-1		D N	GENERAL SUPPLIES	651.48475.0229
	VENDOR TOTAL	199.70		*CHECK TOTAL				
CORTI/LEE 33789 08/01/12	REFUND SHELTER DEPOSIT .01867	50.00		072512		D N	DEPOSITS	101.230000
CROW CHEMICAL & LIGHTING 33790 08/01/12	WOODEN BRUSH HANDLE 000186	12.13		400871		D N	GENERAL SUPPLIES	101.45437.0229
	WOODEN BRUSH HANDLE	12.13		400891		D N	GENERAL SUPPLIES	101.45437.0229
	MOP & BUCKET	104.74		400907		D N	SMALL TOOLS	101.43425.0221
	VENDOR TOTAL	129.00		*CHECK TOTAL				
DAHLE/RICK 33791 08/01/12	REFUND JERSEY DEPOSIT .01868	30.00		072512		D N	REFUNDS AND REIM	101.41428.0882
DAN'S SHOP INC 33792 08/01/12	FILTERS 002212	72.23		55235		D N	INVENTORIES-MDSE	101.125000
	FILTERS	18.66		55418		D N	INVENTORIES-MDSE	101.125000
	VENDOR TOTAL	90.89		*CHECK TOTAL				
DELL MARKETING LP 33793 08/01/12	REPLACEMENT BATTERIES 001747	204.02		XFTC131J5		D N	MICE. OF EQUIPME	101.41409.0224
	REPLACEMENT BATTERIES	149.07		XFTN5N7F9		D N	MICE. OF EQUIPME	101.41409.0224
	VENDOR TOTAL	353.09		*CHECK TOTAL				
DELTA DENTAL OF MINNESOT 33754 07/19/12	DENTAL INSURANCE-AUG 002867	78.30		4900319		D N	RETIRED EMPLOYEE	101.41428.0818

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DEPT OF HUMAN SERVICES 33794 08/01/12 33794 08/01/12	000009 CLEANING SERVICES CLEANING SERVICES	90.00 1,480.00 1,570.00		00000084541 00000084546 *CHECK TOTAL		D N D N	CLEANING AND WAS CLEANING AND WAS	101.45435.0338 101.45433.0338
	VENDOR TOTAL	1,570.00						
DONOHUE & ASSOCIATES 33795 08/01/12	002293 WESTERN COLLECTOR SEWE	1,990.00		11678-22		D N	CONTRACTS PAYABL	651.207000
DOOLEY'S PETROLEUM INC 33756 07/20/12 33756 07/20/12	002163 5,000 GALLONS UNLEADE 3,000 GALLONS DIESEL	16,835.00 9,198.00 26,033.00		237947 237947 *CHECK TOTAL		D N D N	INVENTORIES-MDSE INVENTORIES-MDSE	101.125000 101.125000
	VENDOR TOTAL	26,033.00						
DUININCK CONCRETE 33796 08/01/12	000151 CONCRETE-SIDEWALK REPAIR	557.35	47886			D N	MTCE. OF OTHER I	101.43425.0226
ED DAVIS BUSINESS MACHIN 33797 08/01/12	000229 OFFICE SUPPLIES	39.78	116801			D N	OFFICE SUPPLIES	741.48001.0220
ED'S SERVICE CENTER & SA 33798 08/01/12	000231 TOWING CHARGES	165.00	111406			D N	OTHER SERVICES	101.42411.0339
ENVIRONMENTAL RESOURCE A 33799 08/01/12 33799 08/01/12	002723 LAB SUPPLIES LAB SUPPLIES	328.33 218.88 547.21		658370 658370 *CHECK TOTAL		D N D N	GENERAL SUPPLIES GENERAL SUPPLIES	651.48474.0229 651.48475.0229
	VENDOR TOTAL	547.21						
ETTERMAN ENTERPRISES 33800 08/01/12 33800 08/01/12 33800 08/01/12	001567 UTILITY KNIFE SAFETY GLASSES BOILER REPAIR-PARTS	4.73 2.90 45.98 30.65		185383 185383 185592 185592 *CHECK TOTAL		D M 07 D M 07 D M 07 D M 07	SMALL TOOLS SUBSISTENCE OF P MTCE. OF EQUIPME MTCE. OF EQUIPME	651.48476.0221 651.48476.0227 651.48474.0224 651.48475.0224
	VENDOR TOTAL	84.26						
FASTENAL COMPANY 33801 08/01/12 33801 08/01/12 33801 08/01/12	001188 CLAMPS NUT DRIVERS NUT DRIVERS	10.57 16.85 11.23 38.65		MNWIL95318 MNWIL95753 MNWIL95753 *CHECK TOTAL		D N D N D N	GENERAL SUPPLIES SMALL TOOLS SMALL TOOLS	101.45433.0229 651.48474.0221 651.48475.0221
	VENDOR TOTAL	38.65						
FERGUSON ENTERPRISES INC 33802 08/01/12 33802 08/01/12	000810 IRRIGATION PARTS PLUMBING PARTS	7.65 31.14 38.79		2501566 2510027 *CHECK TOTAL		D N D N	MTCE. OF OTHER I MTCE. OF STRUCTU	101.43425.0226 101.43425.0225
	VENDOR TOTAL	38.79						

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	EX M	ACCOUNT NAME	ACCOUNT
FINANCE AND COMMERCE 33803 08/01/12	002809 AD FOR BIDS-2012 IMPROV.	224.16		22310066		D	N	ADVERTISING	101.43430.0447
FIRST CHOICE FOOD & BEVE 33804 08/01/12	000775 CONCESSION SUPPLIES	305.76		30576		D	N	GENERAL SUPPLIES	101.45437.0229
33804 08/01/12	CONCESSION SUPPLIES	301.92		92992		D	N	GENERAL SUPPLIES	101.45437.0229
33804 08/01/12	CONCESSION SUPPLIES	122.88		92999		D	N	GENERAL SUPPLIES	101.45437.0229
	VENDOR TOTAL	730.56		*CHECK TOTAL					
FOREMOST PROMOTIONS 33805 08/01/12	.01864 FIRE SFTY ACTIVITY BOOKS	505.45		171394		D	N	GENERAL SUPPLIES	101.42412.0229
FOSTERVOLD/DAVID 33806 08/01/12	.01859 REFUND SHELTER DEPOSIT	50.00		071112		D	N	DEPOSITS	101.230000
FREEMAN/LE ANNE 33807 08/01/12	000937 MILEAGE 06/01-06/30/12	201.47		063012		D	N	TRAVEL-CONF.-SCH	101.45437.0333
33807 08/01/12	COPIES FOR POOL PASSES	4.21		072112		D	N	PRINTING AND PUB	101.45437.0331
	VENDOR TOTAL	205.68		*CHECK TOTAL					
G & K SERVICES 33808 08/01/12	002465 CLEANING SERVICES	51.46		1007211383		D	N	CLEANING AND WAS	101.43430.0338
33808 08/01/12	CLEANING SERVICES	51.46		1007221311		D	N	CLEANING AND WAS	101.43430.0338
	VENDOR TOTAL	102.92		*CHECK TOTAL					
GALLS 33809 08/01/12	000288 REPLACEMENT BULB	25.49		512312429		D	N	MTCE. OF EQUIPME	101.42411.0224
GENERAL MAILING SERVICES 33810 08/01/12	000293 POSTAGE 06/18 - 06/22/12	37.00		6505		D	N	POSTAGE	101.41401.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	23.80		6505		D	N	POSTAGE	101.41402.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	81.05		6505		D	N	POSTAGE	101.41403.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	0.55		6505		D	N	POSTAGE	101.41405.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	15.00		6505		D	N	POSTAGE	101.41408.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	36.85		6505		D	N	POSTAGE	101.41424.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	7.15		6505		D	N	POSTAGE	101.42412.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	6.00		6505		D	N	POSTAGE	101.43425.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	0.55		6505		D	N	POSTAGE	101.45432.0223
33810 08/01/12	POSTAGE 06/18 - 06/22/12	9.24		6505		D	N	POSTAGE	101.45435.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	71.21		6532		D	N	POSTAGE	101.41401.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	23.00		6532		D	N	POSTAGE	101.41402.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	92.70		6532		D	N	POSTAGE	101.41403.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	3.30		6532		D	N	POSTAGE	101.41405.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	15.00		6532		D	N	POSTAGE	101.41408.0223
33810 08/01/12	POSTAGE 06/25 - 06/29/12	0.55		6532		D	N	POSTAGE	101.41428.0223

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GENERAL MAILING SERVICES	000293							
33810 08/01/12	POSTAGE	0.55		6532		D N	POSTAGE	101.42411.0223
33810 08/01/12	POSTAGE	6.49		6532		D N	POSTAGE	101.42412.0223
33810 08/01/12	POSTAGE	5.55		6532		D N	POSTAGE	101.43417.0223
33810 08/01/12	POSTAGE	7.15		6532		D N	POSTAGE	101.43425.0223
33810 08/01/12	POSTAGE	3.60		6532		D N	POSTAGE	101.43430.0223
33810 08/01/12	POSTAGE	2.20		6532		D N	POSTAGE	101.45432.0223
33810 08/01/12	POSTAGE	0.55		6532		D N	POSTAGE	101.45435.0223
33810 08/01/12	POSTAGE	2.20		6532		D N	POSTAGE	208.45005.0223
33810 08/01/12	POSTAGE	1.32		6532		D N	POSTAGE	651.48474.0223
33810 08/01/12	POSTAGE	0.88		6532		D N	POSTAGE	651.48475.0223
33810 08/01/12	POSTAGE	29.83		6600		D N	POSTAGE	101.42411.0223
33810 08/01/12	TOURISM	14.84		6600		D N	POSTAGE	208.45006.0223
33810 08/01/12	POSTAGE	3.22		6600		D N	POSTAGE	651.48474.0223
33810 08/01/12	POSTAGE	32.00		6679		D N	POSTAGE	101.41401.0223
33810 08/01/12	POSTAGE	22.55		6679		D N	POSTAGE	101.41402.0223
33810 08/01/12	POSTAGE	79.15		6679		D N	POSTAGE	101.41403.0223
33810 08/01/12	POSTAGE	3.85		6679		D N	POSTAGE	101.41404.0223
33810 08/01/12	POSTAGE	0.55		6679		D N	POSTAGE	101.41405.0223
33810 08/01/12	POSTAGE	15.00		6679		D N	POSTAGE	101.41408.0223
33810 08/01/12	POSTAGE	27.55		6679		D N	POSTAGE	101.41428.0223
33810 08/01/12	POSTAGE	1.10		6679		D N	POSTAGE	101.42411.0223
33810 08/01/12	POSTAGE	0.55		6679		D N	POSTAGE	101.42412.0223
33810 08/01/12	POSTAGE	3.20		6679		D N	POSTAGE	101.43417.0223
33810 08/01/12	POSTAGE	54.60		6679		D N	POSTAGE	101.43425.0223
33810 08/01/12	POSTAGE	7.75		6679		D N	POSTAGE	101.43430.0223
33810 08/01/12	POSTAGE	0.55		6679		D N	POSTAGE	101.45432.0223
33810 08/01/12	POSTAGE	0.55		6679		D N	POSTAGE	101.45435.0223
33810 08/01/12	POSTAGE	6.60		6679		D N	POSTAGE	208.45005.0223
33810 08/01/12	POSTAGE	1.05		6679		D N	POSTAGE	651.48474.0223
33810 08/01/12	POSTAGE	0.70		6679		D N	POSTAGE	651.48475.0223
33810 08/01/12	POSTAGE	82.52		6730		D N	POSTAGE	101.41401.0223
33810 08/01/12	POSTAGE	13.40		6730		D N	POSTAGE	101.41402.0223
33810 08/01/12	POSTAGE	17.34		6730		D N	POSTAGE	101.41403.0223
33810 08/01/12	POSTAGE	8.80		6730		D N	POSTAGE	101.41404.0223
33810 08/01/12	POSTAGE	3.85		6730		D N	POSTAGE	101.41405.0223
33810 08/01/12	POSTAGE	15.00		6730		D N	POSTAGE	101.41408.0223
33810 08/01/12	POSTAGE	1.40		6730		D N	POSTAGE	101.41409.0223
33810 08/01/12	POSTAGE	5.15		6730		D N	POSTAGE	101.42412.0223
33810 08/01/12	POSTAGE	5.55		6730		D N	POSTAGE	101.43417.0223
33810 08/01/12	POSTAGE	15.90		6730		D N	POSTAGE	101.43425.0223
33810 08/01/12	POSTAGE	12.95		6730		D N	POSTAGE	101.43430.0223
33810 08/01/12	POSTAGE	6.05		6730		D N	POSTAGE	101.45435.0223
33810 08/01/12	POSTAGE	2.34		6730		D N	POSTAGE	651.48474.0223
33810 08/01/12	POSTAGE	1.56		6730		D N	POSTAGE	651.48475.0223
33810 08/01/12	POSTAGE	0.55		6766		D N	POSTAGE	101.41400.0223
33810 08/01/12	POSTAGE	18.50		6766		D N	POSTAGE	101.41401.0223

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GENERAL MAILING SERVICES			000293											
33810	08/01/12	POSTAGE	07/16 - 07/20/12	35.15		6766		D	N				POSTAGE	101.41402.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	73.80		6766		D	N				POSTAGE	101.41403.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	0.55		6766		D	N				POSTAGE	101.41404.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.10		6766		D	N				POSTAGE	101.41405.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	15.00		6766		D	N				POSTAGE	101.41408.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.10		6766		D	N				POSTAGE	101.42411.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.10		6766		D	N				POSTAGE	101.42412.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.65		6766		D	N				POSTAGE	101.43417.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	27.85		6766		D	N				POSTAGE	101.43425.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	6.00		6766		D	N				POSTAGE	101.43430.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.40		6766		D	N				POSTAGE	101.45432.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	1.29		6766		D	N				POSTAGE	101.48474.0223
33810	08/01/12	POSTAGE	07/16 - 07/20/12	0.86		6766		D	N				POSTAGE	651.48474.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	15.95		6800		D	N				POSTAGE	101.41401.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	26.50		6800		D	N				POSTAGE	101.41402.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	8.45		6800		D	N				POSTAGE	101.41403.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	13.20		6800		D	N				POSTAGE	101.41404.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	1.65		6800		D	N				POSTAGE	101.41405.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	15.00		6800		D	N				POSTAGE	101.41408.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	1.10		6800		D	N				POSTAGE	101.42411.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	5.95		6800		D	N				POSTAGE	101.43417.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	72.00		6800		D	N				POSTAGE	101.43425.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	1.60		6800		D	N				POSTAGE	101.45432.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	1.85		6800		D	N				POSTAGE	101.45433.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	0.33		6800		D	N				POSTAGE	651.48474.0223
33810	08/01/12	POSTAGE	07/23 - 07/27/12	0.22		6800		D	N				POSTAGE	651.48475.0223
			VENDOR TOTAL	1,284.59		*CHECK TOTAL								
				1,284.59										
GENESIS LAMP CORPORATION			002485											
33811	08/01/12	BULBS FOR RUNWAY LTS		1,899.64		43212		D	N				MTCE. OF OTHER I	101.43430.0226
GRAINGER INC			000786											
33812	08/01/12	FREON FOR COMPRESSORS		2,079.58		9868080558		D	N				MTCE. OF EQUIPME	101.45433.0224
GREENSPRING MEDIA GROUP			001504											
33813	08/01/12	E-NEWSLETTER AD		200.00		MM73615		D	N				OTHER CHARGES	208.45010.0449
HACH COMPANY			000316											
33814	08/01/12	LAB SUPPLIES		237.04		7843252		D	N				GENERAL SUPPLIES	651.48474.0229
33814	08/01/12	LAB SUPPLIES		158.02		7843252		D	N				GENERAL SUPPLIES	651.48475.0229
33814	08/01/12	SAMPLER SENSORS		347.53		7854635		D	N				MTCE. OF EQUIPME	651.48474.0224
33814	08/01/12	SAMPLER SENSORS		231.68		7854635		D	N				MTCE. OF EQUIPME	651.48475.0224
			VENDOR TOTAL	974.27		*CHECK TOTAL								
				974.27										
HANSEN ADVERTISING SPECI			000321											
33815	08/01/12	FIRST AID KITS		284.96		30304		D	N				SAFETY PROGRAM	101.42428.0817

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HAUG IMPLEMENT CO - JOHN 000324						
33760 07/30/12 BEARINGS/COUPLER	82.75	462831		D N	INVENTORIES-MDSE	101.125000
33760 07/30/12 BATTERY/BEARINGS	75.41	462929		D N	INVENTORIES-MDSE	101.125000
33760 07/30/12 SEALS	2.78	463666		D N	INVENTORIES-MDSE	101.125000
33760 07/30/12 OIL/LUBE	25.63	463772		D N	MOTOR FUELS AND	101.454333.0222
33760 07/30/12 BOLTS	13.34	463774		D N	INVENTORIES-MDSE	101.125000
VENDOR TOTAL	199.91	*CHECK TOTAL				
HAUG-KUBOTA LLC 002609						
33761 07/30/12 BUSHINGS	66.01	1770		D N	INVENTORIES-MDSE	101.125000
HAWKINS INC 000325						
33816 08/01/12 FERRIC CHLORIDE	4,900.82	3363561 RI		D N	GENERAL SUPPLIES	651.48475.0229
33816 08/01/12 FERRIC CHLORIDE	4,890.46	3367023 RI		D N	GENERAL SUPPLIES	651.48475.0229
VENDOR TOTAL	9,791.28	*CHECK TOTAL				
HAY/JASON 002690						
33817 08/01/12 CRIME SCENE INV. TRNG	8.82	193		D N	TRAVEL-CONF.-SCH	101.42411.0333
HERITAGE BANK 000001						
33751 07/12/12 INVESTMENT	1,500,000.00	071212		D N	INVESTMENTS	220.109000
33752 07/17/12 INVESTMENT	632,000.00	071712		D N	INVESTMENTS	220.109000
33752 07/17/12 INVESTMENT	1,368,000.00	071712		D N	INVESTMENTS	295.109000
VENDOR TOTAL	2,000,000.00	*CHECK TOTAL				
33758 07/25/12 INVESTMENT	140,000.00	072512		D N	INVESTMENTS	101.109000
33758 07/25/12 INVESTMENT	5,000.00	072512		D N	INVESTMENTS	208.109000
33758 07/25/12 INVESTMENT	333,000.00	072512		D N	INVESTMENTS	220.109000
33758 07/25/12 INVESTMENT	973,000.00	072512		D N	INVESTMENTS	295.109000
33758 07/25/12 INVESTMENT	29,000.00	072512		D N	INVESTMENTS	302.109000
33758 07/25/12 INVESTMENT	21,000.00	072512		D N	INVESTMENTS	303.109000
33758 07/25/12 INVESTMENT	30,000.00	072512		D N	INVESTMENTS	304.109000
33758 07/25/12 INVESTMENT	120,000.00	072512		D N	INVESTMENTS	305.109000
33758 07/25/12 INVESTMENT	55,000.00	072512		D N	INVESTMENTS	306.109000
33758 07/25/12 INVESTMENT	89,000.00	072512		D N	INVESTMENTS	307.109000
33758 07/25/12 INVESTMENT	19,000.00	072512		D N	INVESTMENTS	308.109000
33758 07/25/12 INVESTMENT	12,000.00	072512		D N	INVESTMENTS	309.109000
33758 07/25/12 INVESTMENT	18,000.00	072512		D N	INVESTMENTS	310.109000
33758 07/25/12 INVESTMENT	34,000.00	072512		D N	INVESTMENTS	311.109000
33758 07/25/12 INVESTMENT	21,000.00	072512		D N	INVESTMENTS	312.109000
33758 07/25/12 INVESTMENT	1,000.00	072512		D N	INVESTMENTS	327.109000
VENDOR TOTAL	2,000,000.00	*CHECK TOTAL				
33759 07/26/12 INVESTMENT	6,844,350.00	072612		D N	INVESTMENTS	101.109000

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HERITAGE BANK 000001						
33759 07/26/12 INVESTMENT	1,000.00	072612		D N	INVESTMENTS	296.109000
33759 07/26/12 INVESTMENT	409,000.00	072612		D N	INVESTMENTS	350.109000
33759 07/26/12 INVESTMENT	2,549,000.00	072612		D N	INVESTMENTS	450.109000
	8,985,350.00	*CHECK TOTAL				
33762 07/30/12 #142 2002 GO IMP BOND-	1,875.00	073012		D N	INTEREST	302.47100.0444
33762 07/30/12 #144 2003 GO IMP BOND-	2,255.00	073012		D N	INTEREST	303.47100.0444
33762 07/30/12 #153 2007 GO IMP BOND	37,343.75	073012		D N	INTEREST	307.47100.0444
33762 07/30/12 #155 2008 GO IMP BOND	19,625.00	073012		D N	INTEREST	308.47100.0444
33762 07/30/12 #157 2010 GO IMP BOND	18,843.75	073012		D N	INTEREST	310.47100.0444
33762 07/30/12 #159 2011 GO IMP BOND	16,300.00	073012		D N	INTEREST	311.47100.0444
33762 07/30/12 #154 2007 GO IMP BOND	21,200.00	073012		D N	INTEREST	327.47100.0444
33762 07/30/12 #160 2012 HOSP REV B	681,243.13	073012		D N	INTEREST	350.47400.0444
33762 07/30/12 #146 2004 WTP REV BON	813,084.38	073012		D N	INTEREST	651.48484.0444
VENDOR TOTAL	15,298,434.38	*CHECK TOTAL				
HILLYARD FLOOR CARE SUPP 000333						
33818 08/01/12 VACUUM PARTS	48.34	600314629		D N	MTCE. OF EQUIPME	101.41408.0224
33818 08/01/12 TOILET TISSUE	88.88	600314629		D N	GENERAL SUPPLIES	101.41408.0229
33818 08/01/12 CLEANING SUPPLIES	85.99	600314629		D N	CLEANING AND WAS	101.45427.0228
VENDOR TOTAL	223.21	*CHECK TOTAL				
HOME DEPOT CREDIT SERVIC 000058						
33755 07/19/12 PAINT FOR BLDG	113.42	1023902		D N	MTCE. OF STRUCTU	101.45433.0225
33755 07/19/12 CITY SALES TAX	1.57	5025303		D N	SALES TAX PAYABL	101.206000
33755 07/19/12 SUPPLIES	11.54	5025303		D N	GENERAL SUPPLIES	101.45433.0229
33755 07/19/12 LIGHT REPAIR-PARTS	138.74	7073834		D N	MTCE. OF STRUCTU	101.45433.0225
33755 07/19/12 SUPPLIES	84.92	8072122		D N	GENERAL SUPPLIES	101.45433.0229
VENDOR TOTAL	350.19	*CHECK TOTAL				
33819 08/01/12 CITY SALES TAX	0.17	2072736		D N	SALES TAX PAYABL	101.206000
33819 08/01/12 SMALL TOOLS	37.25	2072736		D N	SMALL TOOLS	101.45433.0221
VENDOR TOTAL	37.42	*CHECK TOTAL				
HYDRITE CHEMICAL CO 002837						
33820 08/01/12 MAGNESIUM HYDROXIDE	8,823.60	01504518		D N	GENERAL SUPPLIES	651.48475.0229
33820 08/01/12 ANTI FOAM	448.08	01507618		D N	GENERAL SUPPLIES	651.48475.0229
VENDOR TOTAL	9,271.68	*CHECK TOTAL				
IN THE NEWS 000906						
33821 08/01/12 WWTf PLAQUE	244.00	1021062		D N	AWARDS AND INDEM	651.48474.0442
JANNING/AMY .01869						
33822 08/01/12 REFUND JERSEY DEPOSIT	30.00	072512		D N	REFUNDS AND REIM	101.41428.0882

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
JERGENSON AUTO REPAIR 33823 08/01/12 002125 33823 08/01/12 FLAT REPAIR-PARTS 33823 08/01/12 FLAT REPAIR-LABOR VENDOR TOTAL	3.21 15.00 18.21 18.21		0030215 0030215 *CHECK TOTAL		D N D N	MTCE. OF EQUIPME MTCE. OF EQUIPME	101.42412.0224 101.42412.0334
JOHNSON'S AUTOBODY 33824 08/01/12 001422 33824 08/01/12 #129461-DECALS/GRAPHICS 33824 08/01/12 #121406-DECALS/GRAPHICS 33824 08/01/12 #121323-DECALS/GRAPHICS VENDOR TOTAL	293.91 293.91 293.90 881.72 881.72		7260 7260 7260 *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
JOHNSTONE SUPPLY 33825 08/01/12 002855 COMPRESSOR PARTS	79.24		155508		D N	MTCE. OF EQUIPME	101.45433.0224
KANDI RACING ASSOCIATION 33826 08/01/12 REFUND LIQUOR LICENSE .01860	200.00		071112		D N	REFUNDS AND REIM	101.41428.0882
KANDIYOHI CO AUDITOR 33827 08/01/12 000376 LONG DISTANCE-JUNE	22.34		071112		D N	COMMUNICATIONS	101.42411.0330
KANDIYOHI CO TREASURER 33828 08/01/12 000385 LIBRARY AGRMT-2011 33828 08/01/12 LIBRARY AGRMT-2012 VENDOR TOTAL	37,751.46 47,324.50 85,075.96 85,075.96		062612 062612 *CHECK TOTAL		D N D N	DUE TO OTHER GOV MTCE. OF STRUCTU	101.222000 101.45426.0335
KANDIYOHI CO-OP ELECTRIC 33829 08/01/12 000375 ELEC SERV-SECURITY LIGHT 33829 08/01/12 ELEC SERV-SECURITY LIGHT 33829 08/01/12 WELCOME TO WILLMAR SIGN 33829 08/01/12 WELCOME TO WILLMAR SIGN 33829 08/01/12 ABBOTT DR LIFT STATION 33829 08/01/12 CO RD 23/HWY 71 BYPASS 33829 08/01/12 ELEC SERV-LIFT STATIONS VENDOR TOTAL	15.50 15.50 97.00 49.30 93.00 112.00 974.00 1,356.30 1,356.30		128238001/7-12 128238001/7-12 128238002/7-12 128238003/7-12 128238007/7-12 128238009/7-12 187836/7-12 *CHECK TOTAL		D N D N D N D N D N D N D N	UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES	651.48478.0332 651.48479.0332 101.43425.0332 101.43425.0332 651.48476.0332 101.43425.0332 651.48476.0332
KLEIN/ANGELA 33830 08/01/12 REFUND CANCELLED CLASS .01870	32.00		072512		D N	REFUNDS AND REIM	101.41428.0882
KOLSTAD/KRISTIAN M 33831 08/01/12 INTERROGATION TRAINING 001723	8.82		158		D N	TRAVEL-CONF.-SCH	101.42411.0333
KORES/CAROLE 33832 08/01/12 REFUND CANCELLED CLASS .01871	5.00		072512		D N	REFUNDS AND REIM	101.41428.0882

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9	EX 'M	ACCOUNT NAME	ACCOUNT
KRISS PREMIUM PRODUCTS I 33833 08/01/12	002122 COOLING TOWER TREATMENT	865.72	123355		D N		GENERAL SUPPLIES	101.45433.0229
LAKESIDE PRESS 33834 08/01/12	001646 CAT LICENSE PADS	124.36	1698		D N		PRINTING AND PUB	101.41403.0331
LEAGUE OF MN CITIES INS 33835 08/01/12	000983 VOLUNTEER ACCIDENT PLA	1,000.00	23095		D N		INSURANCES AND B	101.41428.0441
LINCOLN FINANCIAL GROUP 33836 08/01/12	002789 LIFE INSURANCE-AUGUST	43.31	M253		D N		EMPLOYER INSUR.	101.41400.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	43.75	M253		D N		EMPLOYER INSUR.	101.41402.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	17.50	M253		D N		EMPLOYER INSUR.	101.41403.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	7.45	M253		D N		EMPLOYER INSUR.	101.41404.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	35.00	M253		D N		EMPLOYER INSUR.	101.41405.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	8.75	M253		D N		EMPLOYER INSUR.	101.41408.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	17.50	M253		D N		EMPLOYER INSUR.	101.41409.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	2.19	M253		D N		EMPLOYER INSUR.	101.41424.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	42.00	M253		D N		EMPLOYER INSUR.	101.41424.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	1,442.50	M253		D N		RETIRED EMPLOYEE	101.41428.0818
33836 08/01/12	LIFE INSURANCE-AUGUST	1,297.50	M253		D N		INS. PASS THROUGH	101.41428.0819
33836 08/01/12	LIFE INSURANCE-AUGUST	26.25	M253		D N		EMPLOYER INSUR.	101.42411.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	1.02CR	M253		D N		EMPLOYER INSUR.	101.42412.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	175.00	M253		D N		EMPLOYER INSUR.	101.43417.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	17.50	M253		D N		EMPLOYER INSUR.	101.43425.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	35.00	M253		D N		EMPLOYER INSUR.	101.45432.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	4.37	M253		D N		EMPLOYER INSUR.	101.45433.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	17.50	M253		D N		EMPLOYER INSUR.	101.45437.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	78.75	M253		D N		EMPLOYER INSUR.	207.45001.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	8.75	M253		D N		EMPLOYER INSUR.	651.48484.0114
33836 08/01/12	LIFE INSURANCE-AUGUST	8.75	M253		D N		EMPLOYER INSUR.	651.48485.0114
	VENDOR TOTAL	2,328.30	*CHECK TOTAL				EMPLOYER INSUR.	651.48486.0114
		2,328.30						
LITTLE CROW SKI SHOW 33837 08/01/12	000417 SKI TEAM PROGRAM AD	1,000.00	6329		D N		OTHER CHARGES	208.45010.0449
LOCATORS & SUPPLIES INC 33838 08/01/12	002162 RAIN JACKETS/PANTS	115.59	0204887		D N		SUBSISTENCE OF P	651.48474.0227
33838 08/01/12	RAIN JACKETS/PANTS	77.05	0204887		D N		SUBSISTENCE OF P	651.48475.0227
33838 08/01/12	PROTECTIVE HEADGEAR	903.59	0205035		D N		SUBSISTENCE OF P	101.43425.0227
33838 08/01/12	MATERIALS FOR SIGNS	149.62	0205441		D N		MTCE. OF OTHER I	101.43425.0226
	VENDOR TOTAL	1,245.85	*CHECK TOTAL					
		1,245.85						
M-R SIGN CO INC 33839 08/01/12	000424 STREET SIGNS	1,326.30	172518		D N		MTCE. OF OTHER I	101.43425.0226

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MAAC INC 33840 08/01/12	REMOVED FAA EQUIPMENT 001765	3,000.00		071207		D N	MTCE. OF STRUCTU	205.41001.0335
MADDEN, GALANTER, HANSON 33841 08/01/12	PROFESSIONAL SERVICES 000429	23.60		070112		D N	LABOR NEGOTIATOR	101.41428.0806
33841 08/01/12	PROFESSIONAL SERVICES	9,912.34		070112		D N	LABOR NEGOTIATOR	101.41428.0806
	VENDOR TOTAL	9,935.94	*CHECK TOTAL					
MADISON NATIONAL LIFE 33842 08/01/12	LTD PREMIUM-AUGUST 002249	36.32	193			D N	EMPLOYER INSUR.	101.41400.0114
33842 08/01/12	LTD PREMIUM-AUGUST	86.22	193			D N	EMPLOYER INSUR.	101.41402.0114
33842 08/01/12	LTD PREMIUM-AUGUST	35.85	193			D N	EMPLOYER INSUR.	101.41403.0114
33842 08/01/12	LTD PREMIUM-AUGUST	32.28	193			D N	EMPLOYER INSUR.	101.41404.0114
33842 08/01/12	LTD PREMIUM-AUGUST	58.73	193			D N	EMPLOYER INSUR.	101.41405.0114
33842 08/01/12	LTD PREMIUM-AUGUST	7.76	193			D N	EMPLOYER INSUR.	101.41405.0114
33842 08/01/12	LTD PREMIUM-AUGUST	27.25	193			D N	EMPLOYER INSUR.	101.41409.0114
33842 08/01/12	LTD PREMIUM-AUGUST	4.05	193			D N	EMPLOYER INSUR.	101.41424.0114
33842 08/01/12	LTD PREMIUM-AUGUST	553.13	193			D N	EMPLOYER INSUR.	101.42411.0114
33842 08/01/12	LTD PREMIUM-AUGUST	44.28	193			D N	EMPLOYER INSUR.	101.42412.0114
33842 08/01/12	LTD PREMIUM-AUGUST	57.99	193			D N	EMPLOYER INSUR.	101.43417.0114
33842 08/01/12	LTD PREMIUM-AUGUST	265.43	193			D N	EMPLOYER INSUR.	101.43425.0114
33842 08/01/12	LTD PREMIUM-AUGUST	26.54	193			D N	EMPLOYER INSUR.	101.45432.0114
33842 08/01/12	LTD PREMIUM-AUGUST	42.06	193			D N	EMPLOYER INSUR.	101.45433.0114
33842 08/01/12	LTD PREMIUM-AUGUST	6.45	193			D N	EMPLOYER INSUR.	101.45437.0114
33842 08/01/12	LTD PREMIUM-AUGUST	13.48	193			D N	EMPLOYER INSUR.	207.45001.0114
33842 08/01/12	LTD PREMIUM-AUGUST	124.57	193			D N	EMPLOYER INSUR.	651.48484.0114
33842 08/01/12	LTD PREMIUM-AUGUST	12.90	193			D N	EMPLOYER INSUR.	651.48485.0114
33842 08/01/12	LTD PREMIUM-AUGUST	13.48	193			D N	EMPLOYER INSUR.	651.48486.0114
	VENDOR TOTAL	1,448.77	*CHECK TOTAL					
MAGNUSON SHEET METAL INC 33843 08/01/12	A/C REPAIR-PARTS 001121	950.00	117210			D N	MTCE. OF EQUIPME	207.45001.0224
33843 08/01/12	A/C REPAIR-LABOR	350.00	117210			D N	MTCE. OF EQUIPME	207.45001.0334
	VENDOR TOTAL	1,300.00	*CHECK TOTAL					
MARC 33844 08/01/12	HAND CLEANER 000435	144.97	0473704			D N	CLEANING AND WAS	101.43425.0228
MARK'S LAWN SERVICE 33845 08/01/12	LAWN MAINTENANCE 01865	35.00	071012			D N	MTCE. OF OTHER I	101.42412.0336
MAVA 33846 08/01/12	MEMBERSHIP DUES 002475	20.00	073012			D N	PREPAID EXPENSES	101.128000
33846 08/01/12	MEMBERSHIP DUES	20.00	073012			D N	SUBSCRIPTIONS AN	101.45435.0443
	VENDOR TOTAL	40.00	*CHECK TOTAL					

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
MAXIMUM CRUISE AVIATION 33847 08/01/12 ON SITE MGMT SERV-JUL 1,666.66	1,666.66		072512		D N	PROFESSIONAL SER	101.43430.0446
MENARDS 33848 08/01/12 WALL/DOOR REPAIR-PARTS 33848 08/01/12 LIGHTS 33848 08/01/12 BLDG REPAIR-PARTS 33848 08/01/12 WASP SPRAY 33848 08/01/12 WOOD STAKES/SUPPLIES 33848 08/01/12 PLANT SUPPLIES 33848 08/01/12 POOL CHEMICALS 33848 08/01/12 PLYWOOD-STORAGE ROOM 33848 08/01/12 DRYWALL PRIMER/SEALER 33848 08/01/12 SMALL TOOLS 33848 08/01/12 RESTROOM REPAIR-PARTS	180.76 59.81 67.99 42.96 64.85 16.94 16.89 10.02 45.24 7.65 532.16 532.16		55426 56046 57429 57507 57646 57734 57746 60818 60908 61180 61735 *CHECK TOTAL		D N D N	MTCE. OF STRUCTU MTCE. OF STRUCTU MTCE. OF STRUCTU GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES MTCE. OF STRUCTU SMALL TOOLS MTCE. OF STRUCTU	101.45433.0225 101.45437.0225 101.45433.0225 101.43425.0229 101.45433.0229 651.48474.0229 101.45437.0229 101.48474.0225 101.45433.0225 651.48474.0221 101.43425.0225
VENDOR TOTAL	532.16						
MESERB 33849 08/01/12 2013 MEMBERSHIP DUES 33849 08/01/12 2012 MEMBERSHIP DUES	2,462.84 2,462.85 4,925.69 4,925.69		072312 072312 *CHECK TOTAL		D N D N	PREPAID EXPENSES SUBSCRIPTIONS AN	651.128000 651.48474.0443
VENDOR TOTAL	4,925.69						
METRO FIRE 33850 08/01/12 GAS DETECTOR CALIBRATION 33850 08/01/12 SCBA FLOW TEST	250.00 3,060.00 3,310.00 3,310.00		44776 44776 *CHECK TOTAL		D N D N	MTCE. OF EQUIPME PROFESSIONAL SER	101.42412.0334 101.42412.0446
VENDOR TOTAL	3,310.00						
MIAMI 33851 08/01/12 MADSEN-CONFERENCE REGIS.	140.00		073112		D N	TRAVEL-CONF.-SCH	101.45433.0333
MICHELSON/ANGELA 33852 08/01/12 REFUND JERSEY DEPOSIT	30.00		072512		D N	REFUNDS AND REIM	101.41428.0882
MILLAN/AIDEE 33853 08/01/12 REFUND SHELTER DEPOSIT	50.00		072512		D N	DEPOSITS	101.230000
MILLER/TIM 33854 08/01/12 REFUND SHELTER DEPOSIT	50.00		072512		D N	DEPOSITS	101.230000
MILLS AUTO CENTER 33855 08/01/12 SIGN DEPOSIT REFUND	100.00		2012-18		D N	DEPOSITS-SIGN PE	101.230001
MILLS AUTOMOTIVE GROUP 33856 08/01/12 WINDOW SWITCH PARTS	89.66		2101582		D N	INVENTORIES-MDSE	101.125000

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
MINI BIFF LLC 33857 08/01/12	001805 TOILET RENTALS	143.48		A-50712		D N	RENTS	101.45432.0440
MINNEAPOLIS FINANCE DEPA 33858 08/01/12	000466 PROFESSIONAL SERVICES	180.00		400413003094		D N	PROFESSIONAL SER	101.42411.0446
MIRELES/ODARIS 33859 08/01/12	.01861 REFUND SHELTER DEPOSIT	50.00		0711112		D N	DEPOSITS	101.230000
MN DEPT OF REVENUE 177 07/19/12	000492 USE TAX-JUNE	54.17		STMT/6-12		M N	INVENTORIES-MDSE	101.125000
177 07/19/12	SALES TAX-JUNE	2,527.00		STMT/6-12		M N	SALES TAX PAYABL	101.206000
177 07/19/12	USE TAX-JUNE	0.11CR		STMT/6-12		M N	SALES TAX PAYABL	101.206000
177 07/19/12	USE TAX-JUNE	0.86CR		STMT/6-12		M N	SALES TAX PAYABL	101.206000
177 07/19/12	USE TAX-JUNE	203.58		STMT/6-12		M N	SALES TAX PAYABL	101.206000
177 07/19/12	USE TAX-JUNE	4.12		STMT/6-12		M N	SMALL TOOLS	101.42411.0221
177 07/19/12	USE TAX-JUNE	2.75		STMT/6-12		M N	MOTOR FUELS AND	101.42411.0222
177 07/19/12	USE TAX-JUNE	7.26		STMT/6-12		M N	GENERAL SUPPLIES	101.42411.0229
177 07/19/12	USE TAX-JUNE	8.89		STMT/6-12		M N	OFFICE SUPPLIES	101.42412.0229
177 07/19/12	USE TAX-JUNE	3.44		STMT/6-12		M N	GENERAL SUPPLIES	101.42412.0229
177 07/19/12	USE TAX-JUNE	101.07		STMT/6-12		M N	MOTOR FUELS AND	101.43425.0222
177 07/19/12	DIESEL FUEL TAX-JUNE	149.55		STMT/6-12		M N	MOTOR FUELS AND	101.43425.0222
177 07/19/12	USE TAX-JUNE	16.67		STMT/6-12		M N	MTCF OF OTHER I	101.43425.0226
177 07/19/12	USE TAX-JUNE	17.16		STMT/6-12		M N	CLEANING AND WAS	101.43425.0228
177 07/19/12	USE TAX-JUNE	44.69		STMT/6-12		M N	GENERAL SUPPLIES	101.43425.0229
177 07/19/12	USE TAX-JUNE	13.69		STMT/6-12		M N	MOTOR FUELS AND	101.43430.0222
177 07/19/12	USE TAX-JUNE	17.26		STMT/6-12		M N	GENERAL SUPPLIES	101.45432.0229
177 07/19/12	USE TAX-JUNE	1.43		STMT/6-12		M N	MOTOR FUELS AND	101.45433.0222
177 07/19/12	USE TAX-JUNE	2.72		STMT/6-12		M N	GENERAL SUPPLIES	101.45433.0229
177 07/19/12	USE TAX-JUNE	78.47		STMT/6-12		M N	MTCF OF EQUIPME	651.48474.0224
177 07/19/12	USE TAX-JUNE	38.65		STMT/6-12		M N	MTCF OF EQUIPME	651.48475.0224
177 07/19/12	USE TAX-JUNE	669.47		STMT/6-12		M N	GENERAL SUPPLIES	651.48475.0229
177 07/19/12	DIESEL FUEL TAX-JUNE	38.09		STMT/6-12		M N	MOTOR FUELS AND	651.48476.0222
	VENDOR TOTAL	3,999.16		*CHECK TOTAL				
		3,999.16						
MN POLLUTION CONTROL AGE 33860 08/01/12	001064 PERMIT APPLICATION FEE	744.00		080112		D N	LICENSES AND TAX	651.48474.0445
33860 08/01/12	PERMIT APPLICATION FEE	496.00		080112		D N	LICENSES AND TAX	651.48475.0445
	VENDOR TOTAL	1,240.00		*CHECK TOTAL				
		1,240.00						
MN PUBLIC FACILITIES AUT 33861 08/01/12	000496 CDAP-95-0342-R-FY96	22,817.33		073012		D N	INTEREST	651.48484.0444
33861 08/01/12	MPFA-07-0043-R-FY09	665,791.13		073012		D N	INTEREST	651.48484.0444
33861 08/01/12	MPFA-09-0005-R-FY10	19,326.17		073012		D N	INTEREST	651.48484.0444
33861 08/01/12	MPFA-09-0043-R-FY10	465,806.90		073012		D N	INTEREST	651.48484.0444
33861 08/01/12	CDAP-95-0342-R-FY96	122,630.35		073012		D N	BONDS	651.48484.0660

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
MN PUBLIC FACILITIES AUT			000496								
	33861	08/01/12	MEFA-07-0043-R-FY0	1,366,000.00		073012		D N		BONDS	651.48484.0660
	33861	08/01/12	MEFA-09-0005-R-FY10	70,000.00		073012		D N		BONDS	651.48484.0660
	33861	08/01/12	MEFA-09-0043-R-FY10	770,000.00		073012		D N		BONDS	651.48484.0660
			VENDOR TOTAL	3,502,371.88		*CHECK TOTAL					
				3,502,371.88							
MN UC FUND			000524								
	33862	08/01/12	UNEMPLOYMENT BENEFITS	3,826.14		07977283	7-12	D N		RE-EMPLOYMENT IN	101.41428.0815
MONSON CORPORATION			000126								
	33863	08/01/12	REFUND T-HANGAR RENT	640.00		072312		D N		REFUNDS AND REIM	101.43430.0882
	33863	08/01/12	MIX FOR STREET PATCHIN	1,248.54		1467SU		D N		MTCE. OF OTHER I	101.43425.0226
	33863	08/01/12	MIX FOR STREET PATCHIN	3,890.06		1473SU		D N		MTCE. OF OTHER I	101.43425.0226
	33863	08/01/12	MIX FOR STREET PATCHIN	1,257.90		1478SU		D N		MTCE. OF OTHER I	101.43425.0226
			VENDOR TOTAL	7,036.50		*CHECK TOTAL					
				7,036.50							
MORALES/AMELIA			.01862								
	33864	08/01/12	REFUND SHELTER DEPOSIT	50.00		071112		D N		DEPOSITS	101.230000
MUNICIPAL UTILITIES			000541								
	33865	08/01/12	2012 PERA STATE AID	7,604.00		072312		D N		REFUNDS AND REIM	101.41428.0882
MUNICIPAL UTILITIES			002393								
	33866	08/01/12	5/15/12 TAX STLMNT-C	10,299.01		071712		D N		DUE TO COMPONENT	295.210001
	33866	08/01/12	5/15/12 TAX STLMNT-DEL	259.03		071712		D N		DUE TO COMPONENT	295.210001
			VENDOR TOTAL	10,558.04		*CHECK TOTAL					
				10,558.04							
MVTL LABORATORIES INC			000544								
	33867	08/01/12	PROFESSIONAL SERVICES	39.00		612810		D N		PROFESSIONAL SER	651.48475.0446
	33867	08/01/12	PROFESSIONAL SERVICES	35.00		612851		D N		PROFESSIONAL SER	651.48478.0446
	33867	08/01/12	PROFESSIONAL SERVICES	35.00		612851		D N		PROFESSIONAL SER	651.48479.0446
	33867	08/01/12	PROFESSIONAL SERVICES	39.00		613699		D N		PROFESSIONAL SER	651.48475.0446
	33867	08/01/12	PROFESSIONAL SERVICES	39.00		615653		D N		PROFESSIONAL SER	651.48475.0446
			VENDOR TOTAL	187.00		*CHECK TOTAL					
				187.00							
NELSON INTERNATIONAL			000568								
	33868	08/01/12	#119287-WIRE HARNESS	702.15		302612		D N		MTCE. OF EQUIPME	651.48476.0224
	33868	08/01/12	#119287-WIRE HARNESS	1,892.00		302612		D N		MTCE. OF EQUIPME	651.48476.0334
	33868	08/01/12	#119287 REPAIR-LABOR	130.03		304611		D N		MTCE. OF EQUIPME	651.48476.0334
			VENDOR TOTAL	2,724.18		*CHECK TOTAL					
				2,724.18							
NELSON/CHAD			001794								
	33869	08/01/12	UTILITY CART	44.01		159		D N		GENERAL SUPPLIES	101.42411.0229

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
NEXTTEL COMMUNICATION								
33870 08/01/12	000578 CELLULAR PHONE USAGE	58.98		317498885-050		D N	COMMUNICATIONS	101.41400.0330
33870 08/01/12	CELLULAR PHONE USAGE	58.98		317498885-050		D N	COMMUNICATIONS	101.41402.0330
33870 08/01/12	CELL PHONE	99.99		317498885-050		D N	SMALL TOOLS	101.41403.0221
33870 08/01/12	CELLULAR PHONE USAGE	80.77		317498885-050		D N	COMMUNICATIONS	101.41403.0330
33870 08/01/12	CELLULAR PHONE USAGE	96.20		317498885-050		D N	COMMUNICATIONS	101.41409.0330
33870 08/01/12	CELLULAR PHONE USAGE	319.54		317498885-050		D N	COMMUNICATIONS	101.42411.0330
33870 08/01/12	CELLULAR PHONE USAGE	184.54		317498885-050		D N	COMMUNICATIONS	101.42412.0330
33870 08/01/12	CELLULAR PHONE USAGE	30.02		317498885-050		D N	COMMUNICATIONS	101.43417.0330
33870 08/01/12	CELL PHONE	99.99		317498885-050		D N	SMALL TOOLS	101.43425.0221
33870 08/01/12	CELL PHONE	149.99		317498885-050		D N	SMALL TOOLS	101.43425.0221
33870 08/01/12	CELLULAR PHONE USAGE	189.15		317498885-050		D N	COMMUNICATIONS	101.43425.0330
33870 08/01/12	CELLULAR PHONE USAGE	45.58		317498885-050		D N	COMMUNICATIONS	101.45432.0330
33870 08/01/12	CELLULAR PHONE USAGE	9.87		317498885-050		D N	COMMUNICATIONS	101.45433.0330
33870 08/01/12	CELLULAR PHONE USAGE	58.98		317498885-050		D N	COMMUNICATIONS	207.45001.0330
33870 08/01/12	CELLULAR PHONE USAGE	33.53		317498885-050		D N	COMMUNICATIONS	651.48474.0330
33870 08/01/12	CELLULAR PHONE USAGE	22.34		317498885-050		D N	COMMUNICATIONS	651.48475.0330
33870 08/01/12	CELLULAR PHONE USAGE	8.63		317498885-050		D N	COMMUNICATIONS	651.48476.0330
	VENDOR TOTAL	1,547.08		*CHECK TOTAL				
		1,547.08						
NORTH AMERICAN SAFETY								
33871 08/01/12	.01853 SAFETY VESTS	206.80		275		D N	SUBSISTENCE OF P	101.43425.0227
OAKLEAF/CHAD W								
33872 08/01/12	001827 INTERROGATION TRAINING	8.82		156		D N	TRAVEL-CONF.-SCH	101.42411.0333
OAKS AT EAGLE CREEK								
33873 08/01/12	000113 PRIZES FOR VB LEAGUES	25.00		050112		D N	AWARDS AND INDEM	101.45432.0442
OESTREICH/JOSH								
33874 08/01/12	.01876 GENERAL POOL SUPPLIES	50.97		073012		D N	GENERAL SUPPLIES	101.45437.0229
OFFICE SERVICES								
33875 08/01/12	000589 SUPPLIES-MAY/JUNE	17.70		STMT/6-12		D N	OFFICE SUPPLIES	101.41400.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	54.06		STMT/6-12		D N	OFFICE SUPPLIES	101.41401.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	68.15		STMT/6-12		D N	OFFICE SUPPLIES	101.41402.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	11.41		STMT/6-12		D N	OFFICE SUPPLIES	101.41403.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	42.71		STMT/6-12		D N	OFFICE SUPPLIES	101.41404.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	93.76		STMT/6-12		D N	OFFICE SUPPLIES	101.41405.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	7.00		STMT/6-12		D N	OFFICE SUPPLIES	101.41408.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	2.50		STMT/6-12		D N	OFFICE SUPPLIES	101.41409.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	3.36		STMT/6-12		D N	OFFICE SUPPLIES	101.41424.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	107.64		STMT/6-12		D N	OFFICE SUPPLIES	101.42411.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	0.19		STMT/6-12		D N	OFFICE SUPPLIES	101.42412.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	64.32		STMT/6-12		D N	OFFICE SUPPLIES	101.43417.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	34.91		STMT/6-12		D N	OFFICE SUPPLIES	101.43425.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	53.97		STMT/6-12		D N	OFFICE SUPPLIES	101.45432.0220

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
OFFICE SERVICES 33875 08/01/12	000589 OFFICE SUPPLIES-MAY/JUNE	1.66		STMT/6-12		D N	OFFICE SUPPLIES	101.45437.0220
33875 08/01/12	OFFICE SUPPLIES-MAY/JUNE	24.06		STMT/6-12		D N	OFFICE SUPPLIES	207.45001.0220
33875 08/01/12	PHOTO COPIES-JULY	135.11		STMT/7-12		D N	OFFICE SUPPLIES	101.41401.0220
33875 08/01/12	PHOTO COPIES-JULY	1,073.78		STMT/7-12		D N	OFFICE SUPPLIES	101.41401.0220
33875 08/01/12	PHOTO COPIES-JULY	1,145.85		STMT/7-12		D N	OFFICE SUPPLIES	101.41402.0220
33875 08/01/12	PHOTO COPIES-JULY	113.25		STMT/7-12		D N	OFFICE SUPPLIES	101.41402.0220
33875 08/01/12	PHOTO COPIES-JULY	198.49		STMT/7-12		D N	OFFICE SUPPLIES	101.41403.0220
33875 08/01/12	PHOTO COPIES-JULY	37.58		STMT/7-12		D N	OFFICE SUPPLIES	101.41403.0220
33875 08/01/12	PHOTO COPIES-JULY	13.90		STMT/7-12		D N	OFFICE SUPPLIES	101.41404.0220
33875 08/01/12	PHOTO COPIES-JULY	20.78		STMT/7-12		D N	OFFICE SUPPLIES	101.41404.0220
33875 08/01/12	PHOTO COPIES-JULY	5.14		STMT/7-12		D N	OFFICE SUPPLIES	101.41405.0220
33875 08/01/12	PHOTO COPIES-JULY	12.15		STMT/7-12		D N	OFFICE SUPPLIES	101.41405.0220
33875 08/01/12	PHOTO COPIES-JULY	2.32		STMT/7-12		D N	OFFICE SUPPLIES	101.41409.0220
33875 08/01/12	PHOTO COPIES-JULY	0.15		STMT/7-12		D N	OFFICE SUPPLIES	101.42412.0220
33875 08/01/12	PHOTO COPIES-JULY	97.31		STMT/7-12		D N	OFFICE SUPPLIES	101.43417.0220
33875 08/01/12	PHOTO COPIES-JULY	95.03		STMT/7-12		D N	OFFICE SUPPLIES	101.43417.0220
33875 08/01/12	PHOTO COPIES-JULY	0.81		STMT/7-12		D N	OFFICE SUPPLIES	101.43425.0220
33875 08/01/12	PHOTO COPIES-JULY	67.35		STMT/7-12		D N	OFFICE SUPPLIES	101.43425.0220
33875 08/01/12	PHOTO COPIES-JULY	18.58		STMT/7-12		D N	OFFICE SUPPLIES	101.43430.0220
33875 08/01/12	PHOTO COPIES-JULY	4.20		STMT/7-12		D N	OFFICE SUPPLIES	101.43430.0220
33875 08/01/12	PHOTO COPIES-JULY	48.07		STMT/7-12		D N	OFFICE SUPPLIES	101.43432.0220
33875 08/01/12	PHOTO COPIES-JULY	53.25		STMT/7-12		D N	OFFICE SUPPLIES	101.45432.0220
33875 08/01/12	PHOTO COPIES-JULY	6.30		STMT/7-12		D N	OFFICE SUPPLIES	409.48451.0220
33875 08/01/12	PHOTO COPIES-JULY	1.53		STMT/7-12		D N	OFFICE SUPPLIES	651.48474.0220
33875 08/01/12	PHOTO COPIES-JULY	1.02		STMT/7-12		D N	OFFICE SUPPLIES	651.48474.0220
	VENDOR TOTAL	2,739.35		*CHECK TOTAL				
		2,739.35						
OLSON/JANELL 33876 08/01/12	.01863 REFUND SHELTER DEPOSIT	50.00		071112		D N	DEPOSITS	101.230000
PARAGON SOLUTIONS GROUP 33877 08/01/12	.01738 EQUIPMENT REPAIR-LABOR	480.94		7472		D N	MTCE. OF EQUIPME	101.41409.0334
PETERSON SHOE STORE 33878 08/01/12	000608 WERDER-SAFETY BOOTS	58.64		140241		D N	SUBSISTENCE OF P	651.48474.0227
33878 08/01/12	WERDER-SAFETY BOOTS	39.10		140241		D N	SUBSISTENCE OF P	651.48475.0227
	VENDOR TOTAL	97.74		*CHECK TOTAL				
		97.74						
PETERSON/MICHAEL 33879 08/01/12	.01281 SIGN DEPOSIT REFUND	100.00		072312		D N	DEPOSITS-SIGN PE	101.230001
PIONEER PUBLIC TV 33880 08/01/12	002744 TV ADVERTISING	875.00		1624		D N	OTHER CHARGES	208.45010.0449
PLUMBING & HEATING OF WI 33881 08/01/12	000618 RESTROOM STOOL REPAIR	70.00		14956		D N	MTCE. OF STRUCTU	101.45427.0335

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 EX M	ACCOUNT NAME	ACCOUNT
PRINT MASTERS 33882 08/01/12	000624 BIRD SIGNS FOR PARKS	149.20		73284		D N	GENERAL SUPPLIES	101.45432.0229
RADIO SHACK ACCOUNTS REC 33883 08/01/12	000637 SMALL TOOLS	6.09		020561		D N	SMALL TOOLS	101.45432.0221
33883 08/01/12	BOILER METER PARTS	2.34		020888		D N	MTCE. OF OTHER I	651.48474.0226
	VENDOR TOTAL	8.43		*CHECK TOTAL				
RICE HOSPITAL 33884 08/01/12	001166 2012 PERA STATE AID	70,326.00		072312		D N	REFUNDS AND REIM	101.41428.0882
RICOH USA INC 33885 08/01/12	002101 COPIER LEASE AGRMT	675.45		87392582		D N	RENTS	741.48001.0440
RICOH USA INC 33886 08/01/12	002951 COPIER MTCE CHARGE	299.63		5023285493		D N	MTCE. OF EQUIPME	741.48001.0334
RIDLER/JENNIFER 33887 08/01/12	01578 POOL PARTY SUPPLIES	33.19		072612		D N	GENERAL SUPPLIES	101.45437.0229
RIEBE SOD CO INC 33757 07/20/12	001081 REIMB.-SOD REPLACEMENT	2,541.00		071612		D N	REFUNDS AND REIM	101.41428.0882
ROOF 1 - RBR INC 33888 08/01/12	002649 ROOF REPAIR-LABOR	426.62		12152		D N	MTCE. OF STRUCTU	101.42412.0335
RULE TIRE SHOP 33889 08/01/12	000665 TIRE REPAIR-PARTS	17.09		53059		D N	MTCE. OF EQUIPME	101.43425.0224
33889 08/01/12	TIRE REPAIR-LABOR	10.50		53059		D N	MTCE. OF EQUIPME	101.43425.0334
33889 08/01/12	TIRES	630.30		54205		D N	MTCE. OF EQUIPME	101.43425.0224
33889 08/01/12	INST. TIRES-LABOR	30.00		54205		D N	MTCE. OF EQUIPME	101.43425.0334
33889 08/01/12	TIRES	294.98		54209		D N	MTCE. OF EQUIPME	101.43425.0224
33889 08/01/12	TIRE REPAIR-PARTS	10.27		54515		D N	MTCE. OF EQUIPME	101.43425.0224
33889 08/01/12	TIRE REPAIR-LABOR	15.00		54515		D N	MTCE. OF EQUIPME	101.43425.0334
33889 08/01/12	TIRE REPAIR-LABOR	25.00		54700		D N	MTCE. OF EQUIPME	101.43425.0334
	VENDOR TOTAL	1,033.14		*CHECK TOTAL				
		1,033.14						
RUNNING'S SUPPLY INC 33890 08/01/12	001418 GAUER-SAFETY BOOTS	75.00		2838049		D N	SUBSISTENCE OF P	651.48474.0227
33890 08/01/12	GAUER-SAFETY BOOTS	50.00		2838049		D N	SUBSISTENCE OF P	651.48475.0227
33890 08/01/12	TIRE TUBE/TANK STRAP	41.66		2921609		D N	MTCE. OF EQUIPME	101.45433.0224
33890 08/01/12	SPRAYER	21.36		2927207		D N	SMALL TOOLS	101.43425.0221
33890 08/01/12	RAKES	41.65		2928008		D N	SMALL TOOLS	101.43425.0221
33890 08/01/12	ROUND UP SPRAY	374.06		2928008		D N	GENERAL SUPPLIES	101.43425.0229
33890 08/01/12	PUMP REPAIR-PARTS	42.74		2928092		D N	MTCE. OF EQUIPME	101.43425.0224
33890 08/01/12	COUPLINGS/ADAPTERS	23.46		2931702		D N	MTCE. OF OTHER I	651.48474.0226

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
RUNNING'S SUPPLY INC 33890 08/01/12	001418 SHOP SUPPLIES	13.89		2932446		D N	GENERAL SUPPLIES	651.48474.0229
33890 08/01/12	STEEL TOE RAIN BOOTS	131.93		2942883		D N	SUBSISTENCE OF P	651.48474.0227
33890 08/01/12	STEEL TOE RAIN BOOTS	87.96		2942883		D N	SUBSISTENCE OF P	651.48474.0227
33890 08/01/12	GLOVES/BRUSHES	26.84		2942883		D N	GENERAL SUPPLIES	651.48474.0229
33890 08/01/12	HEDGE TRIMMER	34.19		2947172		D N	SMALL TOOLS	651.48474.0221
33890 08/01/12	STEEL TOE RAIN BOOTS	19.99		2948205		D N	SUBSISTENCE OF P	651.48474.0227
33890 08/01/12	SAW BLADE	10.13		2950765		D N	MTCE. OF EQUIPME	651.48474.0224
33890 08/01/12	SAW BLADE	6.75		2950765		D N	MTCE. OF EQUIPME	651.48474.0224
33890 08/01/12	FITTINGS-TO WATER TREES	18.58		2954518		D N	MTCE. OF OTHER I	651.48474.0226
33890 08/01/12	FITTINGS-TO WATER TREES	12.38		2954518		D N	MTCE. OF OTHER I	651.48474.0226
33890 08/01/12	FITTINGS-TO WATER TREES	80.13		2954876		D N	GENERAL SUPPLIES	101.43425.0229
33890 08/01/12	FITTINGS-TO WATER TREES	1.61		2954879		D N	MTCE. OF OTHER I	651.48474.0226
33890 08/01/12	FITTINGS-TO WATER TREES	1.07		2954879		D N	MTCE. OF OTHER I	651.48474.0226
33890 08/01/12	SPRAYER	27.77		2958428		D N	SMALL TOOLS	101.43425.0221
33890 08/01/12	PLUMBING PARTS	26.71		2958944		D N	MTCE. OF STRUCTU	101.45433.0225
	VENDOR TOTAL	1,169.86		*CHECK TOTAL				
	VENDOR TOTAL	1,169.86						
RUTTGER'S SUGAR LAKE LOD 33891 08/01/12	001574 MADSEN-LODGING EXPENSE	356.10		073112		D N	TRAVEL-CONF.-SCH	101.45433.0333
SERVICE CENTER/CITY OF W 33892 08/01/12	000685 EQUIPMENT REPAIR-OIL	54.40		STMT/7-12		D N	MOTOR FUELS AND	101.42411.0222
33892 08/01/12	EQUIPMENT REPAIR-PARTS	338.40		STMT/7-12		D N	MTCE. OF EQUIPME	101.42411.0224
33892 08/01/12	EQUIPMENT REPAIR-PARTS	18.03		STMT/7-12		D N	MTCE. OF EQUIPME	101.42412.0224
33892 08/01/12	EQUIPMENT REPAIR-OIL	10.20		STMT/7-12		D N	MOTOR FUELS AND	101.43417.0222
33892 08/01/12	EQUIPMENT REPAIR-PARTS	11.20		STMT/7-12		D N	MTCE. OF EQUIPME	101.43417.0222
33892 08/01/12	EQUIPMENT REPAIR-OIL	273.60		STMT/7-12		D N	MOTOR FUELS AND	101.43425.0222
33892 08/01/12	EQUIPMENT REPAIR-PARTS	4,445.03		STMT/7-12		D N	MTCE. OF EQUIPME	101.43425.0224
33892 08/01/12	EQUIPMENT REPAIR-PARTS	702.15		STMT/7-12		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	5,853.01		*CHECK TOTAL				
	VENDOR TOTAL	5,853.01						
SHERWIN WILLIAMS CO 33893 08/01/12	000690 PAINT FOR PARK SHELTER	187.95		7304-2		D N	MTCE. OF STRUCTU	101.43425.0225
SHI CORP 33894 08/01/12	000275 SOFTWARE LICENSE-2013	667.76		B00676665		D N	PREPAID EXPENSES	101.128000
33894 08/01/12	SOFTWARE LICENSE-2014	667.76		B00676665		D N	PREPAID EXPENSES	101.128000
33894 08/01/12	SOFTWARE LICENSE	141.06		B00676665		D N	LICENSES AND TAX	101.41400.0445
33894 08/01/12	SOFTWARE LICENSE	676.95		B00676665		D N	LICENSES AND TAX	101.41400.0445
	VENDOR TOTAL	2,153.53		*CHECK TOTAL				
	VENDOR TOTAL	2,153.53						
SHRINE CIRCUS 33895 08/01/12	001198 ADVERTISING	140.00		2012019		D N	ADVERTISING	101.45433.0447

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	EX M	ACCOUNT NAME	ACCOUNT
SIMPLEX GRINNELL 33896 08/01/12 FIRE ALARM TEST/INSP. 33896 08/01/12 FIRE ALARM TEST/INSP. VENDOR TOTAL	1,110.00 1,740.01 1,850.01 1,850.01		75252557 75252557 *CHECK TOTAL		D N D N		MTCE. OF STRUCTU MTCE. OF STRUCTU	651.48474.0335 651.48475.0335
SMEBY/ROSS 33897 08/01/12 MILEAGE 5/29-6/29/12 33897 08/01/12 MILEAGE 7/2-7/31/12 VENDOR TOTAL	129.87 97.68 227.55 227.55		070312 073112 *CHECK TOTAL		D N D N		TRAVEL-CONF.-SCH TRAVEL-CONF.-SCH	101.41409.0333 101.41409.0333
STADEM/KARI 33898 08/01/12 REFUND JERSEY DEPOSIT	30.00		073012		D N		REFUNDS AND REIM	101.41428.0882
STAHL/HALEY 33899 08/01/12 POOL PARTY SUPPLIES	9.99		072112		D N		GENERAL SUPPLIES	101.45437.0229
STAHL/KELSEY 33900 08/01/12 CONCESSION SUPPLIES	4.25		072612		D N		GENERAL SUPPLIES	101.45437.0229
STEIN'S INC 33901 08/01/12 CLEANING SUPPLIES 33901 08/01/12 DISPOSABLE GLOVES 33901 08/01/12 CLEANING SUPPLIES 33901 08/01/12 TOILET TISSUE/HAND TWLS VENDOR TOTAL	134.62 54.09 255.41 294.81 738.93		643508-2 643508-2 644171 645846 *CHECK TOTAL		D N D N D N D N		CLEANING AND WAS GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.43425.0228 101.43425.0229 101.43425.0228 101.43425.0229
STREICHER'S 33902 08/01/12 WALLACE-HOLSTER/BELT 33902 08/01/12 CARLSON-HOLSTER/BELT VENDOR TOTAL	215.98 213.70 429.68 429.68		1943459 1943463 *CHECK TOTAL		D N D N		SUBSISTENCE OF P SUBSISTENCE OF P	101.42411.0227 101.42411.0227
STREY/REBECCA 33903 08/01/12 REFUND JERSEY DEPOSIT	30.00		073012		D N		REFUNDS AND REIM	101.41428.0882
TDS METROCOM 33904 08/01/12 MONTHLY SERVICE 33904 08/01/12 MONTHLY SERVICE VENDOR TOTAL	231.92 49.16 281.08 281.08		231 231 *CHECK TOTAL		D N D N		COMMUNICATIONS COMMUNICATIONS	101.42412.0330 101.42412.0330
THOMPSON *PETTY CASH/CO 33905 08/01/12 TO REIMBURSE PETTY CASH	66.64		072312		D N		OFFICE SUPPLIES	651.48474.0220
THOMPSON/COLLEEN 33906 08/01/12 MILEAGE 6/1-7/30/12	134.20		073112		D N		TRAVEL-CONF.-SCH	651.48474.0333

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
THOMPSON/COLLEEN 000948 33906 08/01/12 MILEAGE 6/1-7/30/12	89.47		0731112		D N	TRAVEL-CONF. -SCH	651.48475.0333
33906 08/01/12 MILEAGE-MWOA CONFERENCE	120.44		437		D N	TRAVEL-CONF. -SCH	651.48478.0333
33906 08/01/12 MILEAGE-MWOA CONFERENCE	120.44		437		D N	TRAVEL-CONF. -SCH	651.48479.0333
VENDOR TOTAL	464.55		*CHECK TOTAL				
TIGER OAK PUBLICATIONS I 002283 33907 08/01/12 MN MTGS & EVENTS AD	147.50		2012-79994		D N	OTHER CHARGES	208.45008.0449
33907 08/01/12 MN MTGS & EVENTS AD	147.50		2012-79995		D N	OTHER CHARGES	208.45008.0449
VENDOR TOTAL	295.00		*CHECK TOTAL				
TORKELSON'S LOCK SERVICE 002583 33908 08/01/12 BUILDING LOCKS	99.39		5461061		D N	MTCE. OF STRUCTU	101.45433.0225
TOSHIBA FINANCIAL SERVIC 000218 33909 08/01/12 COPIER LEASE AGRMT	120.77		073012		D N	RENTS	101.42412.0440
TRAM/EMILY 01875 33910 08/01/12 REFUND JERSEY DEPOSIT	30.00		072512		D N	REFUNDS AND REIM	101.41428.0882
TRUE VALUE HOME CENTER 01880 33911 08/01/12 MATERIALS FOR BRIDGE	1,525.32		255998		D N	OTHER SERVICES	412.48451.0339
UNDERTHUN/DUWAYNE 001262 33912 08/01/12 STUMP GRINDING	3,441.38		073012		D M 07	OTHER SERVICES	101.43425.0339
USA BLUE BOOK 001258 33913 08/01/12 HARD HATS	63.02		714204		D N	SUBSISTENCE OF P	651.48474.0227
33913 08/01/12 HARD HATS	42.02		714204		D N	SUBSISTENCE OF P	651.48475.0227
VENDOR TOTAL	105.04		*CHECK TOTAL				
VERIZON WIRELESS 002915 33914 08/01/12 CELLULAR PHONE USAGE	76.61		STMT/6-12		D N	COMMUNICATIONS	101.41402.0330
33914 08/01/12 CELLULAR PHONE USAGE	25.02		STMT/6-12		D N	COMMUNICATIONS	101.41405.0330
33914 08/01/12 CELLULAR PHONE USAGE	50.78		STMT/6-12		D N	COMMUNICATIONS	101.45432.0330
VENDOR TOTAL	152.41		*CHECK TOTAL				
VISTAR CORPORATION 002566 33915 08/01/12 CONCESSION SUPPLIES	703.87		34126990		D N	GENERAL SUPPLIES	101.45433.0229
WAL-MART COMMUNITY 000789 33916 08/01/12 OFFICE SUPPLIES	12.17		061412		D N	OFFICE SUPPLIES	651.48474.0220
33916 08/01/12 COFFEE	33.12		061412		D N	SUBSISTENCE OF P	651.48474.0227
33916 08/01/12 PAINTING SUPPLIES	18.49		061412		D N	GENERAL SUPPLIES	651.48474.0229

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
WAL-MART COMMUNITY 33916 08/01/12 BATTERIES 000789	8.52		061912		D N		GENERAL SUPPLIES	101.42411.0229
33916 08/01/12 PHONE	60.86		061912		D N		SMALL TOOLS	101.45435.0221
33916 08/01/12 PLANT SUPPLIES	11.21		061912		D N		GENERAL SUPPLIES	651.48474.0229
33916 08/01/12 PLANT SUPPLIES	7.47		061912		D N		GENERAL SUPPLIES	651.48475.0229
33916 08/01/12 STAPLES FOR SIGNS	3.70		062212		D N		GENERAL SUPPLIES	101.42411.0229
33916 08/01/12 BATTERIES	21.62		062212		D N		GENERAL SUPPLIES	651.48474.0229
33916 08/01/12 BATTERIES	14.40		062212		D N		GENERAL SUPPLIES	651.48475.0229
33916 08/01/12 MISCELLANEOUS SUPPLIES	25.30		070912		D N		GENERAL SUPPLIES	101.42411.0229
33916 08/01/12 CITY SALES TAX	1.54		071112		D N		SALES TAX PAYABL	101.206000
33916 08/01/12 COFFEE	35.92		071112		D N		SUBSISTENCE OF P	101.42411.0227
33916 08/01/12 BATTERIES	25.02		071112		D N		GENERAL SUPPLIES	101.42411.0229
33916 08/01/12 BATTERIES	75.69		071112		D N		GENERAL SUPPLIES	101.42411.0229
33916 08/01/12 PAINTING SUPPLIES	48.58		071112		D N		GENERAL SUPPLIES	651.48474.0229
403.61			*CHECK TOTAL					
403.61								
VENDOR TOTAL								
WERDER/JULENE 33917 08/01/12 REFUND JERSEY DEPOSIT .01740	30.00		073012		D N		REFUNDS AND REIM	101.41428.0882
WEST CENTRAL INDUSTRIES 33918 08/01/12 LAWN MAINTENANCE 000801	76.95		00034387		D N		MTCE. OF OTHER I	101.45437.0336
WEST CENTRAL PRINTING 33919 08/01/12 INVENTORY SHEETS 000803	289.49		16264		D N		OFFICE SUPPLIES	101.42411.0220
WEST CENTRAL SANITATION 33920 08/01/12 GARBAGE SERVICE-JUNE 000805	17.26		2664300/6-12		D N		CLEANING AND WAS	207.45001.0338
WEST CENTRAL STEEL INC 33921 08/01/12 STEEL 000806	149.41		1009234		D N		INVENTORIES-MDSE	101.125000
WEST CENTRAL TRIBUNE 33922 08/01/12 NOTICE PUBLISHED 000807	115.92		CL03040263		D N		PRINTING AND PUB	101.41401.0331
33922 08/01/12 NOTICE PUBLISHED	102.12		CL03040264		D N		PRINTING AND PUB	101.41401.0331
33922 08/01/12 COUNCIL PROCEEDINGS PUB.	883.20		CL03040351		D N		PRINTING AND PUB	101.41401.0331
33922 08/01/12 COUNCIL PROCEEDINGS PUB.	237.36		CL03040362		D N		PRINTING AND PUB	101.41401.0331
33922 08/01/12 AD FOR BIDS-2012 IMPROV.	330.37		CL03040553		D N		ADVERTISING	101.43430.0447
33922 08/01/12 ORDINANCE PUBLISHED	554.76		CL03040669		D N		PRINTING AND PUB	101.41401.0331
33922 08/01/12 REFUND SHELTER DEPOSIT	50.00		071112		D N		DEPOSITS	101.230000
2,273.73			*CHECK TOTAL					
2,273.73								
VENDOR TOTAL								
WILLMAR AUTO VALUJE 33923 08/01/12 AIR CHUCKS FOR GREASING 002689	8.71		22015520		D N		MTCE. OF EQUIPME	651.48474.0224
33923 08/01/12 AIR CHUCKS FOR GREASING	5.80		22015520		D N		MTCE. OF EQUIPME	651.48475.0224
33923 08/01/12 OIL FILTER	6.83		22015818		D N		MTCE. OF EQUIPME	651.48476.0224
33923 08/01/12 BRAKE PARTS CLEANER	22.24		22016480		D N		GENERAL SUPPLIES	651.48474.0229

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WILLMAR AUTO VALUE 33923 08/01/12 BRAKE PARTS CLEANER 002689 VENDOR TOTAL	14.82 58.40 58.40		22016480 *CHECK TOTAL		D N	GENERAL SUPPLIES	651.48475.0229
WILLMAR CHAMBER OF COMME 33924 08/01/12 BOESCHEN-SEMINAR REGIS. 33924 08/01/12 JAHNKE-SEMINAR REGIS. 33924 08/01/12 MAIL PICKUP FEE-JUNE 33924 08/01/12 CVB VOICEMAIL CHANGES 834.17 VENDOR TOTAL	350.00 350.00 50.00 84.17 834.17 834.17		072412 072412 36715 36716 *CHECK TOTAL		D N D N D N D N	TRAVEL-CONF.-SCH TRAVEL-CONF.-SCH POSTAGE COMMUNICATIONS	101.41409.0333 101.42411.0333 208.45005.0223 208.45005.0330
WILLMAR DESIGN CENTER 33925 08/01/12 EXPENSE REIMBURSEMENT	1,800.00		072612		D N	DOWNTOWN ITEMS	101.41428.0820
WILLMAR ELECTRIC SERVICE 33926 08/01/12 SIGNAL REPAIR-LABOR	138.00		20121		D N	INSURANCE DEDUCT	101.41428.0822
WILLMAR OVERHEAD DOOR SA 33927 08/01/12 REMOTES FOR DOORS	321.16		0044031		D N	GENERAL SUPPLIES	101.43425.0229
WILLMAR PET HOSPITAL 33928 08/01/12 K-9 MEDICATION	101.00		0033974		D N	GENERAL SUPPLIES	101.42411.0229
WILLMAR STINGERS BASEBAL 33929 08/01/12 SPECIAL EVENT VOUCHERS 33929 08/01/12 VOLUNTEER APPREC. PICNIC 635.00 VENDOR TOTAL	125.00 510.00 635.00 635.00		1 1 *CHECK TOTAL		D N D N	AWARDS AND INDEM AWARDS AND INDEM	101.45432.0442 101.45435.0442
WILLMAR WATER & SPAS 33930 08/01/12 WTR PURIFIER RENTAL-JUL 33930 08/01/12 DRINKING WATER 33930 08/01/12 LAB WATER 33930 08/01/12 LAB WATER 33930 08/01/12 LAB WATER 33930 08/01/12 SOFTENER SALT 33930 08/01/12 DRINKING WATER 33930 08/01/12 SOFTENER SALT 239.94 VENDOR TOTAL	37.41 18.75 91.35 60.90 4.38 14.00 13.15 239.94 239.94		12-07 27009 27527 27527 27573 27679 27679 *CHECK TOTAL		D N D N D N D N D N D N D N	RENTS SUBSISTENCE OF P GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES SUBSISTENCE OF P GENERAL SUPPLIES	101.41408.0440 651.48474.0227 651.48474.0229 651.48475.0229 101.43430.0229 101.41408.0227 101.41408.0229
WILSON *PETTY CASH/HOLLY 33931 08/01/12 TO REIMBURSE PETTY CASH 33931 08/01/12 TO REIMBURSE PETTY CASH 33931 08/01/12 TO REIMBURSE PETTY CASH 33931 08/01/12 TO REIMBURSE PETTY CASH 56.06 VENDOR TOTAL	8.99 20.00 5.14 21.93 56.06 56.06		073012 073012 073012 073012 *CHECK TOTAL		D N D N D N D N	GENERAL SUPPLIES MICE OF EQUIPME OFFICE SUPPLIES GENERAL SUPPLIES	101.41408.0229 101.43417.0334 101.43425.0220 101.43425.0229

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VENDOR NAME AND NUMBER
CHECK# DATE DESCRIPTION
REPORT TOTALS:

AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M ACCOUNT NAME	ACCOUNT
19,156,998.65					

RECORDS PRINTED - 000678

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	7,279,183.95
205	INDUSTRIAL DEVELOPMENT	3,000.00
207	W.R.A.C. - 8	1,752.73
208	CONVENTION & VISITORS BUREAU	7,716.35
220	LOCAL OPTION SALES TAX	2,465,000.00
295	COMMUNITY INVESTMENT	2,351,558.04
296	PUBLIC WORKS RESERVE	1,000.00
302	D.S. - 2002 BOND	30,875.00
303	D.S. - 2003 BOND	23,255.00
304	D.S. - 2004 BOND	30,000.00
305	D.S. - 2005 BOND	120,000.00
306	D.S. - 2006 BOND	55,000.00
307	D.S. - 2007A BOND	126,343.75
308	D.S. - 2008 BOND	38,625.00
309	D.S. - 2009 BOND	12,000.00
310	D.S. - 2010 BOND	36,843.75
311	D.S. - 2011 BOND	50,300.00
312	D.S. - 2012 BOND	21,000.00
327	D.S. - 2007B BOND	22,200.00
350	RICE HOSPITAL DEBT SERVICE	272,243.13
409	S.A.B.F. - #2009	6.30
412	S.A.B.F. - #2012	1,525.32
420	LOCAL OPT SALES TAX PROJECTS	2,288.00
450	CAPITAL IMPROVEMENT FUND	2,649,881.72
651	WASTE TREATMENT	3,556,385.75
741	OFFICE SERVICES	1,014.86
	TOTAL ALL FUNDS	19,156,998.65

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	19,156,998.65
	TOTAL ALL BANKS	19,156,998.65

MEETING MINUTES
Operations Board
Kandiyohi Area Transit

Tuesday, March 6, 2012 – 10:00 a.m.
KAT Office, Willmar, MN

Members Present: Michelle Prah, Kristi Maahs, Kevin Halliday, Terri Fehn, Chad Christianson, Bunne Frost-Johnston, Deb Buffington, Pam Meinert

Members Absent: LeAnne Freeman, Darrell Ruch

Staff Present: Tiffany Collins, Transit Director; Doug Sweeter, Operations Coordinator; Darla Kimpling, Office Coordinator

Ex-Officio Members

Absent: Bev Herfindahl

Guest(s): None

Introductions

No introductions were needed.

Approval of Agenda

Kevin Halliday made a motion to approve the agenda. Michelle Prah seconded the motion, which carried.

Approval of Minutes

Kevin Halliday made a motion to approve the minutes from January 24, 2011. Bunne Frost-Johnston seconded the motion, which carried.

Election of 2012 Officers

Nominations for the 2012 officers are Darrell Ruch for Chair Person; Chad Christianson for Vice Chair Person; Kevin Halliday for Secretary/Treasurer.

Kevin Halliday made a motion to approve the nominations for the 2012 Officers. Bunne Frost-Johnston seconded the motion, which carried.

Director's Update

Financials – Tiffany stated that the 2011 financials were not included, but that they had been finalized last Wednesday and reported to MnDOT. When the spreadsheet is completed it will be provided to Westburg & Eischens to begin the audit.

Ridership – Doug Sweeter reviewed the January ridership. The accumulative total of riders from KAT's inception has been added to the monthly ridership graph. Monthly ridership is down at 9,914 compared to 10,546 last year. The average daily ridership is 472.1. The ridership for the 5310 was 79 which is down from last year's total of 103. The JARC ridership was 346. Doug stated that ridership increases and then decreases. New riders go to Jennie-O and then they are done, maybe getting rides from other workers? Doug also said that snow days are not good for ridership due to schools canceling and Bethesda ADS not bringing their people in. The Saturday ridership is staying steady at 339. The Monday Evening ridership was 54 and has been averaging 12-14 passengers a night. The ridership for Sr. Transportation was 372. This program has been quiet and weather also affects this program.

Tiffany reported that she has been working with the African Development Center, Charly Leuze, and Kate Selseh to help the Somali elder population with getting to appointments. They have one person who does driving for them and he is kept very busy. Tiffany said that they have been working to get this person as a volunteer driver for this group and run through KAT's Senior Transportation Program. Tiffany has attended two meetings so far. KAT has a strict policy of having to be 60 years or older to use this program. One of the challenges is that most of the Somali population do not have a date of birth. They gauge years by rainy seasons. The Minnesota Board on Aging wants to relax this guideline for this population. Another challenge is the hours of service which for KAT is 8:00 a.m. to 5:00 p.m. which is earlier than when Mosque time is over at sundown. It was asked about being allowed to give a onetime donation, such as once a year or once a month. Bunne Frost-Johnston asked where the Somali elders are living. Tiffany responded that they are living in the apartments by the college, Somerset Apts. as well as other places. There were a group of 8-10 elders that attended this meeting. Since the driver does not speak English, scheduling rides would be a real challenge. There would need to be someone who can tell KAT who is riding. Tiffany explained that part of the Title III grant is to write outcomes that target the minority population here in Willmar.

Tiffany said that she would be meeting with Trish Appledorn from the Kandiyohi County Veteran's Administration on Thursday to discuss a possibility of a grant for a 1 stop connection under the Minnesota Help Line Services for veterans.

Committee Updates

Administration – Kevin Halliday reviewed the Administration Committee minutes from February 21, 2012. Tiffany reviewed the Cell Phone Update in which she tried to clarify vehicle in motion and in service. Wording was added to Personnel Policy Section 2.12 Disciplinary Offenses, EE and two other items were added as FF & GG. These items cover both personal and company cell phone usage.

Kevin Halliday made a motion to approve the amendment to EE and to add FF & GG of the Personnel Policy, Section 2.12 Disciplinary Offenses. Pam Meinert seconded the motion, which carried.

2.12 Disciplinary Offenses

An employee may be disciplined for, but not limited to, the following violations or incidents:

- A. Failure to observe safety regulations.
- B. Failure to report to work at the appointed time or place, or for departing prior to the designated time.
- C. Solicitation, distribution or display of unauthorized literature while on KAT time.
- D. Operating a personal business while on KAT time.
- E. Intimidation or coercion.
- F. Reporting to work impaired or incapacitated due to the use of alcohol or non-prescribed drugs or consumption or possession of alcohol or non-prescribed drugs on KAT time or property.
- G. Abuse or waste of KAT equipment, tools or material.
- H. Using abusive language or making false or malicious statements concerning any employee, KAT or its services.
- I. Horseplay, loafing or sleeping on the job.
- J. Unauthorized posting, removing or altering of bulletin board notices.
- K. Violation of KAT written or verbal policies and procedures.
- L. Unauthorized use or release of confidential, sensitive or privileged information.
- M. Intentional unavailability for or refusal to work overtime or response to emergency call outs.

- N. Abuse of sick leave or other paid leaves.
- O. Conduct unbecoming of a KAT employee.
- P. Insubordination.
- Q. Theft of public or private property.
- R. Misappropriation of public property.
- S. Sexual harrassment.
- T. Fighting on KAT time or property.
- U. Conviction of a felony.
- V. Intentional or negligent damage or destruction of public or private property.
- W. Fraud, falsification or deceit in the conduct of KAT business.
- X. Discrimination in the conduct of KAT business.
- Y. Incompetence or unsatisfactory performance.
- Z. Unauthorized possession or use of firearms or hazardous materials on KAT time or property.

- AA. Work disruption or stoppage, illegal strike or other forms of job action or withholding of services.

- BB. Acts or threats of physical violence directed towards KAT officials or employees.

- CC. Soliciting favors, gifts, services or bribes in the conduct of KAT business.
- DD. Willful violation of the Data Practices regulations.
- EE. Personal text messaging (**sending or receiving**) and/or personal cell phone internet usage while **vehicle is in motion and is in service** driving.

- FF. Using the Company Cell phone, AVL system, or personal mobile device while vehicle is in motion and is in service. Driver should be stopped and parked in a safe legal area prior to using any mobile device.**

GG. Use of personal mobile device while on KAT time.

Facility Discussion – Tiffany is going to meet with Larry Kleindl and do a walk around the property. MnDOT is suggesting sharing resources with Meeker County and Renville County to be more efficient. Tiffany will report back after meeting with Larry Kleindl.

2011 Decisionlens Ranking – Tiffany provided information that was handed out at the District meeting, in which Tom Godfried had explained the ranking system used for the 2012 application to award the 2012 funds. This system included a formula for ranking the transit systems Access which is the percentage of countywide needs met, Performance which is the cost per hour and passengers per hour. KAT's passengers per hour is higher in our area.

Dispatching Software – There probably will not be any funds available for dispatching software going to a one county system and KAT is urged to share and cooperate with other transit systems.

Expansion/System Resource Committee – Kristi Maahs reviewed the Expansion/System Resource Committee minutes from February 14, 2012. There are pros and cons for a separate bus for the WCI DT&H passengers. MnDOT cautioned to make sure that it's not a charter ride and to be very careful with the wording when moving ahead with this plan. New clothing items have been added to the Safety Rewards Program. One new item added is a gift card in the amount of \$36.00 which an employee who has been with KAT for 10 years can purchase once a year.

Kristi Maahs made a motion to approve the change to Section 6.2 Transit Driver Safety Rewards Program of the Operations Policy. Michelle Prah seconded the motion, which carried.

SECTION 6 HEALTH AND SAFETY

6.2 Transit Driver Safety Rewards Program

Transit Driver Safety Rewards Program

Employees who work an average of 25+ hours a week will receive 36 points on a quarterly basis and employees who work an average of 24 hours or less per week will receive 18 points on a quarterly basis. Employees must work a minimum average of 8 hours per week and have worked a minimum of 7 weeks during the quarter to qualify. These points are to be used on KAT clothing or other agreed upon rewards for the employee only. Points will be based on hours worked and the number of incidents/accidents during the quarter. Points are equal to dollars towards purchases of KAT clothing, but are not interchangeable for actual cash. **After ten years of service, an employee may choose to use 36 Points, one time per year, to purchase a gift card.**

Tiffany reminded the committee members that after an employee's three month probation is over KAT purchases a jacket for them. This practice is not stated in the policies anywhere and that it needed to be put into policy form.

Bunne Frost-Johnston made a motion to approve Section 2.5 Probationary Period in the Personnel Policy. Pam Meinert seconded the motion, which carried.

SECTION 2 PERSONNEL POLICY AND PROCEDURES

2.5 PROBATIONARY PERIOD

Upon satisfactorily meeting his/her probationary period, KAT will order and pay for a KAT coat for the individual.

The committee had reviewed changes to Section 12.3 Dispatch/Driver Communications of the Operations Policy which Tiffany had revised to include the new law regarding cell phone usage in the buses. It was questioned as to what is a safe location. Tiffany looked for a definition in the Motor Carrier Service for "in service" and couldn't find anything to use. Tiffany reported that she had purchased 3 Blue Tooth speakers and have used it so far in 1 bus. Using the Touch To Talk feature with the speaker, the driver cannot answer through the speaker, it needs to be used with a phone call.

Kevin Halliday made a motion to approve this policy and be sent to the League of Minnesota Cities for review. Bunne Frost-Johnston seconded the motion, which carried.

Dispatch/Driver Communication

Kandiyohi Area Transit uses an Automatic Vehicle Location (AVL) System to communicate between the dispatch center and each of the buses. All transit drivers carry a company cell phone for communications with dispatch and for emergency communication. In accordance with the Federal Motor Carrier Safety Administration(FMCSA), the federal agency that governs all commercial driving activities, KAT Transit drivers are to only use company cell phone for incoming/outgoing calls and incoming/outgoing touch to talk:

- **While using a hands free device**
- **While stopped during passengers stops**
- **After breaks, while parked.**
- **Or by pulling over to the side of the road and stopping in a safe location.**

Transit drivers will press the button on the AVL at the earliest moment as listed above to acknowledge communication via the AVL back to the dispatch center. Transit drivers will use the AVL and company cell phone in a safe manner while driving. All personal cell phones are to be turned off during in service transit duty. In-Service Transit Duty is anytime the employee is on duty enroute to, enroute from, and while transporting passengers.

Dispatchers:

Use the AVL for relaying messages. Use the touch to talk or AVL to request a touch to talk or phone call of the driver at their next stop when parked.

During the KAT Saturday Routes, passengers will be given a cell phone number to use to call the driver of the route **and a voicemail will direct the caller to leave a message**. The number will only be given out to individuals who are unsure of what time they will need a return ride, and who are not at a scheduled route stop. All transit scheduled routes will continue as scheduled; however, the caller will **be called back when necessary and stopped in a safe location and** given the next available pick up time by the driver.

Employees may use the company cell phone only to make personal calls which are necessary and which enhance the efficiency of the employee's time. Excessive calls or calls resulting in fees or roaming charges will be

reimbursed to KAT by the employee. Frequent or lengthy calls for personal reasons during work time are a violation of this policy.

12.4 Mobile Device Use Policy

This policy applies to all KAT drivers while operating a company vehicle. The purpose of this policy is to promote a safe work environment and increase public safety. The policy provides guidelines to employees for the use of personal mobile communication devices while operating a vehicle.

This policy applies to both incoming and outgoing communication via personal mobile devices. Personal Mobile devices are not to be turned on, while employee is in service as a KAT bus driver. Use of a personal mobile device while driving is restricted to the vehicle parked in a safe location and during employee breaks. Text messaging or internet usage while driving is prohibited. Failure to follow this policy may result in disciplinary action up to and including termination.

Doug Sweeter explained the addition of a Noon Round in the City Route. This round was added to help passengers during the noon hour when the City Route driver is on break. This Noon Round is being done by another bus that was already making stops at some of these bus stops. Between the 3rd Round and Noon Round the passengers are transferred at the Becker Bus Station.

Kristi Maahs made a motion to publish the Revised City Route with the Noon Round inserted in it. Kevin Halliday seconded the motion, which carried.

Tiffany explained to the board members that passengers in Spicer riding to Senior Dining are now using punch passes instead of the donation envelopes. They are using one punch (\$2.00) to go to and from the dining site. There was a recommendation to add the \$2.00 round trip fare to New London and Spicer Senior Dining sites to the 2012 fare structure.

Kevin Halliday made a motion to add the \$2.00 round trip fare to New London and Spicer Senior Dining sites to the 2012 fare structure. Deb Buffington seconded the motion, which carried.

Other Updates

There was a discussion about researching an attorney firm or consulting firm who specializes in transit systems. It was directed that staff research and report back to the board.

Meeting Set Up/Dates

The meetings for March are as follows:

- Operations Board – March 27, 2012
- Exp/Systems Committee – March 13, 2012
- Administration Committee – March 20, 2012
- Joint Powers Board – March 9, 2012

Adjourn Meeting

Deb Buffington made a motion to adjourn the meeting. Michelle PrahI seconded the motion, which carried.

Submitted by,

Darla Kimpling
Office Coordinator

**WCER JOINT POWERS BOARD MEETING
JUNE 29, 2012**

MEMBERS PRESENT: Eric Banks, Dan Croonquist, Rick Fagerlie, Dan Halldin, Patti Johnson, Bonnie Pehrson, Lynn Peterson, Rachel Smith

STAFF PRESENT: Steve Brisendine, Rob Baumgarn, LeAnne Freeman, Kevin Madsen, Becky Sorenson, Jena Tollefson

GUEST: Darin Strand

Steve Brisendine opened the meeting by greeting everyone and introducing Darin Strand who may join our group.

Eric Setrum and Chris Bennett were co-chairs who have both completed their terms. Eric Banks has agreed to serve as the new chairman.

The first item on the agenda is the Fall program offerings. In Tammy Rudningen's absence, Steve informed the Board that we are in the planning stages for the Fall brochure and asked that the Board let Tammy know if there is anyone they are aware of who might be interested in offering a class.

Steve talked, at length, about the budget. One of the main changes in the Leisure Services budget will be coding LeAnne Freeman's salary to the Community & Activity Center.

Arena budget: Kevin Madsen and staff have been busy fixing problems that OSHA would fine us if we are in non-compliance. They are also working on plans to tie in all the electrical wiring due to the many additions.

Community & Activity Center budget: As stated above, the main change will be coding .6 of LeAnne's salary to the Center. There are also some part-time staffing costs as well.

There are not a lot of revenue opportunities at the Center due to all the service groups, etc. that use the facility. Due to increased usage, expenses increase for toilet paper, paper towels, soap, etc.

Aquatic Center budget: Staff are LeAnne Freeman and Justin DeLeeuw plus the summer staff. This June has been great with record numbers in attendance.

A new funbrella is being purchased to replace the one damaged in the June storm.

City budget: Some of the proposed budget changes are merging some clerical positions (instead of having one for each department) and hiring outside groups to do some cleaning and other duties. If we need to reduce costs, some of the possibilities are cutting lifeguards at the Island and closing the wading pool.

WCER JOINT POWERS BOARD MEETING

JUNE 29, 2012, PAGE 2

School budget: We have been trying to get out from under the operating deficit. Steve said he feels we will be okay after all is said and done.

Steve asked if anyone had any questions. Rick Fagerlie asked if fees should be raised at the Arena. Steve responded no. Kevin has been working at getting special rentals.

Steve stated that Aquatic Revenues should be good for June due to attendance. Revenue is directly related to the weather.

Steve talked about the coordinator meeting held June 25 with a facilitator. One of the main questions discussed was the programs we offer and whether or not we are succeeding with our offerings. We cannot continue to offer more and more for less, so it's necessary to offer less to the best of our ability.

Bonnie Pehrson asked if there are any duplication of services between Community Ed & CAC (ie computer classes). Steve responded that there are some duplications.

Rob, LeAnne and Kevin are on the City's facility use committee to determine the best use of our facilities.

Program Updates: LeAnne handed out her draft of the new proposed Robbins Island policy. She feels a policy needs to be in place so there is somewhere to go when situations arise, such water quality and closing the beach. LeAnne also feels that this policy should be posted on the City and CER website. There is a lot of mis-information regarding the water safety of the Island and LeAnne thinks having this information readily available to the public would be a great help. One of the main things that people should be aware of is that the fecal count in the water is not just human; mainly it is from the large number of geese. Patti Johnson made a motion to accept LeAnne's policy recommendations. Bonnie Pehrson seconded and the motion carried.

Rob talked about attendance numbers in some of our programs. We had 163 in the June session of gymnastics and 50 in the June session of our new tennis program.

Rachel Smith asked if it was true that the Stingers have been granted the use of two fields, namely Baker and Orange. Rob answered that the Stingers were told they could use Orange for batting practice for visiting teams only when there was no scheduled games or practices on the field.

LeAnne mentioned that she and Brad are working on planning different activities to highlight our parks for July Park & Rec month

As there was no further business, the meeting adjourned. Next meeting is Friday July 27, 2012.

**COMMUNITY DEVELOPMENT COMMITTEE
CITY OF WILLMAR, MINNESOTA
THURSDAY, JULY 26, 2012**

MINUTES

The Community Development Committee of the Willmar City Council met on Thursday, July 26, 2012, in Conference Room No.1 at the City Office Building. Chair Dokken called the meeting to order at 4:45pm.

Present:

Jim Dokken	Chair
Steve Ahmann	Council Member
Ron Christianson	Council Member
Bruce DeBlicke	Council Member
Bruce Peterson	Director of Planning and Development Services

Others present: Steve Salzer – MinnWest Technology Campus, Tom & Jean Lindeman – Pro 1 Realty, Steve NedreLOW, Eric Rudningen, and David Little – West Central Tribune

1. PUBLIC COMMENTS (FOR INFORMATION ONLY)

There were no public comments offered at this meeting.

2. MINNWEST TECHNOLOGY CAMPUS UPDATE (FOR INFORMATION ONLY)

Steve Salzer, MinnWest Technology Campus Manager, provided an update on development activities at the campus. There are currently 31 businesses with 365 employees on the campus. 55% of the space owned by MinnWest is currently leased. The major focus to-date has been agricultural technology, but the campus is zoned for various technology and support businesses. Mr. Salzer reviewed handouts depicting campus development over multiple phases (See Attachment A). NovaTech is the largest tenant on the campus. They started with 48 employees and have grown to nearly 160 employees today. There are 30 additional acres available for future development. Chairman Dokken asked how big a role a functioning airport played in the development of the MinnWest Campus. Mr. Salzer replied that the parent company leases a plane and uses the airport quite a lot. There is potential for other businesses to use the airport as they grow. Council member Christianson commented that the community was fortunate to have the MinnWest facilities. Mr. Salzer's remarks concluded with him advising the Committee of the upcoming animal science conference on the campus on September 4th and 5th.

3. INDUSTRIAL PARK LAND PRICING (MOTION)

Tom and Jean Lindeman from Pro 1 Realty presented information to the Committee relative to industrial park land pricing. Trends show land values decreasing, necessitating an adjustment in land prices for the Willmar Industrial Park. A 15% reduction in land price was recommended as a reasonable adjustment.

There were no suitable comparable sales in Willmar, but comps from the area were presented ranging from 49 cents to 60 cents per square foot. Staff said that the availability of land from the

Phase 1 land release requires that it be priced to stimulate development. Staff was recommending a reduction in price from \$1.50 per square foot, to \$1.25 per square foot.

A motion was made by Council member Christianson, seconded by Council member Ahmann and passed for the following:

RECOMMENDATION: That the land in the industrial park third addition be repriced from \$1.50 per square foot to \$1.25 per square foot.

4. FAA LAND RELEASE UPDATE (FOR INFORMATION ONLY)

Staff presented talking points for the Phase 2 and Phase 3 land releases (See Attachment B). Chair Dokken raised the topic of non-compliance at the new airport relative to the easement and lease issues. Staff stated that significant efforts were underway to resolve those issues with the FAA and that those issues were a result of a previous mediated settlement for land acquisition.

Steve NedreLOW of the Airport Commission and Eric Rudningen of Maximum Cruise Aviation spoke about airport needs and the value of further airport development. They also offered comments relative to airport usage, marketing, and staffing.

5. ANIMAL ORDINANCE (MOTION)

Staff presented the City Attorney's draft ordinance dealing with the keeping and care of animals. The draft ordinance is based on language previously recommended by staff and the Committee (See Attachment C).

Following discussion a motion was made by Council member Christianson, seconded by Council member Ahmann and passed for the following:

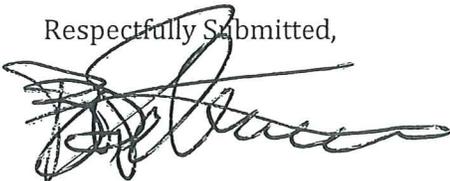
RECOMMENDATION: That the Ordinance be introduced for a hearing to be held on August 20th.

6. MISCELLANY (FOR INFORMATION ONLY)

Chair Dokken requested that staff try to arrange to have the mobile home parks manager at the next Committee meeting.

7. There being no further business to come before the Committee, the meeting adjourned at 6:20pm.

Respectfully Submitted,



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

INVESTING IN THE FUTURE

2006-2008

In Phase I, the MinnWest Technology Campus invested over \$6.25 million in massive remodeling and renovation projects that transitioned this beautiful, historic facility into a high-tech, high-functioning home for its key "anchor companies." A small business hub was also established in the Multi-tech building. Our work gained the attention and respect of our Governor, the University of Minnesota, and others interested in advancing Minnesota's bioscience and technology communities.

HIGHLIGHTS:

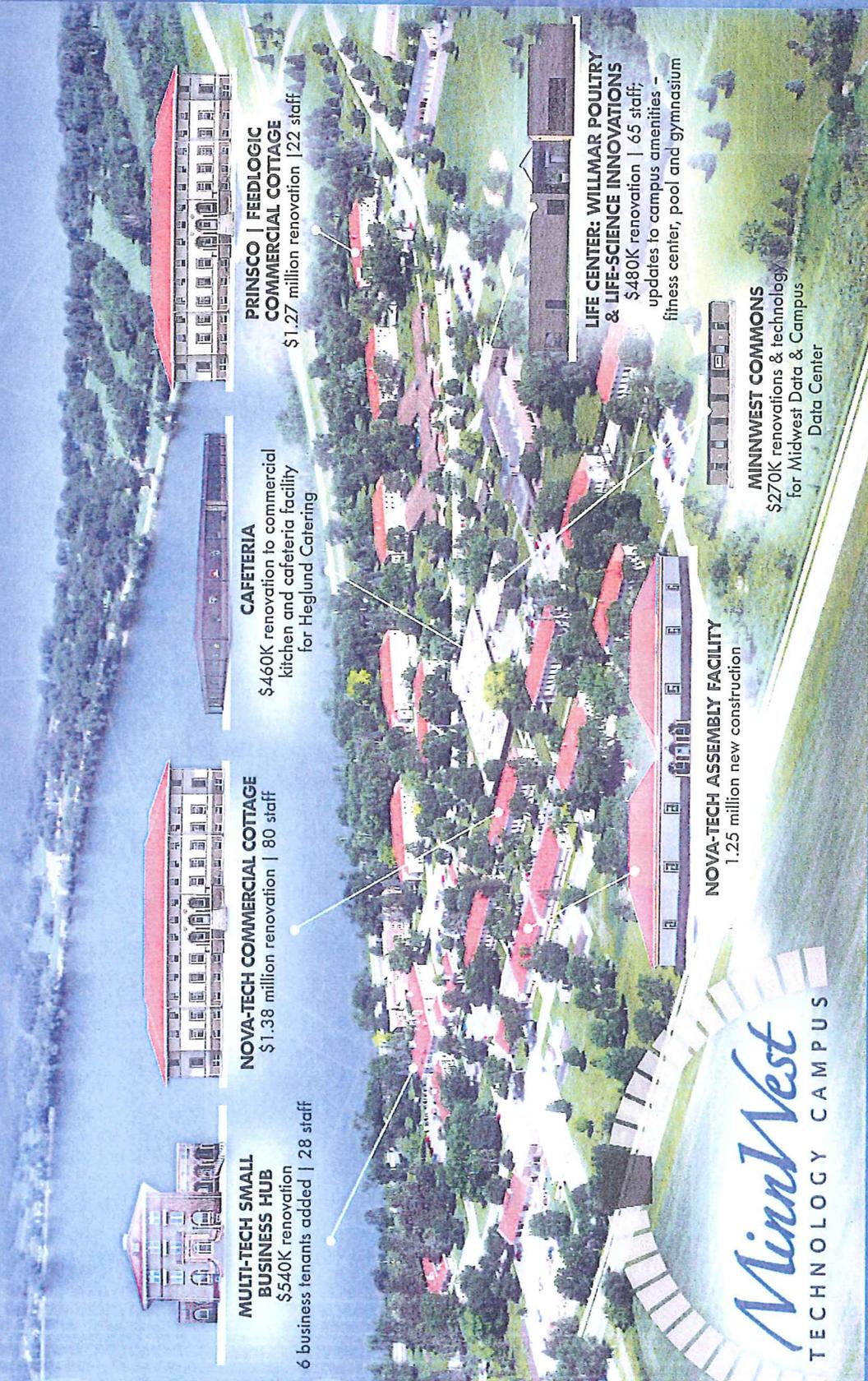
PHASE ONE
INFRASTRUCTURE
INVESTMENT:
\$6.25 MILLION

ADDED
AMENITIES:
**DATA
CENTER &
CAFETERIA**

GROWTH:
**12 BUSINESS
TENANTS
200 FULL TIME
EMPLOYEES**

PARTNERS:
**2 VISITS FROM
GOVERNOR
PAWLENTY
STARTED TALKS
WITH U OF M**

AF
7-26



**MULTI-TECH SMALL
BUSINESS HUB**
\$540K renovation
6 business tenants added | 28 staff



NOVA-TECH COMMERCIAL COTTAGE
\$1.38 million renovation | 80 staff



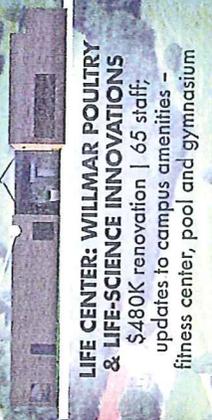
CAFETERIA
\$460K renovation to commercial
kitchen and cafeteria facility
for Heglund Catering



**PRINSCO | FEEDLOGIC
COMMERCIAL COTTAGE**
\$1.27 million renovation | 22 staff



NOVA-TECH ASSEMBLY FACILITY
1.25 million new construction



**LIFE CENTER: WILLMAR POULTRY
& LIFE-SCIENCE INNOVATIONS**
\$480K renovation | 65 staff,
updates to campus amenities -
fitness center, pool and gymnasium



MINNWEST COMMONS
\$270K renovations & technology
for Midwest Data & Campus
Data Center

MinnWest
TECHNOLOGY CAMPUS

BUILDING ON SUCCESS

2009-2011

In 2009, the MinnWest Technology Campus began building on the success of their existing tenants to attract new companies, establish a reputation among industry bioscience/technology professionals and seek out key partnerships with city and state entities. Phase II growth surpassed all projections, bringing total business tenants to 28 and full-time employees to 328. Phase II investments in campus buildings, amenities and infrastructure will topped \$8 million by the end of 2011.

HIGHLIGHTS:

PHASE TWO
INFRASTRUCTURE
INVESTMENT:
\$8 MILLION

ADDED
AMENITIES:
**ON-CAMPUS
DAYCARE**

GROWTH:
**28 BUSINESS
TENANTS
328 FULL-TIME
EMPLOYEES**

FEATURED NEW
TENANTS:
U OF M
MID-CENTRAL RESEARCH
& OUTREACH CENTER
CARGILL, INC.
TENEX HEALTH



CARGILL COTTAGE
\$175K renovation | 20 staff

TENEX HEALTH COTTAGE
\$300K renovation | 8 staff

U OF M MID-CENTRAL RESEARCH & OUTREACH CENTER
\$2.5 million renovation | 20-40 staff

MULTI-TECH SMALL BUSINESS HUB
\$93K renovations | 17 business tenants

NOVA-TECH ENGINEERING COTTAGE
\$1.1 million renovation | 112 staff

STAY 'N PLAY CHILDCARE
\$672K renovation
daycare facility & parking lot

PRINSCO, INC
\$20K expansion renovation

NOVA-TECH R&D
\$143K renovation

LIFE SCIENCE INNOVATIONS R&D
\$218K renovation

EPITOPIX COMMERCIAL COTTAGE
\$1.39 million renovation | 21 staff

CAMPUS AUDITORIUM
\$71K renovation

MinnWest
TECHNOLOGY CAMPUS

REALIZING A VISION 2012-2014

By the end of 2014, the MinnWest Technology Campus hopes to achieve global recognition as a place where bioscience, technology and related companies can innovate, collaborate and succeed. To realize this vision, Phase III efforts will be focused on nurturing the collaborative potential of our campus community, recruiting bioscience/technology companies that are poised for new growth, and making further investments that will enhance our facilities and reputation.

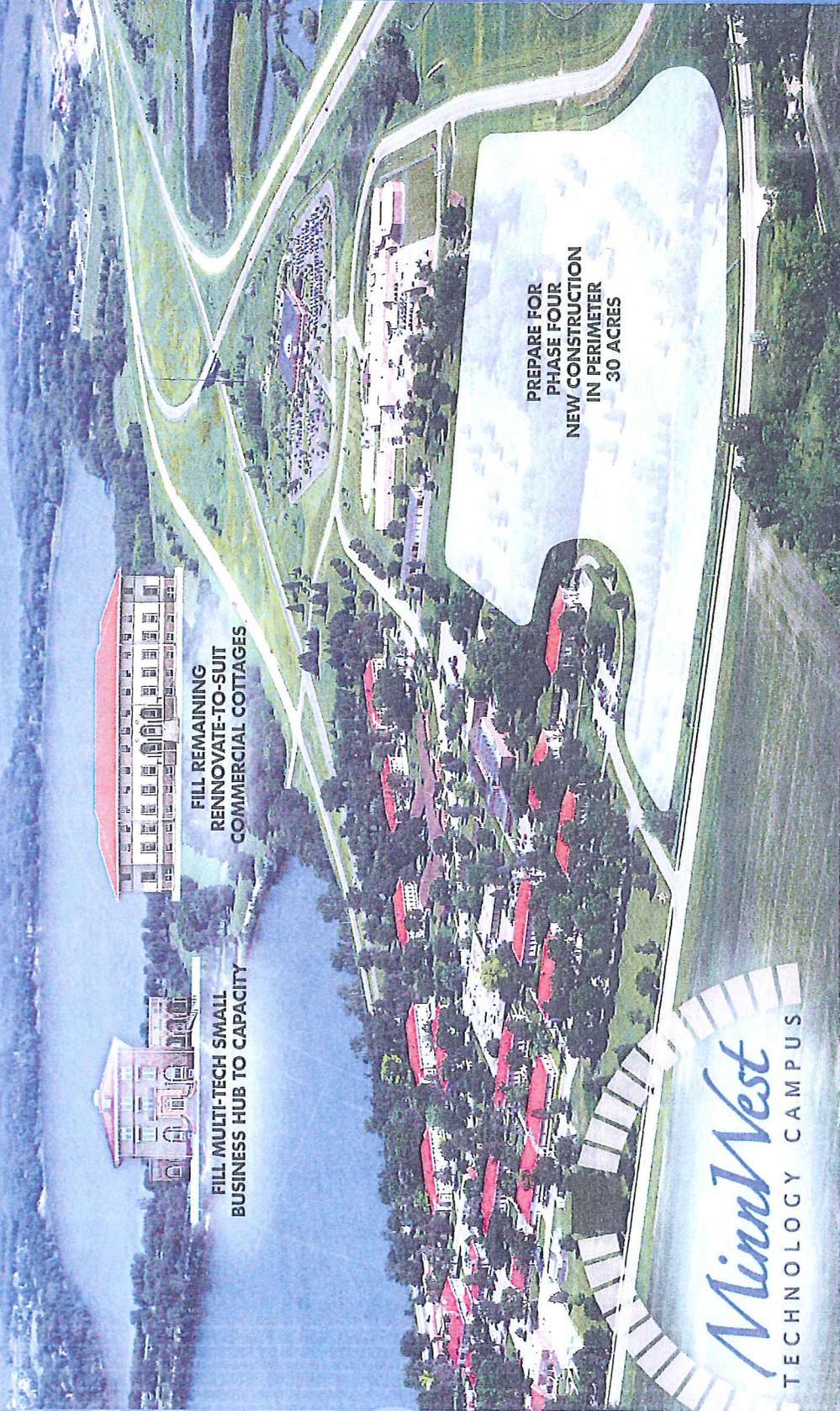
COMING HIGHLIGHTS

ESTIMATED
PHASE THREE
INFRASTRUCTURE
INVESTMENT:
\$3 MILLION

AMENITY
ENHANCEMENTS:
**AUDITORIUM
CAFETERIA
MEETING
SPACES**

PROJECTED
GROWTH:
**30 BUSINESS
TENANTS
500 FULL TIME
EMPLOYEES**

NEW
CONSTRUCTION:
**CGMP
PRODUCTION
FACILITY WITH
80-100 JOBS**



FILL MULTI-TECH SMALL
BUSINESS HUB TO CAPACITY



FILL REMAINING
RENOVATE-TO-SUIT
COMMERCIAL COTTAGES

PREPARE FOR
PHASE FOUR
NEW CONSTRUCTION
IN PERIMETER
30 ACRES

MinnWest

TECHNOLOGY CAMPUS

Attachment B

7-26-12

**TALKING POINTS MEMO
PHASE 2 & PHASE 3 LAND RELEASE**

- All requirements for the Phase 2 land release have been completed, addressed, and filed with the FAA.
- The FAA is requiring the City to have an accepted application for National Register eligibility filed with the SHPO prior to releasing the Phase 2 land. The agreement requires that the application be submitted, not accepted and approved. The City has already filed the application twice, and it has been rejected again due to issues with footnotes and verification of information sources. Staff is working to make these changes, but has taken the position that they are not required to obtain the Phase 2 land release.
- To the best of staff's knowledge, the SHPO application is the main issue remaining to be addressed for the Phase 2 release. Staff is working on providing some additional basic information related to the project, such as acreage and market values. We will have this provided prior to July 26th. This information is not holding up the release.
- With respect to Phase 3, staff continues to market the availability of the former terminal site for redevelopment. Very little interest has been demonstrated to this point. The property will be considered for repricing, which will most likely have little effect on interest due to the high cost of rehabilitation and redevelopment. The City anticipates completing its year of marketing later in 2012 and hopes to move directly to the mitigation process with the FAA.
- The FAA has indicated the mitigation process could take another 6-12 months before we could expect to have the Phase 3 land release completed.

Attachment C
7-26-12

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WILLMAR, MINNESOTA AMENDING CITY CODE
CHAPTER 4, ANIMALS, ARTICLE I, IN GENERAL

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

Section 1. City Code Chapter 4, Animals, Article I, In General shall be repealed in its entirety, and replaced with the following:

Sec. 4-1. - Intent

The City of Willmar recognizes a need to balance the desire of persons to introduce, harbor, own, keep, care for, feed, or shelter an animal within the boundaries of the city limits against the general safety, health, peace, and repose of the general population of the city. It is with this intent that the following regulations are imposed.

Sec. 4-2. - Definitions

The following definitions apply for the purpose of this ordinance.

Animal shall mean any living animal, domesticated, semi-domesticated, captive-wild or wild which is not specifically named or having been identified as meeting one of the conditions listed under the "Exclusions" section of this ordinance.

At large shall mean off of lands owned or possessed by the owner and upon the public streets, sidewalks, alleys or other public or private property.

Owner shall mean any person owning, harboring or keeping an animal.

Sec. 4-3. - Keeping of animals declared a nuisance.

It is unlawful to introduce, permit, harbor, keep, care for, feed, or shelter any animal in the city of Willmar except as otherwise provided under Sec. 4-6; doing so constitutes a public nuisance.

Sec. 4-4. - Allowing animals to run at large.

It shall be unlawful for any owner or any person having the control of any animal, including those listed in Sec. 4-6, to allow or permit the same to run at large within the city.

Sec. 4-5. - Animals found to be in violation.

- d. There are no restrictions as to the number of these animals kept.
2. Rabbits, pigeons and chickens are allowed with the following additional restrictions:

Location:

- a. These animals may only be kept in areas zoned R1, R2, AG or Industrial within the city.
- b. These animals must be kept outside the family dwelling.
- c. If the property is rented, permission from the property owner to maintain animals must be obtained.
- d. All shelters or attached fenced enclosures must have a minimum setback of ten (10) feet from the rear property line and ten (10) feet from the side property line.
- e. No structure or fenced animal yard shall be closer than twenty-five (25) feet to any residential dwelling on the adjacent lots.
- f. No structures or fenced animal yards will be allowed in the resident's front yard.

Shelter:

- g. These animals must be provided proper shelter that is fully enclosed with a well-ventilated roof and a source to maintain adequate livable temperatures during extreme heat or cold conditions.
- h. The floors of the structure shall be kept clean and sanitary with body excretions collected daily and removed from the structure.
- i. If a fenced animal yard enclosure is erected, the fenced-in area shall share a common wall of the structure, be securely constructed in a manner complying with all other city fencing ordinances, prevent predators from getting into the fenced area, prevent the animal from escaping the fenced area and be well drained so there is no accumulation of moisture.

Care and Treatment:

- j. No animal shall be allowed outside of either the shelter or properly

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Wednesday, August 1, 2012, in Conference Room #1 at the City Office Building. The meeting was called to order by Chair Steve Ahmann.

Present:	Steve Ahmann	Chair
	Denis Anderson	Member
	Doug Reese	Member
	Tim Johnson	Member
	Charlene Stevens	City Administrator

Others present included Council Members Ron Christianson, Jim Dokken and Mayor Frank Yanish; Steve Okins, Finance Director; Marv Calvin, Fire Chief; Holly Wilson, Public Works Director and David Little of the "West Central Tribune."

Item No. 1 Public Comment (Information Only)

There was no one present for public comment.

Item No 2. Consideration of Fire Chief/Fire Marshal Vacancy and Interim Position (Motion)

City Administrator Stevens explained that with Fire Chief/Fire Marshal Calvin leaving the City as of August 9th, it was necessary to appoint an Interim Fire Chief and Fire Marshal, as well as an Interim Emergency Management Coordinator. Ms. Stevens stated it was her recommendation to appoint Jeff Gilbertson as Acting Chief and Acting Fire Marshal for the Interim period. Ms. Stevens stated it was also her recommendation to appoint Don Ericson, Kandiyohi County Emergency Management Coordinator, as the City of Willmar's Interim Emergency Management Coordinator.

Council Member Anderson asked who would assume responsibility for the Safety Committee. Ms. Stevens stated that the committee would continue and the leadership would come internally, but had not yet been determined.

Following further discussion, Council Member Anderson made a motion, seconded by Council Member Johnson, to appoint Jeff Gilbertson as Acting Chief and Fire Marshal with an additional \$500 per month in compensation and to also appoint Don Ericson as Interim Emergency Management Coordinator for the City of Willmar. The motion carried unanimously.

Item No 3. Fire Marshal/Fire Chief Vacancy

Council Member Reese inquired about filling the vacancy. Ms. Stevens stated it was her recommendation that the position be filled on a full time basis, but at this time she did not have a recommended salary range.

Chair Ahmann asked Fire Chief Calvin for his thoughts on filling the position and those of the department. Chief Calvin responded that the position should be filled on a full time basis and it is important to maintain the professionalism of the department.

Council Member Anderson stated that he hoped the position would be filled and the department had come along way under Chief Calvin, including an improved ISO rating and that he would not want to see the City be shortsighted and not fill the position.

After further discussion Council Member Reese made a motion, seconded by Council Member Anderson, to authorize filling the vacancy of the Fire Chief/Fire Marshal position. The motion carried unanimously.

Item No. 3 Miscellany

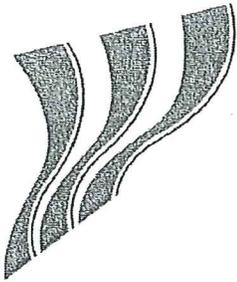
Mayor Yanish addressed the committee and challenged the committee to find alternatives to filling the remaining vacant positions at the City.

There being no further business, the meeting was adjourned at 5:15 p.m. on a motion by Council Member Johnson , seconded by Council Member Anderson, and carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Charlene Stevens', written over a large, light-colored circular mark.

Charlene Stevens,
City Administrator



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

Agenda Item Number: _____

Meeting Date: August 6, 2012

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

Action Requested: Set a public hearing for Ordinance Adoption- text amendment Zoning Ordinance Section 7 regarding nonconforming structures damage or destruction

Guiding Principle: State Statute 462.357 Subdivision 1.e.

Introduction: There was a change in the nonconformities statutes regarding the destruction or damage of a nonconforming structure and this amendment would follow the state language.

Background/Justification: Nonconforming structures that are damaged or destroyed beyond 50% of their estimated market value and no building permit has been issued with 180 days of when the property was damaged cannot be rebuilt.

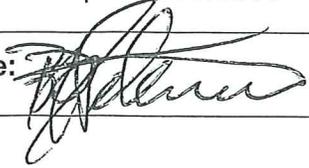
Fiscal Impact: N/A

Alternatives: None, must follow State Statute

Staff Recommendation: Staff recommends that the Council introduce the Ordinance for a hearing at the August 20, 2012 Council meeting.

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

Preparer: Megan M. Sauer, AICP, Planner/Airport Manager *MMS*

Signature: 

Comments:

ORDINANCE NO. _____

AN ORDINANCE AMENDING NO. 1060
KNOWN AS THE WILLMAR ZONING ODRINANCE
BY AMENDING SECTION 7 RELATING TO
NON-CONFORMING STRUCTURES DAMAGE OR DESTRUCTION

The City Council of City of Willmar does ordain as follows:

SECTION 7. Ordinance 1060 is hereby amended by changing SECTION 7.G. so as to read as follows:

G. If any nonconforming structure, or structure used as part of a nonconforming use, ~~is damaged to the extent of fifty (50) percent or more of its estimated market value, is destroyed by fire or other peril to the extent of greater than fifty (50) percent of its market value, as indicated in the records of the assessor at the time of damage, and no building permit has been applied for within 180 days of when the property is damaged,~~ it shall not be restored unless the structure or use can be brought into conformity with this Ordinance. Any damaged structures which are not repaired or brought into compliance within a period of six (6) months from the date the damage was incurred shall be removed from the premises by the owner upon order of the City.

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

This Ordinance introduced by Council Member: _____

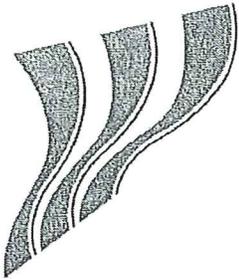
This Ordinance introduced on: _____

This Ordinance published on: _____

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: _____

Meeting Date: August 6, 2012

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

Action Requested: Set a public hearing for Ordinance Adoption- text amendment Zoning Ordinance Section 9 regarding variance standards

Guiding Principle: State Statute 462.357 Subdivision 6

Introduction: Recently the Minnesota Legislature amended municipal variance standards and this proposed text amendment would align the Willmar standards with the States.

Background/Justification: Due to some rulings in the MN Supreme Court the Legislature changed variance standards from "undue hardship" to "practical difficulties". The three factors are unchanged however and remain as follows: property owners proposes to use the property in a manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

Fiscal Impact: N/A

Alternatives: None, must follow State Statute

Staff Recommendation: Staff recommends that the Council introduce the Ordinance for a hearing at the August 20, 2012 Council meeting.

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

Preparer: Megan M. Sauer, AICP, Planner/Airport Manager
MMS

Signature:

Comments:

ORDINANCE NO. _____

AN ORDINANCE AMENDING NO. 1060
KNOWN AS THE WILLMAR ZONING ORDINANCE
BY AMENDING SECTION 9 RELATING TO
VARIANCE STANDARDS

The City Council of City of Willmar does ordain as follows:

SECTION 9. Ordinance 1060 is hereby amended by changing Section 9.3.a.1-4 so as to read as follows:

- a. A variance shall be granted only if it is established that it is in harmony with the general purpose and intent of this Ordinance *and consistent with the Comprehensive Plan*, and that there are practical difficulties ~~or particular hardships~~ in carrying out the strict letter of the provisions of this Ordinance. In its consideration of the standards of practical difficulties ~~or particular hardship~~, the Board of Zoning Appeals shall make the following affirmative findings:
1. The property owner *proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance* ~~in question cannot be put to reasonable use if used under the conditions required by the regulations governing the district in which it is located.~~
 2. The plight of the owner is due to unique circumstances not created by *the landowner* ~~applicable to adjacent landholdings within the same district.~~
 3. The variance, if granted, will not alter the essential character of the locality.
 4. The variance, if granted, will not be detrimental to nor endanger the public welfare.

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

This Ordinance introduced by Council Member: _____

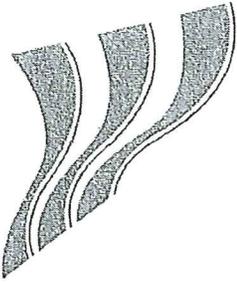
This Ordinance introduced on: _____

This Ordinance published on: _____

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: _____

Meeting Date: _____

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 6, 2012

- Approved Denied
 Amended Tabled
 Other

Originating Department: City Clerk-Treasurer

Action Requested: Motion to Approve the One Year Permit to Keep Fowl

Guiding Principle: Willmar Municipal Code Section 4-1

Agenda Item: Consideration of Keeping of Livestock, Swine, or Fowl Permit

Background/Justification: We received an application from Luther Septon to keep fowl at 222 SW 15th Street within the city limits. The fowl will be housed in an enclosed shelter. This is a reoccurring permit that has been held 10+ years which is in compliance with the current ordinance. If the new ordinance gets adopted, Mr. Septon will comply with that ordinance in the future.

Fiscal Impact: \$30.00

Alternatives: Deny Permit

Staff Recommendation: Approve a One Year Fowl Permit for Chickens

Reviewed by: Kevin J. Halliday

Preparer: City Clerk-Treasurer

Signature: 

Comments:

