

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

Agenda Item Number: 9a.

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Administrator

Agenda Item: Elect Mayor Pro Tempore

Recommended Action: The Charter of the City of Willmar provides that in the absence or disability of the Mayor, an Acting Mayor, aka Mayor Pro Tempore, shall be appointed by action of the City Council.

Background/Summary: Shall the Mayor be absent or unable to act as such Mayor, the Council needs to appoint a Council Member as Acting Mayor to act in all said circumstances and as set forth in the Charter of the City of Willmar.

Alternatives: No other option, the City must comply with the Charter.

Financial Considerations: No monetary impact

Preparer: Charlene Stevens, City Administrator

Signature:

Comments:

RESOLUTION NO. _____

WHEREAS, the Charter of the City of Willmar, a municipal corporation of the State of Minnesota, provides that in the absence or disability of the Mayor, an Acting Mayor shall be appointed by action of the City Council;

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

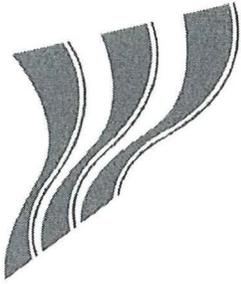
that during the years 2015 and 2016, should the Mayor, the Honorable Marvin Calvin, be absent or unable to act as such Mayor, that Council Member _____ be and is hereby appointed as Acting Mayor to act in all said circumstances and as set forth in the Charter of the City of Willmar.

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK-TREASURER



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

Agenda Item Number: 9b.
Meeting Date:
Attachments: ___ Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of an Authorized Set of Parliamentary Rules

Recommended Action: Adopt the Standard Code of Parliamentary Procedures (formally Alice Sturgis' "Rules of Order").

Background/Summary:

The Willmar City Charter Subdivision 2. "Rules and journal" states that the Council *shall* adopt, at the meeting prescribed in Subd. 1, (Subdivision 1. Meetings. On the first Monday after the first Tuesday of each January immediately following a general election, the Council shall meet for its biennial organizational meeting) 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 shall provide for a journal of its proceedings, which journal shall be a public record. The rules adopted by the City Council are applicable to all Commissions, Boards, and Committees.

Staff recommends the adoption of the Standard Code of Parliamentary Procedures (formally Alice Sturgis' "Rules of Order").

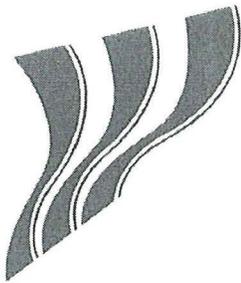
Alternatives: Review and Adopt a Different Code

Financial Considerations: N/A

Preparer: City Clerk-Treasurer

Signature:

Comments:



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

Agenda Item Number: 9c.

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Administrator

Agenda Item: Discussion of Council Committee Appointments

Recommended Action: The City Council shall discuss the structure of the Council Committee appointments.

Background/Summary: The Council has previously assigned committees as shown on the attached list. The Council should determine if it wishes to continue with the same structure and make assignments as appropriate.

Alternatives: Consider another structure.

Financial Considerations: No monetary impact

Preparer: Charlene Stevens, City Administrator

Signature:

Comments:

RESOLUTION NO. _____

BE IT RESOLVED, by the City Council of the City of Willmar, Minnesota, that the 2015 through 2016 Committee appointments for members of the Council shall be provided in the list of appointments as follows:

Labor Relations Committee: Chair: _____
Vice Chair: _____

Finance Committee: Chair: _____
Vice Chair: _____

Community Development Committee: Chair: _____
Vice Chair: _____

Public Works/Safety Committee: Chair: _____
Vice Chair: _____

COUNCIL LIAISON POSITIONS

Airport Commission: _____

Community Education/Recreation Joint Powers Board and Park Board:

Economic Development Commission:

Fire Code Appeals Board: Chair: Mayor Pro Tempore
Vice Chair: _____

Mid-Minnesota Development Commission: _____

Municipal Utilities Commission: _____
Alternate: _____

Pioneerland Library System: _____

Rice Hospital Board: _____

Alternate: _____

Central Community Transit Board _____

Vision 2040 Committee: _____

Willmar Cable Advisory Board: _____

Willmar Convention and Visitors Bureau: _____

Willmar Community and Activity Center Council: _____

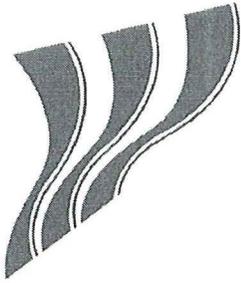
Willmar Downtown Development: _____

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK-TREASURER



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

Agenda Item Number: 9d
Meeting Date:
Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Administrator

Agenda Item: Establish Regular City Council Meeting Dates

Recommended Action: The City Council shall set the date and time of its regular semi-monthly meetings of the City Council. Any exceptions should be noted.

Background/Summary: The semi-monthly meetings of the City Council in the past have been held on the first and third Mondays of each month. The recommendation is to continue this schedule with the exception of noting that if the first or third Monday is a legally recognized holiday, the Council meeting shall be rescheduled to the next Tuesday and that the regular place of said meetings shall be in the Council Chambers of the Willmar Municipal Utilities building.

Alternatives: Consider another scheduled meeting date.

Financial Considerations: No monetary impact

Preparer: Charlene Stevens, City Administrator

Signature:

Comments:

RESOLUTION NO. _____

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the regular semi-monthly meetings of the City Council shall be held at 7:00 p.m. on the first and third Mondays of each month during the next two years with the exception of if the first or third Monday is a legally recognized holiday, the Council meeting shall be rescheduled to the next Tuesday, and that the regular place of said meetings shall be in the Council Chambers of the Municipal Utilities Building, 700 Litchfield Avenue Southwest, Willmar, Minnesota; and

BE IT FURTHER RESOLVED that the time for adjournment of said Council meetings shall be no later than 11:00 p.m. with the following exceptions:

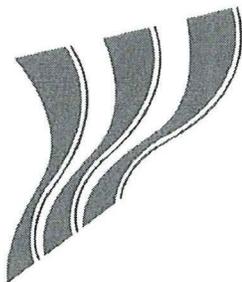
1. An item of business under consideration at 11:00 p.m. may be disposed.
2. Business from the first meeting of the month will be carried over to the second meeting if necessary.
3. Any business not completed at the second meeting of the month, which is urgent and must have action will be adjourned to a special meeting.

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK-TREASURER



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE
ACTION

Agenda Item Number: 9e.

Meeting Date:

Attachments: ___ Yes X No

CITY COUNCIL ACTION

Date: January 12, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Declaring Legal Newspaper

Recommended Action: Adopt Resolution Declaring the "West Central Tribune" as the Legal Newspaper for a Two-Year Period

Background/Summary:

The City is required to designate a legal newspaper. In addition, Minn. Stat. § 331A.04, subd. 2 requires that when there are one or more qualified newspapers, "*the known office of issue of which are located in the political subdivision*, one of them shall be designated." (*Emphasis added.*) Because the "West Central Tribune's" office of issue is in the City of Willmar, the City must designate a newspaper located in the City as its legal newspaper.

2014 Costs for legal publications (and employment ads) totaled \$38,134.32. The legislature considered foregoing print media publications and allowing electronic media posting of notices and minutes but failed to adopt any new legislation.

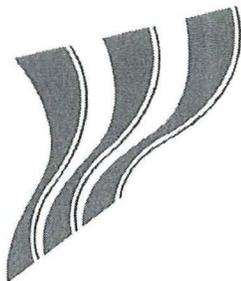
Alternatives: None, there is no other newspaper within the City of Willmar.

Financial Considerations: Approximately \$38,134.32

Preparer: City Clerk-Treasurer

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9E

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Administrator

Agenda Item: Designate the Responsible Authority for Data Practices as the City Administrator

Recommended Action: The Minnesota Government Data Practices Act regulates data collected, created, received, maintained, disseminated or stored by a state agency, political subdivision or state-wide system regardless of its physical form, storage media or conditions of use. Minnesota Statute, Section 13.02, Subd. 6 requires the City to appoint one person as the Responsible Authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City.

Background/Summary:

MN Statutes 13.025 GOVERNMENT ENTITY OBLIGATION.

Subdivision 1.Data inventory.

The Responsible Authority shall prepare an inventory containing the authority's name, title, address, and a description of each category of record, file, or process relating to private or confidential data on individuals maintained by the authority's government entity. Forms used to collect private and confidential data may be included in the inventory. The responsible authority shall update the inventory annually and make any changes necessary to maintain the accuracy of the inventory. The inventory must be available from the Responsible Authority to the public according to the provisions of sections 13.03 and 15.17.

Alternatives: No other option, the City must comply with state statute.

Financial Considerations: No monetary impact

Preparer: Charlene Stevens, City Administrator

Signature:

Comments:

RESOLUTION NO. _

APPOINTING A RESPONSIBLE AUTHORITY

WHEREAS, Minnesota Statutes, Section 13.02, Subd. 6, requires that the City of Willmar appoint one person as the Responsible Authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City; and

WHEREAS, the City Council of the City of Willmar shares the concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively and technically qualified Responsible Authority as required under the Statute.

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, that the City Administrator Charlene Stevens be appointed as the Responsible Authority for the purpose of meeting all requirements of Minnesota Statutes, Sections 13.02-13.87, as amended, and with rules as lawfully promulgated by the Commissioner of Administration as published in the State Register.

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK

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

December 15, 2014
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 Frank Yanish, Council Members Denis Anderson, Ron Christianson, Steve Ahmann, Audrey Nelsen, Tim Johnson, Rick Fagerlie, Jim Dokken and Bruce DeBlieck; Present 9, Absent 0.

Others present were City Administrator Charlene Stevens, City Clerk Kevin Halliday, Police Chief Jim Felt, Public Works Director Sean Christensen, Fire Chief Gary Hendrickson, Planning and Development Director Bruce Peterson, Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

An addition to the agenda was requested by Council Member Anderson under New Business.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of December 1, Willmar Municipal Utilities Board Minutes of December 8, Application for Exempt Permit – Safe Avenues, Accounts Payable Report through December 11, and the Building Inspection Report for November, 2014. Council Member Christianson seconded the motion, which carried.

At 7:01 p.m. Mayor Yanish opened a public hearing to discuss an application for tax abatement by Oil-Air Products in conjunction with the owners of the Donnerite property. Oil-Air Products, a producer of hoses and fittings for fluid power equipment, proposes to open a Willmar facility in a portion of the Donner building on East Highway 12. Partial tax abatement has been requested to offset some of the increased real estate taxes from the move. After review of the application, it was staff's recommendation to approve the tax abatement and approve the developer agreement.

Mayor Yanish acknowledged Bob Enos to speak at the public hearing. Mr. Enos expressed his concerns on the findings of preserving or increasing of the tax base and renewal of blighted areas.

Steve Renquist, Kandiyohi County EDC, came forward to speak at the hearing. He stated there is no argument that this company needs financial assistance. Many business subsidies are only a cash infusion. Willmar and Kandiyohi County have grown to be one of the strongest micro-politan counties in all of America by growing the job base, thereby growing the tax base. If you combine the City and County tax abatement together, you do not equal \$10,000 which is only one-third of one of their lowest paid salaries. He urged the Mayor and Council to pass the tax abatement.

After hearing all who wished to speak for or against the tax abatement, Mayor Yanish closed the hearing at 7:16 p.m.

Council Member Ahmann made a motion to deny the abatement, which failed with no second.

The members of the Council discussed the tax abatement at length with staff and Mr. Renquist addressing questions.

Donald Haug, 2670 Fairway Drive NE, was allowed by Mayor Yanish to speak after the close of the hearing. Mr. Haug owns the John Deere dealership and stated his concern for the impact to the retail side of

businesses. He opined that it would be a competitive business for Arnolds and also for CD & T, who builds hydraulic hose and fittings. It was noted Oil-Air is a wholesaler of products only.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes. 1.

RESOLUTION NO. 1

RESOLUTION APPROVING PROPERTY TAX ABATEMENT

BE IT RESOLVED by the City Council (the "Council") of the City of Willmar, Minnesota (the "City"), as follows:

1. Recitals.

- a. William & Deborah Donner (the "Developer") propose the redevelopment of the commercial building existing on Developer's real property located at 1500 Highway 12 East (parcel number 95-914-1670, the "Development Property") in the City, (the "Project"). The Developer has requested that the City provide financial assistance to the Developer for the project relative to the 18,000 square feet of the Development Property to be leased to Oil Air Products. The City proposes to use tax abatement for the purposes provided for in the Abatement Law (hereinafter defined), including the Project. The proposed term of the abatement will be for a term not to exceed eight years in a total amount not to exceed \$23,000. The abatement will apply to the City's share of ad valorem property taxes on the Development Property derived from the value of the Project and paid by the Developer (the "Abatement").
- b. On December 15, 2014 the Council held a public hearing on the question of the Abatement, with proper notice being duly given.
- c. The Abatement is authorized under Minnesota Statutes, Section 469.1812 through 469.1815 (the "Abatement Law").

2. Findings for the Abatement. The City Council hereby makes the following findings:

- a. The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.
- b. Granting the Abatement is in the public interest because it will increase or preserve the tax base of the City; provide employment opportunities in the City.
- c. The Property is not located in a tax increment financing district.
- d. In any year, the total amount of property taxes abated by the City by this and other resolutions, if any, does not exceed greater of ten percent (10%) of the current levy or \$200,000.

3. Terms of Abatement. The Abatement is hereby approved; provided, however, this approval is contingent upon the approval by Kandiyohi County of an abatement program for the Project upon the same terms as set forth below for the County's share of property tax amount which the County receives from the Property. The terms of the Abatement are as follows:

- a. The Abatement shall be for eight (8) years and shall apply to the taxes payable in the years 2015 through 2022 inclusive.

- b. The City will abate the portion of the City's share of ad valorem property taxes on the 18,000 square feet of the Development Property paid by the Developer and leased to Oil Air Products , beginning with taxes payable in 2015 and continuing through taxes payable in 2022 , as follows:
 - 1. 2015-2017 – 100% of City Share
 - 2. 2018-2020 – 75% of City Share
 - 3. 2021-2022 – 50% of City Share
 - 4. The aggregate amount of City taxes abated shall not exceed \$23,000.
- c. The Abatement shall be subject to all the terms and limitation of the Abatement Law, as well as that certain Tax Abatement Agreement between the Developer, Oil Air Products and the City approved by the City on even date herewith setting forth the rights and obligations of the parties with respect to the Abatement in greater detail, including the requirement that Developer lease a minimum of 18,000 square feet of the Development Property to Oil Air Products and pass the annual Abatement amount through to Oil Air Products.
- d. The Abatement may not be modified or changed during its term.

Dated this 15th day of December, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

In the Council Open Forum, Mayor Yanish recognized Bob Skor, 617 SW 14th Street, who expressed his opinion on the Municipal Utilities substation land stating there is no guarantee there will not be a power outage and commented on the effects of EMS. He talked of a compound in Arabia where the workers lived on site and suggested Hormel to follow and build housing for their employees on the remaining 40 acres of land the City does not require.

Donald (Butch) Haug, 2670 Fairway Drive NE, stated he was there to discuss the proposed Highway 12 Corridor Study and asked to address the Council after that presentation.

Bob Enos, 905 Trott Avenue SW, commented on the substation project negotiations stating Section 4.05 from the City Charter, Subdivision 2 gives the Commission the right to use eminent domain.

Mayor Pro Tempore Anderson recognized Mayor Frank Yanish for his years of outstanding service from 2011 – 2014 to the City of Willmar as Mayor noting his conservative values, dedication, willingness to listen and accomplishments. He was presented with a commemorative plaque and thanked Council Members, City Staff and the citizens of Willmar. He touched on some highlights that took place during his term in office.

Mayor Pro Tempore Anderson recognized Bruce DeBlieck, Council Member for the Ward One, for his 24 years of dedicated service to the City of Willmar and presented him with a commemorative plaque. He was commended for all his years of community service prior to becoming a Council Member in 1991. Mayor Pro Tempore Anderson noted his service as a liaison to the Willmar Municipal Utilities Commission along with many other committees. Council Member DeBlieck expressed his gratitude for the opportunity to serve as a member of the City Council over the past years.

Planning and Development Services Director Bruce Peterson recapped on the City's involvement in the Highway 12 Corridor Study where earlier this year the City partnered with the County and MnDOT in the creation of a future vision of Highway 12 through the City of Willmar. This resulted in a document that will guide future land use and engineering decisions, as well as activities along the corridor. Mr. Peterson

introduced Chris Moats of MnDOT and Bob Rogers from the consulting firm of SEH who informed the Council of the results of the vision process.

Mr. Moats stated the corridor study area is from County Road 5 on the west through the City limits and past the bypass on the east to 45th Street SE. Its purpose is to look at past and existing conditions for both land use and transportation and get a vision for the corridor for the next twenty years.

Bob Rogers of SEH summarized the analysis that was completed to allow them to make study recommendations. Three primary recommendations resulted. One being the establishment of a more uniform typical highway section that will enhance driver expectancy while achieving safety and mobility goals i.e., 3-lane with continuous center left-turn lane, 4-lane divided (maintain existing section in downtown) and also some other spot design options. The second recommendation is to establish access management strategies with specific access and land use policies to promote safe movement of traffic, and third seek opportunities to provide streetscape features to enhance the overall aesthetic appearance of the corridor. This presentation was received by the Council for information only.

Wesley Hompe, General Manager for Willmar Municipal Utilities, came before the Council to present a follow-up to the December 1st Council meeting where he was asked to bring the land purchase agreement back to the Willmar Municipal Utilities Commission for more discussion. At the WMU Commission December 8th meeting Mr. Hompe stated he was directed to leave the agreement as is.

The question was raised by Council Member Christianson regarding this particular location being the prime location regardless of the cost. Mr. Hompe explained the need to supplement power to the area with the addition of a substation and work on the north end of the county. This was substantiated by a detailed study done in 2010 in conjunction with Great River Energy. The work on the north end of the County has been completed, which left the addition of a substation. This property was selected as there is an 115,000-volt line accessible, and it is near the Wastewater Treatment Plant 69,000-volt line. The cost per mile for an 115,000 volt line is \$385,000 per mile or for the 69,000 volt line near the Wastewater Treatment Plant is \$230,000 per mile. By using this particular land, you save two miles of distance of 115,000-volt line and one mile of 69,000-volt line for a cost savings of \$920,000. The transmission lines dictated the location.

Council Member Ahmann made a motion to veto the action of the Willmar Municipal Utilities Commission Resolution No. 44 to purchase the land from Jennie-O Turkey Store. The motion failed for lack of a second.

Council Member DeBlick made a motion to approve Resolution No. 44, which also failed for lack of a second. Resolution No. 44 of the Willmar Utilities Commission minutes was approved by default of no action.

The Finance Committee Report for December 8, 2014 was presented to the Mayor and Council by Council Member Anderson. There were six items for consideration.

Item No. 1 There were no comments from the public.

Item No. 2 City Clerk Halliday explained to the Committee that Engan Associates is requesting an amendment to their architectural services contract to add \$798.67 for printing and reproduction costs of bid documents.

Following discussion, Council Member Johnson moved to not approve the amendment to the contract. Council Member Fagerlie seconded the motion. Council Members Nelsen and Anderson both stated they were uncomfortable with not approving the increase. This item will be forwarded to the Council with no recommendation per a roll-call vote of (2) Ayes (2) Nays with Council Members Nelsen and Anderson voting against.

At the Council meeting Council Member Nelsen made a motion to introduce Resolution No. 2 to approve the amendment to the Engan Associates contract in the amount of \$798.67. Council Member DeBlicke seconded the motion.

RESOLUTION NO. 2

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with Engan Associates, P.A., of Willmar, Minnesota, for the Willmar Auditorium Renovation project, be amended with Change Order No. 1 as follows:

Printing and reproduction costs for bid documents, increasing the total architectural contract by \$799.

BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 1.

Dated this 15th day of December, 2014.

Staff was asked to comment on the inclusion of these costs in their proposal. After discussion, Resolution No. 2 failed with 4 Ayes and 5 Noes, with Mayor Yanish casting the tie breaking vote with his no vote.

Item No. 3 City Clerk Halliday reported to the Committee that during the abatement process at the Auditorium, it was noticed that the glass wall between the Gun Range staging room and the training room was unsecured mainly due to a design of having the glass wall held up by the hanging ceiling tees. This wobbly scenario resulted in a broken section of glass. The remedy of this design failure is to construct a soffit over the wall and secure the top aluminum mullion. This soffit will close off the ceiling space and stabilize the glass wall at a cost of \$3,200. It is being proposed that this amount be used from the Contingency Fund.

The Committee was recommending the Council introduce a resolution to authorize the Mayor and City Administrator to execute the contract with CornerStone of Willmar to construct a soffit over the glass wall between the Gun Range staging room and the training room at the Auditorium in the amount of \$3,200.

Resolution No. 3 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. 3

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with CornerStone of Willmar, Inc., of Willmar, Minnesota, for the Willmar Auditorium Renovation project, be amended with Change Order No. 2 as follows:

Construct a soffit over the glass wall and secure the top aluminum mullion, increasing the total contract by \$3,200 and reducing the Contingency Amount for this project by \$3,200.

BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 2.

Dated this 15th day of December, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Arena Manager Ciernia explained to the Committee that a couple of weeks ago the water heater at the Civic Center failed. Temporary repairs have been made in order to sustain needed hot water for the arena; however, a new unit is required. It was also noted that the Locker Room Furnace is in need of replacement as well. Quotes have been received with Magnuson Sheet Metal as the low bidder for a total of \$18,225. It is being proposed that unspent 2013 Capital Improvement Funds (CIP) originally budgeted for cedar shake replacement at the Civic Center be reallocated for this water heater and furnace replacement.

The Committee recommended the Council introduce a resolution to reallocate 2013 CIP funds originally budgeted for cedar shake replacement to be used for this water heater and furnace replacement at the Civic Center. .

Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member DeBlicek, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes. 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to reallocate \$18,225 from the Cedar Shake Replacement Project originally budgeted in the 2013 Capital Improvement Program at the Civic Center for replacement of the Water Heater and Locker Room Furnace at the Civic Center as follows:

Increase:	2014 Civic Center Capital Outlay Water Heater and Locker Room Furnace	\$18,225
Decrease:	2013 Civic Center Capital Outlay Cedar Shake Replacement	\$18,225

Dated this 15th day of December, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 There was no old business.

Item No. 6 Under new business Finance Director Okins reminded the Committee that the League of Minnesota Cities will be conducting a webinar December 9, 2014, at 1 PM, to discuss the State Budget Forecast. Council Members are invited to attend this webinar which will be viewed in Conference Room No. 1 at the City Office Building. This was received by the Council for information only.

The Finance Committee Report for December 8, 2014, 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.

Mayor Yanish called a recess to the meeting at 9:20 p.m. noting he would be leaving the meeting. At 9:27 p.m. the Council reconvened with Mayor Pro Tempore Anderson presiding.

The Public Works/Safety Committee Report for December 9, 2014 was presented to the Mayor Pro Tempore and Council by Council Member Christianson. There were five items for consideration.

Item No. 1 There were no comments from the public.

Item No. 2 Police Chief Felt noted the jail census for December 9, 2014, was 118; 82 from Kandiyohi County, 28 from the Department of Corrections, 4 from Swift County, and 4 from Big Stone County. The calls for service for the previous two weeks totaled 614. The majority of the calls are for traffic stops, followed by public assists and crashes. The inmates from neighboring counties are due to smaller jails at their facilities or to house women inmates. The new Police canine will be arriving tentatively on Sunday, a month earlier than expected, to Officer Chris Flatten. The Public Works Department set up a kennel for the dog at Officer Flatten's home with pavers donated by Duininck, Inc. A naming contest will take place at Willmar Public School and Community Christian School for students to vote on the dog's name.

Fire Chief Gary Hendrickson noted there have been 275 calls for the year so far compared to 225 at this time last year. The increase of calls is primarily due to unintentional activation of fire alarms and malfunction of commercial building fire alarms along with calls for burnt food.

Item No. 3 Public Works Director Christensen brought forth, for approval, the Engineering Improvement Report for 2015 and ordering the Improvement Hearing for February 17, 2015 at 7:01 p.m. It was questioned if the City is keeping up on crack seal and seal coating to achieve the maximum life out of the street. The Pavement Management Program process needs to be followed to get the streets up to date with maintenance. An exact date is difficult to determine when the street condition will be caught up because of multiple variables such as funding, traffic patterns, utility changes, State Aid, and expectations of the Council and the public. There was discussion about moving the bid process earlier in the year and notifying citizens earlier about the potential projects affecting them. The Council discussed the impact of the reconstruction of Park Avenue and 9th Street NW on the Kandiyohi County Fair next August, and the possibility of turning Woodland Avenue NW over to the Fair Board. The effect of the reconstruction of the Block 50 parking lot downtown was noted, as it is heavily used. The project can potentially be done in phases to accommodate parking and will be discussed with the contractor before construction begins.

It was the recommendation of the Committee to receive the Improvement Report for the 2015 Projects and order and Improvement Hearing for February 17, 2015 at 7:01 p.m. Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Fagerlie, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes. 0.

RESOLUTION NO. 5

***RECEIVING PRELIMINARY REPORT AND
CALLING PUBLIC HEARING ON
YEAR 2015 IMPROVEMENT PROJECTS***

WHEREAS:

1. The City Council deems it necessary and expedient that the City of Willmar, Minnesota, construct certain improvements to-wit: grading, gravel base, bituminous paving, curb and gutter, sidewalk, signal systems, sanitary sewer, water main, storm pond, in the City as described in and in accordance with the preliminary plans and report prepared by the City Engineer.

2. The Council has been advised by the City Engineer that said Year 2015 Improvement Projects contained in the Preliminary Report are feasible and should best be made as proposed, and the City Engineer's report to this effect has heretofore been received by the Council, and filed with the Clerk-Treasurer; and

3. The statute provides that no such improvements shall be made until the Council shall have held a public hearing on such improvements following mailed notice and two publications thereof in the official newspaper stating time and place of the hearing, the general nature of the improvement, the estimated costs thereof and the area proposed to be assessed, in accordance with the law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, as follows:

1. A public hearing will be held at the time and place set forth in the Notice of Hearing hereto attached to consider said proposed improvements.
2. The nature of the improvements, the estimated cost of each major portion thereof, and the areas proposed to be assessed therefore are described in the form of Notice of Hearing hereto attached.
3. The notice of said public hearing shall be in substantially the form contained in the notice hereto attached.
4. The Clerk-Treasurer is hereby authorized and directed to cause notice of said hearing to be given two publications in the official newspaper. Said publications shall be one week apart, and at least three days shall elapse between the last publication and the hearing. Not less than ten days before the hearing the Clerk-Treasurer shall mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed as described in the notice. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the County Auditor or, if the tax statements in the County are mailed by the County Treasurer, on the records of the County Treasurer. As to properties not listed on the records of the County Auditor or the County Treasurer, the Clerk-Treasurer shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Dated this 15th day of December, 2014.

/s/ Denis Anderson
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

It was at this time that the Council was asked to consider the Budget for the 2015 Improvements. Resolution No. 6 was introduced by Council Member Christianson, seconded by Council Member DeBlicek, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

2015 Pavement Management Improvements Bonds

OTHER SERVICES:		RECEIVABLES:	
Mntc. Of Other Impr.	\$2,422,565.00	Assessments Property Owners	\$982,578.00
Other Services	<u>\$309,550.00</u>	Community Investment	\$963,622.00
TOTAL	\$2,732,115.00	Other	<u>\$1,149,300.00</u>
		TOTAL	\$3,095,500.00
OTHER CHARGES		FINANCING:	
Professional Services	<u>\$363,385.00</u>	Bonding	\$1,946,200.00
TOTAL	\$363,385.00	Other Sources	<u>\$1,149,300.00</u>
		TOTAL	\$3,095,500.00
GRAND TOTAL	\$3,095,500.00	GRAND TOTAL	\$3,095,500.00

Dated this 15th day of December, 2014.

/s/ Denis Anderson
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

Following approval of the budget the Council considered the resolution for intent to reimburse. Resolution No. 7 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes. 0.

RESOLUTION NO. 7

RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED, by the City Council (the "Council") of the City of Willmar, Minnesota (the "City"), as follows:

1. Recitals.

A. The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

B. The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

C. The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

D. The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

A. Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A, which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

B. Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

C. Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with

bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

D. The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Dated this 15th day of December, 2014.

/s/ Denis Anderson
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Under Old Business Council Member Ahmann requested an update on the Stormwater issues, and Public Works Director Christensen stated he is in the process of reviewing the integrated plans and how they may be included in the Capital Improvement Plan. The Council discussed the review of the City's ordinance for snow emergencies, with removal of parked vehicles along City streets to allow plows to clean the streets properly and efficiently. This was received for information only.

Item No. 5 There were no items for New Business.

The Public Works/Safety Committee Report for December 9, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

The Labor Relations Committee Report for December 10, 2014 was presented to the Mayor Pro Tempore and Council by Council Member Ahmann. There were four items for consideration.

Item No. 1 There was no one from the public present to comment.

Item No. 2 Council Member Anderson made a motion, seconded by Council Member Christianson to go into closed session pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies. The meeting was closed at 4:47 p.m. p.m.

The meeting was reopened at 5:20 p.m. on a motion by Council Member Anderson, seconded by Council Member Dokken.

Item No. 3 Chair Ahmann reviewed the tentative agreement with Law Enforcement Labor Services (LELS) (see attached document), summarizing the agreement for 2015. Chair Ahmann highlighted the annual wage increases of 2.0% and all other conditions remaining the same.

It was the committee's recommendation to approve the contract with LELS for 2015 as described and attached. Council Member Ahmann made a motion to approve the contract as presented. Council Member Dokken seconded the motion, which carried.

Item No. 4 Under Old Business the committee discussed Succession Planning: Chair Ahmann raised the issue of the importance of succession planning in the organization, specifically the transfer of institutional knowledge in the organization. Ms. Stevens explained what the City has done to date to try to

prepare individuals for future promotional opportunities and noted in some cases it is difficult to find internal candidates. Council Member Anderson noted that it is important to have a balance of internal promotions and new ideas. Council Member Christianson stated it was important to develop internal candidates. The Council discussed the significance of Succession Planning and its meaning. This was received for information only.

Appointments to Boards and Committees: Chair Ahmann raised the concern of individuals serving on multiple boards and commissions and potential conflicts of interest. Other members expressed concerns that it can be difficult to find individuals willing to serve. It was agreed to have further discussion after the new Mayor Elect took office in January. This matter was for information only.

The Labor Relations Committee Report for December 10, 2014, 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 Dokken, and carried.

The Community Development Committee Report for December 11, 2014 was presented to the Mayor and Council by Council Member Fagerlie. There were six items for consideration.

Item No. 1 There were no public comments.

Item No. 2 In advance of the Council public hearing, the Committee reviewed Tax Abatement and Business Subsidy Policies as they relate to the Donner/Oil Air Tax Abatement request. Staff offered the opinion that the request met the City's policies and should be approved. It was noted that the resolution of approval and tax abatement agreement would be part of the Council packet. This was received for information only.

Item No. 3 Staff presented a memorandum of understanding for the proposed Willmar Wye/Bypass project. The City was being asked to approve another MOU to be used to apply for federal funding in the year 2015. The MOU, with the exception of the term of the MOU, was consistent with the MOU adopted by the Council in the summer of 2014.

It was the recommendation of the Committee that the City Council approve the Memorandum of Understanding and execute the document as presented.

Resolution No. 8 was introduced by Council Member Fagerlie, seconded by Council Member DeBlick, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes. 0.

RESOLUTION NO. 8

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor be authorized to enter into MnDOT Agreement No. 05828 - Memorandum of Understanding between the City of Willmar, BNSF Railway Company, Kandiyohi County, Kandiyohi County and the City of Willmar Economic Development Commission and the State of Minnesota for pursuit of construction of a Wye Track.

Dated this 15th day of December, 2014.

/s/ Denis Anderson
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Staff briefly reviewed the process used in the course of soliciting input and generating recommendations for the Highway 12 Corridor Vision Plan. The Committee was reminded that the Plan would not include any specific design or engineering recommendations. Rather, it provides guidance for

the City when projects are planned and executed in the future. The Plan will be presented to the Council at the December 15th meeting by representatives of the consultant SEH and MnDOT. The Council received this item for information only.

Item No. 5 There was no Old Business to come before the Committee.

Item No. 6 Under New Business the Committee received information related to the HRA Small Cities Development Grant Program. Jill Bengtson, HRA Director, was present to ask the City to submit a request to MN-DEED to extend the 2012 Small Cities Development Program into 2015 and to set a public hearing to include the Highland Apartments in the Small Cities Development Program target area. Results of the Small Cities Development Program rehabilitation efforts were reviewed and discussed. Approximately \$13,000 was unspent in Willmar and will be returned to MN-DEED.

The Council followed the recommendation of the Committee to submit the request to MN-DEED to extend the 2012 Small Cities Development Program into 2015 and to set a public hearing to consider expanding the current Small Cities Development Program target area. Council Member Fagerlie made the motion, with Council Member DeBlieck seconding, to set a hearing for January 20, 2015. The motion carried.

The Community Development Committee Report for December 11, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Fagerlie, seconded by Council Member DeBlieck, and carried.

Public Works Director Sean Christensen informed the Council that the Willmar Trap Club (WTC) approached the City wanting to renew their lease for the trap facility located near the Wastewater Treatment Plant. The current lease originated in June of 1994 and expired this past October. City staff, the City Attorney and the WTC drafted the proposed lease, which allowed the use of approximately 20 acres of land for a fee of \$100 per year for twenty years. The WTC is responsible for all mowing, garbage removal, range improvement and management, insurance coverage and lead reclamation and removal activities. The lease was approved by the club at the end of November. A motion was made by Council Member Fagerlie to approve the lease with WTC for the trap range. Council Member Christianson seconded the motion, which carried.

City Clerk Kevin Halliday presented an application for premise permit for the Willmar Elks Lodge #952 for a gambling license at their new location of 222 SW 20th Street. The local unit of government must approve the application by resolution, which is submitted along with the application to the Gambling Control Board. It was staff's recommendation to approve the premise permit for the new location.

Resolution No. 9 was introduced by Council Member DeBlieck, seconded by Council Member Christianson, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes. 0.

RESOLUTION NO. 9

REQUESTING THAT THE MINNESOTA GAMBLING
CONTROL BOARD APPROVE THE APPLICATION FOR A
PREMISE PERMIT FOR THE WILLMAR ELKS LODGE #952

WHEREAS, the Willmar Elks Lodge #952 has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at Willmar Elks Lodge #952, 222 SE 20th Street, 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 Willmar Elks Lodge #952 and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the Willmar Elks Lodge #952.

Dated this 15th day of December, 2014.

/s/ Denis Anderson
MAYOR PRO TEMPORE

/s/ Kevin Halliday
Attest: CITY CLERK

City Clerk Halliday presented to the Council On-Sale, Club On-Sale 2015 Sunday Liquor License Renewals as follows: On-Sale – Applebee’s Neighborhood Grill & Bar, Austin F. Hanscom Post 167, El Tapatio Mexican Restaurant, Finstad-Week Post 1639, Green Mill Willmar, Grizzly’s Grill N’ Saloon, Peps Sports Bar, Ruff’s Wings & Sports Bar and the Oaks at Eagle Creek. Council Member Fagerlie moved to approve the On-Sale, Club On-Sale 2015 Sunday Liquor License Renewals as presented. Council Member Ahmann seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Kevin Halliday presented to the Council On-Sale 2015 Sunday Liquor License Renewal of the Kandi Entertainment Center, noting that the real estate tax (special assessments and penalties) for the second half of 2014 have not been paid and utility payments are past due. Staff recommended the Council approve the Sunday Liquor License renewal contingent on proof of utilities paid to date and real estate tax payment made to Kandiyohi County. Council Member Fagerlie moved to approve the 2015 Sunday Liquor License Renewal contingent upon Kandi Entertainment Center providing the City Clerk-Treasurer with a receipt of payment of current property taxes and penalties by January 2, 2015. Council Member Johnson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Halliday presented to the Council for consideration a Civic Center Arena Special Event by On-Sale Liquor License Permit Holder. The Civic Center has rented space to the Willmar Curling Club who will hold a three-day Curling New Year’s Bonspiel. On January 9, 10 and 11, 2015, the Willmar Curling Club plans to serve alcohol. A Civic Center Arena Special Event Permit is required to distribute or consume alcohol on the Civic Center grounds. The Kandi Entertainment Center Inc. dba Kandi Entertainment Center (KEC) has applied for this permit with the on-site employee listed as Keith Pattison. It was recommended by the staff that this permit not be approved until the KEC is in compliance with all other liquor ordinances in the City. Council Member Ahmann moved to approve the Civic Center Arena Special Event by On-Sale Liquor License Permit Holder pending compliance of liquor ordinances of the City. Council Member Christianson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

City Clerk Halliday presented an application for consideration of a Club On-Sale Liquor License for BPOE Lodge 952 dba Willmar Elks Lodge to hold a Club On-Sale Liquor License at 222 SW 20th Street. The Willmar Elks is currently located at 426 Litchfield Avenue SW and must obtain a new license due to the change in location. The Willmar Police Department has completed a background check, criminal history check, and driving record on the resident manager for this establishment. Council Member Fagerlie moved to approve the Club On-Sale Liquor License resulting from a location change. Council Member Christianson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

There was no New Business to come before the Council.

Under Old Business Mayor Pro Tempore commented on the WCCO News Contest as to where the best outdoor Christmas lighting was located and they selected the Chad Koosman property and congratulated them. The funds from the display go to the Salvation Army.

Mayor Pro Tempore requested clarification on the Council meeting dates for January. By City Charter, the reorganizational meeting will be held on January 12, 2015. City Administrator Charlene Stevens mentioned the second meeting in January falls on Martin Luther King Day and would need to be changed to the 20th. The Council discussed the reorganizational meeting in January. The City Attorney clarified the Charter specifies the meeting date, but not the time. The open meeting law states if you do have a pre-meeting it must be open to the public; and that no official action can take place with elected officials not yet certified for office. The better option being proposed is to conduct the biennial organizational required tasks

at the seven o'clock Council meeting after certificates of election are presented and the Oath of Office completed.

Council Member Christianson moved to reschedule the second Council meeting of the month to January 20, 2015. Council Member Ahmann seconded the motion, which carried.

At this time, there are no committee meetings scheduled to take place prior to the reorganizational meeting of January 12, 2015.

There being no further business to come before the Council, the meeting adjourned at 10:17 p.m. upon motion by Council Member DeBlieck, seconded by Council Member Fagerlie, and carried.

Attest:

MAYOR PRO TEMPORE

SECRETARY TO THE COUNCIL

Rice Memorial Hospital

Board of Directors
December 17, 2014

PRESENT: David Anfinson, President; Dr. Douglas Allen, Vice President; Dr. Michael Gardner, Treasurer; Eric Weiberg, Secretary; and Directors Dr. Lachlan Smith and Andrea Carruthers

EXCUSED: Director, Jon Saunders

ADMINISTRATIVE STAFF: Michael Schramm, Chief Executive Officer; Bill Fenske, Dr. Ken Flowe, Wendy Ulferts, Teri Beyer, Sandy Roelofs

GUESTS: Jim Dokken, Shirley Carter

Call to Order/Minutes: President Anfinson called the meeting to order at 5:30 p.m. **ACTION: A motion was made by Director Smith, seconded by Director Allen and carried to approve the Rice Memorial Hospital Board meeting minutes from November 19, 2014 as written; as well as the October 31, 2014 Financial Statements, the December 11, 2014 Finance Committee meeting minutes; and the November 25, 2014 Medical Staff Executive and Credentials Committee meeting minutes.**

Quality Report: Teri Beyer reviewed the following information for the Board in regard to Rice Hospital's Joint Commission Survey held December 2-5, 2014. A) History of the Joint Commission survey process. B) The survey team included a physician, a nurse, a Hospice nurse, and a facility engineer. C) Directors Anfinson, Allen and Carruthers attended some of the sessions during the survey process, including the Leadership Conference. D) Survey findings: 1) Direct findings: a) The hospital received three direct findings which require a response to be submitted within 45 days of the survey visit. b) Hospice received two direct findings. 2) Indirect Findings: a) The Hospital received 13 indirect findings which require a response to be submitted within 60 days. b) Hospice received two indirect findings. 3) The Hospital also received a few "opportunities for improvement" from the survey team, but these items do not require a response.

Medical Staff Report: Dr. Flowe reviewed the Executive Committee and Credentials Committee summary reports from November 25, 2014, in regard to the following: A) He announced that Dr. Fred Hund should be back to work at Rice in some capacity later this month. B) Dr. Linda Jackson gave a presentation to the OB/Peds physicians at their November 6 meeting on *infant oral health*. C) Trauma Conference – October 23: 1) The "Partner in Trauma Excellence" award was presented to Rice Hospital by HCMC for the care it provides for trauma patients. D) Proposed changes to the Medical Staff's Bylaws, Rules and Regulations were presented to the Executive Committee. Changes were approved and now the Medical Staff will have 30 days to review them before voting to approve. E) Dr. Sheila Gemar will now serve as the new Department of Surgery Chair, until the Summer of 2015, which will give the Department time to establish a process for the future. **ACTION: A motion was made by Director Allen, seconded by Director Gardner and carried that the Medical Staff appointments for the month of November, 2014 be approved as presented and recommended: Initial Applications: Affiliate Staff: Ralph Gerbig, M.D. – Family Practice/Department of Family Practice. Johnson Memorial Health Services, Dawson, MN. Nabeel Herial, M.B., B.S. – Neurology-Telemedicine/Department of Internal Medicine. CentraCare Clinic River Campus, St. Cloud, MN. Asif Khan, M.B., B.S. – Neurology-Telemedicine/Department of Internal Medicine. CentraCare Clinic River Campus, St. Cloud, MN. Muhammad Suri, M.B., B.S. – Neurology-Telemedicine/Department of Internal Medicine. CentraCare Clinic River Campus, St. Cloud, MN. Locum Tenens Staff: Temporary Privileges: Debra Betow, M.D. – Psychiatrist/Department of Psychiatry. CompHealth, Salt Lake City, UT. Temporary privileges granted for start date: 11/20/2014. Allied Health Staff: Temporary Privileges: Catherine Miller, PsyD – Psychologist/Department of Psychiatry. Rice Institute, Willmar, MN. Sean Stafford, RN – Surgical Assistant/Department of Surgery. Affiliated Community Medical Center, Willmar. Responsible Physician: Michael Lee, M.D. Expected start date: 12/1/2014. Updated Nurse Practitioner Privileges: Janet Scharmer, RN-CNP – Nurse Practitioner/Department of Emergency Medicine. Responsible Physician: Ken Flowe, M.D. Reappointment Applications: Active Staff: Hussain Egal, M.D. – Emergency Medicine/Department of Emergency Medicine. Rice Memorial Hospital, Willmar, MN. Affiliate Staff:**

Nihar Shah, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Allied Health Staff: Amanda Anderson, PA-C – Physician Assistant/Department of Surgery. Heartland Orthopedic Specialists, Alexandria, MN. Responsible Physician: Jefferson Brand, M.D. Jodi Fonkert, D.D.S. – Dentist/Department of Surgery. Hanson & Fonkert Dental Clinic, Willmar, MN. Responsible Provider: Linda Jackson, D.D.S. Michael Gardner, D.D.S. – Dentist/Department of Surgery. Private Practice, Willmar, MN. Responsible Provider: Linda Jackson, D.D.S. Michael Kunstle, PA-C – Physician Assistant/Department of Surgery. Heartland Orthopedic Specialists, Alexandria, MN. Responsible Physician: Dennis Weigel, M.D. Stephanie Olson, PMHNP-BC – Nurse Practitioner/Department of Psychiatry. Rice Institute for Counseling and Education, Willmar, MN. Responsible Physician: Daniel Scott, M.D. John Powers, D.D.S. – Dentist/Department of Surgery. Private Practice, Montevideo, MN. Responsible Provider: Linda Jackson, D.D.S. Paul Schulz, D.D.S. – Dentist/Department of Surgery. University of Minnesota School of Dentistry, Minneapolis, MN. Responsible Provider: Linda Jackson, D.D.S. Barbara Zajicek, D.D.S. – Dentist/Department of Surgery. Parkview Dental, Hutchinson, MN. Responsible Provider: Linda Jackson, D.D.S.

CEO Report – Mike Schramm:

- A. Dave Baker had contacted Mike Schramm about attending the Board’s December meeting. Unfortunately, he was out-of-town today at another meeting but is interested in attending a future Hospital Board meeting to introduce himself as well as discuss legislative issues/concerns. Mr. Schramm and Wendy Ulferts did meet with both Representative Sawatzky and Dave Baker, prior to the election, in regard to Rice’s concerns with the upcoming legislative session.
- B. Joint Commission: The recent survey went very well. Teri Beyer, Wendy Ulferts and Dr. Flowe spent a majority of the week with the surveyors along with our directors as well as other clinical/non-clinical staff. The survey team was very complimentary of the Hospital’s staff and operation.
- C. The Minnesota Department of Health is at Rice Care Center this week in order to conduct its annual survey.
- D. Willmar Medical Services: 1) Willmar Regional Cancer Center: a) The search continues for a permanent Manager for the Cancer Center. b) Locums Medical Oncologist coverage continues and has been arranged for the coming year. 2) Willmar Surgery Center: a) Directors Anfinson and Gardner were present at today’s board meeting and were presented an update on current activities/operations. b) Soyring Consultants will be delivering their report/findings to the Operations Committee in the coming weeks in regard to interviews conducted recently with management, staff and physicians.
- E. Physician Recruitment: 1) Orthopedic Services: Recruitment efforts continue for this service line. A contract has been signed with one candidate, who will start in August, 2016. Discussions continue with four additional candidates. Dr. Putnam is now on staff and is working approximately 3 days a week at APMC. 2) A recruitment firm has been engaged to assist in the specialty area of Psychiatry. 3) Recruitment efforts also continue in the areas of Hospitalist Program, General Surgery and Primary Care.
- F. Facility Planning: 1) Construction on the mental health bed expansion and acuity adaptable rooms will begin after the first of the year. 2) Work also continues on options for Rehab services and meetings to further discuss these options will be held with the Board’s Executive and Building & Facilities Committees after the first of the year.
- G. Telestroke program: Dr. Flowe recently gave a presentation on Rice’s new program to one of the Willmar Rotary Clubs. The program will be implemented during the first quarter, 2015 in partnership with CentraCare Health.
- H. The Hospital recently conducted an AHRQ survey with our staff that centers around safety in our organization.
- I. It was announced that the MHA Trustee Institute will be held on January 9-11 in Brooklyn Park. Please contact Sandy in Administration if interested in attending.

New Business:

- A. Sale/Leaseback of Rehab Real Estate: CEO Schramm stated that CDS approached the Hospital in recent months regarding their interest in purchasing Rice’s existing Rehab services building. Discussions have been held with CDS as well as the Board’s Executive and Building & Facilities Committees about this matter. An appraisal was completed and an offer and counter offer have been submitted. Further options for Rice’s Rehab services will continue to be reviewed and discussed at Committee level relative to a long-term solution for providing these

services. From a construction standpoint, the Rehab services building project would take approximately one year to complete. CDS Investments, LLC is proposing to purchase the property and then lease it back to the Hospital for a specified period of time. The Board's Executive and Building & Facilities Committees are recommending the approval of the proposed purchase agreement with CDS. **ACTION: A motion was made by Director Gardner, seconded by Director Allen, and carried that the proposed purchase agreement between Rice Memorial Hospital and CDS Investments, LLC, be approved as presented and recommended; and that the purchase price for the premises shall be \$215,000.00.**

- B. 2015 Hospice Program Appointments: **ACTION: A motion was made by Director Smith, seconded by Director Gardner and carried that the following Rice Hospice Associate Medical Directors for 2015 be approved for appointment as presented and recommended: Dawson – Ralph Gerbig, M.D.; Willmar – James Tiede, M.D. ACTION: A motion was made by Director Smith, seconded by Director Gardner and carried that the following persons be appointed to the Hospital's Rice Hospice Professional Advisory Committee for 2015, as presented and recommended: Mary Beth Potter, Chairperson; Sue Broberg, Dr. David Newcomer, Wendy Ulferts, Jessica Vagle, Janet Sumner, Diane Hagedorn, and Shirley Carter.**

Other:

- A. Rice Health Foundation: Director Gardner stated that he was recently contacted by Shirley Carter, Foundation Director, in regard to the possibility of changing the date of the Hospital's Finance Committee meeting from the 2nd Thursday of the month to possibly the 3rd Thursday of the month. Discussion followed. *ACTION: President Anfinson stated that he will take this suggestion under advisement.* Ms. Carter will let the Hospital Board know the Foundation Board's decision on moving their meeting date as well.
- B. City Council Report: 1) Andrew Plowman will now be serving on the Willmar City Council, effective in January. 2) A reorganizational meeting will be held in early January with the Council. Committee assignments for all City Councilmen will be determined at that time. 3) A new City Council liaison to the Hospital Board will be appointed in 2015. 4) Marv Calvin will be taking over in 2015 as the new Mayor of the City of Willmar. 5) 3 million dollars has been approved for 2015 street improvement projects. 6) Councilman Dokken also thanked Rice Hospital for all that they do for veterans in our community/region.

Adjournment: There being no further business, the meeting was adjourned at 6:20 p.m.

Submitted by:

Eric E. Weiberg, Secretary

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
DECEMBER 22, 2014

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, December 22, 2014, 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Matt Schrupp, Jeff Nagel, Joe Gimse, and Justin Mattern. Absent were Commissioners Carol Laumer & Dan Holtz.

Others present at the meeting were: General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Power Supply Manager Chris Carlson, Power Production Supervisor Jon Folkedahl, Customer Service Supervisor Stacy Stien, Administrative Secretary Beth Mattheisen, Compliance Officer Janell Johnson, City Attorney Robert Scott (via teleconference), City Councilman Bruce DeBlicke, and West Central Tribune Journalist David Little.

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

RESOLUTION NO. 49

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved including:

- ❖ Minutes from the December 8, 2014 Commission meeting; and,
- ❖ Bills represented by vouchers No. 142337 to No. 142426 inclusive in the amount of \$2,463,015.43 with a MISO credit in the amount of \$41,917.24 and a Westmoreland Resource (coal) payment in the amount of \$61,430.96.

Dated this 22nd day of December, 2014.

President

ATTEST:

Acting Secretary

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

Commissioner Schrupp reviewed with the Commission the minutes from the December 8th WMU Labor Committee meeting (see attached). The main topic of discussion was to review the Foreman positions in both the Water and Power Production Departments. Departmental requirements along with wages were discussed as they related to each division. Following discussion, Commissioner Mattern offered a motion to approve the minutes of the December 8th WMU Labor Committee

meeting as presented. Commissioner Gimse seconded the motion which carried by a vote of five ayes and zero nays.

Director of Finance Hunstad presented the Commission with two WMU financial reports for discussion. The first report presented was an analysis of the operating results contained in the November 2014 Financial Report, and the second report was an overview of the November 30, 2014 Investment Report.

Compliance Officer Johnson presented the Commission with a number of data practice policies for review and discussion. These policies reflect the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13) which states that data subjects have certain rights related to a government entity collecting, creating, and the keeping of government data. The MGDPA addresses the accessibility to the public including restrictions regarding state and local government records. Government data is a term that means all recorded information a government entity has including written, computerized, photos, etc. The five data practice policies for 2015 reviewed are: 1) WMU Data Practices for Data Subjects Policy; 2) WMU Data Practices for Public Requests; 3) WMU HIPAA Private Practice Policy; 4) MGDPA Comprehensive Policy; and, 5) WMU Securing Not Public Data Policy. Johnson presented a summary of each of the individual data practice policies. Following discussion, Commissioner Gimse offered a resolution to approve all five data practice policies as presented. Commissioner Nagel seconded.

RESOLUTION NO. 50

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that in conjunction with the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13, which defines the accessibility to government data collected, created, received), the following five data practice policies are approved:

1. WMU Data Practices for Data Subjects Policy 2015
2. WMU Data Practices for Public Requests 2015
3. WMU HIPAA Private Practice Policy 2015
4. WMU MGDPA Comprehensive Policy 2015
5. WMU Securing Not Public Data Policy 2015

Dated this 22nd day of December, 2014.

President

ATTEST:

Acting Secretary

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

General Manager Hompe requested the Commission to schedule a number of Commission and Committee meetings necessary to further address various utility-related issues. The first meeting would be a special working meeting of the Commission to further discuss the Cost of Service & Rate Design Study recently conducted by Dave Berg Consulting, LLC. Following discussion, it was the

consensus of the Commission to target the second week in January to conduct the special Commission meeting.

General Manager Hompe continued by requesting meetings be scheduled for both the WMU Labor Committee and the WMU Planning Committee. Following discussion, it was the consensus of the Commission to target mid-January for both Committee meetings. Administrative Secretary Mattheisen would be contacting the Commissioners in the near future to finalize the scheduling of all three meetings.

General Manager Hompe informed the Commission of a number of future utility-related events for their consideration. The upcoming events to note include:

- MMUA Legislative Conference (Bloomington) – February 4-6, 2015
- APPA Legislative Rally (Washington, DC) – March 9-11, 2015
- APPA National Conference (Minneapolis, MN) – June 5-10, 2015
- MMUA Annual Summer Conference (Breezy Point) – August 17-19, 2015

At this time, General Manager Hompe and Commission President Salzer expressed their appreciation to Councilman DeBlieck for his years of service and dedication to the Municipal Utilities Commission. In 1981, Councilman DeBlieck began his service with WMU as a member of the Commission. Following his subsequent appointment to the City Council, DeBlieck served as a Liaison between the City of Willmar and the Willmar Municipal Utilities. Bruce has brought much insight and knowledge to the Commission throughout the years and will be greatly missed. (A framed picture was presented to Councilman DeBlieck commemorating his years of service.)

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

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Acting Secretary



WILLMAR MUNICIPAL UTILITIES
WMU Labor Committee Meeting Minutes
Monday, December 8, 2014 – 12:30 p.m.

Attendees: Commissioners Matt Schrupp (Chair), Carol Laumer & Joe Gimse, General Manager Wesley Hompe, and Director of Operations John Harren.

Committee Chair Schrupp called the meeting to order at 1:24 p.m. by requesting any additions or changes to the presented Agenda.

AGENDA ITEMS:

1. Water Department and Power Production Foreman Positions & Wage Discussions:

General Manager Hompe and Director of Operations Harren presented the Committee with an overview of the established process for determining pay for the Foreman/ Woman positions of both the Water & Power Production Depts. Departmental requirements and wages were discussed as they relate to each of the divisions. A meeting with IBEW rep Dan Kieffer was held on December 2, 2014 to address the issues, and a recap was presented including comparable utility wages. Items to note include the following:

Water Department:

- In 2013, WMU was established as a “Class A” water plant/facility. This additional requirement was added to the current job description, but no adjustment to the wage was included.
- Wages were reviewed including a request to adjust the current hourly wage.

Power Production:

- Wages were reviewed including a request for an adjustment to the current wage to assume the Chief Boiler Operator position.
- Power Plant Supervisor position description will be reviewed at the next Labor Committee meeting.

2. Miscellaneous:

It was the consensus of the Labor Committee to schedule a meeting in January (possibly immediately following the Jan. 12th MUC mtg.) to further discuss the Foreman positions and also to review the job description of the Power Plant Supervisor.

➤ **Adjournment:**

There being no further business to come before the WMU Labor Committee, Commissioner Laumer offered a motion to adjourn the meeting at 1:55 p.m. Commissioner Gimse seconded the motion which carried by a vote of two ayes and zero nays. (Note: Commissioner Schrupp departed prior to the adjournment.)

Minnesota Lawful Gambling
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATION

Check# _____ \$ _____

Organization name GRANITE LAKE CHAPTER of Rocky Mountain Elk Foundation Previous gambling permit number 04845

Minnesota tax ID number, if any _____ Federal employer ID number, if any 81-0421425

Type of nonprofit organization. Check one.
 Fraternal Religious Veterans Other nonprofit organization

Mailing address City State Zip Code County
12773 212nd Ave NE New London MN 56273 Kandiyohi

Name of chief executive officer (CEO) Daytime phone number Email address
Marlin K. Niss 320-894-9061 marlinniss@rockymountainelk.com

Attach a copy of ONE of the following for proof of nonprofit status.

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

 Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .

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

X IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

 IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.

Kand. Entertainment Center

Address (do not use PO box) City or township Zip Code County
500 19th Ave SE Willmar MN 56201 Kandiyohi

Date(s) of activity (for raffles, indicate the date of the drawing)

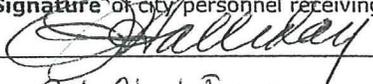
Feb 28th, 2015

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo* Raffles Paddlewheels* Pull-Tabs* Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT	
<p>If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print city name <u>City of Willmar</u></p> <p><i>On behalf of the city, I acknowledge this application.</i> Signature of city personnel receiving application </p> <p>Title <u>City Clerk Treasurer</u> Date <u>12/29/2014</u></p>	<p>If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application. A township official is not required to sign the application.</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print county name _____</p> <p><i>On behalf of the county, I acknowledge this application.</i> Signature of county personnel receiving application _____</p> <p>Title _____ Date _____</p> <p>(Optional) TOWNSHIP: <i>On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]</i></p> <p>Print township name _____</p> <p>Signature of township official acknowledging application _____</p> <p>Title _____ Date _____</p>

CHIEF EXECUTIVE OFFICER'S SIGNATURE	
<p><i>The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.</i></p> <p>Chief executive officer's signature  Date <u>12-29-14</u></p>	

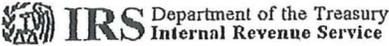
<p>Complete a separate application for each gambling event:</p> <ul style="list-style-type: none"> • one day of gambling activity • two or more consecutive days of gambling activity • each day a raffle drawing is held <p>Send application with:</p> <ul style="list-style-type: none"> • a copy of your proof of nonprofit status, and • application fee for each event <p>Make check payable to "State of Minnesota."</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p>	<p>Financial report and recordkeeping required</p> <p>A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-639-4000.</p>
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This form will be made available in alternative format (i.e. large print, Braille) upon request.

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

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248222025
Nov. 09, 2012 LTR 4167C E0
81-0421425 000000 00

00021973
BODC: TE

ROCKY MOUNTAIN ELK FOUNDATION INC
5705 GRANT CREEK RD
MISSOULA MT 59808-9394



020468

Employer Identification Number: 81-0421425
Group Exemption Number: 9462
Person to Contact: R CLEMONS
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Oct. 31, 2012, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in SEPTEMBER 1984, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script that reads "Richard McKee".

Richard McKee, Department Manager
Accounts Management Operations

LG220 Application for Exempt Permit

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. <p>If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.</p>	<p>Application fee (nonrefundable) If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100.</p>
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Organization Information

Organization Name: <u>Minnesota Ducks Unlimited State Convention</u>	Previous Gambling Permit Number:
Minnesota Tax ID Number, if any:	Federal Employer ID Number (FEIN), if any:

Type of Nonprofit Organization (check one):

Fraternal
 Religious
 Veterans
 Other Nonprofit Organization

Mailing Address: <u>P.O. Box 486</u>	City: <u>CIAPACITY</u>	State and Zip: <u>MN 56222</u>	County: <u>CHIPEWA</u>
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Name of Chief Executive Officer (CEO): <u>Joe Schlagel</u>	Daytime Phone: <u>(320) 847-3243</u>	Email: <u>schlagel-leg@hotmail.com</u>
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Nonprofit Status

Attach a copy of ONE of the following for proof of nonprofit status:

- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Minnesota Secretary of State
Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Phone: 651-296-2803
- IRS income tax exemption (501(c)) letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).**
If your organization falls under a parent organization, attach copies of **both** of the following:
 - an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 - the charter or letter from your parent organization recognizing your organization as a subordinate.

Gambling Premises Information

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

Address (do not use PO box): <u>240 23rd St SE</u>	City or Township: <u>Willmar</u>	Zip Code: <u>56201</u>	County: <u>Kandiyohi</u>
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Date(s) of activity (for raffles, indicate the date of the drawing):
Feb 13th & Feb 14th

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

Bingo*
 Paddlewheels*
 Pull-Tabs*
 Tipboards*

Raffle (total value of raffle prizes awarded for the year: \$ 30,000.00)

*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES**, or call 651-539-1900.

Local Unit of Government Acknowledgment

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: City of Willmar

Signature of City Personnel: [Signature]

Title: City Clerk Treasurer Date: 12-15-2014

Local unit of government must sign.

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county).
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

Chief Executive Officer's Signature

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

Chief Executive Officer's Signature: [Signature] Date: 12-1-14

Print Name: Joe Schloegel

Requirements

Complete a separate application for:

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

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

Send application with:

_____ a copy of your proof of nonprofit status, and

_____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to **State of Minnesota**.

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

Financial report and recordkeeping required.
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

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

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

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

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

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

LG220 Application for Exempt Permit

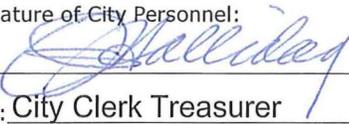
<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. <p>If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.</p>		<p>Application fee (nonrefundable) If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100.</p>	
Organization Information			
Organization Name: Willmar Fests, Inc.		Previous Gambling Permit Number: X-33503-14-005	
Minnesota Tax ID Number, if any:		Federal Employer ID Number (FEIN), if any: 41-1653995	
Type of Nonprofit Organization (check one):			
<input type="checkbox"/> Fraternal		<input type="checkbox"/> Religious	
<input type="checkbox"/> Veterans		<input checked="" type="checkbox"/> Other Nonprofit Organization	
Mailing Address: PO Box 45		City: Willmar	State and Zip: MN 56201
			County: Kandiyohi
Name of Chief Executive Officer (CEO): Kevin Halliday		Daytime Phone: 320-214-5166	Email: khaliday@willmarmn.gov
Nonprofit Status			
Attach a copy of ONE of the following for proof of nonprofit status:			
<input type="checkbox"/> Nonprofit Articles of Incorporation OR a current Certificate of Good Standing. Don't have a copy? This certificate must be obtained each year from: Minnesota Secretary of State Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 Phone: 651-296-2803			
<input checked="" type="checkbox"/> IRS income tax exemption (501(c)) letter in your organization's name. Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.			
<input type="checkbox"/> IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter). If your organization falls under a parent organization, attach copies of both of the following: a. an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and b. the charter or letter from your parent organization recognizing your organization as a subordinate.			
Gambling Premises Information			
Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Robbins Island City park			
Address (do not use PO box): 601 Hwy 71 NE		City or Township: Willmar	Zip Code: MN 56201
			County: 56201
Date(s) of activity (for raffles, indicate the date of the drawing): June 20, 2014			
Check each type of gambling activity that your organization will conduct:			
<input type="checkbox"/> Bingo*		<input type="checkbox"/> Paddlewheels*	<input type="checkbox"/> Pull-Tabs*
<input checked="" type="checkbox"/> Raffle (total value of raffle prizes awarded for the year: \$5000.00)		<input type="checkbox"/> Tipboards*	
*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.			
To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES , or call 651-539-1900.			

Local Unit of Government Acknowledgment

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

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

Print City Name: City of Willmar

Signature of City Personnel: 

Title: City Clerk Treasurer Date: 1-6-2015

Local unit of government must sign.

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

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county).

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)

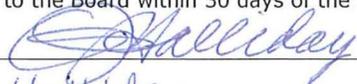
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

Chief Executive Officer's Signature

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

Chief Executive Officer's Signature:  Date: 1-6-2015

Print Name: Kevin J. Halliday

Requirements

Complete a separate application for:

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

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

Send application with:

- _____ a copy of your proof of nonprofit status, and
- _____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to **State of Minnesota**.

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

Financial report and recordkeeping required.
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

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

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

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

Vendor Payments History Report
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
AFFILIATED MED CENTERS 000028	41468	12/31/14	FLU SHOT ADMINISTRATION	40.00		4934253/12-14		D	N				SAFETY PROGRAM	101.42428.0817
AFFORDABLE PUMPING SERVI 002404	41469	12/31/14	SEPTIC PUMPING	330.00		27142		D	N				CLEANING AND WAS	230.43430.0338
ALPHA TRAINING & TACTICS 003136	41470	12/31/14	BODY ARMOR	957.00		201556		D	N				SUBSISTENCE OF P	101.42411.0227
AMERICAN PUBLIC WORKS AS 000054	41471	12/31/14	MEMBERSHIP DUES	223.75		601927		D	N				PREPAID EXPENSES	101.128000
AMERICAN WELDING & GAS I 000057	41472	12/31/14	CYLINDER RETEST	220.00		02982886		D	N				PROFESSIONAL SER	101.42412.0446
	41472	12/31/14	CYLINDER RETEST	66.00		03000094		D	N				PROFESSIONAL SER	101.42412.0446
	41472	12/31/14	FIRE EXT. INSPECTION	1,024.00		03000097		D	N				MTCE. OF EQUIPME	651.48484.0334
			VENDOR TOTAL	1,310.00										
				1,310.00									*CHECK TOTAL	
AMERIPRIDE LINEN & APPAR 000051	41473	12/31/14	TOWEL SERVICE	25.70		2200587858		D	N				CLEANING AND WAS	101.43425.0338
	41473	12/31/14	TOWEL SERVICE	29.40		2200587859		D	N				CLEANING AND WAS	101.43425.0338
	41473	12/31/14	TOWEL SERVICE	25.70		2200592522		D	N				CLEANING AND WAS	101.43425.0338
	41473	12/31/14	TOWEL SERVICE	25.00		2200592524		D	N				CLEANING AND WAS	101.43425.0338
	41473	12/31/14	TOWEL SERVICE	25.70		2200598118		D	N				CLEANING AND WAS	101.43425.0338
	41473	12/31/14	TOWEL SERVICE	25.00		2200598119		D	N				CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	156.50										
				156.50									*CHECK TOTAL	
APPERT'S FOOD SERVICE 002526	41474	12/31/14	CONCESSION SUPPLIES	382.88		411260235		D	N				GENERAL SUPPLIES	101.45433.0229
	41474	12/31/14	CONCESSION SUPPLIES	795.97		412020401		D	N				GENERAL SUPPLIES	101.45433.0229
	41474	12/31/14	CONCESSION SUPPLIES	436.59		412120500		D	N				GENERAL SUPPLIES	101.45433.0229
	41474	12/31/14	CONCESSION SUPPLIES	548.97		412170308		D	N				GENERAL SUPPLIES	101.45433.0229
			VENDOR TOTAL	2,164.41										
				2,164.41									*CHECK TOTAL	
BABY BLUE ARTS 002574	41475	12/31/14	2015 PRGRM SHIPPING CHG	30.00		120414		D	M	07			PREPAID EXPENSES	101.128000
BACKES TECHNOLOGY SERVIC 000087	41476	12/31/14	CAT 5E DATA WIRE RUN	60.00		13310		D	N				MTCE. OF STRUCTU	101.41408.0225
	41476	12/31/14	CAT 5E DATA WIRE RUN	124.00		13310		D	N				MTCE. OF STRUCTU	101.41408.0335
	41476	12/31/14	PHONE EXT. REPAIR-LABOR	85.00		13522		D	N				COMMUNICATIONS	101.45433.0330
			VENDOR TOTAL	269.00										
				269.00									*CHECK TOTAL	
BATTERY WHOLESALE INC 002860	41477	12/31/14	BATTERY	134.06		24324		D	N				INVENTORIES-MDSE	101.125000

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BATTERY WHOLESALE INC			002860											
	41477	12/31/14	BATTERY	254.13		24600		D	N				INVENTORIES-MDSE	101.125000
	41477	12/31/14	BATTERIES	409.06		24657		D	N				INVENTORIES-MDSE	101.125000
	41477	12/31/14	BATTERY	254.13		24677		D	N				INVENTORIES-MDSE	101.125000
	41477	12/31/14	BATTERY-TRT TRAILER	59.84		24706		D	N				MTCE. OF EQUIPME	101.42412.0224
			VENDOR TOTAL	1,111.22		*CHECK TOTAL								
				1,111.22										
BEHAVIORAL FORENSIC SERV			002819											
	41478	12/31/14	EMPLOYEE EVALUATIONS	1,425.00		121814		D	N				SUBSISTENCE OF P	101.42412.0337
BENNETT OFFICE TECHNOLOG			000099											
	41479	12/31/14	PRINTER REPAIR-LABOR	52.50		214340		D	N				PROFESSIONAL SER	208.45005.0446
BERNICK'S PEPSI-COLA CO			000103											
	41480	12/31/14	OFFICE COFFEE	78.96		11928		D	N				GENERAL SUPPLIES	101.43425.0229
	41480	12/31/14	CONCESSION SUPPLIES	750.88		13138		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	212.16		14066		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	163.20		14542		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	48.96		14556		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	165.00CR		19569		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	48.96CR		19860		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	216.80		81769		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	230.28		84321		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	116.80		90025		D	N				GENERAL SUPPLIES	101.45433.0229
	41480	12/31/14	CONCESSION SUPPLIES	314.28		92964		D	N				GENERAL SUPPLIES	101.45433.0229
			VENDOR TOTAL	1,918.36		*CHECK TOTAL								
				1,918.36										
BOLTON & MENK INC			001010											
	41481	12/31/14	12TH ST SE IMPROVEMENT	5,707.50		0172417		D	N				PROFESSIONAL SER	414.48454.0446
	41481	12/31/14	IND. PARK 4TH ADDITIO	28,344.50		0172418		D	N				PROFESSIONAL SER	414.48455.0446
	41481	12/31/14	REIMBURSABLE EXPENSES	682.00		0172418		D	N				PROFESSIONAL SER	414.48455.0446
	41481	12/31/14	L.S. DESIGN SERVICES	5,948.38		0172420		D	N				PROFESSIONAL SER	432.48507.0446
	41481	12/31/14	REIMBURSABLE EXPENSES	4,950.00		0172420		D	N				PROFESSIONAL SER	432.48507.0446
			VENDOR TOTAL	45,632.38		*CHECK TOTAL								
				45,632.38										
BRAD'S 71 BAIT & SPORTS			.00752											
	41482	12/31/14	SHARPENED AUGER BLADES	15.00		121014		D	N				OTHER SERVICES	101.43425.0339
BSE			001980											
	41483	12/31/14	THERMOSTAT COVERS	91.04		908496330		D	N				MTCE. OF STRUCTU	101.45433.0225
	41483	12/31/14	ELEC PARTS FOR BLDG	76.36		908525846		D	N				MTCE. OF STRUCTU	101.42412.0225
	41483	12/31/14	LIGHT BULBS	14.48		908529442		D	N				MTCE. OF STRUCTU	101.45435.0225
	41483	12/31/14	CABLE TIES/FASTENERS	42.75		908530948		D	N				GENERAL SUPPLIES	101.45433.0229
	41483	12/31/14	MUNI PUMP ELEC PARTS	2,405.00		908540360		D	N				MTCE. OF EQUIPME	651.48484.0224
	41483	12/31/14	LIGHT BULBS FOR BLDG	235.60		908540362		D	N				MTCE. OF STRUCTU	651.48484.0225

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BSE			001980											
	41483	12/31/14	REPL. SURGE PROTECTOR	197.59		908540363		D	N				MTCE. OF EQUIPME	651.48484.0224
	41483	12/31/14	TIPS FOR DRILL	7.26		908546864		D	N				GENERAL SUPPLIES	101.45433.0229
	41483	12/31/14	LIGHT BALLAST FOR BLDG	177.54		908553424		D	N				MTCE. OF STRUCTU	651.48484.0225
	41483	12/31/14	COVERS FOR PLUGS	17.50		908571571		D	N				MTCE. OF STRUCTU	101.45433.0225
	41483	12/31/14	ELECTRICAL SUPPLIES	68.68		908611035		D	N				GENERAL SUPPLIES	101.45433.0229
	41483	12/31/14	CODING TAPE/SUPPLIES	45.10		908611087		D	N				GENERAL SUPPLIES	101.45433.0229
	41483	12/31/14	BATTERY FOR ALARM	28.54		908621602		D	N				MTCE. OF STRUCTU	101.45433.0225
			VENDOR TOTAL	3,407.44		*CHECK TOTAL								
				3,407.44										
BUSINESSWARE SOLUTIONS			002776											
	41484	12/31/14	PRINT/PAGE COUNT	16.85		229231		D	N				OFFICE SUPPLIES	101.41400.0220
	41484	12/31/14	PRINT/PAGE COUNT	26.18		229231		D	N				OFFICE SUPPLIES	101.41402.0220
	41484	12/31/14	PRINT/PAGE COUNT	6.69		229231		D	N				OFFICE SUPPLIES	101.41403.0220
	41484	12/31/14	PRINT/PAGE COUNT	7.77		229231		D	N				OFFICE SUPPLIES	101.41404.0220
	41484	12/31/14	PRINT/PAGE COUNT	188.84		229231		D	N				OFFICE SUPPLIES	101.41405.0220
	41484	12/31/14	PRINT/PAGE COUNT	49.58		229231		D	N				OFFICE SUPPLIES	101.41409.0220
	41484	12/31/14	PRINT/PAGE COUNT	301.05		229231		D	N				OFFICE SUPPLIES	101.42411.0220
	41484	12/31/14	PRINT/PAGE COUNT	27.60		229231		D	N				OFFICE SUPPLIES	101.43417.0220
	41484	12/31/14	PRINT/PAGE COUNT	57.85		229231		D	N				OFFICE SUPPLIES	101.43425.0220
	41484	12/31/14	PRINT/PAGE COUNT	25.70		229231		D	N				OFFICE SUPPLIES	101.45433.0220
	41484	12/31/14	PRINT/PAGE COUNT	1.03		229231		D	N				OFFICE SUPPLIES	101.45435.0220
	41484	12/31/14	PRINT/PAGE COUNT	102.18		229231		D	N				OFFICE SUPPLIES	651.48484.0220
			VENDOR TOTAL	811.32		*CHECK TOTAL								
				811.32										
C D & T INC AUTO PARTS			000145											
	41485	12/31/14	#132486-FITTINGS	15.76		930518		D	N				MTCE. OF EQUIPME	101.43425.0224
CARDMEMBER SERVICE			002365											
	41460	12/17/14	ROSEMEIER-SEMINAR REGIS.	315.00		STMT/11-14		D	N				PREPAID EXPENSES	101.128000
	41460	12/17/14	2015 TRAINING REGIS.	1,000.00		STMT/11-14		D	N				PREPAID EXPENSES	101.128000
	41460	12/17/14	WE LEAD CONF REGIS.	15.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.41400.0333
	41460	12/17/14	RICE HEALTH FOUND. GALA	75.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	41460	12/17/14	MN TEEN CHAL. BNQT TKT	100.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	41460	12/17/14	FLASH MEMORY CARD READER	43.04		STMT/11-14		D	N				MTCE. OF EQUIPME	101.41409.0224
	41460	12/17/14	PORTABLE HARD DRIVE	73.00		STMT/11-14		D	N				MTCE. OF EQUIPME	101.41409.0224
	41460	12/17/14	WIRELESS PHONE CHARGER	46.65		STMT/11-14		D	N				MTCE. OF EQUIPME	101.41409.0224
	41460	12/17/14	TABLET KEYBOARD	43.98		STMT/11-14		D	N				MTCE. OF EQUIPME	101.41409.0224
	41460	12/17/14	PICTURES/POSTERS	126.58		STMT/11-14		D	N				GENERAL SUPPLIES	101.41409.0229
	41460	12/17/14	CABLE TIES	19.93		STMT/11-14		D	N				GENERAL SUPPLIES	101.41409.0229
	41460	12/17/14	TRAINING VIDEO SERIES	37.50		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	41460	12/17/14	BROADCASTER SUBSCRIP.	49.00		STMT/11-14		D	N				SUBSCRIPTIONS AN	101.41409.0443
	41460	12/17/14	WEBSITE HOSTING FEE	89.83		STMT/11-14		D	N				PROFESSIONAL SER	101.41409.0446
	41460	12/17/14	REFERENCE MATERIALS	28.94		STMT/11-14		D	N				OFFICE SUPPLIES	101.42411.0220
	41460	12/17/14	LITERATURE DISPLAY STAND	132.40		STMT/11-14		D	N				SMALL TOOLS	101.42411.0221
	41460	12/17/14	FIRST AID SUPPLIES	840.05		STMT/11-14		D	N				SUBSISTENCE OF P	101.42411.0227
	41460	12/17/14	HENDRICKSON-PRKG EXPENSE	7.25		STMT/11-14		D	N				POSTAGE	101.42412.0223
	41460	12/17/14	POSTAGE	22.21		STMT/11-14		D	N				POSTAGE	101.42412.0223

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CARDMEMBER SERVICE			002365											
	41460	12/17/14	FIRE SAFETY HANDOUTS	970.00		STMT/11-14		D	N				GENERAL SUPPLIES	101.42412.0229
	41460	12/17/14	SCHEFFLER-SEMINAR REGIS.	225.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.42412.0333
	41460	12/17/14	HENDRICKSON-MEALS	100.16		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.42412.0333
	41460	12/17/14	AIRPORT PARKING EXPENSE	140.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.42412.0333
	41460	12/17/14	HENDRICKSON-CNCL SEMINAR	195.00	CR	STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.42412.0333
	41460	12/17/14	FIREFIGHTER AWARDS	110.37		STMT/11-14		D	N				AWARDS AND INDEM	101.42412.0442
	41460	12/17/14	FIREFIGHTER AWARDS	91.80		STMT/11-14		D	N				AWARDS AND INDEM	101.42412.0442
	41460	12/17/14	QUICKBOOKS DOC SUBSCRIP	5.00		STMT/11-14		D	N				PROFESSIONAL SER	101.42412.0446
	41460	12/17/14	APWA WRKSHF/FALL CONF.	146.12		STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.43417.0333
	41460	12/17/14	CASH COUNTING MACHINE	434.98		STMT/11-14		D	N				SMALL TOOLS	101.45433.0221
	41460	12/17/14	CONCESSION SUPPLIES	11.84		STMT/11-14		D	N				GENERAL SUPPLIES	101.45433.0229
	41460	12/17/14	CAR RENTAL-MIAMA CONF.	188.01		STMT/11-14		D	N				RENTS	101.45433.0440
	41460	12/17/14	WE LEAD CONF REGIS.	15.00		STMT/11-14		D	N				TRAVEL-CONF.-SCH	651.48484.0333
				5,308.64										
			VENDOR TOTAL	5,308.64										
													*CHECK TOTAL	
CARRANZA/NOE			002547											
	41486	12/31/14	INTERPRETED 11/30/14	50.00		113014		D	M	07			PROFESSIONAL SER	101.42411.0446
	41486	12/31/14	INTERPRETED 12/01/14	50.00		120114		D	M	07			PROFESSIONAL SER	101.42411.0446
	41486	12/31/14	INTERPRETED 12/02/14	100.00		120214		D	M	07			PROFESSIONAL SER	101.42411.0446
	41486	12/31/14	INTERPRETED 12/15/14	50.00		121514		D	M	07			PROFESSIONAL SER	101.42411.0446
				250.00										
			VENDOR TOTAL	250.00										
													*CHECK TOTAL	
CARRANZA/NORMA I			002542											
	41487	12/31/14	INTERPRETED 11/29/14	75.00		112914		D	M	07			PROFESSIONAL SER	101.42411.0446
CENTERPOINT ENERGY			000467											
	41488	12/31/14	NATURAL GAS CHARGES	13.80		6007936/12-14		D	N				UTILITIES	230.43430.0332
	41488	12/31/14	NATURAL GAS CHARGES	1,034.87		6102726/12-14		D	N				UTILITIES	101.42412.0332
	41488	12/31/14	NATURAL GAS CHARGES	790.30		6725927/12-14		D	N				UTILITIES	230.43430.0332
	41488	12/31/14	NATURAL GAS CHARGES	13.80		7177865/12-14		D	N				UTILITIES	230.43430.0332
	41488	12/31/14	NATURAL GAS CHARGES	321.62		8503501/12-14		D	N				UTILITIES	651.48485.0332
	41488	12/31/14	NATURAL GAS CHARGES	873.48		8512023/12-14		D	N				UTILITIES	651.48485.0332
	41488	12/31/14	NATURAL GAS CHARGES	11,128.32		8795475/12-14		D	N				UTILITIES	651.48484.0332
				14,176.19										
			VENDOR TOTAL	14,176.19										
													*CHECK TOTAL	
CHAPPELL CENTRAL INC			000156											
	41489	12/31/14	IND. SELECTOR MAU MTCE	139.11		00061468		D	N				MTCE. OF EQUIPME	651.48484.0224
	41489	12/31/14	IND. SELECTOR MAU MTCE	566.50		00061468		D	N				MTCE. OF EQUIPME	651.48484.0334
				705.61										
			VENDOR TOTAL	705.61										
													*CHECK TOTAL	
CHARTER COMMUNICATIONS			000736											
	41490	12/31/14	MONTHLY PHONE SERVICE	46.80		1136/1-15		D	N				PREPAID EXPENSES	101.128000
	41490	12/31/14	MONTHLY PHONE SERVICE	145.82		2191/1-15		D	N				PREPAID EXPENSES	101.128000

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CHARTER COMMUNICATIONS			000736											
	41490	12/31/14	MONTHLY PHONE SERVICE	84.23		5124/1-15		D	N				PREPAID EXPENSES	101.128000
	41490	12/31/14	MONTHLY PHONE SERVICE	173.06		9560/12-14		D	N				COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	449.91		*CHECK TOTAL								
CHILDREN'S FOUNDATION			.01922											
	41491	12/31/14	BIKE RIDE PROCEEDS	455.83		122614		D	N				OTHER CHARGES	208.45011.0449
CHRISTY'S AUTO WRECKING			001193											
	41492	12/31/14	EXTRICATION TRAINING	225.00		13491		D	M	07			TRAVEL-CONF.-SCH	101.42412.0333
COMPASS MINERALS AMERICA			003116											
	41493	12/31/14	ROAD SALT	4,061.37		71268044		D	N				GENERAL SUPPLIES	101.43425.0229
COPIER BUSINESS SOLUTION			001934											
	41494	12/31/14	COPIER MTCE CHARGE	25.64		246634		D	N				MTCE. OF EQUIPME	101.41405.0334
CORVAL CONSTRUCTORS			003118											
	41495	12/31/14	FREON LEAK REPAIR-PART	2,153.87		810074		D	N				MTCE. OF EQUIPME	101.45433.0224
	41495	12/31/14	FREON LEAK REPAIR-LABO	3,911.00		810074		D	N				MTCE. OF EQUIPME	101.45433.0334
	41495	12/31/14	CREDIT FOR DBL PYMT	3,794.48CR		810202		D	N				MTCE. OF EQUIPME	101.45433.0224
	41495	12/31/14	CREDIT FOR DBL PYMT	1,972.00CR		810202		D	N				MTCE. OF EQUIPME	101.45433.0334
			VENDOR TOTAL	298.39		*CHECK TOTAL								
				298.39										
CROW CHEMICAL & LIGHTING			000186											
	41496	12/31/14	CLEANING SUPPLIES	30.20		4724		D	N				CLEANING AND WAS	651.48484.0228
CUNNINGHAM/CAROL			002191											
	41497	12/31/14	PAYROLL YR END SEMINAR	68.27		641		D	N				TRAVEL-CONF.-SCH	101.41405.0333
CZECH-SCHWANDT/DENISE			003137											
	41498	12/31/14	MILEAGE 7/29-11/3/14	123.20		122914		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	41498	12/31/14	MILEAGE 11/4-12/17/14	67.76		122914		D	N				TRAVEL-CONF.-SCH	101.41409.0333
			VENDOR TOTAL	190.96		*CHECK TOTAL								
				190.96										
DAN'S SHOP INC			002212											
	41499	12/31/14	FILTERS	11.82CR		65201		D	N				INVENTORIES-MDSE	101.125000
	41499	12/31/14	FILTERS	221.55		65896		D	N				INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	209.73		*CHECK TOTAL								
				209.73										
DELL MARKETING LP			001747											
	41500	12/31/14	KEYBOARDS	245.58		XJM2P9NF8		D	N				MTCE. OF EQUIPME	101.41409.0224
DELTA DENTAL OF MINNESOTA			002867											
	41461	12/23/14	DENTAL INSURANCE-JAN	113.90		5799899		D	N				COBRA INS PREMIU	101.120001

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
EXPLORE MN TOURISM			002245											
			VENDOR TOTAL	1,400.00										
FARNAM'S GENUINE PARTS			000249											
	41511	12/31/14	EXCHANGED U-JOINT	1.28	CR	713677		D	N				MTCE. OF EQUIPME	101.43425.0224
	41511	12/31/14	#101303-SWITCH	8.38		716030		D	N				MTCE. OF EQUIPME	101.43425.0224
	41511	12/31/14	WATER TANK FOR RINKS	103.50		716261		D	N				MTCE. OF EQUIPME	101.43425.0224
	41511	12/31/14	WIPER BLADES	20.98		716401		D	N				MTCE. OF EQUIPME	101.45433.0224
	41511	12/31/14	#068220-FUSE	3.32		716995		D	N				MTCE. OF EQUIPME	101.43425.0224
	41511	12/31/14	#148179-SWITCH	6.69		717404		D	N				MTCE. OF EQUIPME	101.43425.0224
	41511	12/31/14	BELT FOR COMPRESSOR	24.23		717996		D	N				MTCE. OF EQUIPME	101.45433.0224
	41511	12/31/14	WIPER BLADES/SUPPLIES	18.18		719423		D	N				MTCE. OF EQUIPME	101.45433.0224
			VENDOR TOTAL	184.00		*CHECK TOTAL								
FASTENAL COMPANY			001188											
	41512	12/31/14	SHOP LIGHT	5.56		MNWIL121959		D	N				SMALL TOOLS	651.48484.0221
	41512	12/31/14	SUPPLIES	47.77		MNWIL121959		D	N				GENERAL SUPPLIES	651.48484.0229
	41512	12/31/14	SMALL TOOLS	23.51		MNWIL122053		D	N				SMALL TOOLS	101.45433.0221
	41512	12/31/14	NUTS AND BOLTS	4.69		MNWIL122143		D	N				MTCE. OF EQUIPME	101.45433.0224
			VENDOR TOTAL	81.53		*CHECK TOTAL								
FELT			000723											
	41513	12/31/14	*PETTY CASH/JIM TO REIMBURSE PETTY CASH	10.00		121814		D	N				MOTOR FUELS AND	101.42411.0222
	41513	12/31/14	TO REIMBURSE PETTY CASH	121.35		121814		D	N				SUBSISTENCE OF P	101.42411.0227
	41513	12/31/14	TO REIMBURSE PETTY CASH	7.99		121814		D	N				GENERAL SUPPLIES	101.42411.0229
			VENDOR TOTAL	139.34		*CHECK TOTAL								
FIRE EQUIPMENT SPECIALTI			002109											
	41514	12/31/14	FF TURNOUT GEAR	8,588.00		8609		D	N				SUBSISTENCE OF P	101.42412.0227
FISCHER/BETH			002484											
	41515	12/31/14	CELL PHONE-NOVEMBER	14.77		122614		D	M	07			COMMUNICATIONS	208.45005.0330
	41515	12/31/14	CELL PHONE-DECEMBER	14.77		122614		D	M	07			COMMUNICATIONS	208.45005.0330
	41515	12/31/14	MN HEARTLAND BOARD MTG	7.15		122614		D	M	07			TRAVEL-CONF.-SCH	208.45005.0333
	41515	12/31/14	MILEAGE 9/30-12/25/14	385.28		122614		D	M	07			TRAVEL-CONF.-SCH	208.45005.0333
	41515	12/31/14	MSAE FALL CONFERENCE	7.03		122614		D	M	07			OTHER CHARGES	208.45005.0449
			VENDOR TOTAL	429.00		*CHECK TOTAL								
FLEXIBLE PIPE TOOL CO			000273											
	41516	12/31/14	EXT. POLE/SCRAPER	425.00		18179		D	N				SMALL TOOLS	651.48485.0221
GAUER/JIM			000989											
	41517	12/31/14	PLC-SOFTWARE TRAINING	168.56		121814		D	N				TRAVEL-CONF.-SCH	651.48484.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GEISLINGER & SON'S INC			003005											
	41463	12/23/14	WESTERN INTERCEPTOR	185,650.97		1110/EST. 9		D	N				MTCE. OF OTHER I	432.48503.0336
GENERAL MAILING SERVICES			000293											
	41518	12/31/14	POSTAGE	1,624.52		13801		D	N				POSTAGE	208.45006.0223
	41518	12/31/14	POSTAGE	6.90	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41401.0223
	41518	12/31/14	POSTAGE	12.39	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41402.0223
	41518	12/31/14	POSTAGE	1.77	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41403.0223
	41518	12/31/14	POSTAGE	10.03	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41404.0223
	41518	12/31/14	POSTAGE	1.18	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41405.0223
	41518	12/31/14	POSTAGE	15.00	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41408.0223
	41518	12/31/14	POSTAGE	0.59	12/01 - 12/05/14	13827		D	N				POSTAGE	101.41409.0223
	41518	12/31/14	POSTAGE	3.54	12/01 - 12/05/14	13827		D	N				POSTAGE	101.42411.0223
	41518	12/31/14	POSTAGE	5.95	12/01 - 12/05/14	13827		D	N				POSTAGE	101.43417.0223
	41518	12/31/14	POSTAGE	6.04	12/01 - 12/05/14	13827		D	N				POSTAGE	101.43425.0223
	41518	12/31/14	POSTAGE	4.13	12/01 - 12/05/14	13827		D	N				POSTAGE	101.45433.0223
	41518	12/31/14	POSTAGE	9.11	12/01 - 12/05/14	13827		D	N				POSTAGE	230.43430.0223
	41518	12/31/14	POSTAGE	2.35	12/01 - 12/05/14	13827		D	N				POSTAGE	651.48484.0223
	41518	12/31/14	SPEEDEE DELIVERY	32.30		13858		D	N				POSTAGE	101.42412.0223
	41518	12/31/14	POSTAGE	23.61	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41401.0223
	41518	12/31/14	POSTAGE	10.29	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41402.0223
	41518	12/31/14	POSTAGE	74.22	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41403.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41404.0223
	41518	12/31/14	POSTAGE	8.85	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41405.0223
	41518	12/31/14	POSTAGE	15.00	12/08 - 12/14/14	13925		D	N				POSTAGE	101.41408.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	101.42411.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	101.42412.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	101.43417.0223
	41518	12/31/14	POSTAGE	4.53	12/08 - 12/14/14	13925		D	N				POSTAGE	101.43425.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	101.45432.0223
	41518	12/31/14	POSTAGE	1.18	12/08 - 12/14/14	13925		D	N				POSTAGE	101.45433.0223
	41518	12/31/14	POSTAGE	9.04	12/08 - 12/14/14	13925		D	N				POSTAGE	208.45005.0223
	41518	12/31/14	POSTAGE	0.59	12/08 - 12/14/14	13925		D	N				POSTAGE	230.43430.0223
	41518	12/31/14	POSTAGE	1.77	12/08 - 12/14/14	13925		D	N				POSTAGE	651.48484.0223
	41518	12/31/14	POSTAGE	2.36	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41401.0223
	41518	12/31/14	POSTAGE	11.21	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41402.0223
	41518	12/31/14	POSTAGE	140.84	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41403.0223
	41518	12/31/14	POSTAGE	16.79	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41404.0223
	41518	12/31/14	POSTAGE	1.18	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41405.0223
	41518	12/31/14	POSTAGE	15.00	12/15 - 12/19/14	13960		D	N				POSTAGE	101.41408.0223
	41518	12/31/14	POSTAGE	0.59	12/15 - 12/19/14	13960		D	N				POSTAGE	101.42411.0223
	41518	12/31/14	POSTAGE	1.44	12/15 - 12/19/14	13960		D	N				POSTAGE	101.42412.0223
	41518	12/31/14	POSTAGE	2.95	12/15 - 12/19/14	13960		D	N				POSTAGE	101.43417.0223
	41518	12/31/14	POSTAGE	0.59	12/15 - 12/19/14	13960		D	N				POSTAGE	101.43425.0223
	41518	12/31/14	POSTAGE	0.59	12/15 - 12/19/14	13960		D	N				POSTAGE	101.45433.0223
	41518	12/31/14	POSTAGE	0.85	12/15 - 12/19/14	13960		D	N				POSTAGE	230.43430.0223
	41518	12/31/14	POSTAGE	0.59	12/15 - 12/19/14	13960		D	N				POSTAGE	651.48484.0223
	41518	12/31/14	POSTAGE	4.68	12/22 - 12/26/14	14008		D	N				POSTAGE	101.41401.0223
	41518	12/31/14	POSTAGE	12.00	12/22 - 12/26/14	14008		D	N				POSTAGE	101.41402.0223
	41518	12/31/14	POSTAGE	10.69	12/22 - 12/26/14	14008		D	N				POSTAGE	101.41403.0223

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 000293														
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	8.26		14008		D	N				POSTAGE	101.41404.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	1.77		14008		D	N				POSTAGE	101.41405.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	15.00		14008		D	N				POSTAGE	101.41408.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	1.18		14008		D	N				POSTAGE	101.41409.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	0.59		14008		D	N				POSTAGE	101.42411.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	0.59		14008		D	N				POSTAGE	101.43417.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	0.59		14008		D	N				POSTAGE	101.45432.0223
	41518	12/31/14	POSTAGE 12/22 - 12/26/14	0.59		14008		D	N				POSTAGE	101.45433.0223
			VENDOR TOTAL	2,138.75										
				2,138.75									*CHECK TOTAL	
GREEN MILL 001985														
	41519	12/31/14	B-BALL LEAGUE OVER PYMT	185.00		121114		D	N				REFUNDS AND REIM	101.41428.0882
	41519	12/31/14	CVB BOARD LUNCHES	9.83		9664		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	41519	12/31/14	CVB BOARD LUNCHES	9.83		9664		D	N				TRAVEL-CONF.-SCH	101.41403.0333
	41519	12/31/14	CVB BOARD LUNCHES	9.83		9664		D	N				TRAVEL-CONF.-SCH	101.45433.0333
	41519	12/31/14	CVB BOARD LUNCHES	67.62		9664		D	N				TRAVEL-CONF.-SCH	208.45005.0333
			VENDOR TOTAL	282.11										
				282.11									*CHECK TOTAL	
HALLIDAY *PETTY CASH/KE 000318														
	41520	12/31/14	TO REIMBURSE PETTY CASH	3.30		120814		D	N				OTHER CHARGES	101.41403.0449
	41520	12/31/14	TO REIMBURSE PETTY CASH	2.45		120814		D	N				POSTAGE	101.41424.0223
	41520	12/31/14	TO REIMBURSE PETTY CASH	52.50		120814		D	N				LICENSES AND TAX	101.42411.0445
			VENDOR TOTAL	58.25										
				58.25									*CHECK TOTAL	
HARDWARE HANK EXPRESS 000452														
	41521	12/31/14	SUPPLIES	25.39		110514		D	N				GENERAL SUPPLIES	101.41409.0229
	41521	12/31/14	ACRYLIC CAULKING	3.99		110614		D	N				MTCE. OF EQUIPME	101.43425.0224
	41521	12/31/14	BATTERIES	8.99		110714		D	N				GENERAL SUPPLIES	101.41402.0229
	41521	12/31/14	CLEANING SUPPLIES	14.38		110714		D	N				CLEANING AND WAS	101.43425.0228
	41521	12/31/14	STEEL SHOVEL	39.99		111014		D	N				SMALL TOOLS	101.45427.0221
	41521	12/31/14	SNOW MELT	22.99		111014		D	N				GENERAL SUPPLIES	101.45435.0229
	41521	12/31/14	ICE MELT	15.99		111214		D	N				GENERAL SUPPLIES	101.41408.0229
	41521	12/31/14	ICE MELT	15.99		111214		D	N				GENERAL SUPPLIES	101.41408.0229
	41521	12/31/14	SNOW MELT	22.99		111214		D	N				GENERAL SUPPLIES	101.45435.0229
	41521	12/31/14	1 1/2" PLUG	3.69		111314		D	N				GENERAL SUPPLIES	101.45427.0229
	41521	12/31/14	SHOP VAC FILTER/SUPPL.	16.48		111314		D	N				GENERAL SUPPLIES	101.45427.0229
	41521	12/31/14	GLASS SCRAPER BLADES	2.39		111414		D	N				GENERAL SUPPLIES	101.41408.0229
	41521	12/31/14	SNOW MELT	72.47		111414		D	N				GENERAL SUPPLIES	101.41409.0229
	41521	12/31/14	BATTERIES	30.98		111814		D	N				GENERAL SUPPLIES	101.41409.0229
	41521	12/31/14	BATTERIES	13.47		111914		D	N				GENERAL SUPPLIES	101.41409.0229
	41521	12/31/14	WATERWICK FILTER	24.99		112514		D	N				GENERAL SUPPLIES	101.42412.0229
	41521	12/31/14	LATEX PAINT/ODOR MASK	7.79		113014		D	N				GENERAL SUPPLIES	101.41409.0229
			VENDOR TOTAL	342.96										
				342.96									*CHECK TOTAL	

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HATZINGER/MATTHEW J	41522	12/31/14	MWOA CNTRL SECTION MTG	121.36		120914		D	N				TRAVEL-CONF.-SCH	651.48484.0333
HAUG IMPLEMENT CO - JOHN	41523	12/31/14	L.S. BEARING	34.19		184633		D	N				MTCE. OF EQUIPME	651.48485.0224
HAUG-KUBOTA LLC	41524	12/31/14	#137637 REPAIR-PARTS	172.16		15182R		D	N				MTCE. OF EQUIPME	651.48484.0224
	41524	12/31/14	#137637 REPAIR-LABOR	176.31		15182R		D	N				MTCE. OF EQUIPME	651.48484.0334
			VENDOR TOTAL	348.47										
				348.47										*CHECK TOTAL
HAWKINS INC	41525	12/31/14	FERRIC CHLORIDE	4,585.56		3673494 RI		D	N				GENERAL SUPPLIES	651.48484.0229
	41525	12/31/14	FERRIC CHLORIDE	4,593.32		3676003 RI		D	N				GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	9,178.88										
				9,178.88										*CHECK TOTAL
HEGLUND CATERING	41526	12/31/14	2014 RECOGNITION EVENT	477.73		8026		D	N				AWARDS AND INDEM	101.42412.0442
HERITAGE BANK	41464	12/23/14	#147 2004 GO IMP BOND-	3,900.00		122314		D	N				INTEREST	304.47100.0444
	41464	12/23/14	#147 2004 GO IMP BON	195,000.00		122314		D	N				BONDS	304.47100.0660
	41464	12/23/14	#149 2005 GO IMP BOND	12,328.75		122314		D	N				INTEREST	305.47100.0444
	41464	12/23/14	#149 2005 GO IMP BON	345,000.00		122314		D	N				BONDS	305.47100.0660
	41464	12/23/14	#151 2006 GO IMP BOND	11,260.00		122314		D	N				INTEREST	306.47100.0444
	41464	12/23/14	#151 2006 GO IMP BON	195,000.00		122314		D	N				BONDS	306.47100.0660
	41464	12/23/14	#148 2004 GO IMP BOND	18,796.25		122314		D	N				INTEREST	330.43430.0444
	41464	12/23/14	#148 2004 GO IMP BON	145,000.00		122314		D	N				BONDS	330.43430.0660
			VENDOR TOTAL	926,285.00										
				926,285.00										*CHECK TOTAL
HIGH POINT NETWORKS INC	41527	12/31/14	DELL SERVER/SOFTWARE	27,034.00		70620		D	N				FURNITURE AND EQ	450.41409.0552
	41527	12/31/14	2014 NETWORK AUDIT	6,375.00		70776		D	N				PROFESSIONAL SER	101.41409.0446
			VENDOR TOTAL	33,409.00										
				33,409.00										*CHECK TOTAL
HILLENBRAND/DAVID	41528	12/31/14	MILEAGE 11/28-12/29/14	47.10		123014		D	N				TRAVEL-CONF.-SCH	101.41409.0333
HOFFMAN FILTER SERVICE	41529	12/31/14	FILTER RECYCLING	50.00		67617		D	N				CLEANING AND WAS	101.43425.0338
HOLME/MICHAEL	41530	12/31/14	TRNG-MEALS	9.00		721		D	N				TRAVEL-CONF.-SCH	101.42411.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KANDIYOHI CO RECORDER'S			000382											
	41541	12/31/14	RECORDING FEES-NOTARY	80.00		123114		D	N				PROFESSIONAL SER	101.42411.0446
KANDIYOHI CO RECYCLING A			002296											
	41542	12/31/14	LAMP RECYCLING	4.00		76		D	N				CLEANING AND WAS	651.48484.0338
	41542	12/31/14	LAMP RECYCLING	16.00		79		D	N				CLEANING AND WAS	101.41408.0338
			VENDOR TOTAL	20.00										
													*CHECK TOTAL	
KANDIYOHI CO TREASURER			000385											
	41543	12/31/14	#159115-LICENSE	40.75		121614		D	N				LICENSES AND TAX	101.43425.0445
	41543	12/31/14	#159115-TAX	4,472.85		121614		D	N				MACHINERY AND AU	450.43425.0553
			VENDOR TOTAL	4,513.60										
													*CHECK TOTAL	
KANDIYOHI CO-OP ELECTRIC			000375											
	41544	12/31/14	WELCOME TO WILLMAR SIGN	42.00		STMT/12-14		D	N				UTILITIES	101.43425.0332
	41544	12/31/14	WELCOME TO WILLMAR SIGN	65.80		STMT/12-14		D	N				UTILITIES	101.43425.0332
	41544	12/31/14	CO RD 23/HWY 71 BYPASS	155.00		STMT/12-14		D	N				UTILITIES	101.43425.0332
	41544	12/31/14	ELEC SERV-LIFT STATIONS	401.00		STMT/12-14		D	N				UTILITIES	651.48485.0332
	41544	12/31/14	ABBOTT DR LIFT STATION	68.00		STMT/12-14		D	N				UTILITIES	651.48485.0332
	41544	12/31/14	ELEC SERV-SECURITY LIGHT	36.00		STMT/12-14		D	N				UTILITIES	651.48486.0332
			VENDOR TOTAL	767.80										
													*CHECK TOTAL	
KEEPRS INC			001905											
	41545	12/31/14	4 GLOCK TRAINING GUNS	1,861.99		260606		D	N				SMALL TOOLS	101.42411.0221
KING'S ELECTRIC LLC			003138											
	41546	12/31/14	INST. RECEPTACLES-LABOR	484.50		65		D	N				MTCE. OF STRUCTU	101.42412.0335
	41546	12/31/14	INST. RECEPTACLES-PARTS	242.79		66		D	N				MTCE. OF STRUCTU	101.42412.0225
	41546	12/31/14	INST. LED LT FIXTURE	586.39		68		D	N				MTCE. OF STRUCTU	101.41409.0225
	41546	12/31/14	INST. LED LT FIXTURE	684.00		68		D	N				MTCE. OF STRUCTU	101.41409.0335
	41546	12/31/14	REMOVED BASEMENT HTRS	17.67		77		D	N				MTCE. OF STRUCTU	101.42412.0225
	41546	12/31/14	REMOVED BASEMENT HTRS	199.50		77		D	N				MTCE. OF STRUCTU	101.42412.0335
			VENDOR TOTAL	2,214.85										
													*CHECK TOTAL	
KRIS ENGINEERING INC			002498											
	41547	12/31/14	CUTTING EDGES	2,009.00		24644		D	N				MTCE. OF EQUIPME	101.43425.0224
KRISS PREMIUM PRODUCTS I			002122											
	41548	12/31/14	COOLING TOWER TREATMENT	630.63		137025		D	N				GENERAL SUPPLIES	101.45433.0229
LAKE REGION FIRE FIGHTER			001298											
	41549	12/31/14	MEMBERSHIP DUES	40.00		404		D	N				PREPAID EXPENSES	101.128000
LANGNER/LUKE			003070											
	41550	12/31/14	EMPL. EDUCATION PROGRAM	477.28		123114		D	N				TRAVEL-CONF.-SCH	101.43417.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
LEADERS DISTRIBUTING			000409											
	41551	12/31/14	AIR COUPLER/SQUEEGEE	131.70		133489		D	M	07			INVENTORIES-MDSE	101.125000
LIEN/EMILY			003041											
	41552	12/31/14	MILEAGE 7/1-12/30/14	56.56		123114		D	N				TRAVEL-CONF.-SCH	101.41404.0333
LITTLE FALLS MACHINE INC			000928											
	41553	12/31/14	SANDER AUGER MOTORS	1,584.11		00055385		D	N				MTCE. OF EQUIPME	101.43425.0224
LOFFLER			002593											
	41554	12/31/14	COPIER MTCE CHARGE	39.90		1874836		D	N				MTCE. OF EQUIPME	101.43425.0334
LYON COUNTY			003140											
	41555	12/31/14	WETLAND CREDITS-IND.	25,200.00		122214		D	N				PROFESSIONAL SER	205.43451.0446
MADDEN, GALANTER, HANSEN			000429											
	41556	12/31/14	LABOR RELATIONS SERVIC	2,489.83		120114		D	N				PROFESSIONAL SER	101.41406.0446
MADISON NATIONAL LIFE			002249											
	41466	12/23/14	LTD PREMIUM-NOVEMBER	44.93		220		D	N				EMPLOYER INSUR.	101.41400.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	88.01		220		D	N				EMPLOYER INSUR.	101.41402.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	33.45		220		D	N				EMPLOYER INSUR.	101.41403.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	43.80		220		D	N				EMPLOYER INSUR.	101.41404.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	50.33		220		D	N				EMPLOYER INSUR.	101.41405.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	9.45		220		D	N				EMPLOYER INSUR.	101.41408.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	48.58		220		D	N				EMPLOYER INSUR.	101.41409.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	2.85		220		D	N				EMPLOYER INSUR.	101.41424.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	576.00		220		D	N				EMPLOYER INSUR.	101.42411.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	42.23		220		D	N				EMPLOYER INSUR.	101.42412.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	75.40		220		D	N				EMPLOYER INSUR.	101.43417.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	263.83		220		D	N				EMPLOYER INSUR.	101.43425.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	10.43		220		D	N				EMPLOYER INSUR.	101.45432.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	27.44		220		D	N				EMPLOYER INSUR.	101.45433.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	4.27		220		D	N				EMPLOYER INSUR.	101.45435.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	6.68		220		D	N				EMPLOYER INSUR.	101.45437.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	111.86		220		D	N				EMPLOYER INSUR.	651.48484.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	13.35		220		D	N				EMPLOYER INSUR.	651.48485.0114
	41466	12/23/14	LTD PREMIUM-NOVEMBER	13.68		220		D	N				EMPLOYER INSUR.	651.48486.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	44.93		221		D	N				EMPLOYER INSUR.	101.41400.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	89.09		221		D	N				EMPLOYER INSUR.	101.41402.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	33.62		221		D	N				EMPLOYER INSUR.	101.41403.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	25.51		221		D	N				EMPLOYER INSUR.	101.41404.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	50.56		221		D	N				EMPLOYER INSUR.	101.41405.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	9.64		221		D	N				EMPLOYER INSUR.	101.41408.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	49.02		221		D	N				EMPLOYER INSUR.	101.41409.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	2.91		221		D	N				EMPLOYER INSUR.	101.41424.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	576.68		221		D	N				EMPLOYER INSUR.	101.42411.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	42.65		221		D	N				EMPLOYER INSUR.	101.42412.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	76.08		221		D	N				EMPLOYER INSUR.	101.43417.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	263.49		221		D	N				EMPLOYER INSUR.	101.43425.0114

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MADISON NATIONAL LIFE			002249											
	41466	12/23/14	LTD PREMIUM-DECEMBER	10.64		221		D	N				EMPLOYER INSUR.	101.45432.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	27.70		221		D	N				EMPLOYER INSUR.	101.45433.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	4.35		221		D	N				EMPLOYER INSUR.	101.45435.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	6.68		221		D	N				EMPLOYER INSUR.	101.45437.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	113.74		221		D	N				EMPLOYER INSUR.	651.48484.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	13.35		221		D	N				EMPLOYER INSUR.	651.48485.0114
	41466	12/23/14	LTD PREMIUM-DECEMBER	13.96		221		D	N				EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	2,921.17		*CHECK TOTAL								
				2,921.17										
MATHESON TRI-GAS INC			002898											
	41557	12/31/14	WELDING GAS	61.60		10339417		D	N				GENERAL SUPPLIES	101.45433.0229
MENARDS			000449											
	41558	12/31/14	SUPPLIES	18.35		63410		D	N				GENERAL SUPPLIES	101.45433.0229
	41558	12/31/14	TOILET TANK LEVER	6.99		63943		D	N				MTCE. OF STRUCTU	101.45435.0225
	41558	12/31/14	ICE MELT	16.78		63943		D	N				GENERAL SUPPLIES	101.45435.0229
	41558	12/31/14	SUPPLIES	112.75		64250		D	N				GENERAL SUPPLIES	101.45433.0229
	41558	12/31/14	SAND PAPER/SUPPLIES	29.16		64478		D	N				GENERAL SUPPLIES	101.45427.0229
	41558	12/31/14	BLDG MTCE-PARTS	56.65		64698		D	N				MTCE. OF STRUCTU	101.45427.0225
	41558	12/31/14	FURNACE FILTER	26.04		64702		D	N				MTCE. OF STRUCTU	101.43425.0225
	41558	12/31/14	OFFICE SUPPLIES	10.69		64875		D	N				OFFICE SUPPLIES	651.48484.0220
	41558	12/31/14	CONDUIT HANGERS	12.36		64875		D	N				MTCE. OF STRUCTU	651.48484.0225
	41558	12/31/14	RETURNED CONDUIT HANGER	1.95CR		64889		D	N				MTCE. OF STRUCTU	651.48484.0225
	41558	12/31/14	CONDUIT HANGERS	14.94		64890		D	N				MTCE. OF STRUCTU	651.48484.0225
	41558	12/31/14	OFFICE WINDOW BLINDS	79.98		64962		D	N				MTCE. OF STRUCTU	101.45433.0225
	41558	12/31/14	ICE MELT	12.99		65103		D	N				GENERAL SUPPLIES	101.45427.0229
	41558	12/31/14	STRIPFAST PWER STRIPPER	25.91		65182		D	N				SMALL TOOLS	101.45433.0221
	41558	12/31/14	ICE RINK TANK-PARTS	4.59		65405		D	N				MTCE. OF EQUIPME	101.43425.0224
	41558	12/31/14	SAFE ASSURE/GUARDING	13.99		65487		D	N				MTCE. OF STRUCTU	651.48484.0225
	41558	12/31/14	BOLTS-TV PROJECT	30.41		65500		D	N				GENERAL SUPPLIES	101.45433.0229
			VENDOR TOTAL	470.63		*CHECK TOTAL								
				470.63										
MES - MIDAM			002918											
	41559	12/31/14	FIREFIGHTER GLOVES	400.24		00582686 SNV		D	N				SUBSISTENCE OF P	101.42412.0227
	41559	12/31/14	FIREFIGHTER BOOTS	672.09		00587060 SNV		D	N				SUBSISTENCE OF P	101.42412.0227
			VENDOR TOTAL	1,072.33		*CHECK TOTAL								
				1,072.33										
METRO SALES INC			003016											
	41560	12/31/14	COPIER MTCE CHARGE	206.00		INV142513		D	N				PREPAID EXPENSES	741.128000
	41560	12/31/14	COPIER MTCE CHARGE	69.22		INV142513		D	N				MTCE. OF EQUIPME	741.48001.0334
			VENDOR TOTAL	275.22		*CHECK TOTAL								
				275.22										
MIAMA			000453											
	41561	12/31/14	2015 MEMBERSHIP DUES	150.00		3035		D	N				SUBSCRIPTIONS AN	101.45433.0443

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MILLS AUTOMOTIVE GROUP			000432											
	41562	12/31/14	WINDSHIELD WASHER HOSE	21.99		3149148		D	N				INVENTORIES-MDSE	101.125000
MINNEAPOLIS FINANCE DEPA			000466											
	41563	12/31/14	AUTO PAWN TRANS FEE	109.80		400413005490		D	N				PROFESSIONAL SER	101.42411.0446
MINNETONKA POLICE DEPT			.02221											
	41564	12/31/14	HOLME-SEMINAR REGIS.	30.00		120914		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	41564	12/31/14	VANDERHAGEN-SEMINAR REG.	30.00		120914		D	N				TRAVEL-CONF.-SCH	101.42411.0333
			VENDOR TOTAL	60.00										
														*CHECK TOTAL
MN BOARD OF WATER & SOIL			003141											
	41565	12/31/14	WETLAND BANK TRANS. FE	1,638.00		122214		D	N				PROFESSIONAL SER	205.43451.0446
MN COMMUNITY ED ASSOC			.02222											
	41566	12/31/14	AQUATICS COORD. POSITION	45.00		00004161		D	N				ADVERTISING	101.45437.0447
MN COUNCIL OF AIRPORTS			000484											
	41567	12/31/14	2015 MEMBERSHIP DUES	150.00		010215		D	N				PREPAID EXPENSES	230.128000
MN DEPT OF AGRICULTURE			000487											
	41568	12/31/14	PESTICIDE APPL. LICENSE	90.00		121614		D	N				PREPAID EXPENSES	101.128000
MN DEPT OF REVENUE			000492											
	207	12/19/14	SALES TAX-NOVEMBER	567.00		STMT/11-14		M	N				SALES TAX PAYABL	101.206000
	207	12/19/14	USE TAX-NOVEMBER	205.21		STMT/11-14		M	N				SALES TAX PAYABL	101.206000
	207	12/19/14	USE TAX-NOVEMBER	2.32CR		STMT/11-14		M	N				SMALL TOOLS	101.41409.0221
	207	12/19/14	USE TAX-NOVEMBER	11.67CR		STMT/11-14		M	N				GENERAL SUPPLIES	101.41409.0229
	207	12/19/14	USE TAX-NOVEMBER	2.75CR		STMT/11-14		M	N				SMALL TOOLS	101.42411.0221
	207	12/19/14	USE TAX-NOVEMBER	2.85CR		STMT/11-14		M	N				GENERAL SUPPLIES	101.42411.0229
	207	12/19/14	DIESEL FUEL TAX-NOVEMBER	550.24		STMT/11-14		M	N				MOTOR FUELS AND	101.43425.0222
	207	12/19/14	USE TAX-NOVEMBER	343.59		STMT/11-14		M	N				MOTOR FUELS AND	101.43425.0222
	207	12/19/14	USE TAX-NOVEMBER	1.24CR		STMT/11-14		M	N				SMALL TOOLS	101.45433.0221
	207	12/19/14	USE TAX-NOVEMBER	2.20		STMT/11-14		M	N				MOTOR FUELS AND	101.45433.0222
	207	12/19/14	USE TAX-NOVEMBER	0.39CR		STMT/11-14		M	N				GENERAL SUPPLIES	101.45433.0229
	207	12/19/14	USE TAX-NOVEMBER	5.78CR		STMT/11-14		M	N				SMALL TOOLS	101.45435.0221
	207	12/19/14	DIESEL FUEL TAX-NOVEMBER	17.48		STMT/11-14		M	N				MOTOR FUELS AND	651.48485.0222
			VENDOR TOTAL	1,658.72										
				1,658.72										*CHECK TOTAL
MN ELEVATOR INC			000499											
	41569	12/31/14	ELEVATOR SERVICE	147.12		607749		D	N				MTCE. OF STRUCTU	101.41408.0335
MN HEARTLAND TOURISM ASS			002651											
	41570	12/31/14	2015 MEMBERSHIP DUES	275.00		123114		D	N				PREPAID EXPENSES	208.128000
MN PETROLEUM SERVICE			002167											
	41571	12/31/14	FUEL SYS. SOFTWARE UP	39,123.95		105391		D	N				OTHER IMPROVEMEN	450.43425.0554

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MN PETROLEUM SERVICE			002167											
	41571	12/31/14	FUEL SYS. SOFTWARE UPGR.	624.00		106764		D	N				OTHER IMPROVEMEN	450.43425.0554
				39,747.95	*CHECK	TOTAL								
			VENDOR TOTAL	39,747.95										
MOTION INDUSTRIES INC			000853											
	41572	12/31/14	FASTER SEALS/KITS	112.83		131417		D	N				MTCE. OF EQUIPME	101.43425.0224
MSAE			000538											
	41573	12/31/14	2015 SPONSORSHIP PRGRM	3,000.00		200000104		D	N				PREPAID EXPENSES	208.128000
MUNICIPAL UTILITIES			000541											
	41574	12/31/14	2014 PERA STATE AID	7,604.00		122414		D	N				REFUNDS AND REIM	101.41428.0882
MVTL LABORATORIES INC			000544											
	41575	12/31/14	WASTEWATER TESTING	45.00		733432		D	N				PROFESSIONAL SER	651.48484.0446
	41575	12/31/14	WASTEWATER TESTING	503.00		735371		D	N				PROFESSIONAL SER	651.48484.0446
	41575	12/31/14	WASTEWATER TESTING	45.00		735765		D	N				PROFESSIONAL SER	651.48484.0446
				593.00	*CHECK	TOTAL								
			VENDOR TOTAL	593.00										
NELSON INTERNATIONAL			000568											
	41576	12/31/14	#885700 REPAIR-PARTS	74.91		317294		D	N				MTCE. OF EQUIPME	101.42412.0224
	41576	12/31/14	#885700 REPAIR-LABOR	824.64		317294		D	N				MTCE. OF EQUIPME	101.42412.0334
	41576	12/31/14	#991481-TIRES	6,429.00		317379		D	N				MTCE. OF EQUIPME	101.42412.0224
	41576	12/31/14	#991481-INST. TIRES	356.00		317379		D	N				MTCE. OF EQUIPME	101.42412.0334
	41576	12/31/14	#088959-WIRE HARNESS	19.48		626330		D	N				MTCE. OF EQUIPME	101.43425.0224
	41576	12/31/14	BRAKE CHAMBER	79.02		627270		D	N				INVENTORIES-MDSE	101.125000
	41576	12/31/14	#052444-AIR TANK	448.51		627569		D	N				MTCE. OF EQUIPME	101.43425.0224
	41576	12/31/14	FILTERS	255.66		628445		D	N				INVENTORIES-MDSE	101.125000
				8,487.22	*CHECK	TOTAL								
			VENDOR TOTAL	8,487.22										
NEXTEL COMMUNICATION			000578											
	41577	12/31/14	CELL PHONE	75.00		317498885-079		D	N				SMALL TOOLS	101.41409.0221
	41577	12/31/14	CELLULAR PHONE USAGE	1,879.50		317498885-079		D	N				COMMUNICATIONS	101.41409.0330
				1,954.50	*CHECK	TOTAL								
			VENDOR TOTAL	1,954.50										
NORTHERN STATES SUPPLY			000585											
	41467	12/23/14	HYDRANT LUBE	134.40		10-522235		D	N				MOTOR FUELS AND	101.43425.0222
	41467	12/23/14	BOLTS FOR SALT SHED	40.37		10-522324		D	N				MTCE. OF STRUCTU	101.43425.0225
	41467	12/23/14	#141958-BOLTS	45.79		10-522391		D	N				MTCE. OF EQUIPME	101.43425.0224
	41467	12/23/14	EAR PLUGS	43.80		10-522712		D	N				SUBSISTENCE OF P	101.43425.0227
	41467	12/23/14	CABLE TIES FOR BANNERS	18.58		10-523117		D	N				GENERAL SUPPLIES	101.43425.0229
	41467	12/23/14	KNEE PADS/SUPPLIES	52.51		10-523166		D	N				GENERAL SUPPLIES	101.45433.0229
	41467	12/23/14	PLOW BOLTS	96.51		10-523220		D	N				MTCE. OF EQUIPME	101.43425.0224
	41467	12/23/14	BOLTS FOR DECORATIONS	9.71		10-523311		D	N				MTCE. OF EQUIPME	101.43425.0224

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RICE HOSPITAL			001166											
	41586	12/31/14	2014 PERA STATE AID	70,326.00		122414		D	N				REFUNDS AND REIM	101.41428.0882
RICOH USA INC			002101											
	41587	12/31/14	COPIER LEASE AGRMT	632.00		93837494		D	N				PREPAID EXPENSES	741.128000
RUNNING'S SUPPLY INC			001418											
	41588	12/31/14	PLANT SUPPLIES	65.16		3556460		D	N				GENERAL SUPPLIES	651.48484.0229
	41588	12/31/14	OIL FOR FLOOR HOIST	48.99		3556743		D	N				MOTOR FUELS AND	651.48485.0222
	41588	12/31/14	LARSON-SAFETY BOOTS	124.99		3563685		D	N				SUBSISTENCE OF P	101.43425.0227
	41588	12/31/14	CANINE SUPPLIES	745.24		3566252		D	N				GENERAL SUPPLIES	101.42411.0229
	41588	12/31/14	CANINE SUPPLIES	161.96		3573021		D	N				GENERAL SUPPLIES	101.42411.0229
	41588	12/31/14	CANINE SUPPLIES	179.94		3574101		D	N				GENERAL SUPPLIES	101.42411.0229
	41588	12/31/14	CANINE SUPPLIES	429.51		3579856		D	N				GENERAL SUPPLIES	101.42411.0229
			VENDOR TOTAL	1,755.79		*CHECK TOTAL								
SERVICE CENTER/CITY OF W			000685											
	41589	12/31/14	EQUIPMENT REPAIR-OIL	79.04		STMT/11-14		D	N				MOTOR FUELS AND	101.42411.0222
	41589	12/31/14	EQUIPMENT REPAIR-PARTS	501.01		STMT/11-14		D	N				MTCE. OF EQUIPME	101.42411.0224
	41589	12/31/14	EQUIPMENT REPAIR-PARTS	178.99		STMT/11-14		D	N				MTCE. OF EQUIPME	101.42412.0224
	41589	12/31/14	EQUIPMENT REPAIR-OIL	144.35		STMT/11-14		D	N				MOTOR FUELS AND	101.43425.0222
	41589	12/31/14	EQUIPMENT REPAIR-PARTS	379.82		STMT/11-14		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	1,283.21		*CHECK TOTAL								
SESAC			001285											
	41590	12/31/14	2015 MUSIC LICENSE FEE	155.70		3943839		D	N				PREPAID EXPENSES	101.128000
SHERWIN WILLIAMS CO			000690											
	41591	12/31/14	DECK N WASH SPRAY	58.21		6725-9		D	N				MTCE. OF STRUCTU	101.45427.0225
	41591	12/31/14	PAINT FOR BLDG	76.67		6788-7		D	N				MTCE. OF STRUCTU	101.45427.0225
	41591	12/31/14	PAINT FOR BLDG	28.12		6857-0		D	N				MTCE. OF STRUCTU	101.45427.0225
			VENDOR TOTAL	163.00		*CHECK TOTAL								
SHI CORP			000275											
	41592	12/31/14	SOFTWARE LICENSE	264.00		B02840159		D	N				LICENSES AND TAX	101.41405.0445
	41592	12/31/14	SOFTWARE LICENSE	264.00		B02840159		D	N				LICENSES AND TAX	101.43417.0445
			VENDOR TOTAL	528.00		*CHECK TOTAL								
SPICER COMMERCIAL CLUB			002264											
	41593	12/31/14	2014 WINTERFEST DONATI	1,000.00		122214		D	N				OTHER CHARGES	208.45013.0449
SRF CONSULTING GROUP INC			003049											
	41594	12/31/14	PARK & REC MASTER PLA	12,078.95		08539.00-5		D	N				PROFESSIONAL SER	101.45432.0446

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL COMMUNICATI			000796											
	41606	12/31/14	INST. ANTENNA-PARTS	34.57		078824S		D	N				MTCE. OF EQUIPME	101.43425.0224
	41606	12/31/14	INST. ANTENNA-LABOR	65.00		078824S		D	N				MTCE. OF EQUIPME	101.43425.0334
			VENDOR TOTAL	99.57		*CHECK TOTAL								
WEST CENTRAL PRINTING			000803											
	41607	12/31/14	CRIME VICTIM INFO CARDS	123.03		18085		D	N				OFFICE SUPPLIES	101.42411.0220
WEST CENTRAL SANITATION			000805											
	41608	12/31/14	GARBAGE SERVICE-DEC	27.34		6806100/12-14		D	N				CLEANING AND WAS	230.43430.0338
	41608	12/31/14	WRAC-8 CLEAN UP	637.00		7378700/11-14		D	N				CLEANING AND WAS	101.41409.0338
			VENDOR TOTAL	664.34		*CHECK TOTAL								
WEST CENTRAL TRIBUNE			000807											
	41609	12/31/14	DOG/CAT LICENSE NOTICES	179.22		CL03067123		D	N				PRINTING AND PUB	101.41403.0331
	41609	12/31/14	HEARING-BUS. TAX ABTMT	52.53		CL03067158		D	N				PRINTING AND PUB	101.41401.0331
	41609	12/31/14	COUNCIL PROCEEDINGS PUB.	469.68		CL03067291		D	N				PRINTING AND PUB	101.43425.0331
	41609	12/31/14	COUNCIL PROCEEDINGS PUB.	494.40		CL03067295		D	N				PRINTING AND PUB	101.41401.0331
	41609	12/31/14	COUNCIL PROCEEDINGS PUB.	546.93		CL03067522		D	N				PRINTING AND PUB	101.41401.0331
	41609	12/31/14	AERATION WARNING	395.52		DI03151712		D	N				PRINTING AND PUB	101.43425.0331
	41609	12/31/14	AERATION WARNING	395.52		DI03151713		D	N				PRINTING AND PUB	101.43425.0331
	41609	12/31/14	ANNUAL SUBSCRIPTION	178.98		177823700/15		D	N				PREPAID EXPENSES	101.128000
	41609	12/31/14	AMERICAN EDUCATION WK	90.00		36787/11-14		D	N				ADVERTISING	101.45432.0447
	41609	12/31/14	HEALTHCARE PATHWAY CLASS	94.05		36787/11-14		D	N				ADVERTISING	101.45432.0447
			VENDOR TOTAL	2,896.83		*CHECK TOTAL								
WEST CENTRAL TROPHIES			000808											
	41610	12/31/14	LOCKER TAG	40.00		18927		D	N				GENERAL SUPPLIES	101.42412.0229
	41610	12/31/14	NAME PLATE	12.00		18938		D	N				GENERAL SUPPLIES	101.42412.0229
			VENDOR TOTAL	52.00		*CHECK TOTAL								
WILLMAR AUTO VALUE			002689											
	41611	12/31/14	#125025-TRLR CONNECTOR	15.99		22114081		D	N				MTCE. OF EQUIPME	101.43425.0224
	41611	12/31/14	O-RINGS	6.90		22114416		D	N				INVENTORIES-MDSE	101.125000
	41611	12/31/14	OIL FILTER	4.99		22114443		D	N				MTCE. OF EQUIPME	651.48484.0224
	41611	12/31/14	FUSE	2.99		22116481		D	N				MTCE. OF EQUIPME	651.48484.0224
			VENDOR TOTAL	30.87		*CHECK TOTAL								
WILLMAR CHAMBER OF COMME			000812											
	41612	12/31/14	SPICER COMM. CLUB MTG	11.03		CC STMT/10-14		D	N				TRAVEL-CONF.-SCH	208.45005.0333
	41612	12/31/14	CUPCAKES-CVB BRD MTG	19.18		CC STMT/10-14		D	N				TRAVEL-CONF.-SCH	208.45005.0333
	41612	12/31/14	MSAE FALL CONF-LODGING	98.33		CC STMT/10-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	MSAE FALL CONF-LODGING	98.31		CC STMT/10-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	HOTEL FEASIBILITY MTG	16.78		CC STMT/10-14		D	N				OTHER CHARGES	208.45010.0449
	41612	12/31/14	TOURISM MEETING	26.43		CC STMT/10-14		D	N				OTHER CHARGES	208.45010.0449

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR CHAMBER OF COMME			000812											
	41612	12/31/14	SMALL TOWN BASEBALL MTG	73.59		CC STMT/10-14		D	N				OTHER CHARGES	208.45011.0449
	41612	12/31/14	CVB BOARD LUNCHES	14.94		CC STMT/11-14		D	N				TRAVEL-CONF.-SCH	101.41403.0333
	41612	12/31/14	MONTHLY PHONE SERVICE	348.71		CC STMT/11-14		D	N				COMMUNICATIONS	208.45005.0330
	41612	12/31/14	WINTERFEST MEETING	11.28		CC STMT/11-14		D	N				TRAVEL-CONF.-SCH	208.45005.0333
	41612	12/31/14	CVB BOARD LUNCHES	74.71		CC STMT/11-14		D	N				TRAVEL-CONF.-SCH	208.45005.0333
	41612	12/31/14	MEETING WITH KEC	26.40		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	FISCHER-WEBINAR	45.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	MSAE HOLIDAY EVENT	66.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45008.0449
	41612	12/31/14	MN FISHING GUIDE AD	200.00		CC STMT/11-14		D	N				OTHER CHARGES	208.45010.0449
	41612	12/31/14	SERVER REPAIR	236.26		41503		D	N				COMMUNICATIONS	208.45005.0330
	41612	12/31/14	INTERNET-4TH QUARTER	125.16		41504		D	N				COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	1,717.11		*CHECK TOTAL								
WILLMAR DOWNTOWN DEVELOP			002348											
	41613	12/31/14	EXPENSE REIMBURSEMENT	2,454.60			4/25-5/23/14						CIVIC PROMOTION	101.45428.0812
WILLMAR WATER & SPAS			000831											
	41614	12/31/14	SOFTENER SALT	140.00		E24097		D	N				GENERAL SUPPLIES	101.45433.0229
	41614	12/31/14	DRINKING WATER	14.00		E24973		D	N				SUBSISTENCE OF P	101.41408.0227
	41614	12/31/14	SOFTENER SALT	91.00		E25181		D	N				GENERAL SUPPLIES	101.45433.0229
	41614	12/31/14	LAB WATER	55.50		E25810		D	N				GENERAL SUPPLIES	651.48484.0229
	41614	12/31/14	WTR PURIFIER RENTAL-DEC	35.00		R10505		D	N				RENTS	101.41408.0440
	41614	12/31/14	SOFTENER SALT	245.00		73130		D	N				GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	580.50		*CHECK TOTAL								
WOLFE COMMUNICATIONS			003051											
	41615	12/31/14	PAGER BATTERIES	127.50			7330						GENERAL SUPPLIES	101.42412.0229
WOODHALL/DOUGLAS A			.02097											
	41616	12/31/14	CARLSON-SEMINAR REGIS.	250.00			121814						TRAVEL-CONF.-SCH	101.42411.0333
	41616	12/31/14	CARLSON-SEMINAR REGIS.	250.00			121814						TRAVEL-CONF.-SCH	101.42411.0333
			VENDOR TOTAL	500.00		*CHECK TOTAL								
XEROX BUSINESS SERVICES			000131											
	41617	12/31/14	SOFTWARE SUPPORT AGRM	13,316.14			1101287						PREPAID EXPENSES	101.128000
ZEE MEDICAL SERVICE			000839											
	41618	12/31/14	FIRST AID SUPPLIES	172.65			54161016						SUBSISTENCE OF P	101.43425.0227

ACS FINANCIAL SYSTEM
12/31/2014 14:13:13

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR
GL540R-V07.27 PAGE 22

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				1,894,828.66										

RECORDS PRINTED - 000556

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Vendor Payments History Report

CITY OF WILLMAR
GL060S-V07.27 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	204,254.20
205	INDUSTRIAL DEVELOPMENT	26,838.00
207	W.R.A.C. - 8	24.64
208	CONVENTION & VISITORS BUREAU	10,290.56
212	COMMUNITY DEVELOPMENT	161,043.90
230	WILLMAR MUNICIPAL AIRPORT	7,763.79
304	D.S. - 2004 BOND	198,900.00
305	D.S. - 2005 BOND	357,328.75
306	D.S. - 2006 BOND	206,260.00
330	D.S. - 2004C BOND AIRPORT	163,796.25
413	S.A.B.F. - #2013	215,383.90
414	S.A.B.F. - #2014	34,734.00
432	C.P. - WASTE TREATMENT	196,549.35
450	CAPITAL IMPROVEMENT FUND	71,254.80
651	WASTE TREATMENT	39,499.30
741	OFFICE SERVICES	907.22
TOTAL ALL FUNDS		1,894,828.66

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	1,894,828.66
TOTAL ALL BANKS		1,894,828.66

City of Willmar, Minnesota

Building Inspection Report

From 12/01/2014 To 12/31/2014

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22701	12/1/2014	JENNIE-O-TURKEY STORE, INC 2505 WILLMAR Avenue SW	95-122-1100 L ; B S 21; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	CONSTRUCT 1490 SF QUICK THAW ADDITION	\$350,000.00	\$3,701.46
22706	12/1/2014	WILLMAR ELKS LODGE #952 222 20TH Street SE	95-182-1990 L PT OF 9-12; B 13 ERICKSON'S 2ND ADDITION	Commercial Add/Alter Commercial/Alteration	MINOR INTERIOR REMODEL	\$1,000.00	\$57.84
22711	12/1/2014	SHANNON & DOYLE SLAGTER 1306 WESTWOOD Court NW	95-562-0010 L 1; B 1 NORTHWOOD ESTATES 2ND	Residential Add/Alter Residential/Alteration	RADON MITIGATION SYSTEM	\$1,500.00	\$49.25
22715	12/4/2014	JENNIE-O-TURKEY STORE, INC 2505 WILLMAR Avenue SW	95-122-1100 L ; B S 21; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	CONSTRUCT AIR COMPRESSOR ROOM	\$90,000.00	\$1,405.84
22716	12/2/2014	HAGEN ORTHOTICS 306 BECKER Avenue SW	95-003-5220 L PTS. OF 6&7; B 44 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	ADD SECOND FLOOR AND ADDN. 2401 SF	\$121,864.79	\$1,706.39
22722	12/5/2014	NAOMI MAHLER 1508 8TH Street SW	95-664-0020 L PTS. OF 1; B 1 PERKIN'S 4TH ADDITION	Residential Add/Alter Residential/Alteration	MAIN FLOOR BATHROOM REMODEL	\$10,500.00	\$249.90

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22724	12/2/2014	MARIA S ZIERDEN 211 GRACE Avenue SW	95-280-2370 L 16 & PT OF 15; B 13 HANSON'S ADDITION	Residential Add/Alter Drainage system	INTERIOR DRAINTILE	\$0.00	\$76.25
22725	12/2/2014	BETHEL CHURCH 411 BECKER Avenue SW	95-003-6110 L 1-3 & PT OF 14; B 50 ORIGINAL CITY	Commercial Add/Alter Drainage system	INTERIOR DRAINTILE	\$4,100.00	\$89.30
22726	12/5/2014	CHRISTIANSON & ASSOC PROP LLC 302 5TH Street SW	95-003-4820 L 1 & PT OF 2; B 42 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	REPLACE 17 WINDOWS	\$15,000.00	\$232.25
22727	12/12/2014	MARCUS CONSTRUCTION 2580 HIGHWAY 12 E	95-912-1050 L ; B S 12; T 119; R 35	Commercial Add/Alter Commercial/Alteration	REROOF - ASPHALT/ROCK PORTION	\$40,000.00	\$504.75
22729	12/12/2014	COBURN'S INC. 1300 5TH Street SE	95-231-0100 L 1; B 1 GESCH ACRES	Commercial Add/Alter Commercial/Alteration	REMODEL CONVENIENT STORE	\$28,500.00	\$650.74
22731	12/10/2014	PRESBEYTERIAN FAMILY FOUNDATI 1228 16TH Street SW	95-860-0260 L 6; B 2 WEST PARK 1ST ADDITION	Residential Add/Alter Finish Basement	FINISH BASEMENT BEDROOM	\$3,000.00	\$106.15
22732	12/9/2014	PAM STANDBERG 1105 11TH Street SE	95-665-0550 L 15; B 3 PERKIN'S 5TH ADDITION	Residential Add/Alter Residential/Alteration	REROOF, RESIDE HOUSE AND GARAGE	\$17,962.00	\$88.98

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22734	12/19/2014	RALPH & LOUISE SCHMITT 615 12TH Street SW	95-006-5600 L 11 & PT OF 12; B 99 FIRST ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$24,131.65	\$62.07
22739	12/12/2014	MARVIN HINRICHS 1125 FLORENCE Lane SW	95-570-0370 L PT OF 2 & 3; B 3 NURSERY ADDITION	Residential Add/Alter Remodel	INTERIOR REMODEL	\$2,000.00	\$88.15
22742	12/30/2014	TOM & JESSICA ANDERSON 1423 16TH Street SW	95-863-0390 L 9; B 2 WEST PARK 4TH ADDITION	Residential Add/Alter Remodel	REMODEL BASEMENT STAIRS & LAUNDRY	\$10,000.00	\$232.15
22753	12/24/2014	VINCE VANHEUVELEN 409 LITCHFIELD Avenue SE	95-630-0780 L 18 & PT OF 17; B 4 PAULSON'S/SUNDE'S ADDN	Residential Add/Alter Residential/Alteration	REBUILD PORCH ROOF/ REPLACE WINDOWS	\$2,500.00	\$105.90
22754	12/30/2014	TOM ANDERSON TIFFANY SQUARE 1001 1ST Street S	95-252-0140 L 10-11 & PT OF 12-13; B 10 GLARUM'S 2ND ADDITION	Commercial Add/Alter Commercial/Alteration	REMODEL FOR LAW OFFICES	\$71,979.00	\$1,211.20
Current Year Current Month Totals				18		\$794,037.44	\$10,618.57
Previous Year Current Month Valuation						\$553,566.12	
Current YTD Valuation From 01/01/2014 To 12/31/2014						\$48,558,272.75	
Previous YTD Valuation						\$49,216,963.18	

MINUTES

WILLMAR POLICE COMMISSION

Monday, November 17, 2014

A meeting of the Willmar Police Civil Service Commission was held on Monday, November 17, 2014. Members present were: President Dennis Anfinson and Vice President Cassie Akerson. Police Chief Jim Felt and West Central Tribune Reporter Nicole Hovatter were also present.

The meeting was called to order by President Anfinson at 3:46 p.m.

A motion was made by Commissioner Akerson, seconded by President Anfinson, to approve the October 9, 2014 minutes as submitted. **Motion carried.**

Chief Felt presented the Commission with information about the current eligibility list, noting that candidate Syvertsen, who the Police Commission recommended for hire at the last meeting, had declined the conditional offer with Willmar PD. Currently we have completed background investigations on two candidates, and are in need of a third for submission to the hiring authority. The next acceptable candidate is currently under the previous cutoff percentage set by the Commission. Chief Felt requested that the Commission consider opening the eligibility list further to allow other deemed acceptable candidates to be considered for backgrounds.

Commissioner Akerson made a motion to open the eligibility list to final scores of 75% or higher, to allow WPD to complete backgrounds on the next candidate(s) and allow recommendation for hire. President Anfinson seconded the motion. **Motion carried.**

Miscellaneous

Chief Felt informed the Police Commission that Sgt. Craig Lange had sustained an injury to his arm during an arrest on November 16, 2014 and is currently on medical leave. He will have further follow-up within the next week, which will give a better prognosis of his injury and timeframe of leave.

Chief Felt updated the Commission on the Canine Program. He explained that an agreement to purchase a dog and training through Performance Kennels, Inc., from Buffalo, MN had been reached and the purchase and training would coincide with the Kandiyohi County Sheriff's Office. Chief Felt indicated there is a staff meeting on Thursday, November 20th, when supervisors would discuss the idea of having K-5 elementary students from Willmar hold a naming contest for the WPD canine. The commission supported this idea and discussion included seeking info from the canine company for advice about naming the dog (i.e., number of preferred syllables or sounds in the name).

Chief Felt also updated the Commission on the Law Enforcement Explorer's Program that the Willmar Police Department will be implementing in January, 2015. Right now Sgt.

Jahnke is overseeing the implementation, with Detective VanderHagen working on recruitment, and Officer Hay setting up a training curriculum. Several local students have turned in applications and interviews will take place soon.

Chief Felt updated the Police Commission on the Captain's promotional process, explaining that the process is temporarily on hold, pending a ruling from the MN Bureau of Mediation Services, regarding clarification on the City supervisor's bargaining group (which the Captain had typically been a part of).

Chief Felt advised the Police Commission that Officers Liebl and Vazquez were nearing the end of their field training and once completed, would be assigned to a regular shift. Officer Wosmek would transition to the Gang Enforcement Team at that time.

Commissioner Akerson wanted to note her gratitude to the Willmar Police Department for work during the holidays and extra time put in by staff.

President Anfinson noted that staff at Willmar PD had maintained a positive attitude while working short-handed.

There being no further business, a motion to adjourn was made by President Anfinson, seconded by Commissioner Akerson. The meeting was adjourned at 4:11 p.m.

Respectfully submitted,

Chief Jim Felt

**Willmar Lakes Area CVB Board Meeting
EBO Room of the CVB/Chamber
Tuesday, November 18, 2014 @ 12:00 Noon**

Members Present: Kevin Halliday, Janet Demuth, David Feist, Ron Fake, Ron Erpelding, Roger Imdieke, Sue Steinert, Audrey Nelsen and Jim Butterfield

Members Excused: Dave Pederson, Denny Baker, Troy Ciernia, Ken Warner and Rick Schueller

Staff Present: Beth Fischer and Tanya Rosenau

- I. **Call to Order:** Feist called the meeting to order at 12:11pm.
 - a. **Additions or corrections to the agenda:** There were no additions or corrections.

- II. **Approve Minutes from the October 21, 2014 Meeting:** It was MSC (m/Imdieke; s/Steinert) to approve the minutes from the October 21, 2014 meeting.

- III. **Financial Report:** Fischer presented the financial report and reviewed the lodging tax revenues report. It was MSC (m/Butterfield, s/Demuth) to approve the financial report as it was presented.

- IV. **Committee Reports & Requests:**
 - a. **Sports Committee:** Fischer shared some of Ciernia's updates on the Civic Center including the renovation of the office. Halliday shared that they are having two credit card ports added and a new ATM Machine will be put in to the civic center. Fischer shared that 1,200 people attended the exhibition game on November 1st. She said that there are pros and cons to having a junior hockey team here. The dry floor events in the fall and the spring would likely be affected as they need an extended year. They need their own locker rooms, office and they need to be able to sell liquor. Fischer said there is a meeting this week to see if it is in the city's best interest to bring this into the community.
 - b. **Special Events Committee:** No new business to report.
 - c. **Meetings & Conventions Committee:** Feist said they have their marketing brochures done and will be printing them soon. This weekend is the SW MN Synod Junior High Youth Gathering. Willmar was awarded the 2018, 2021 and 2024 VFW Fall Conferences and the August 2015 Hallinglag Stevne Convention. They also talked about the site visits and competitive analysis that Fischer and Tegels Nelson did.
 - d. **Visitor Guide Committee:** Steinert said the guide went to print yesterday and will be back mid-December.
 - e. **Leisure Travel Committee:** Demuth said they met at Ruff's and went over the calendar of events and winter advertising. They committed to SnoTracks.com and SnowGoer. Sibley had 189,000 visitors for the year. They also talked about volunteers for the Sports Shows. Feist reminded everyone that the snowmobile trails do not officially open until December 1st. The groomers will go out starting

on December 1st, if the snow conditions are still good. Prairie Woods has their trails packed, but not groomed yet.

f. **Executive Committee:** No new business to report.

V. **Affiliated Partnership Updates/Reports:**

a. **Vision 2040 Update:** No new business to report.

b. **Other:**

VI.

Executive Director Report: Fischer distributed the report and went over some of the larger events that are coming up. Such as SW MN Synod Junior High Youth Gathering, Holiday Parade, Hockey Tournaments, Jan. 24th is the kick off for WinterFest and much more. She has submitted ads to Midwest Meetings, MN Fishing Guide, Snow Goer Magazine and Midwest Meetings Guide Book. We have been awarded the 2018, 2021 and 2024 VFW Fall Conferences, the National Guard event in September 2015 and the Hallinglag Stevne in August of 2015. She has assisted conventions such as the Lions Convention, Small Town Baseball, MN BEST Robotics Competition and more. A complete copy of the Executive Director's Report is available upon request from the CVB office.

VII. **Other Business:**

a. **Word Around the Community:**

i. **Halliday:** The City Auditorium project has been delayed a couple of months.

ii. **Fake:** There is a rumor of a McDonald's coming to Spicer. Spicer has a new brochure focusing on new business recruitment.

iii. **Steinert:** Baker won the State Representative position.

iv. **Feist:** They are gearing up for 800 teenagers for the convention this weekend.

v. **Imdieke:** MN Ag and Rural Leadership met earlier in the week and went well. Every two years that group will hopefully come back here.

vi. **Nelsen:** There is a finance meeting tonight and they continue to work on the budget.

vii. **Erpelding:** The 52nd Annual Bird Count Event is this weekend.

viii. **Demuth:** Taco Bell looks like they'll be opening soon.

ix. **Butterfield:** Mike & Barb Roe were hired as the new park managers for County Park #2.

b. **Other:**

c. **Next Meeting Date:** December 16, 2014

VIII. **Adjournment:** Feist adjourned the meeting at 12:56pm.

Respectfully Submitted by,

Tanya Rosenau, Administrative Assistant

Willmar Lakes Area Convention & Visitors Bureau

Citizens Cable Advisory Committee
Minutes of Meeting
Willmar Regional Access Channel Studio
Willmar, MN

December 18, 2014

The Willmar Citizens Cable Advisory Committee was called to Order at 4:45 by Ron Christianson. Members present were Ron Christianson – Chairman, Denis Anderson, Larry Fujan, Susan Mattson and Jodi Wambeke. Staff present was Rudy Vigil, WRAC Coordinator and Ross Smeby, IS Coordinator.

Item No. 1 Rudy Vigil presented the proposed request for the fourth channel for the Willmar Regional Access Channels. It was shown in Exhibit B that the current franchise agreement allows the city to request a fourth channel from Charter and Windstream. In the agreement the City needs to provide the Grantee 9 months' notice after the request is approved by the City Council. Rudy also explained that the channel would become a high definition channel after January 1, 2017. The reasoning for the channel was due to the expanded programming that the WRAC Studios have been receiving and producing. Ross Smeby explained that the channel would be slated at the "Events" Channel and would air all sports, parades, and other local events as recorded by the studio or submitted. Ron Christianson made a motion to approve the fourth channel and this was seconded by Larry Fujan which carried with full approval.

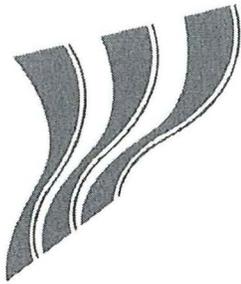
Item No. 2 For other Business on the Agenda Ron asked if the city would be able to receive franchise fees from neighboring communities that are provided with the Willmar Regional Access Channels. Rudy explained that franchise fees could only be collected from within its own municipality. Ron also requested that a financial statement for the studio be brought to the meetings. Ross noted that he would have a line item reports sent to the committee on a quarterly basis.

Item No. 3 A possible meeting date of the first part of March was set for a future meeting.

There being no further business to come before the committee the meeting was adjourned at 4:22.

Respectfully Submitted,

Ross Smeby
Information Systems Coordinator



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

Agenda Item Number: 13

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of New Established Fees

Recommended Action: Adopt the Fees as Recommended by Staff

Background/Summary:

Various departments of the City establish charges, fees, and rental rates for the myriad of programs offered Willmar citizens. New recommendations are listed on the resolution as underlined and removed charges as a ~~strikethrough~~. It is staff's recommendation that the Council adopt the new resolution covering 2015 charges, fees, and rental rates.

Alternatives:

Financial Considerations

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. _____

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

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted for the year 2015 and the same hereby ordered kept on file in the office of the City Clerk-Treasurer.

CITY CLERK:

Liquor License Investigation Fees:

Sole Proprietor	\$100.00
Partnership	150.00
Corporation	300.00
Limited Liability Company	300.00

Liquor Licenses:

On-Sale Liquor	\$4,000.00 per year
Off-Sale Liquor	950.00 per year
Club On-Sale Liquor	300.00 per year
On-Sale Wine	200.00 per year
On-Sale Sunday	200.00 per year
On-Sale 3.2% Malt Liquor	150.00 per year
Temporary On-Sale Liquor	100.00 per year
On-Sale Taproom	150.00 per year
Off-Sale Taproom	150.00 per year

PUBLIC WORKS:

Maintenance Trucks:

3 -5 Ton Trucks	\$ 35.00/hour
1 Ton Truck	18.00/hour
3 -5 Ton Truck/Plow/Sander	41.00/hour
3 -5 Ton Truck/Plow/Sander/Wing	55.00/hour
1 Ton Truck Plow	27.00/hour
½-3/4 Ton Pickup	17.00/hour
1 Ton /Water Tank	27.00/hour

Tractors, Loaders, Motor Graders:

2 -3 CY Loaders	\$ 82.00/hour
Loader/Plow/Wing	102.00/hour
Loader/Snow Blower	122.00/hour
Motor Grader	96.00/hour
Motor Grader/One-Way Plow	102.00/hour
Motor Grader/One-Way Plow/Wing	115.00/hour
40-50 Hp Tractor	21.00/hour
40-50 Hp Tractor/Attachments	35.00/hour
MT Trackless/Blower/Mower	61.00/hour
90 Hp Tractor/22' Flail Mower	55.00/hour
30-40 Hp Unit Mower/Blower/Sweeper	35.00/hour
Skid-Loader	35.00/hour
Skid-Loader/Attachments	50.00/hour
Snowplowing Sidewalks (incl. labor and equipment)	0.60/LF

Specialty Equipment:

Air Conveyance Unit	\$ 55.00/hour
Elgin Sweeper (4 CY)	\$ 70.00/hour

Hydraulic Sewer Cleaner	68.00/hour
Sewer Rodder	41.00/hour
Paint Sprayer	9.00/hour
Paint Sprayer and 1 Ton Truck	27.00/hour
50' Bucket Truck	70.00/hour
30' Bucket Truck	41.00/hour
Brush Chipper	29.00/hour
Tamper	9.00/hour
Bituminous Distributor and Truck (less material)	50.00/hour
Bituminous Roller	55.00/hour
Grass and Leaf Pickup Broom	29.00/hour
Chain Saws	10.00/hour
Trailers	12.00/hour
Over Seeder	29.00/hour
Turf Pro	29.00/hour
Gator and Sprayer	27.00/hour
Generator	9.00/hour
Trash Pumps	9.00/hour
Utility Vehicle with Crane Hoist	42.00/hour
Air Compressor	25.00/hour
Materials:	
Winter Sand Mixed with Salt	\$55.00 CY
Gravel	20.00/Ton
Bituminous Cold Mix	105.00/Ton
Chalk Dust (50lb. bag)	7.00/bag
Diamond Dry (50lb. bag)	13.00/bag
Bituminous Repair (incl. labor and equipment)	55.00/SY
Facilities or Equipment:	
Bleachers – 3 or 5 High	\$27.00/day
Minimum moving charge	75.00/day
Picnic Tables – Rental per table (12 maximum) (for pickup only-no delivery)	10.00/day
Barricades	\$ 2.00/day
Minimum charge for hauling barricades	20.00
Lights for ball fields	\$25.00/day for each field
Labor:	
Regular	Contract rate plus 53%
Overtime	Contract rate plus 53%
Access Fees:	
Industrial Park Storm Pond	\$ 835.00/acre
Lake North Radio Station Drive Lift Station	595.00/acre
Arby's Lift Station	1,050.00/acre
Ortenblad Lift Station	247.91/lot
Abbott Drive, Lift Station	895.00/acre
Wastewater Treatment:	
5,000 gallon tanker with hydraulic boom:	\$ 30.00/hour
Portable Lab Sampler	\$ 5.00/hour

Airport:
 Conference Room \$40.00/non-airport related meetings

COMMUNITY EDUCATION AND RECREATION:

Adult recreation programs will charge cost of program, officials, balls, sanctioning fees, etc., plus \$7.00 per team court fee for volleyball/basketball and \$10.00 per team field fee for softball.

Baseball/Softball Fields Minimum \$ 50.00 or \$30.00 per game
 With a 250.00 daily rate
 Robbins Island Enclosed Shelters ~~\$75.00~~ 100.00/day April – November
 and \$50.00 damage deposit

Open Shelter No. 1 (has electricity) \$32.00/day and \$50.00 damage deposit
Open Shelter No. 2 & Lions Shelter (no electricity) \$20.00/day and \$50.00 damage deposit

Showmobile:

Events in Willmar (not for profit) \$215.00/day + staff expenses
 (Plus Clean-up/Damage Deposit) 200.00
 Plus Staff Costs
 Events in Willmar (for profit) \$500.00/day + staff expenses

Civic Center:

Dry floor events \$580.00/day
 Ice Rental ~~140.00~~/hour \$145.00/hour

Blue Line

Dry Floor events \$400.00/day
Ice Rental \$145/hour

Aquatic Center:

Individual season pass \$ 85.00
 Family of 2 125.00
 Family of 3 135.00
 Family of 4 145.00
 Family of 5 155.00
 Family of 6 165.00
 Each Additional Family Member 15.00
 Daily Admission Rate 3.00
 Observers 3.00
 Group Admission 2.50

Discount Coupons:

10 Coupons \$ 25.00
 20 Coupons 45.00

Pool Rental:

2-hour minimum \$100.00 per hour plus guard/staff fees

FIRE DEPARTMENT:

Firefighter hours that are billed are taken directly from the roll call list.

Firefighters receive a \$14.30 per hour and are paid in one-hour increments.

Equipment:	<u>First Hour</u>	<u>Additional Hour</u>
1 st line pumper - 5251, 5257 and 5258	\$300	\$200/hour
Tanker/pumpers 5276	300	200/hour
Ladder truck – 5299 and <u>5298</u>	500	400/hour

Grass rig - 5285	150	100/hour
Support Vehicles - 5296, 5297	75	50/hour
Trailers	75	50/hr

Equipment charges are billed by the quarter hour as time listed on the fire report, after initial one-hour charge.

Special equipment and supplies used will be billed on a cost basis.

A 25% administrative fee will be added to fire watch/standby conducted by the Fire Department for special events and any standby conducted during fire protection/detection system downtime (as described in the Minnesota State Fire Code).

Fire Alarm Permit	\$ 30.00
Fire Alarm Permit Renewals	\$ 30.00 every 3 years
Alarm Malfunction	\$500.00
3000 PSI (only) air tank filling fee	\$15.00
Fire Reports	\$ 0.25/page plus postage

POLICE DEPARTMENT:

- \$60.00 per hour for off-duty police officers
- \$ 1.40 Automated Pawn Transaction Fee-each electronic reportable transaction

Contracted Towing (Per tow)	\$ 45.00 per towed vehicle
	\$ 61.52 towing administrative fee
	\$ 8.48 tax
	Base Total \$115.00

Possible extra tow costs depending upon circumstances involved:

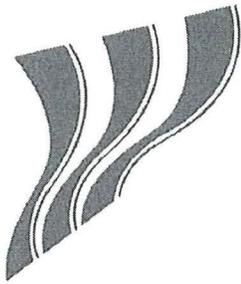
- \$160.00 per hour for "extra work" labor
- \$160.00 per hour for flat hourly tow rate
- \$ 5.50 per mile outside of City limits
- \$ 10.00 per day storage fee after 48 hours

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK



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

Agenda Item Number: 14

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

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

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Change Order to the Willmar City Auditorium Remediation Contract with ECCO Midwest, Inc.

Recommended Action: Introduce a Resolution Authorizing Change Order No. 4 in the Amount of \$1,425.00

Background/Summary:

Plumbing and electrical wires (active CAT 5 wiring) were present in vertical ductwork (NW and SW corners of gymnasium). This unforeseen obstacle caused additional time to cut away ductwork while protecting the plumbing and electrical infrastructure costing \$1,425.

Change Order #4

Plumbing and electrical present in vertical ductwork	\$ 1,425.00
--	-------------

Additional Info-Dumpster Count for various wastes which were bid by dumpster type, not by an estimate of volume.

Detailed Waste Removal Costs

Lead Waste Disposal Dumpster fee paid to TCLP (J & J Contracting Inc. invoice)	\$ 4,870.80
--	-------------

Disposal—40 yard Dumpster (Demolition Waste-Non Hazardous):\$600 each X 3 Dumpsters	\$ 1,800.00
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Disposal—40 yard Dumpster (Non-Demolition Waste):\$700 each X 9 Dumpsters	\$ <u>6,300.00</u>
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Total Dumpster Waste Cost	\$14,395.80
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This Change Order and dumpster disposal costs brings the total Remediation to \$207,595.80.

Alternatives:

Financial Considerations: \$1,425

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. __

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with ECCO Midwest, Inc., of Hastings, Minnesota, for the Willmar Auditorium Remediation services project, be amended with Change Order No. 4 as follows:

WHERE AS, Unforeseen plumbing and electrical wires present in vertical ductwork caused additional time to protect this infrastructure, increasing the total project cost by \$1,425.

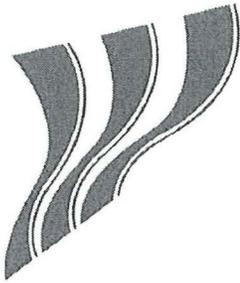
BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 4.

Dated this 12th day of January, 2015.

MAYOR

Attest:

CITY CLERK



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

Agenda Item Number: 15

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 12, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Fire Contract for Dovre Township

Recommended Action:

Approve the contract with Dovre Township and authorize the Mayor and City Administrator to execute the contract.

Background/Summary:

Dovre Township is under an annual contract for Willmar Fire Department service. A statewide formula has been used for decades to calculate the Township cost sharing proposal and is enclosed with current numbers.

Dovre Township

2015	\$23,164.20
2014	\$27,198.20
2013	\$29,434.58
2012	\$30,487.92
2011	\$22,415.12
2010	\$33,181.40

Alternatives: Discontinue Fire Suppression Services for Township area

Financial Considerations: \$23,164.20 for the Townships fiscal year

Preparer: City Clerk-Treasurer

Signature:

Comments: Approve the agreement for 2015 fire services

AGREEMENT FOR FIRE DEPARTMENT SERVICE

THIS AGREEMENT, made this ____ day of _____, 20__, by and between the City of Willmar, a municipal corporation of Kandiyohi County, Minnesota, hereinafter referred to as "City", and the Township of Dovre, a political subdivision of the State of Minnesota, hereinafter referred to as "Township".

WHEREAS, the Township deems it advisable to have available for the benefit of the residents of said Township (Sections 25, 26, 27, 34, 35, & 36) services of the City's Fire Department, and the electors of said Township having, pursuant to law, provided a fund for the furnishing of said services, and

WHEREAS, the City has authorized its Mayor and City Administrator to enter into a contract with the Township for the furnishing of said services;

NOW, THEREFORE, IT IS AGREED between the parties hereto, that for the period commencing January 1, 2015, and terminating December 31, 2015, the Fire Department of the City will answer fire calls within the Township of Dovre which the City is requested to answer by the Township, and will respond to such calls with such fire fighting apparatus of the City Fire Department as may be authorized by the Insurance Services Office, and all equipment and resources deemed necessary by the incident commander, and will render all assistance possible in the saving of life and property, subject to City retaining in its corporate limits sufficient firefighters and equipment to maintain its fire class rating, and subject to the terms of this Agreement.

As payment for such services, the Township agrees to pay, pursuant to the formula attached hereto and made a part hereof, the amount of TWENTY-THREE THOUSAND, ONE HUNDRED SIXTY-FOUR DOLLARS AND TWENTY CENTS, (\$23,164.20) payable ELEVEN THOUSAND, FIVE HUNDRED EIGHTY-TWO DOLLARS AND TEN CENTS, (\$11,582.10) on January 1, 2015, and ELEVEN THOUSAND, FIVE HUNDRED EIGHTY-TWO DOLLARS AND TEN CENTS, (\$11,582.10) on July 1, 2015.

IT IS FURTHER UNDERSTOOD AND AGREED that at times weather and road conditions through the seasons of the year demand for City's firefighters and equipment to be used at a fire within the City, or other special circumstances, may interfere in the rendering of the service contemplated herein, and in the event, failure to furnish the service herein agreed upon shall not be a breach of this Agreement. In an event whereby equipment and firefighters can not leave the City, Willmar Fire Command will activate mutual aid to render service to the township. Failure of the City to provide the services herein contracted for shall not result in the City being liable to Township or its residents for actual or consequential damages or for any other damages.

IT IS FURTHER UNDERSTOOD AND AGREED that the City will submit a billing statement to the Township within five (5) working days subsequent to a fire call listing the number of firefighters involved, firefighter hours, vehicles in use, and other data pertinent to assisting the township in making a "bill for services rendered" to the property owner receiving fire assistance. It shall be further understood that the sum total of the billings will not necessarily equal the annual contract price between the City and Township due to various formula charges such as building and/or vehicle

depreciation costs and administration and training costs which will not be a part of the individual billing statements.

IT IS FURTHER UNDERSTOOD AND AGREED that in the event of a hazardous materials incident the City reserves the right to exclude the call from the annual Funding Formula and bill the cost of the services rendered for special hazardous materials equipment and related costs directly to the owner of the property.

Township does hereby guarantee to the City that it is an equal opportunity employer and that it meets all United States Government and State of Minnesota Equal Opportunity Employment Requirements or that they are exempt from these provisions.

This Agreement may be terminated upon thirty (30) calendar days written notice by either party or the other party, and the cost of services prorated to the time of termination.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by the respective officers thereof, and the respective seals of the parties have been affixed thereto.

CITY OF WILLMAR, A MUNICIPAL CORPORATION

BY: _____
MARVIN CALVIN, MAYOR

(S E A L)

BY: _____
CHARLENE STEVENS, CITY ADMINISTRATOR

(S E A L)

In the Presence of:

TOWNSHIP OF DOVRE
BY: _____
Beth Johnston

(S E A L)

DOVRE TOWNSHIP - 2014
FIRE COST FORMULA

For Sections 25, 26, 27, 34, 35 & 36

$$S = [(C \times 1.05) + E/20 + P/50] \frac{(U + V)}{2}$$

- S = Cost of fire service for one year.
- C = 2013 actual operating cost of the Fire Department.
- E/20 = Cost of apparatus used for township fires depreciated for 20 years.
- P/50 = Cost of physical plant depreciated over 50 years.
- 1.05 = A number that when C is multiplied by it, the answer will be C plus an additional 5 percent charge for administration and accounting.
- U = Percent of Firefighter hours used by the Township in 2013.
- V = Percent market valuation of buildings and mobile home personal property for the area of the contracting unit being served as to the total market value of buildings and mobile home personal property in the area served by the Fire Department.
- C = \$587,037.47 (2013 Fire Department costs).
- E/20 = \$35,931.65 (cost of apparatus sent to township \$718,633.00)
[units (5258) \$197,015 + (5257) \$181,013 + (5276) \$315,942 + (5285) \$24,663]
- P/50 = \$3,888.85 (cost of building to maintain trucks \$194,442.50).

Payment for Actual Fire Calls

Protection

U = Use of Fire Department by Firefighter Hours
2013

V = Market Value in Fire Service
2014

Unit	Firefighter Hours	Percent of Total	Unit	Market Value	Percent of Total
City of Willmar	5,316	.8784	City of Willmar	\$815,648,600	.9056
Willmar Township	647	.1069	Willmar Township	34,718,100	.0385
Dovre Township	89	.0147	Dovre Township	50,350,600	.0559
TOTAL	6,052	1.0000	TOTAL	\$900,717,300	1.0000

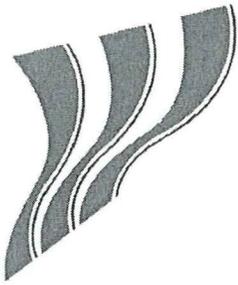
U = .0147

V = .0559

S = [(\$587,037.47 x 1.05) + \$35,931.65 + \$3,888.85] X $\frac{.0147 + .0559}{2}$

S = \$656,209.84 x .0353

S = \$23,164.20



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

Agenda Item Number: 16 Meeting

Date: December 18, 2014

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: Information Systems

Agenda Item: Consideration of addition of a fourth channel to the Willmar Regional Access Channels

Recommended Action: Adopt the resolution requiring Charter and Windstream to provide a fourth channel to the Willmar Regional Access Channels.

Background/Summary: Due to a high volume of programming and recent additions in recording of community events, Willmar Regional Access Channels would like to request the addition of a 4th Channel. The channel would be slated as an "Events and Local Programming" channel. It would eventually become a high definition channel on Charter and remain in the current format on Windstream.

Alternatives: N/A

Financial Considerations: None

Preparer: Ross Smeby

Signature:

Comments:

**EXHIBIT B
GRANTEE COMMITMENT TO
PEG ACCESS FACILITIES AND EQUIPMENT**

1. PUBLIC, EDUCATIONAL AND GOVERNMENT (PEG) ACCESS CHANNELS
Grantee shall make three (3) video Channels available exclusively for PEG use ("PEG Channels"). The three (3) Channels shall be provided by Grantee for public, educational and governmental use. These three (3) PEG Channels will be located at Channels 8, 18 and 19 throughout the term of the Franchise, unless otherwise required by Applicable Law. The PEG Channels shall be dedicated for PEG use for the term of the Franchise Agreement, provided that Grantee may utilize any portions of the PEG Channels not scheduled for PEG use. City and Grantee shall establish rules and procedures for such scheduling in accordance with Section 611 of the Cable Act (47 U.S.C. § 531).

No sooner than forty-eight (48) months after the Effective Date of this Franchise, City shall have the right to require Grantee to provide a fourth (4th) PEG Channel. City shall provide Grantee nine (9) months advance written notice of such obligation which notice shall be approved by the City Council. Grantee shall be afforded notice and an opportunity to be heard before the City Council on the need for a fourth (4th) PEG Channel prior to any City Council approval. City shall be responsible for all programming requirements, including but not limited to scheduling, playback, training, staffing, copyright clearances, and equipment, maintenance and repair.

2. PEG OPERATIONS

City may, in its sole discretion, negotiate agreements with neighboring jurisdictions served by the same Cable System, educational institutions or others to share the expenses of supporting the PEG Channels.

3. TITLE TO PEG EQUIPMENT

City shall retain title to all PEG equipment and facilities purchased or otherwise acquired by City.

4. RELOCATION OF PEG CHANNELS

Grantee shall not relocate any PEG access Channel to a different Channel number unless specifically required by Applicable Laws or unless otherwise agreed to in writing by City. Grantee shall provide City and all Subscribers with at least sixty (60) days prior written notice of any legally required relocation.

5. PROMOTION OF PEG ACCESS

To the extent permitted by Grantee's billing process, Grantee shall allow the City to place bill stuffers in Grantee's Subscriber statements at a cost to the City not to exceed Grantee's cost, no less frequently than once per year upon the written request of the City and at such times that the placement of such materials would not materially and adversely

Citizens Cable Advisory Committee
Minutes of Meeting
Willmar Regional Access Channel Studio
Willmar, MN

December 18, 2014

The Willmar Citizens Cable Advisory Committee was called to Order at 4:45 by Ron Christianson. Members present were Ron Christianson – Chairman, Denis Anderson, Larry Fujan, Susan Mattson and Jodi Wambeke. Staff present was Rudy Vigil, WRAC Coordinator and Ross Smeby, IS Coordinator.

Item No. 1 Rudy Vigil presented the proposed request for the fourth channel for the Willmar Regional Access Channels. It was shown in Exhibit B that the current franchise agreement allows the city to request a fourth channel from Charter and Windstream. In the agreement the City needs to provide the Grantee 9 months' notice after the request is approved by the City Council. Rudy also explained that the channel would become a high definition channel after January 1, 2017. The reasoning for the channel was due to the expanded programming that the WRAC Studios have been receiving and producing. Ross Smeby explained that the channel would be slated at the "Events" Channel and would air all sports, parades, and other local events as recorded by the studio or submitted. Ron Christianson made a motion to approve the fourth channel and this was seconded by Larry Fujan which carried with full approval.

Item No. 2 For other Business on the Agenda Ron asked if the city would be able to receive franchise fees from neighboring communities that are provided with the Willmar Regional Access Channels. Rudy explained that franchise fees could only be collected from within its own municipality. Ron also requested that a financial statement for the studio be brought to the meetings. Ross noted that he would have a line item reports sent to the committee on a quarterly basis.

Item No. 3 A possible meeting date of the first part of March was set for a future meeting.

There being no further business to come before the committee the meeting was adjourned at 4:22.

Respectfully Submitted,

Ross Smeby
Information Systems Coordinator