

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

October 19, 2015
5:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Ron Christianson, Andrew Plowman, Rick Fagerlie, Steve Ahmann, Denis Anderson, and Audrey Nelsen. Present 7, Absent 1. Council Member Tim Johnson was excused from the meeting.

Also present were Interim City Administrator Kevin Halliday, Finance Director Steve Okins, City Attorney Robert Scott and Gary Weiers of David Drown Associates of Minneapolis.

Gary Weiers of David Drown Associates came before the Council to present the applications received for the position of City Administrator. Mr. Weiers explained that 22 applications were submitted and he interviewed the top 11 candidates in September. After those interviews, two of the candidates accepted positions elsewhere and dropped out of the process. The Council Members were then asked to name their top three candidates from the information received from Mr. Weiers. Mr. Weiers tallied the results which indicated candidates 4, 5, 6, and 7 as those most selected by the Council. The Council discussed the next steps in the hiring process and how many candidates should be interviewed. It was the consensus of the Council to continue with review of candidates 4, 6 and 7.

Mr. Weiers discussed the next steps in the hiring process which are additional background checks on criminal history, civil history, verification of education and history of employment. All of this information will be gathered for the council to consider also including reference checks, credit history and a personality index. All this information will be compiled and given to the Council approximately one week prior to the interviews.

The components of the interview process were reviewed and compensation for expense reimbursement for the candidates was discussed. Council Member Anderson made a motion that the City reimburse the candidate up to \$300.00 for eligible travel-related expenses with receipts. Council Member Nelsen seconded the motion, which carried.

During discussion for the interview process, the Council came to a consensus that Department Director Directors would be involved in a segment of the interview process along with a citizen group appointed one each by each Council Member and Mayor.

Following the interview process discussions noting the follow-up interviews could be conducted Friday morning which will necessitate an additional hotel stay, a motion was made by Council Member Fagerlie to increase the candidate reimbursement for expenses to \$450.00. Council Member Anderson seconded the motion, which carried.

Council Member Christianson offered a motion to adjourn the meeting with Council Member Anderson seconding the motion, with carried. The meeting adjourned at 6:20 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

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

October 19, 2015
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Ron Christianson, Andrew Plowman, Rick Fagerlie, Steve Ahmann, Denis Anderson, and Audrey Nelsen. Present 7, Absent 1. Council Member Tim Johnson was excused from the meeting.

Also present were Interim City Administrator Kevin Halliday, Finance Director Steve Okins, Police Chief Jim Felt and City Attorney Robert Scott.

There were no proposed additions or deletions to the agenda.

Council Member Anderson offered a motion to adopt the Consent Agenda which included the following items: City Council Minutes of October 5, Finance/Council Minutes of October 12, Municipal Utilities Commission Minutes of October 13, Application for Exempt Permit - Willmar Curling Club, and Accounts Payable Report through October 14, 2015. Council Member Christianson seconded the motion, which carried.

There was no one present who requested to speak at the Open Forum.

The Public Works/Safety Committee Report for October 13, 2015 was presented to the Mayor and Council by Council Member Christianson. There were five items for consideration.

Item No. 1 There was no public comment.

Item No. 2 Police Chief Jim Felt noted the jail census for October 13, 2015 was 159; 89 inmates from the Department of Corrections, 65 inmates from Kandiyohi County, 1 inmate from Big Stone County and 4 inmates from Swift County. The calls for service for the previous two weeks totaled 754. The majority of the calls were for traffic stops, followed by public assists and animal complaints. The Committee discussed the needs of the Department, including staffing levels with increased paperwork and upcoming retirements. Chief Felt displayed pictures of the new Ford Interceptor squad cars. The three new units are all-wheel drive and have reflective graphics displayed on the traditional black and white style of past units.

Chief Felt brought forth, for approval, to enter the Department's canine unit into a voting contest provided by Aftermath, a crime scene cleaning company, for the chance to win \$5,000. The contest allows participants to vote for the Department's canine Axel at <http://www.aftermath.com/k9contest> until October 31st, with the winner announced on November 3rd. The committee was recommending the Council authorize the Police Department's canine unit to enter the Aftermath contest.

Council Member Christianson moved the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

Fire Chief Frank Hanson noted the total Fire Department calls for service for the previous two weeks totaled 15, and included 1 building fire, 2 cooking fires and 12 alarm activations. The total calls for service so far this year is 286, 34 calls above last year. The Fire Department hosted a family night on October 6th, with more than 700 people attending the event. The Department has doubled their education hours for the year, with firefighters providing information to numerous preschools and churches.

Item No. 3 Staff brought forth, for approval, the analysis of the Priority 2 playground equipment with recommendations for the units for repair, removal or to remain as is. The City's Certified Playground Inspectors previously inspected the 230 individual pieces of equipment in the City's 28 parks. Each piece was given a priority rating of 1 through 5, with 1 indicating a potential life threatening issue and 5 signifying no issues and the Priority 1 equipment was removed. The Committee discussed the timeline of when the equipment will be replaced. The Community Education and Recreation Advisory Board are meeting with the Public Works staff to determine a priority of which parks will receive the new playground equipment. The Committee was recommending the Council approve the recommendations prepared by staff for the Priority 2 units to be removed, repaired or remain as is.

Council Member Christianson moved the recommendation of the Committee. Council Member Nelsen seconded the motion, which carried.

Item No. 4 Staff brought forth, for information, updates on the activities of the Public Works Department. Various tasks such as boulevard tree removals, grinding of the brush site pile, street patching, and winter preparation activities were discussed. Several areas needing potholes filled and lawn maintenance around a utility box were discussed. The 2016 Engineering plans were discussed, with staff noting past cancelled projects being evaluated for the project list. The overlay project of 9th and 10th Streets SW previously cancelled by the request of the residents was discussed with staff noting they are not including it in next year's project list. The Committee discussed following the Pavement Management Program on City streets to keep up with the current schedule of maintenance and repair.

Item No. 5 The concept of a leaf pick up service by the Public Works staff was discussed, with more information requested from other cities that provide the service and their estimated costs. The Council received this for information only.

Council Member Christianson made a motion to approve and file the Public Works/Safety Committee Report for October 13, 2015. Council Member Ahmann seconded the motion.

Labor Relations Committee Report for October 14, 2015 was presented to the Mayor and Council by Council Member Ahmann. There were four items for consideration.

Item No. 1 There was no public comment.

Item No. 2 Interim City Administrator Kevin Halliday presented the proposed changes to the Wastewater Treatment Plant Superintendent job description. Staff is recommending filling the Wastewater Treatment Plant Superintendent from within, but in order to do so, the required Bachelor of Science Degree should be amended to be "or equivalent combination of education and experience." Mr. Halliday stated by making this change it may reduce the non-degreed employee from attaining the full array of pay grades points, but it will still fall within its current Pay Grade of a Level 9. Staff is also seeking authorization to begin advertising to fill the position. The Committee was recommending the Council approve the amendments to the job description as presented by staff and authorize the filling of the position vacancy.

Council Member Ahmann moved the recommendation of the Committee. Council Member Christianson seconded the motion, which carried.

Item No. 3 Interim City Administrator Kevin Halliday presented staff's recommended changes to the Building Maintenance Supervisor job description to include the removal of the primary assignments and duties at the Fire Station and the requirement of a Class B Driver's License to a Class D. Staff is recommending approval of the job description as presented.

Mayor Calvin requested that on Page 3 under Working Conditions the statement in parenthesis (under trucks and in pump compartments) referring to confined spaces should be deleted and under Machines used the atmosphere testing equipment should be retained.

The Committee was recommending the Council approve the amendments to the job description for the Building Maintenance Supervisor including those revisions noted by Mayor Calvin.

Council Member Ahmann moved the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

Item No. 4 Council Member Anderson made a motion, seconded by Council Member Christianson to go into closed session. The meeting was closed at 5:08 p.m.

The meeting was reopened at 5:38 p.m. by motion of Council Member Anderson, and seconded by Council Member Christianson.

Item No. 5 The Committee was recommending the Council direct the Mayor to establish a committee of two to three Council Members to develop an action plan related to unrepresented employees.

Council Member Ahmann moved the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

It was at this time that Mayor Calvin sought interested Council Members to work on the committee to work with a plan for the unrepresented employees of the City. Mayor Calvin stated that he himself would like to serve on this committee. Council Members Ahmann, Plowman and Christianson offered to be on the committee along with Mayor Calvin.

Council Member Ahmann made a motion to approve and file the Labor Relations Committee Report for October 14, 2015. Council Member Anderson seconded the motion.

Announcements for Council Committee meeting dates were as follows: Labor Relations (Full Council) 4:45 p.m. at City Hall, October 26, 2015.

Council Member Christianson offered a motion to adjourn the meeting with Council Member Anderson seconding the motion, with carried. The meeting adjourned at 7:15 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

Rice Memorial Hospital

Board of Directors

October 21, 2015

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

EXCUSED: Director Dr. Lachlan Smith

ADMINISTRATIVE STAFF: Michael Schramm, CEO; Wendy Ulferts, Dr. Ken Flowe, Sandy Roelofs

GUESTS: Audrey Nelsen, Shirley Carter, Joyce Elkjer, Carl Sorensen

Call to Order/Minutes: President Anfinson called the meeting to order at 5:30 p.m. **ACTION: A motion was made by Director Gardner, seconded by Director Allen and carried to approve the consent agenda including the September 23, 2015 Board of Directors meeting minutes, the September 22, 2015 Medical Staff Executive and Credentials Committee minutes, the October 8, 2015 Finance Committee minutes, the August 31, 2015 Financial Statements and the June 18, 2015 and August 20, 2015 Rice Health Foundation Board meeting minutes.**

Patient Experience: Wendy Ulferts reviewed a letter received recently from a former patient on the Women and Children's Care unit. The patient stated that she had an overall wonderful experience at Rice Hospital for the birth of her son. She wanted to specifically thank four nurses as well as other Hospital staff that were outstanding and made her patient experience a joy. She stated that words cannot express how much of a difference these four nurses made. They were all outstanding.

Quality Report: Joyce Elkjer presented the 2014 Human Resources annual report to the Board of Directors and reviewed the following information from the report: A) Rice's focus and commitment: 1) Building a culture of employee engagement. a) Commitment to exceptional services. b) Attract quality applicants who are committed to service excellence. c) Train and retain talent. d) Culture of student experiences. 2) Focus on communication: a) Employee forums held by CEO Schramm for all Rice staff. b) RiceNet. c) This Week at Rice weekly newsletter. d) Pursuing Perfection Safety Newsletter. e) Open communication with the Executive Team. 3) Focus on Recognition: a) Recognize and celebrate the excellent work of our employees. b) Star awards - 286 in 2014. 4) Focus on Human Resources in 2014: a) Align health insurance plans in preparation for ACA. b) Compliance with ACA requirements. c) Align Rice FTE's with healthcare industry standards. d) Manage ongoing retirements. e) Manage staffing during major RCC remodel. f) Continued integration of Rice Home Medical (RHM). g) Enhance continuing education/CBL courses and system upgrade. h) Align WMS continuing education/CBL courses with Rice's. i) Continued expansion of Rice Wellness Program. j) Plan for roll out of the Hospital's 2015 wellness plan. 5) Focus on HR – 2015: a) Attract and retain top quality employees. b) Offer an attractive benefit package in light of ACA. c) Comply with ACA mandates. d) Manage anticipated retirements. e) Successfully staff Rice Care Center in light of LTC challenges. f) Successfully negotiate contracts with the Hospital's four bargaining units. g) Rice Hospital's employee engagement survey recently conducted. h) Continue to provide a meaningful Wellness Program for Rice's employees. i) Continue to work with Rice Home Medical from a Human Resources perspective. J) Continue to provide quality educational opportunities for Rice Staff.

Medical Staff Report: A) Executive Committee Summary: 1) Dr. Flowe reviewed the ongoing educational opportunities for Rice's Medical Staff which include weekly CME sessions hosted at ACMC as well as departmental CME offerings such as one recently held for the OB/Pediatric physicians on, "Congenital Cytomegalovirus: Outcomes and Management." B) Credentials Committee Summary: 1) New Active Medical Staff physicians presented to the Board for approval tonight include: a) Dr. Sarah Eisenschenk, Family Medicine, ACMC - New London, MN. b) Dr. Joanne Monterroso, Oncology/Hematology, ACMC – Willmar. b) Dr. Thomas Lange recently achieved completion of his Robotic Surgery certification with two additional Rice Hospital surgeons currently in the process. Rice also has an OB/GYN physician who also has just begun her Robotic Surgery certification process. C) The addition of a new Nurse Practitioner on Rice's Behavioral Health Unit, will allow us to utilize two new beds on this unit later this week, with the remaining beds to be available for utilization in early November. **ACTION: A motion was made by Director Gardner, seconded by Director Allen and carried to approve the appointments to the Rice Memorial Hospital's Medical Staff for the month of**

September, 2015 as presented and recommended: **INITIAL APPLICATIONS:** **Provisional Affiliate:** **David Aamodt, M.D.** Radiology/Department of Radiology Suburban Radiologic Consultants, Ltd., Bloomington, MN. **Ian Penniston, DO** – Psychiatry/Department of Psychiatry. Avera Behavioral Health, Sioux Falls, SD. **Luis Pagan-Carlo, M.D.** – Cardiovascular Disease / Department of Internal Medicine Minneapolis Heart Institute, Minneapolis, MN. **Provisional Active:** **Sarah Eisenschenk, M.D.** – Family Medical/Department of Family Medicine. Affiliated Community Medical Center, New London, MN. **Joanne Monterroso, M.D.** – Oncology/Hematology/Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. **REAPPOINTMENT APPLICATIONS:** **Active Staff:** **Lee Cafferty, M.D.** – Pathology/Department of Pathology. Minnesota Pathologists Chartered/Rice Memorial Hospital, Willmar, MN. **Kay Breen, M.D.** – Pediatrics/Department of Pediatrics. Affiliated Community Medical Center, Willmar, MN. **Sheila Gemar, M.D.** – Urology/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. **Michael Hodapp, M.D.** – Pediatric /Department of Pediatrics. Affiliated Community Medical Center, Willmar, MN. **Patricia Hoeft, M.D.** – Pathology/Department of Pathology. Minnesota Pathologists Chartered/Rice Memorial Hospital, Willmar, MN. **Ronald L. Holmgren, M.D.** – Family Practice/Department of Family Practice. Affiliated Community Medical Center, Willmar, MN. **James Hughes, DDS** – Oral & Maxillofacial Surgery / Department of Surgery. Oral-Facial Surgery, P.A., Willmar, MN. **Merlin V. Nelson, M.D.** – Neurology / Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. **John P Skretvedt, M.D.** – Family Medicine / Department of Family Medicine. Affiliated Community Medical Center, Willmar, MN. **Affiliate Staff:** **David J. Monyak, M.D.** – Radiation/Oncology/Department of Internal Medicine. Abbott Northwestern Hospital, Radiation Oncology, Minneapolis, MN. **Allied Health Staff:** **Alan Johnson, LICSW, LMFT** – Social Worker/Family Therapist/Department of Psychiatry. Rice Institute for Counseling, Willmar, MN. **Paul Degallier, DDS** – Dentist/Department of Surgery. Independent Practice, Winona, MN.

CEO Report – Mike Schramm:

- A. Behavioral Health Unit: Darla Miles, Rice's new Nurse Practitioner, is now on staff and is available to see patients. As a result, we will begin to utilize two of the new inpatient beds this week with the remaining beds to be available in early November.
- B. Rice Care Center: Today the Care Center had a visit from Representative Dave Baker and Speaker of the House, Kurt Daudt. They toured the new renovations which they found to be a wonderful living setting/environment for our residents.
- C. Leadership Development: Rice will be holding a Leadership Development workshop for its Directors and Supervisors on November 5, 2015 at the Barn Theatre. We have engaged the same speaker that Rice utilized for its Continuing Quality Improvement sessions held earlier this year for all Rice staff.
- D. Violence Prevention: Due to the recent incident which occurred at the St. Cloud Hospital there will continue to be a great deal of focus on violence prevention. For over a year Rice Hospital has been working on the development of a violence prevention program. We continually review our program and policies in place in an effort to maintain safety for our patients, employees, physicians, and visitors.
- E. Willmar Medical Services: 1) Cancer Center: The new CT Simulator equipment has been delivered and is in the process of being installed in the Cancer Center. The plan is for the equipment to be available for our patients in mid-November. 2) Imaging Center: We continue to move forward with facility/space plans for the installation of the new PET/CT Scanner equipment which will be installed during the first quarter of 2016. 3) Willmar Surgery Center (WSC): Planning continues for the new Ambulatory Surgery Center (ASC). Mohagen Hansen is the architectural firm working with us on plans for the new ASC. We recently received a draft document of plans for the new surgery center for our review. Size and scope of the project as well as location, costs, etc., are areas that the WSC Steering Committee continues to work on.
- F. Physician Recruitment: 1) Rice has recently added two new physicians to its Medical Staff: a) Dr. Joanne Monterroso, Medical Oncologist, Willmar Regional Cancer Center. b) Dr. Leah Dvorak, Pathologist. 2) Pediatrics: One of our highest priorities for physician recruitment currently is in the area of Pediatrics. Dr. Timothy Swanson retired in June, and Dr. Michael Hodapp will be going to part-time at the end of the year. This is an important service line that supports Rice's Obstetrics Program and the needs of patients in our community/region.
- G. Rice Health Foundation: The Foundation continues to work on the capital campaign to support the Rice Rehab Center building project as well as preparation for the 2015 Gala Dinner and Holiday Festival which will be held on November 13 and 14.

New Business:

- A. Rehab Building Project Bids - CEO Schramm: Pursuant to the September 2, 2015 Board meeting, Rice re-bid two trade groups for the Rehab Center building project in order to obtain better pricing. A summary of the results of that process and an update to the value engineering work that has been completed since that date was provided to the Board. The carpentry trade group was the first to be re-bid. Three proposals were received and Administration is recommending the acceptance of the Sussner Construction bid in the amount of \$253,970. As a result, savings of \$91,930 are expected to be realized from the previous unaccepted bid. The aluminum storefronts trade group (glass) was also re-bid with only one bid received. Administration is recommending acceptance of the bid from Heartland Glass in the amount of \$264,280. We are expecting a savings of \$17,905 from the re-bid. There is still one outstanding item that Administration is working on to finalize with regard to the exterior panels. Once finalized, this item will be brought to the Board for review/final approval. **ACTION: A motion was made by Director Allen, seconded by Director Carruthers and carried that the Rice Memorial Hospital Board of Directors approve the Carpentry trade group bid received from Sussner Construction in the amount of \$253,970, and the Aluminum Storefronts/Glass trade group bid received from Heartland Glass in the amount of \$264,280, or a total cost of \$518,250, for the Rice Rehab Center building project as presented and recommended.**
- B. 2015 Auditor Selection: Director Gardner stated that the Hospital's auditor selection for 2015 was reviewed in detail at the October 8, 2015 Finance Committee meeting. He indicated that the audit firm currently engaged by Rice has proposed a \$2,000 increase in its professional fees from the prior year. **ACTION: A motion was made by Director Weiberg, seconded by Director Saunders and carried that the Rice Memorial Hospital Board of Directors approve the recommendation of its Finance Committee to engage McGladrey, LLP for 2015 audit services in the amount of \$52,400.**
- C. Minnesota Nurses Association (MNA) Contract Approval: CEO Schramm reviewed highlights from the Hospital's negotiation session held with Hospital MNA representatives. He was pleased to announce that a tentative agreement was reached at this session held on September 24, 2015. The Hospital's MNA members voted on October 1, 2015 to ratify the proposed MNA agreement with Rice Memorial Hospital. Highlights from the Executive Summary between Rice Hospital and the MNA were reviewed in regard to: 1) Duration of contract. 2) Wages. 3) Health insurance benefits. **ACTION: A motion was made by Director Gardner, seconded by Director Allen and carried that the proposed Executive Summary Agreement between Rice Memorial Hospital and the Minnesota Nurses Association Union be approved as presented and recommended.** Union contract negotiations continue with the Hospital's AFSCME and IAFF bargaining units.

Other:

- A. City Council Report - Audrey Nelsen: 1) The City Council recently held a planning retreat with another session to be scheduled in the near future. 2) Nine candidates were selected from the applications received for the Willmar City Administrator position. Three of these candidates were selected for interviews; however one has recently withdrawn his application. Interviews with the final two candidates will be held on November 12 with possible second interviews scheduled for November 13. Director Allen stated that he feels it would be beneficial for Rice Hospital representatives to be involved in the City Administrator interview process.

Adjournment: There being no further business, the meeting was adjourned at 6:40 p.m.

Submitted by:

Eric Weiberg, Secretary

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WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
OCTOBER 26, 2015

The Municipal Utilities Commission met in its regular meeting on Monday, October 26, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Dan Holtz, Jeff Nagel, Joe Gimse, Justin Mattern, and Abdirizak Mahboub. Absent was Commissioner Carol Laumer.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Director of Finance Tim Hunstad, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, City Councilman Andrew Plowman, and City Attorney Robert Scott (via teleconference).

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

RESOLUTION NO. 45

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

- ❖ Minutes from the October 13, 2015 Commission meeting; and,
- ❖ Bills represented by vouchers No. 144398 to No. 144503 inclusive in the amount of \$2,169,144.45 with a MISO charge in the amount of \$42,518.91, and a Westmoreland Resources (coal) payment in the amount of \$82,546.62.

Dated this 26th day of October, 2015.

President

ATTEST:

Acting Secretary

The foregoing resolution was adopted by a vote of five ayes, zero nays, and one abstaining (Commissioner Holtz).

Director of Finance Hunstad reviewed with the Commission a proposed timetable to complete the WMU's 2016 budget process. This was for information only.

Power Production Supervisor Folkedahl presented the Commission with an operational update of the WMU Power Plant. Among the areas reviewed and discussed were: 1) coal status (stockpiling data along with the usage process); 2) completed the overhaul of steam turbine #3 (including the

monitoring and testing which followed the successful completion of the project); 3) facility's safety improvements & upgrades (coal handling, carhoe, penthouse, central dust vacuum, ongoing safety & SOP training, etc.); and, 4) various areas of personnel training (i.e. turbine climbing & rescue training, Boiler Operator, Plant Operator).

General Manager Hompe presented the Commission with a request to schedule a meeting of the WMU Planning Committee. The main topic of discussion will focus on the facilities improvement project. It was the consensus of the Commission and Staff to tentatively schedule the meeting during the week of November 2nd (exact date and time to be determined).

General Manager Hompe informed the Commission that a crew of four WMU Line Department personnel had recently assisted MMUA in completing the construction of the pole field for the 2016 Public Power Lineworkers Rodeo. The Rodeo is where public power lineworkers come together from all over the United States to demonstrate their skill and knowledge in the craft of linework. The Rodeo site is at Canterbury Park in Shakopee and will be held April 1-2, 2016.

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

- 2016 APPA Events:
 - Legislative Rally – March 7-9 (Washington, DC)
 - Lineworker Rodeo – April 1-2 (Shakopee, MN)
 - National Conference – June 10-15 (Phoenix, AZ)

There being no further business to come before the Commission, Commissioner Holtz made a motion to adjourn the meeting. Commissioner Mattern seconded the motion which carried, and the meeting was adjourned at 12:15 p.m. by a vote of six ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Acting Secretary

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
ALFA LAVAL INC			003193											
	44188	10/28/15	GRAVITY BELT THICKENER	852.74		275052524		D	N				MTCE. OF EQUIPME	651.48486.0224
ALZHEIMERS ASSOCIATION			.02305											
	44189	10/28/15	REFUND SHELTER DEPOSIT	50.00		101615		D	N				DEPOSITS	101.230000
AMERICAN FOUNDATION FOR			.01775											
	44190	10/28/15	REFUND SHELTER DEPOSIT	50.00		101615		D	N				DEPOSITS	101.230000
AMERICAN WELDING & GAS I			000057											
	44191	10/28/15	FIRE EXT. REFILL	25.00		03480921		D	N				MTCE. OF EQUIPME	101.45433.0334
	44191	10/28/15	WELDING GAS	40.22		03539692		D	N				GENERAL SUPPLIES	101.43425.0229
	44191	10/28/15	FIRE EXT. INSPECTION	60.00		03543819		D	N				MTCE. OF EQUIPME	101.41408.0334
	44191	10/28/15	TORCH TIPS	49.40		03547374		D	N				INVENTORIES-MDSE	101.125000
	44191	10/28/15	WELDING GAS	35.55		03576471		D	N				GENERAL SUPPLIES	101.43425.0229
	44191	10/28/15	WELDING GAS	21.75		03576695		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	231.92		*CHECK TOTAL								
				231.92										
ARC OF KANDIYOHI COUNTY			.00713											
	44192	10/28/15	REFUND SHELTER DEPOSIT	50.00		101915		D	N				DEPOSITS	101.230000
ASCAP			001253											
	44193	10/28/15	MUSIC LIC. FEE NOV-DEC	60.00		100004267215		D	N				LICENSES AND TAX	101.45433.0445
	44193	10/28/15	MUSIC LIC. FEE JAN-OCT	279.17		100004267216		D	N				PREPAID EXPENSES	101.128000
			VENDOR TOTAL	339.17		*CHECK TOTAL								
				339.17										
ASTECH CORPORATION			000863											
	44194	10/28/15	SEAL COATING	23,242.00		15-390		D	N				MTCE. OF OTHER I	101.43425.0336
BACKES TECHNOLOGY SERVIC			000087											
	44195	10/28/15	RE-PROGRAMMED VOICEMAIL	85.00		14330		D	N				COMMUNICATIONS	101.45433.0330
BAKER GRAPHICS			000917											
	44196	10/28/15	LICENSE PLATE	18.00		12550		D	N				GENERAL SUPPLIES	101.42412.0229
BAUMGARN/ROB			003208											
	44197	10/28/15	OFFICE SUPPLIES	115.17		101915		D	N				OFFICE SUPPLIES	101.45433.0220
BECKER ARENA PRODUCTS IN			000097											
	44198	10/28/15	VINYL GOAL LINES/CREASE	614.44		00104027		D	N				MTCE. OF EQUIPME	101.45433.0224
	44198	10/28/15	TWINE FOR LACING GOALS	47.80		00104276		D	N				MTCE. OF EQUIPME	101.45433.0224
			VENDOR TOTAL	662.24		*CHECK TOTAL								
				662.24										
BONNEMA/MEGAN			002727											
	44199	10/28/15	MILEAGE-MBPTA TRAINING	101.20		102215		D	N				TRAVEL-CONF.-SCH	101.41402.0333

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
BSE			001980											
	44200	10/28/15	LT BULBS FOR BLDG	82.90		910137489		D	N				MTCE. OF STRUCTU	101.42412.0225
	44200	10/28/15	WATER REGULATOR PARTS	36.18		910145373		D	N				MTCE. OF EQUIPME	101.45433.0224
			VENDOR TOTAL	119.08	*CHECK	TOTAL								
				119.08										
BSN SPORTS INC			003001											
	44201	10/28/15	SOFTBALLS/SUPPLIES	293.36		97320965		D	N				GENERAL SUPPLIES	101.45432.0229
BUSINESSWARE SOLUTIONS			002776											
	44202	10/28/15	PRINT/PAGE COUNT	5.69		244829		D	N				OFFICE SUPPLIES	101.41400.0220
	44202	10/28/15	PRINT/PAGE COUNT	27.10		244829		D	N				OFFICE SUPPLIES	101.41402.0220
	44202	10/28/15	PRINT/PAGE COUNT	10.09		244829		D	N				OFFICE SUPPLIES	101.41403.0220
	44202	10/28/15	PRINT/PAGE COUNT	13.00		244829		D	N				OFFICE SUPPLIES	101.41404.0220
	44202	10/28/15	PRINT/PAGE COUNT	188.71		244829		D	N				OFFICE SUPPLIES	101.41405.0220
	44202	10/28/15	PRINT/PAGE COUNT	49.34		244829		D	N				OFFICE SUPPLIES	101.41409.0220
	44202	10/28/15	PRINT/PAGE COUNT	151.93		244829		D	N				OFFICE SUPPLIES	101.42411.0220
	44202	10/28/15	PRINT/PAGE COUNT	21.74		244829		D	N				OFFICE SUPPLIES	101.43417.0220
	44202	10/28/15	PRINT/PAGE COUNT	80.22		244829		D	N				OFFICE SUPPLIES	101.43425.0220
	44202	10/28/15	PRINT/PAGE COUNT	55.35		244829		D	N				OFFICE SUPPLIES	101.45433.0220
	44202	10/28/15	PRINT/PAGE COUNT	0.40		244829		D	N				OFFICE SUPPLIES	101.45435.0220
	44202	10/28/15	PRINT/PAGE COUNT	69.21		244829		D	N				OFFICE SUPPLIES	651.48484.0220
			VENDOR TOTAL	672.78	*CHECK	TOTAL								
				672.78										
CARDMEMBER SERVICE			002365											
	44203	10/28/15	NELSEN-LODGING EXPENSE	104.37		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	44203	10/28/15	METRO FAIR CARD	20.00		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.41402.0333
	44203	10/28/15	PARK 'N FLY CHARGE	43.38		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.41402.0333
	44203	10/28/15	PETERSON-LODGING EXPENSE	219.56		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.41402.0333
	44203	10/28/15	TABLET KEYBOARD	99.75		STMT/9-15		D	N				SMALL TOOLS	101.41409.0221
	44203	10/28/15	COMPUTER POWER SUPPLY	137.99		STMT/9-15		D	N				SMALL TOOLS	101.41409.0221
	44203	10/28/15	DELL 19" MONITOR	246.46		STMT/9-15		D	N				SMALL TOOLS	101.41409.0221
	44203	10/28/15	CORK BULLETIN BOARD	27.18		STMT/9-15		D	N				SMALL TOOLS	101.41409.0221
	44203	10/28/15	WRAC SERVER BATTERIES	8.86		STMT/9-15		D	N				MTCE. OF EQUIPME	101.41409.0224
	44203	10/28/15	SERVER RACK SHELF	40.81		STMT/9-15		D	N				MTCE. OF EQUIPME	101.41409.0224
	44203	10/28/15	CABINET SHELF	29.91		STMT/9-15		D	N				MTCE. OF EQUIPME	101.41409.0224
	44203	10/28/15	TRAINING VIDEO SERIES	37.50		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	44203	10/28/15	BROADCASTER SUBSCRIP.	49.00		STMT/9-15		D	N				SUBSCRIPTIONS AN	101.41409.0443
	44203	10/28/15	WEBSITE HOSTING FEE	146.84		STMT/9-15		D	N				SUBSCRIPTIONS AN	101.41409.0443
	44203	10/28/15	WEBSITE HOSTING FEE	150.97		STMT/9-15		D	N				PROFESSIONAL SER	101.41409.0446
	44203	10/28/15	OFF-SITE BACKUPS	17.49		STMT/9-15		D	N				PROFESSIONAL SER	101.41409.0446
	44203	10/28/15	EXPLORER PRGRM FOLDERS	27.22		STMT/9-15		D	N				GENERAL SUPPLIES	101.42411.0229
	44203	10/28/15	TOURNIQUET	149.12		STMT/9-15		D	N				GENERAL SUPPLIES	101.42411.0229
	44203	10/28/15	MAILING LABELS	4.75		STMT/9-15		D	N				OFFICE SUPPLIES	101.42412.0220
	44203	10/28/15	REFERENCE MATERIALS	47.52		STMT/9-15		D	N				OFFICE SUPPLIES	101.42412.0220
	44203	10/28/15	REFERENCE MATERIALS	56.05		STMT/9-15		D	N				OFFICE SUPPLIES	101.42412.0220
	44203	10/28/15	RECORDER	59.88		STMT/9-15		D	N				SMALL TOOLS	101.42412.0221
	44203	10/28/15	RESTROOM DOOR SIGNS	218.07		STMT/9-15		D	N				MTCE. OF STRUCTU	101.42412.0225
	44203	10/28/15	HANSON-SEMINAR REGIS.	99.00		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.42412.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CARDMEMBER SERVICE			002365											
	44203	10/28/15	2016 ASCE MBRSHIP DUES	255.00		STMT/9-15		D	N				PREPAID EXPENSES	101.128000
	44203	10/28/15	WITTMAN-RECERTIF. TRNG	115.00		STMT/9-15		D	N				PREPAID EXPENSES	101.128000
	44203	10/28/15	SEAN-ATP MEETING	12.56		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.43417.0333
	44203	10/28/15	TINKLENBERG-SEMINAR REG.	75.00		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.43425.0333
	44203	10/28/15	HALVORSON-SEMINAR REGIS.	75.00		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.43425.0333
	44203	10/28/15	NIEMEYER-SEMINAR REGIS.	75.00		STMT/9-15		D	N				TRAVEL-CONF.-SCH	101.43425.0333
			VENDOR TOTAL	2,649.24		*CHECK TOTAL								
CENTERPOINT ENERGY			000467											
	44204	10/28/15	NATURAL GAS-OCT	16.94		6007936/10-15		D	N				UTILITIES	230.43430.0332
	44204	10/28/15	NATURAL GAS-OCT	70.15		6007939/10-15		D	N				UTILITIES	101.43425.0332
	44204	10/28/15	NATURAL GAS-OCT	57.98		6102726/10-15		D	N				UTILITIES	101.42412.0332
	44204	10/28/15	NATURAL GAS-OCT	69.96		6725927/10-15		D	N				UTILITIES	230.43430.0332
	44204	10/28/15	NATURAL GAS-OCT	16.94		7177865/10-15		D	N				UTILITIES	230.43430.0332
	44204	10/28/15	NATURAL GAS-OCT	47.04		8503501/10-15		D	N				UTILITIES	651.48485.0332
	44204	10/28/15	NATURAL GAS-OCT	112.54		8512023/10-15		D	N				UTILITIES	651.48485.0332
	44204	10/28/15	NATURAL GAS-OCT	548.16		8795475/10-15		D	N				UTILITIES	651.48484.0332
			VENDOR TOTAL	939.71		*CHECK TOTAL								
CHAMBERLAIN OIL CO			000154											
	44205	10/28/15	L.S. PUMP OIL	955.55		149183		D	N				MOTOR FUELS AND	651.48485.0222
CHARTER COMMUNICATIONS			000736											
	44206	10/28/15	PHONE SERV 10/20-11/19	143.99		2191/10-15		D	N				COMMUNICATIONS	101.41409.0330
	44206	10/28/15	FIBER MOVE 10/26-11/25	2,500.00		5124/11-15		D	N				MTCE. OF STRUCTU	101.41409.0225
	44206	10/28/15	PHONE SERV 10/26-11/25	407.83		5124/11-15		D	N				COMMUNICATIONS	101.41409.0330
			VENDOR TOTAL	3,051.82		*CHECK TOTAL								
CHIEF SUPPLY CORPORATION			000885											
	44207	10/28/15	SWAT CLOTHING	165.99		384444		D	N				SUBSISTENCE OF P	101.42411.0227
	44207	10/28/15	SWAT CLOTHING	129.00		387413		D	N				SUBSISTENCE OF P	101.42411.0227
			VENDOR TOTAL	294.99		*CHECK TOTAL								
COALITION OF GREATER MN			000168											
	44208	10/28/15	NELSEN-CGMC CONFERENCE	50.00		100715		D	N				TRAVEL-CONF.-SCH	101.41401.0333
CODE 4 SERVICES LLC			002984											
	44209	10/28/15	OLD CAR 4 TEAR DOWN	327.25		2172		D	N				MTCE. OF EQUIPME	101.42411.0334
	44209	10/28/15	REPL. LIGHT BAR LENS	269.20		2183		D	N				MTCE. OF EQUIPME	101.42411.0224
			VENDOR TOTAL	596.45		*CHECK TOTAL								
COLEPAPERS INC			000170											
	44210	10/28/15	CLEANING SUPPLIES	36.76		9140194		D	N				CLEANING AND WAS	101.41408.0228

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
DOOLEY'S PETROLEUM INC			002163											
	44184	10/20/15	CREDIT FOR OVER CHARGE	552.14CR		17537SC							D N	INVENTORIES-MDSE 101.125000
	44184	10/20/15	4,000 GALLONS UNLEADED	8,199.00		21155							D N	INVENTORIES-MDSE 101.125000
	44184	10/20/15	CREDIT FOR OVER CHARGE	6,319.93CR		268635R							D N	INVENTORIES-MDSE 101.125000
	44184	10/20/15	4,000 GALLONS DIESEL	7,108.00		729822							D N	INVENTORIES-MDSE 101.125000
				8,434.93										
			VENDOR TOTAL	8,434.93		*CHECK TOTAL								
DUININCK CONCRETE			000151											
	44217	10/28/15	CONCRETE FOR CURBS	221.38		75963							D N	MTCE. OF OTHER I 101.43425.0226
DUININCK INC			000222											
	44218	10/28/15	BIT. MILLING/CURB/GUTT	6,444.21		1305/EST. 2							D N	MTCE. OF OTHER I 413.48455.0336
	44218	10/28/15	WTR MAIN/SWR/CURB/GU	299,122.75		1501-A/EST. 2							D N	MTCE. OF OTHER I 415.48451.0336
	44218	10/28/15	CURB/SIDEWALK/OVERLAY	57,068.58		1503-A/EST. 2							D N	MTCE. OF OTHER I 415.48451.0336
	44218	10/28/15	PATH IMPROVEMENTS	50,172.45		1504/EST. 2							D N	MTCE. OF OTHER I 415.48451.0336
	44218	10/28/15	MIX FOR STREET PATCHIN	1,564.50		520109							D N	MTCE. OF OTHER I 101.43425.0226
	44218	10/28/15	CLASS 5 GRAVEL	1,614.58		520173							D N	MTCE. OF OTHER I 101.43425.0226
				415,987.07										
			VENDOR TOTAL	415,987.07		*CHECK TOTAL								
EMERGENCY RESPONSE SOLUT			003048											
	44219	10/28/15	HELMET FRONTS	85.33		4922							D N	SUBSISTENCE OF P 101.42412.0227
ER PORTAL SOFTWARE INC			002945											
	44220	10/28/15	SOFTWARE SUPPORT AGRMT	1,424.98		031074							D N	PREPAID EXPENSES 651.128000
	44220	10/28/15	SOFTWARE SUPPORT AGRMT	475.02		031074							D N	MTCE. OF EQUIPME 651.48484.0334
				1,900.00										
			VENDOR TOTAL	1,900.00		*CHECK TOTAL								
ERIC'S AVIATION SERVICES			002998											
	44221	10/28/15	ON SITE MGMT SERV-NOV	6,428.00		STMT/11-15							D N	PROFESSIONAL SER 230.43430.0446
ETTERMAN ENTERPRISES			001567											
	44222	10/28/15	PLOW MARKERS	110.00		232433							D M 07	MTCE. OF EQUIPME 101.43425.0224
FARM-RITE EQUIPMENT			003002											
	44223	10/28/15	#142781-HYD. COUPLER	70.30		P06052							D N	MTCE. OF EQUIPME 101.43425.0224
FARM-RITE EQUIPMENT INC			.02306											
	44224	10/28/15	#080492-HYD. HOSES	173.78		P16638							D N	MTCE. OF EQUIPME 101.43425.0224
FEDERAL SIGNAL CORPORATI			000250											
	44225	10/28/15	SIREN INSTALLATION	5,400.00		6150896							D N	CIVIL DEFENSE 101.42428.0809
FELT/JAMES E			000993											
	44226	10/28/15	CAMERA SYSTEM DEMO	4.96		710							D N	SUBSISTENCE OF P 101.42411.0227

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
FERGUSON ENTERPRISES INC			000810											
	44227	10/28/15	PLUMBING PARTS	8.50		3697570		D	N				MTCE. OF STRUCTU	101.43425.0225
FISCHER LASER EYE CENTER			000244											
	44228	10/28/15	MARCUS-SAFETY GLASSES	250.00		0129408		D	N				SUBSISTENCE OF P	651.48484.0227
FIVE-STAR PUMPING			000234											
	44229	10/28/15	BIOSOLIDS LAND APPLIC	47,580.90		3639		D	N				OTHER SERVICES	651.48486.0339
FLAHERTY & HOOD P.A.			001449											
	44230	10/28/15	LEGAL SERVICES-SEPTEMB	6,499.39		8188		D	M	07			PROFESSIONAL SER	101.41406.0446
FRANCOTYP-POSTALIA INC			001791											
	44231	10/28/15	POSTAGE MTR RENT-3RD QTR	174.21		RI102582081		D	N				RENTS	101.42411.0440
FRONTIER PRECISION INC			001696											
	44232	10/28/15	PINK GLO ARCTIC FLAGGING	43.21		142642		D	N				GENERAL SUPPLIES	101.43417.0229
GENERAL MAILING SERVICES			000293											
	44233	10/28/15	POSTAGE 09/14-09/18/15	1.94		16375		D	N				POSTAGE	101.41400.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	26.18		16375		D	N				POSTAGE	101.41401.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	16.52		16375		D	N				POSTAGE	101.41402.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	5.58		16375		D	N				POSTAGE	101.41403.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	12.98		16375		D	N				POSTAGE	101.41404.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	2.36		16375		D	N				POSTAGE	101.41405.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	15.00		16375		D	N				POSTAGE	101.41408.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	1.18		16375		D	N				POSTAGE	101.41409.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	0.59		16375		D	N				POSTAGE	101.42411.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	34.22		16375		D	N				POSTAGE	101.42412.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	15.16		16375		D	N				POSTAGE	101.43425.0223
	44233	10/28/15	POSTAGE 09/14-09/18/15	1.18		16375		D	N				POSTAGE	651.48484.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	1.18		16417		D	N				POSTAGE	101.41400.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	1.45		16417		D	N				POSTAGE	101.41401.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	9.44		16417		D	N				POSTAGE	101.41402.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	72.56		16417		D	N				POSTAGE	101.41403.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	2.36		16417		D	N				POSTAGE	101.41404.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	1.45		16417		D	N				POSTAGE	101.41405.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	15.00		16417		D	N				POSTAGE	101.41408.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	1.18		16417		D	N				POSTAGE	101.42411.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	3.56		16417		D	N				POSTAGE	101.43417.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	3.12		16417		D	N				POSTAGE	101.43425.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	2.60		16417		D	N				POSTAGE	101.45432.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	1.18		16417		D	N				COMMUNICATIONS	230.43430.0330
	44233	10/28/15	POSTAGE 09/21-09/25/15	57.23		16417		D	N				POSTAGE	415.48451.0223
	44233	10/28/15	POSTAGE 09/21-09/25/15	3.54		16417		D	N				POSTAGE	651.48484.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	11.21		16446		D	N				POSTAGE	101.41400.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	3.54		16446		D	N				POSTAGE	101.41401.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	21.24		16446		D	N				POSTAGE	101.41402.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	76.18		16446		D	N				POSTAGE	101.41403.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	8.85		16446		D	N				POSTAGE	101.41404.0223

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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											
	44233	10/28/15	POSTAGE 09/28-10/02/15	1.77		16446		D	N				POSTAGE	101.41405.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	15.00		16446		D	N				POSTAGE	101.41408.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	1.18		16446		D	N				POSTAGE	101.41409.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	1.77		16446		D	N				POSTAGE	101.42411.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	0.59		16446		D	N				POSTAGE	101.42412.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	0.59		16446		D	N				POSTAGE	101.43417.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	12.48		16446		D	N				POSTAGE	101.43425.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	1.18		16446		D	N				POSTAGE	101.45432.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	12.98		16446		D	N				POSTAGE	101.45433.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	4.72		16446		D	N				POSTAGE	208.45005.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	10.62		16446		D	N				POSTAGE	230.43430.0223
	44233	10/28/15	POSTAGE 09/28-10/02/15	7.62		16446		D	N				POSTAGE	651.48484.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	1.77		16586		D	N				POSTAGE	101.41400.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	5.48		16586		D	N				POSTAGE	101.41401.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	14.16		16586		D	N				POSTAGE	101.41402.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	72.81		16586		D	N				POSTAGE	101.41403.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	2.36		16586		D	N				POSTAGE	101.41404.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	1.45		16586		D	N				POSTAGE	101.41405.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	15.00		16586		D	N				POSTAGE	101.41408.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	1.18		16586		D	N				POSTAGE	101.42411.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	2.36		16586		D	N				POSTAGE	101.43425.0223
	44233	10/28/15	POSTAGE 10/05-10/09/15	5.94		16586		D	N				POSTAGE	230.43430.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	1.40		16650		D	N				POSTAGE	101.41401.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	18.29		16650		D	N				POSTAGE	101.41402.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	7.20		16650		D	N				POSTAGE	101.41403.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	4.40		16650		D	N				POSTAGE	101.41404.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	2.36		16650		D	N				POSTAGE	101.41405.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	15.00		16650		D	N				POSTAGE	101.41408.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	1.18		16650		D	N				POSTAGE	101.41409.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	41.65		16650		D	N				POSTAGE	101.41424.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	0.59		16650		D	N				POSTAGE	101.43417.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	3.71		16650		D	N				POSTAGE	101.43425.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	1.08		16650		D	N				POSTAGE	101.45432.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	2.95		16650		D	N				POSTAGE	208.45005.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	16.60		16650		D	N				POSTAGE	230.43430.0223
	44233	10/28/15	POSTAGE 10/12-10/16/15	2.38		16650		D	N				POSTAGE	651.48484.0223
			VENDOR TOTAL	741.56										
				741.56										
*CHECK TOTAL														
GIOVANNI'S PIZZA			000228											
	44234	10/28/15	SPECIAL COUNCIL MTG	124.05		1015-159		D	N				SUBSISTENCE OF P	101.41401.0227
GIS MIDWEST			002798											
	44235	10/28/15	GIS PROFESSIONAL SERVI	1,550.25		15-443		D	N				PROFESSIONAL SER	101.43417.0446
GOODIN COMPANY			002835											
	44236	10/28/15	PLANT SUPPLIES	54.44		05859924-00		D	N				GENERAL SUPPLIES	651.48484.0229

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GRAINGER INC			000786											
	44237	10/28/15	CONDENSER FAN MOTOR	223.48		9858598478		D	N				MTCE. OF EQUIPME	101.45433.0224
	44237	10/28/15	SMALL TOOLS	39.72		9868359747		D	N				SMALL TOOLS	651.48484.0221
			VENDOR TOTAL	263.20		*CHECK TOTAL								
HANSON SILO COMPANY			.00573											
	44238	10/28/15	FIRE GEAR STORAGE RACKS	316.20		7454		D	N				SMALL TOOLS	101.42412.0221
HARDWARE HANK EXPRESS			000452											
	44239	10/28/15	ELEC WALL PLATE	2.59		090115		D	N				MTCE. OF STRUCTU	101.45427.0225
	44239	10/28/15	WINDOW SCREEN	9.16		090215		D	N				MTCE. OF STRUCTU	101.41408.0225
	44239	10/28/15	WINDOW SCREEN/NUTS/BOLTS	39.19		090215		D	N				MTCE. OF STRUCTU	101.41408.0225
	44239	10/28/15	CABLE TIES	11.99		090215		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	WASP REPELLANT	11.98		090215		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	PLUMBING PARTS	5.49		090215		D	N				MTCE. OF STRUCTU	101.43425.0225
	44239	10/28/15	GARBAGE BAGS	12.99		090215		D	N				GENERAL SUPPLIES	101.43425.0229
	44239	10/28/15	NUTS/BOLTS/FASTENERS	4.32		090415		D	N				MTCE. OF STRUCTU	101.45427.0225
	44239	10/28/15	NUTS/BOLTS/FASTENERS	3.36		090415		D	N				MTCE. OF STRUCTU	101.45427.0225
	44239	10/28/15	SHOWER LINER	9.98		090415		D	N				GENERAL SUPPLIES	101.45427.0229
	44239	10/28/15	CHROME SHOWER HEAD	16.99		090915		D	N				MTCE. OF STRUCTU	101.45427.0225
	44239	10/28/15	SHOWER CURTAIN PINS	2.79		090915		D	N				GENERAL SUPPLIES	101.45427.0229
	44239	10/28/15	NUTS/BOLTS/FASTENERS	4.37		091015		D	N				MTCE. OF EQUIPME	101.45427.0224
	44239	10/28/15	YELLOW JACKET TRAP	5.39		091415		D	N				GENERAL SUPPLIES	651.48484.0229
	44239	10/28/15	PAINT FOR BSMT FLOOR	10.48		091515		D	N				MTCE. OF STRUCTU	101.41408.0225
	44239	10/28/15	BATTERIES	23.98		091515		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	CLEANING SUPPLIES	21.98		091515		D	N				CLEANING AND WAS	101.45427.0228
	44239	10/28/15	BATTERIES	18.78		091715		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	3M FILTERS	29.97		091815		D	N				MTCE. OF STRUCTU	101.43425.0225
	44239	10/28/15	HARDWARE FOR STAND	2.64		092115		D	N				MTCE. OF EQUIPME	101.41409.0224
	44239	10/28/15	CLEANING SUPPLIES	4.79		092215		D	N				CLEANING AND WAS	101.41408.0228
	44239	10/28/15	SUPPLIES	3.29		092215		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	SUPPLIES	4.99		092215		D	N				GENERAL SUPPLIES	101.41408.0229
	44239	10/28/15	ENG. SIGNAL LTS-PARTS	11.00		092215		D	N				MTCE. OF EQUIPME	101.43417.0224
	44239	10/28/15	3 DOG PARK BENCHES	735.00		092215		D	N				SMALL TOOLS	101.45432.0221
	44239	10/28/15	PLUMBING PARTS	8.99		092915		D	N				MTCE. OF STRUCTU	101.45427.0225
			VENDOR TOTAL	1,016.48		*CHECK TOTAL								
HARMON AUTOGLASS			000323											
	44240	10/28/15	#151914-REPL WNDW GLASS	68.74		202-124186		D	N				MTCE. OF EQUIPME	101.43425.0224
	44240	10/28/15	#151914-REPL WNDW GLASS	30.00		202-124186		D	N				MTCE. OF EQUIPME	101.43425.0334
			VENDOR TOTAL	98.74		*CHECK TOTAL								
HAUG IMPLEMENT CO - JOHN			000324											
	44241	10/28/15	U-BOLTS FOR HONEYWAGON	37.77		209180		D	N				MTCE. OF EQUIPME	651.48486.0224
	44241	10/28/15	#059968-HYD. FITTINGS	48.50		210388		D	N				MTCE. OF EQUIPME	101.43425.0224

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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-OP ELECTRIC			000375							
	44248	10/28/15	WELCOME TO WILLMAR SIGN	64.17		STMT/10-15		D N	UTILITIES	101.43425.0332
	44248	10/28/15	CO RD 23/HWY 71 BYPASS	134.00		STMT/10-15		D N	UTILITIES	101.43425.0332
	44248	10/28/15	ELEC SERV-LIFT STATIONS	815.00		STMT/10-15		D N	UTILITIES	651.48485.0332
	44248	10/28/15	ELEC SERV-SECURITY LIGHT	36.00		STMT/10-15		D N	UTILITIES	651.48486.0332
			VENDOR TOTAL	1,049.17		*CHECK TOTAL				
KING'S ELECTRIC LLC			003138							
	44249	10/28/15	REPL. BALLAST-PARTS	49.26		218		D M 07	MTCE. OF STRUCTU	101.45435.0225
	44249	10/28/15	REPL. BALLAST-LABOR	65.00		218		D M 07	MTCE. OF STRUCTU	101.45435.0335
			VENDOR TOTAL	114.26		*CHECK TOTAL				
KOOISTRA/GAWIN			001027							
	44250	10/28/15	FUEL REIMBURSEMENT	52.40		276		D N	MOTOR FUELS AND	101.42412.0222
	44250	10/28/15	STATE FIRE CHIEFS CONF.	134.35		276		D N	TRAVEL-CONF.-SCH	101.42412.0333
			VENDOR TOTAL	186.75		*CHECK TOTAL				
KRISS PREMIUM PRODUCTS I			002122							
	44251	10/28/15	COOLING TOWER TREATMENT	529.16		142041		D N	GENERAL SUPPLIES	101.45433.0229
LEAGUE OF MN CITIES			000412							
	44252	10/28/15	2016 MEMBERSHIP DUES	10,818.00		220991		D N	PREPAID EXPENSES	101.128000
	44252	10/28/15	2015 MEMBERSHIP DUES	5,409.00		220991		D N	SUBSCRIPTIONS AN	101.41401.0443
	44252	10/28/15	NELSEN-MEETING REGIS.	40.00		223148		D N	TRAVEL-CONF.-SCH	101.41401.0333
			VENDOR TOTAL	16,267.00		*CHECK TOTAL				
LIEN/EMILY			003041							
	44253	10/28/15	CMA LICENSE FEE	55.00		101715		D N	LICENSES AND TAX	101.41404.0445
LUTHERAN SOCIAL SERVICE			003167							
	44254	10/28/15	MEALS-DINING PROMOTION	194.00		101615		D N	GENERAL SUPPLIES	101.45435.0229
MARCUS/PAUL			001280							
	44255	10/28/15	FUEL REIMBURSEMENT	12.54		460		D N	MOTOR FUELS AND	651.48486.0222
	44255	10/28/15	PICKED UP NEW CITY TRUCK	6.44		460		D N	TRAVEL-CONF.-SCH	651.48486.0333
			VENDOR TOTAL	18.98		*CHECK TOTAL				
MENARDS			000449							
	44256	10/28/15	#147037-EXTENSION CORD	24.89		86481		D N	MTCE. OF EQUIPME	101.43425.0224
	44256	10/28/15	PLANT SUPPLIES	27.77		86614		D N	GENERAL SUPPLIES	651.48484.0229
	44256	10/28/15	WIPES FOR TRACTOR	15.88		86807		D N	GENERAL SUPPLIES	651.48484.0229
	44256	10/28/15	PLANT SUPPLIES	14.61		87128		D N	GENERAL SUPPLIES	651.48484.0229
	44256	10/28/15	K-9 OBSTACLE TRNG EQUIP	41.52		87548		D N	GENERAL SUPPLIES	101.42411.0229

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MENARDS			000449											
	44256	10/28/15	K-9 OBSTACLE TRNG EQUIP	102.58		87624		D	N				GENERAL SUPPLIES	101.42411.0229
	44256	10/28/15	REPL. MAILBOX POST	16.99		87685		D	N				MTCE. OF EQUIPME	101.43425.0224
	44256	10/28/15	L.S. MANHOLE CEMENT	2.79		88044		D	N				MTCE. OF STRUCTU	651.48485.0225
			VENDOR TOTAL	247.03										
				247.03		*CHECK TOTAL								
MERLAJEAN'S PARADING PUP			003207											
	44185	10/20/15	SPECIAL EVENT PERFORMANC	370.00		101415		D	N				PROFESSIONAL SER	101.45432.0446
METRO SALES INC			003016											
	44257	10/28/15	COPIER LEASE-4TH QTR	675.00		INV374751		D	N				RENTS	101.42411.0440
MINN WEST TECHNOLOGY CAM			002565											
	44258	10/28/15	2ND 1/2 TAX ABATEMENT	25,523.47		FT000807		D	N				REFUNDS AND REIM	101.41428.0882
MINNEAPOLIS FINANCE DEPA			000466											
	44259	10/28/15	AUTO PAWN TRANS FEE-SEP	124.20		400413006428		D	N				PROFESSIONAL SER	101.42411.0446
MN DEPT OF LABOR & INDUS			002857											
	44260	10/28/15	BOILER LICENSE	30.00		ABR0125385I		D	N				LICENSES AND TAX	101.45433.0445
MN DEPT OF REVENUE			000492											
	222	10/16/15	SALES TAX-SEPTEMBER	565.00		STMT/9-15		M	N				SALES TAX PAYABL	101.206000
	222	10/16/15	USE TAX-SEPTEMBER	105.83		STMT/9-15		M	N				SALES TAX PAYABL	101.206000
	222	10/16/15	USE TAX-SEPTEMBER	20.49CR		STMT/9-15		M	N				SMALL TOOLS	101.41408.0221
	222	10/16/15	USE TAX-SEPTEMBER	9.83CR		STMT/9-15		M	N				SMALL TOOLS	101.41409.0221
	222	10/16/15	USE TAX-SEPTEMBER	0.47CR		STMT/9-15		M	N				MTCE. OF EQUIPME	101.41409.0224
	222	10/16/15	USE TAX-SEPTEMBER	2.41CR		STMT/9-15		M	N				GENERAL SUPPLIES	101.41409.0229
	222	10/16/15	USE TAX-SEPTEMBER	0.62CR		STMT/9-15		M	N				MTCE. OF EQUIPME	101.42411.0224
	222	10/16/15	USE TAX-SEPTEMBER	0.40CR		STMT/9-15		M	N				SUBSISTENCE OF P	101.42411.0227
	222	10/16/15	USE TAX-SEPTEMBER	0.20CR		STMT/9-15		M	N				GENERAL SUPPLIES	101.42411.0229
	222	10/16/15	USE TAX-SEPTEMBER	0.18CR		STMT/9-15		M	N				GENERAL SUPPLIES	101.42412.0229
	222	10/16/15	USE TAX-SEPTEMBER	10.79CR		STMT/9-15		M	N				SMALL TOOLS	101.43417.0221
	222	10/16/15	USE TAX-SEPTEMBER	1.17CR		STMT/9-15		M	N				SMALL TOOLS	101.43425.0221
	222	10/16/15	DIESEL FUEL TAX-SEPT	218.16		STMT/9-15		M	N				MOTOR FUELS AND	101.43425.0222
	222	10/16/15	USE TAX-SEPTEMBER	82.17		STMT/9-15		M	N				MOTOR FUELS AND	101.43425.0222
	222	10/16/15	USE TAX-SEPTEMBER	3.44CR		STMT/9-15		M	N				SMALL TOOLS	101.45433.0221
	222	10/16/15	DIESEL FUEL TAX-SEPT	18.11		STMT/9-15		M	N				MOTOR FUELS AND	651.48485.0222
			VENDOR TOTAL	939.27										
				939.27		*CHECK TOTAL								
MN RECREATION & PARK ASS			000513											
	44187	10/26/15	VRUWINK-SEMINAR REGIS.	59.00		102615		D	N				TRAVEL-CONF.-SCH	101.45437.0333
MODERN MARKETING			002952											
	44261	10/28/15	COCAINE ID WIPES	119.01		MMI111991		D	N				GENERAL SUPPLIES	101.42411.0229

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R & R SPECIALTIES INC			000636											
	44280	10/28/15	NUTS/BOLTS/WASHERS	63.25		0058164		D	N				MTCE. OF EQUIPME	101.45433.0224
RICE HEALTH FOUNDATION			.00731											
	44281	10/28/15	MAYOR'S CONTINGENCY FUND	100.00		102215		D	N				OTHER SERVICES	101.41401.0339
	44281	10/28/15	MAYOR'S CONTINGENCY FUND	100.00		102815		D	N				OTHER SERVICES	101.41401.0339
			VENDOR TOTAL	200.00		*CHECK TOTAL								
				200.00										
RINKE NOONAN			002888											
	44186	10/20/15	ATTORNEY FEES-KVAM AGR	2,500.00		58223		D	N				PROFESSIONAL SER	230.43430.0446
ROAD MACHINERY & SUPPLIE			003161											
	44282	10/28/15	TRASH PUMP REPAIR-PARTS	185.27		S36696		D	N				MTCE. OF EQUIPME	651.48485.0224
	44282	10/28/15	TRASH PUMP SEALS	63.55		836936		D	N				MTCE. OF EQUIPME	651.48485.0224
			VENDOR TOTAL	248.82		*CHECK TOTAL								
				248.82										
RULE TIRE SHOP			000665											
	44283	10/28/15	FLAT REPAIR-LABOR	20.00		1-8830		D	N				MTCE. OF EQUIPME	101.42412.0334
RUNNING'S SUPPLY INC			001418											
	44284	10/28/15	SIGN FOR LOAD OUT CHUTE	7.99		3751440		D	N				MTCE. OF OTHER I	651.48484.0226
	44284	10/28/15	#101303-AIR COMPRESSOR	37.99		3751721		D	N				MTCE. OF EQUIPME	101.43425.0224
	44284	10/28/15	MANZER-SAFETY BOOTS	159.99		3753479		D	N				SUBSISTENCE OF P	101.43425.0227
	44284	10/28/15	KOTZENMACHER-SFTY BOOTS	124.99		3754870		D	N				SUBSISTENCE OF P	101.43425.0227
	44284	10/28/15	WEED TRIMMER LINE	9.99		3756966		D	N				GENERAL SUPPLIES	651.48484.0229
	44284	10/28/15	NELSON-SAFETY BOOTS	159.99		3762257		D	N				SUBSISTENCE OF P	101.43425.0227
	44284	10/28/15	#092117-WATER PUMP	119.99		3764581		D	N				MTCE. OF EQUIPME	101.43425.0224
	44284	10/28/15	PLANT SUPPLIES	72.98		3764919		D	N				GENERAL SUPPLIES	651.48484.0229
	44284	10/28/15	SCRAPER	7.99		3766805		D	N				SMALL TOOLS	101.43425.0221
	44284	10/28/15	PROPANE-STREET PATCHING	9.49		3766805		D	N				MTCE. OF OTHER I	101.43425.0226
	44284	10/28/15	BATTERIES	16.49		3770617		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	727.88		*CHECK TOTAL								
				727.88										
SERVICE CENTER/CITY OF W			000685											
	44285	10/28/15	GAS-46.10 GALLONS	97.60		STMT/9-15		D	N				MOTOR FUELS AND	101.41402.0222
	44285	10/28/15	GAS-22.46 GALLONS	47.62		STMT/9-15		D	N				MOTOR FUELS AND	101.41408.0222
	44285	10/28/15	EQUIPMENT REPAIR-OIL	72.80		STMT/9-15		D	N				MOTOR FUELS AND	101.42411.0222
	44285	10/28/15	GAS-1975.78 GALLONS	4,176.75		STMT/9-15		D	N				MOTOR FUELS AND	101.42411.0222
	44285	10/28/15	EQUIPMENT REPAIR-PARTS	49.10		STMT/9-15		D	N				MTCE. OF EQUIPME	101.42411.0224
	44285	10/28/15	EQUIPMENT REPAIR-OIL	18.72		STMT/9-15		D	N				MOTOR FUELS AND	101.42412.0222
	44285	10/28/15	DIESEL-181.64 GALLONS	308.59		STMT/9-15		D	N				MOTOR FUELS AND	101.42412.0222
	44285	10/28/15	GAS-105.83 GALLONS	223.70		STMT/9-15		D	N				MOTOR FUELS AND	101.42412.0222
	44285	10/28/15	EQUIPMENT REPAIR-PARTS	213.88		STMT/9-15		D	N				MTCE. OF EQUIPME	101.42412.0224
	44285	10/28/15	EQUIPMENT REPAIR-OIL	12.48		STMT/9-15		D	N				MOTOR FUELS AND	101.43417.0222
	44285	10/28/15	GAS-134.68 GALLONS	284.90		STMT/9-15		D	N				MOTOR FUELS AND	101.43417.0222
	44285	10/28/15	EQUIPMENT REPAIR-PARTS	7.97		STMT/9-15		D	N				MTCE. OF EQUIPME	101.43417.0224
	44285	10/28/15	EQUIPMENT REPAIR-OIL	96.52		STMT/9-15		D	N				MOTOR FUELS AND	101.43425.0222

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL COMMUNICATI			000796											
	44293	10/28/15	UPDATED L.S. RADIO LIC.	135.00		080662S		D	N				OTHER SERVICES	651.48485.0339
WEST CENTRAL INDUSTRIES			000801											
	44294	10/28/15	8" HUBS	63.45		00047715		D	N				GENERAL SUPPLIES	101.43417.0229
WEST CENTRAL SANITATION			000805											
	44295	10/28/15	GARBAGE SERVICE-OCTOBER	26.47		6806100/10-15		D	N				CLEANING AND WAS	230.43430.0338
WEST CENTRAL TRIBUNE			000807											
	44296	10/28/15	ORD.-ZONING CHANGE	98.88		CL03073345		D	N				PRINTING AND PUB	101.41401.0331
	44296	10/28/15	COUNCIL PROCEEDINGS PUB.	395.52		CL03073460		D	N				PRINTING AND PUB	101.41401.0331
	44296	10/28/15	HEARING-SUBDIVIDE PRPTY	67.98		CL03073521		D	N				PRINTING AND PUB	101.41402.0331
				562.38										
			VENDOR TOTAL	562.38										
						*CHECK TOTAL								
WILLMAR DOWNTOWN DEVELOP			002348											
	44297	10/28/15	EXPENSE REIMBURSEMENT	1,864.60		9/25-10/22/15		D	N				CIVIC PROMOTION	101.45428.0812
WILLMAR ELECTRIC SERVICE			000816											
	44298	10/28/15	WRAC-8 ALARM REPAIR	12.87		30907		D	N				MTCE. OF STRUCTU	101.41409.0225
	44298	10/28/15	WRAC-8 ALARM REPAIR	97.50		30907		D	N				MTCE. OF STRUCTU	101.41409.0335
				110.37										
			VENDOR TOTAL	110.37										
						*CHECK TOTAL								
ZIEGLER INCORPORATED			000841											
	44299	10/28/15	#073639-BELTS	98.32		PC230001299		D	N				MTCE. OF EQUIPME	101.43425.0224
3D SPECIALITIES INC			002726											
	44300	10/28/15	SIGN BOLTS	91.89		450370		D	N				MTCE. OF OTHER I	101.43425.0226

ACS FINANCIAL SYSTEM
10/28/2015 14:10:03

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR
GL540R-V07.27 PAGE 17

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				2,773,076.34										

RECORDS PRINTED - 000414

ACS FINANCIAL SYSTEM
10/28/2015 14:10:04

Vendor Payments History Report

CITY OF WILLMAR
GL060S-V07.27 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	2,161,940.02
208	CONVENTION & VISITORS BUREAU	7.67
230	WILLMAR MUNICIPAL AIRPORT	9,362.76
413	S.A.B.F. - #2013	6,444.21
415	S.A.B.F. - #2015	406,421.01
450	CAPITAL IMPROVEMENT FUND	132,756.66
651	WASTE TREATMENT	56,144.01
TOTAL ALL FUNDS		2,773,076.34

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,773,076.34
TOTAL ALL BANKS		2,773,076.34

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, OCTOBER 28, 2015**

MINUTES

1. The Willmar Planning Commission met on Wednesday, October 28, 2015, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

Members Present: Andrew Engan, Scott Thaden, Aaron Larson, Randy Czarnetzki, and Rolf Standfuss.

Members Absent: Margaret Fleck, Steve Gardner, Bob Poe, and Gary Geiger.

Others Present: Adam Gibson, and Megan M. DeSchepper-Planner.

2. MINUTES: The minutes of the September 9 & 15, 2015 meeting were approved as submitted.
3. GIBBY ADDITION PRELIMINARY PLAT-F ILE NO. 15-05: The public hearing opened at 7:01 p.m. Adam Gibson presented the request for a replat of his lot and a portion of an adjacent outlot to allow for a garage addition on property legally described as follows: Lot 4, Block 2, Eagle's Landing Phase II AND part of the Outlot B Eagles Landing Phase II (101 34th Ave. NE). Staff explained that the garage addition would have been very limited and required a variance; the applicant is purchasing land from the homeowners association to combine with their existing parcel. There is still a portion of Outlot B between the newly created lot and the County Road right-of-way, so a 10' side yard setback is required not a 30' from right-of-way setback.

Staff comments were reviewed and discussed (see Attachment A).

Mr. Thaden made a motion, seconded by Mr. Czarnetzki, to approve the preliminary plat as presented.

The motion carried.

4. With no further business to come before the Commission the meeting adjourned at 7:10 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

PLANNING COMMISSION-OCTOBER 28, 2015

STAFF COMMENTS

1. GIBBY ADDITION PRELIMINARY PLAT- FILE NO. 15-05:

- The applicants are Adam and Holly Gibson, Willmar, MN.
- The applicants are requesting subdividing land one property legally described as follows: Lot 4, Block 2, Eagle's Landing Phase II AND part of Outlot B Eagles Landing Phase II (101 34th Ave. NE).
- The applicants propose combining a portion of the adjacent Outlot owned by the homeowners association with their lot to allow an addition onto their existing garage to meet required setbacks.
- There is still a portion of the existing Outlot between the lot and the County Rd. 41. (10' side yard for setback of garage addition).
- The lot is zoned R-2 One and Two Family Residential.
- The lot exceeds minimum lot width and sq. ft. requirements.

Engineering/Public Works Comments: Eliminates portion of Outlot B and combines with established lot. Sanitary sewer service exists and is adequate.

MUC Comments: Electric and water already exist and are adequate.

Assessor's Comments: Replat of 95-148-1140 and part of 95-148-1680. No assessments.

Fire Chief/Marshall Comments: No comments.

RECOMMENDATION: Approve the preliminary plat as presented.

**Willmar Lakes Area CVB Board Meeting
EBO Room of the CVB/Chamber
Tuesday, September 15, 2015 @ 12:00 Noon**

Members Present: Janet Demuth, David Feist, Michelle Olson, Kevin Halliday, Audrey Nelsen, Roger Imdieke, Sue Steinert , Dave Henle and Donna Boonstra

Members Excused: Denny Baker, Ken Warner, Doug Kuehnast, Chris Burgess and Jim Butterfield

Staff Present: Beth Fischer and Tanya Rosenau

- I. **Call to Order:** Steinert 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 June 16, 2015 Meeting:** It was MSC (m/Boonstra; s/Henle) to approve the minutes from the June 16, 2015 meeting.

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

- IV. **Committee Reports & Requests:**
 - a. **Sports Committee:** Fischer shared that there were a lot of tournaments and events this summer. Rob Baumgarn has been hired as the new Civic Center manager. He will attend the board meetings in the future.
 - b. **Special Events Committee:** Fischer stated that \$250 will be given to the MN BEST Robotics Competition.
 - c. **Meetings & Conventions Committee:** Feist shared that they had a recap of the Hallinglag Stevne Convention, which went well. They will be looking harder at the bids that they have lost, and develop strategy for going after them in the future. He said they also discussed future advertising and the MSAE Conference on October 25-27th that Fischer and Tegels Nelson will be attending.
 - d. **Visitor Guide Committee:** Steinert said ad sales are going well, they are still distributing the 2015 visitor guide and they have seen the first proof of part of the 2016 guide. Please forward any event updates, additions or photos that you would like in the guide to Fischer.
 - e. **Leisure Travel Committee:** Demuth said they met at Kandiyohi County Park #5 and went over advertising tracking and the September/October calendar of events. Some interesting updates included the managers of Kandiyohi County Park #7 are retiring, Kandiyohi County is considering renaming the county parks, on September 26th the Historical Society will have a Civil War Encampment on their grounds, October 10th will be Engine #2523 Day, Beards Resort has been sold, the Little Crow Ski Team's attendance was up versus last year, New London is building a piazza by the area of the Dam, Prairie Woods Environmental Learning Center had their Music Under the Prairie Stars event last Friday, the Foxhole Brewhouse opened up in downtown Willmar recently and Sibley State Park had 10% more revenue this year compared to last year and they will be adding electricity to 30 sites in the Oakridge campground.
 - f. **Executive Committee:** There is no new business to report.

V. Affiliated Partnership Updates/Reports:

- a. **Vision 2040 Update:** Halliday shared that the Leadership group is meeting at the end of September. Nelsen shared that the Leadership class had their first session and there are 29 people in the class. Fischer shared that the last Movies in the Park event of the summer is this Friday, September 18th. Pre-activities will start at 6pm and the movie will start at dusk. The group has also decided to do a winter event again on February 20th at the Willmar Civic Center.
- b. **Other:**

VI. Executive Director Report: Fischer distributed the report and went over some of the larger events that are coming up. Such as the New London Fall Festival, Celebrate Art! Celebrate Coffee!, Movies in the Park, NL-S Community Color Run, A Celebration of Fire & Stone, Animal Science Conference, the US Army Deployment, MN BEST Robotics Competition and many more events. She has submitted ads to MN Trails, MN Snowmobile Destinations, Let's Play Hockey, Iowa Snowmobiler, MN Travel Guide, MSAE Directory, Snow Goer, Rider and AAA Living. We were awarded the 2017 American Legion Convention, 2017 MN Elk Convention and the 2017 Midstates Housemovers Association Convention. She has submitted bids for the 2017 MN Association of Ag Educators Annual Summer Conference, 2016-2024 MN State Fire Chiefs Annual Board Meeting & Retreats, 2018 & 2019 MN Jaycees Annual Convention, and the 2016 Combined Stevne. She has assisted conventions such as Gideons Auxiliary, Hallinglag Stevne, National Guard, Buckingham Blitz, Tennis Association, Willmar Hockey Association and more. A complete copy of the Executive Director's Report is available upon request from the CVB office. Fischer also gave an update on the Yellow Bike Program that included how popular the bikes are and that more are needed. Also the committee is looking at educating students in the schools about the program and campaigning to educate the public about the bikes. However, more help is needed to repair the bikes. Feist offered up his maintenance crew to help fix the bikes. Also, Rick is willing to offer a class to teach people to fix the bikes.

VII. Other Business:

a. **Word Around the Community:**

- i. **Nelsen:** At the Finance Meeting last night they found that there will be money in the budget for parks. She suggested that next year the CVB should budget to somehow educate people on the effects of tourism and why it's so valuable.
- ii. **Olson:** They are booking for Christmas parties already and they are having another Paint & Wine Class on October 21st.
- iii. **Halliday:** Halliday shared that the Dog Park is open and many people are using it. West Central Industries has offered to allow the Dog Park to use their water line next year as well.
- iv. **Indieke:** Prairie Woods Environmental Learning Center is one of the official locations for the Smithsonian Water Tour, they had the biggest crowd ever for Music Under the Stars and they raised \$11,000 for the new Pavilion. The County is looking into what it would take to rename the county parks. This weekend is the Fire Sculpture in New London, the Mill Stone dedication and the New London Fall Festival. The attendance numbers were down a bit this year for the Glacial Ridge Winery's Grape Stomp, but Prairie Pothole Day was very busy. On October 12th, the County will be having a publicity kick off on how they are working on leachate at the landfill.

v. **Henle:** At the Spicer EDA meeting today it was announced that TPI will be building a Hampton Inn Hotel in the Bell Plaza Tower location in Spicer. It will have 52 rooms and will be marketed as a resort hotel. It will open in the spring of 2017. The City of Spicer will be working on Lake Avenue North and they will try to coincide the construction of the road with the hotel.

b. **Other:**

c. **Next Meeting Date:** October 20, 2015

VIII. Adjournment: Steinert adjourned the meeting at 12:51pm.

Respectfully Submitted by,

Tanya Rosenau, Administrative Assistant

Willmar Lakes Area Convention & Visitors Bureau

**MINUTES OF SPECIAL MEETING
OF THE
WILLMAR HOUSING AND REDEVELOPMENT AUTHORITY
AND THE
KANDIYOHI COUNTY HOUSING AND REDEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS**

Wednesday, September 16, 2015

CALL TO ORDER/ROLL CALL

The Joint Special Meeting of the Willmar HRA Board of Commissioners and the Kandiyohi County HRA Board of Commissioners was called to order by KCHRA/WHRA Chair Kerry Johnson on Wednesday, September 16, 2015 at 12:03 p.m. at the Kandiyohi County Health and Human Services Building, Conference Room 2055, Willmar, MN.

Willmar HRA Board members present included Chair Kerry Johnson and Vice-Chair Ryan Tillemans. Secretary Luz Gonzalez was absent.

Kandiyohi County HRA Board members present on roll-call were Chair Kerry Johnson, Vice-Chair Ryan Tillemans, Commissioner Dawn Witt, Commissioner Jeanna Lilleberg and Commissioner Mary Sundin. Secretary Bev Schafer and Commissioner Luz Gonzalez were absent.

Others present included: Kandiyohi County Board Liaison Rollie Nissen; Executive Director Jill Bengtson and Administrative Coordinator Nikki Ilgen.

The purpose of the Joint HRA meeting was to conduct September regular business.

AGENDA

There were no additions or corrections to the agenda. Commissioner Sundin moved to accept the agenda as presented. Commissioner Lilleberg seconded the motion which was approved (5) Ayes, (0) Nays.

MINUTES

A motion to approve the August 19, 2015 minutes as presented was made by Vice-Chair Tillemans, seconded by Commissioner Witt and carried on vote of (5) Ayes, (0) Nays.

APPROVAL OF ACCOUNTS PAYABLE

Willmar HRA Board Resolution No. 16-1938 authorizing Accounts Payable for the month of August 2015 was introduced for approval by Vice-Chair Tillemans, seconded by Chair Johnson and approved on a roll-call vote of (2) Ayes, (0) Nays.

**RESOLUTION NO. 16-1938
ACCOUNTS PAYABLE APPROVAL**

WHEREAS, there is now before the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota, for consideration the question of claims for payment, expenditures of which are all itemized, and

WHEREAS, said claims are set forth and itemized, have now been approved for payment by the Executive Director, having fully inspected and examined said claims;

NOW, THEREFORE BE IT RESOLVED by the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota, that the Executive Director be and is hereby authorized to execute, issue, and deliver checks and warrants for the total amount of \$76,405.25 for August 2015 expenditures summarized as follows:

General Administration: \$9,575.21
Public Housing: \$32,623.02
Country View Place: \$12,256.02
Bridges to Bridges: \$18,957.00
Bridges RTC: \$889.00
SCDP 2012: \$2,105.00

APPROVED this 16th day of September, 2015 by the Willmar HRA Board of Commissioners, in Willmar, MN.

Kerry Johnson, Chair

ATTEST:

Luz Gonzalcz, Secretary

The Kandiyohi County HRA Board Resolution 2016-27 authorizing Accounts Payable and Payroll reports for the month of August 2015 was introduced for approval by Vice-Chair Tillemans, seconded by Commissioner Witt and approved unanimously (5) Ayes, (0) Nays.

**RESOLUTION 2016-27
ACCOUNTS PAYABLE APPROVAL**

WHEREAS, there is now before the Kandiyohi County Housing and Redevelopment Authority for consideration the question of claims for payment, expenditures of which are all itemized and;

WHEREAS, said claims are set forth and itemized, have now been approved for payment by the Executive Director, having fully inspected and examined said claims;

NOW, THEREFORE BE IT RESOLVED by the Kandiyohi County HRA that the Executive Director be and is hereby authorized to execute, issue, and deliver checks and warrants for the total amount of \$383,740.58 for August 2015 expenditures summarized as follows:

Kandi Townhomes: \$2,531.21
Section 8 Voucher: \$111,468.19
MURL Program: \$106.97
TL Program: \$5,546.33
Managed Programs: \$6,947.70
General Admin: \$18,049.70
Public Housing: \$48,709.38
Bridges: \$4,332.61
Country View Place: \$5,006.04
Shelter Plus Care: \$7,524.78
Dana Heights: \$23,641.28
West Central Mental Health Housing: \$2,198.29
Westwind Townhomes: \$40,950.34

Highland Apartments LP: \$38,411.11
Highland Apartments GP: \$8,552.80
Wages, FICA, FUTA, SUTA: \$59,763.85

APPROVED, this 16th day of September, 2015 by the Kandiyohi County HRA Board of Commissioners in Willmar, MN.

Kerry Johnson, Chair

ATTEST:

Beverly Schafer, Secretary

PROGRAM REPORTS

Executive Director Bengtson reviewed the Properties Report, Rental Assistance Report for both the Willmar and Kandiyohi County HRAs.

NEW BUSINESS

Compensation Survey Request for Proposals

Executive Director Bengtson reported that the HRA has requested proposals of six firms. Proposals were received from Laumeier Human Resource Solutions (Not to exceed \$7,750. Would reduce to \$6,750 if HRA waives liability insurance requirement), George Gmach Compensation Consulting LLC (\$100/hour not to exceed \$6,200) and Bjorklund Compensation Consulting (\$13,950 – \$15,150 max).

Vice-Chair Tillemans made a motion to approve the request for proposal from George Gmach Compensation Consulting LLC as is without the insurance requirement and not to exceed \$6,200 which was seconded by Commissioner Lilleberg and carried (5) Ayes, (0) Nays.

Resolution 2016-28 Approval of 2016 Housing Choice Voucher Program Payment Standards
HUD has released the annual Fair Market Rents (FMR) for Kandiyohi County which are used to set the Housing Choice Voucher Program Payment Standards for each bedroom size which cannot exceed 110% of the FMR. Staff requested setting the 2016 Payment Standards at 110% of FMR.

Commissioner Lilleberg made a motion to approve Resolution 2016-28 setting the Payment Standards at 110% of the FMR which was seconded by Resident Commissioner Sundin and approved unanimously (5) Ayes, (0) Nays.

RESOLUTION 2016-28

Housing Choice Voucher Program Payment Standards Approval

WHEREAS, the Department of Housing and Urban Development requires Housing Choice Voucher Program Administrators to regularly update its Payment Standards Schedule incorporated in its local Housing Choice Voucher Program which are a percentage of the HUD Fair Market Rents (FMR) not to exceed 110% of FMR;

WHEREAS, the Kandiyohi County HRA has reviewed the proposed Fair Market Rents for 2016;

NOW, THEREFORE BE IT RESOLVED that the Kandiyohi County HRA Board of Commissioners hereby approves this 16th day of September, 2015 the Payment Standards to be set at 110% of final HUD Fair Market Rents for each bedroom size for Fiscal Year 2016.

Kerry Johnson, Chair

ATTEST:

Beverly Schafer, Secretary

OLD BUSINESS

Down Payment Assistance Program

Attorney Mike Burgett is working on loan documents for the program.

REPORT OF BOARD LIAISONS

County Board Liaison Rollie Nissen reported the following:

- 1) The rock climbing fundraiser raised over \$5,000
- 2) Kandiyohi County Board is considering renaming the County Parks
- 3) New forensic cameras were purchased thru The Forensic Investigation Project. The cameras will assist law enforcement to see bruising with alternate light sources.
- 4) The Historical Society will be having a Civil War Encampment on September 26th and will be rededicating the train engine on October 10th.

Willmar City Council Liaison Steve Ahmann was not present

REPORT OF COMMITTEES

There have been no committee meetings.

REPORT OF EXECUTIVE DIRECTOR

Executive Director Bengtson reported on the following items:

- 1) Auditors on site this week for Fiscal Year 6/30/2015 field work.
- 2) Housing Study presentation will be on September 30th at 3:00 p.m.
- 3) Highland Apartments construction is nearing the end.
- 4) The Kandiyohi County Board approved the HRA's tax levy request.

NEXT MEETING

The next regular meeting is scheduled for October 21, 2015 at 12:00 p.m.

ADJOURNMENT

Having no further business to discuss, the meeting was declared adjourned at 12:45 p.m.

Respectfully submitted,


Bev Schafer, Secretary

ATTEST:

Kerry Johnson, Chair

**WILLMAR MUNICIPAL AIRPORT COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, OCTOBER 21, 2015**

MINUTES

1. The Willmar Municipal Airport Commission met on Wednesday, October 21, 2015, at 4:30 p.m. at the Willmar Municipal Airport Conference Room.

** Members Present: Pat Curry, Terry Albers, Don Cole, Sandy Gardner, and Dan Reigstad.

** Members Absent: Richard Kacher, and Dan O'Meara.

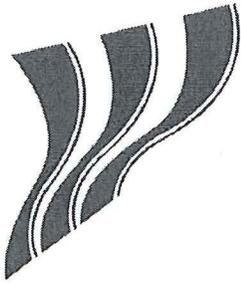
** Others Present: Megan DeSchepper- Planner/Airport Manager, Eric Rudningen-Eric's Aviation Services.
2. MINUTES: The minutes of the June 17, 2015 meeting were approved as submitted.
3. LED LIGHTS AT AIRPORT DISCUSSION: The Commission reviewed the LED rebate information from the Willmar Municipal Utilities. Eric Rudningen, Operations Supervisor, talked about cost savings that could be done inside the Terminal building with minimal equipment retrofits to LED. The airside changes are more complex to switch over. Staff could put together the plan to submit to MUC and once the possible savings are known present it to the Airport Commission for review and approval.
4. AIRPORT UPDATES: Mr. Rudningen updated the Commission that all the City owned T-Hangars are full. An airplane in distress due to a landing gear issue landed safely thanks to the pilot (Tom Sands), the Emergency response people were thanked for their support. Public Works staff is prepared for the upcoming snow removal season. MNDOT restriped the runway and taxiway lines. The MNDOT inspection went well, very minor items were pointed out needing updating such as cones and striping all of which is replaced and funded by the state. There are some cans of compass rose paint remaining, and it will be touched up in the spring. The MS4 Stormwater Permit process has been completed for the year and there is no flow. The freestanding sign is completed and looks great at night. The historical designation items with the old airport and the easement issues at the new airport have been resolved and the release of funds and noncompliance issues should be all resolved.
5. 10 YEAR ANNIVERSARY DISCUSSION: The ten year anniversary in 2016 of the new airport was discussed. Chair Curry formed a sub Committee of Mr. Rudningen, Mr. Reigstad, and Mr. O'Meara to organize some sort of fly in, air show, or meal/breakfast event. Staff stated the City will participate as the budget allows.

6. MISCELLANY: Mr. Rudningen presented another request to do some fill work by Curt Newberg on both sides of his private hangar. The Commission supports the request with the plans being reviewed and approved by the City.
7. With no further business to come before the Commission, the meeting adjourned at 5:20 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager



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

Agenda Item Number: 8

Meeting Date:

Attachments: X Yes No

CITY COUNCIL ACTION

Date: November 2, 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 Currency Exchange Applications of Quick Funds Inc. and Bennett Ventures, Inc.

Recommended Action: Set 2016 Currency Exchange License Renewal Hearings on November 16, 2015

Background/Summary:

The City is in receipt of an application of Currency Exchange Licenses from Quick Funds Inc. and Bennett Ventures, Inc.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the municipality in which the currency exchange conducts business. The law further requires the governing body of the municipality to render a decision regarding the renewal of the license within 60 days.

Alternatives: Deny Citizens the Hearing Opportunity and Allow Department of Commerce to Act on License

Financial Considerations: No Fiscal Impact

Preparer: City Clerk-Treasurer

Signature:

Comments:



85 7TH PLACE EAST, SUITE 500
SAINT PAUL, MN 55101-2198
MN.GOV/COMMERCE/
651.539.1500 FAX 651.539.1547
AN EQUAL OPPORTUNITY EMPLOYER

October 1, 2015

Mr. Kevin Halliday, City Clerk
City of Willmar
333 6th St SW
P.O. Box 755
Willmar, MN 56201

CERTIFIED MAIL

RE: Bennett Ventures, Inc. – License #20207486
Currency Exchange License Renewal for 2016

Dear Mr. Halliday:

The above-named currency exchange licensees have made application to renew their currency exchange licenses to operate at:

312 24th Ave. SW, Suite 2
Willmar, MN 56201

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2016, and the \$500 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call Dayna at 651-539-1710 and the renewal form will be mailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this letter. If you have any questions, please contact me at the telephone number listed below.

Very truly yours,


Robin H. Brown

Financial Institutions Division
651-539-1721
651-539-1548 (Fax)

cc: Bennett Ventures, Inc.



85 7TH PLACE EAST, SUITE 500
SAINT PAUL, MN 55101-2198
MN.GOV/COMMERCE/
651.539.1500 FAX 651.539.1547
AN EQUAL OPPORTUNITY EMPLOYER

October 1, 2015

Mr. Kevin Halliday, City Clerk
City of Willmar
333 6th St SW
P.O. Box 755
Willmar, MN 56201

CERTIFIED MAIL

RE: Quick Funds Inc. – License #20506019
Currency Exchange License Renewal for 2016

Dear Mr. Halliday:

The above-named currency exchange licensees have made application to renew their currency exchange licenses to operate at:

222 3rd Street SW
Willmar, MN 56201

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2016, and the \$500 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call Dayna at 651-539-1710 and the renewal form will be mailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this letter. If you have any questions, please contact me at the telephone number listed below.

Very truly yours,

Robin H. Brown
Financial Institutions Division
651-539-1721
651-539-1548 (Fax)



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

Agenda Item Number: 9
Meeting Date: 11/2/2015
Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved Denied
- Amended Tabled
- Other

Originating Department: Community Ed/Rec

Agenda Item: Playground Equipment Purchase

Recommended Action: Approve expending \$142,462.71 with Minnesota/Wisconsin Playground of Golden Valley Minnesota to purchase and install 7 playground units at 6 City Parks from funds allocated in the 2015 City of Willmar CIP.

Background/Summary: At a previous City Council meeting staff was directed to apply for a grant from Minnesota/Wisconsin Playground "GameTime Playgrounds". Upon receipt of this grant the amount of equipment to be purchased including freight and installation is \$142,462.71 These resources are available from funds allocated in the 2015 CIP for Park Development projects.

Alternatives: Do not approve this project.

Financial Considerations: \$142,462.71

Preparer: Steve Brisendine

Signature: *Steve Brisendine*

Comments:



Consultant: Dan Lanes

Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | dan@mnwiplay.com

QUOTE #13957

10/14/2015

Park Improvements - Equipment (A)

City of Willmar
Attn: Scott Ledebor
333 6th St SW
Willmar, MN 56201
Phone: 320-235-3827
sledeboer@ci.willmar.mn.us

Ship To Zip: 56201

Table with 5 columns: Quantity, Part #, Description, Unit Price, Amount. Includes subtotals for SubTotal, Grant, Freight, and Total Amount.

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: payment in full, check submitted with order.

Freight charges: Prepaid & added

Acceptance of quotation:

Accepted By (printed):

P.O. No:

Signature:

Date:

Title:

Phone:

Facsimile:

Purchase Amount: \$98,772.96





Consultant: Dan Lanes

Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | dan@mnwiplay.com

QUOTE #13959

10/14/2015

Park Improvements - Installation (A)

City of Willmar
Attn: Scott Ledebor
333 6th St SW
Willmar, MN 56201
Phone: 320-235-3827
sledeboer@ci.willmar.mn.us

Ship To Zip: 56201

Table with 5 columns: Quantity, Part #, Description, Unit Price, Amount. Includes line items for GameTime installation and subtotals.

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion.

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____
Signature: _____ Date: _____
Title: _____ Phone: _____
Facsimile: _____ Purchase Amount: \$50,889.75





A PLAYCORE Company

CERTIFICATE OF GRANT AWARD

This certificate entitles

City of Willmar

to a GameTime Playground Grant funding award of

\$87,204.50

Funds must be claimed no later than November 13, 2015 and must accompany a new play system purchase. Order must ship before December 31, 2015. Award may not be combined with any other order or special offer. Other terms and conditions apply.

Contact your local GameTime representative at 800-235-2440 for more details.

A handwritten signature in black ink, reading "S. Spencer Cheak".

S. Spencer Cheak
Senior Vice President and General Manager

CIP Projects Approved 2015 Budget

N Swannson-Drainage & Warning Track Replacement	\$50,000.00	Completed
Bryan Rock	\$24,395.00	
Tile Parts	\$1,675.00	
Irrigation Plus	\$4,107.00	
	Total \$30,177	Available \$19,823
N-Swannson Backstop Replacement/Enhancements (5)	\$30,000.00	Completed
Andis FenceAll	\$17,313.68	
BSN Sports Batting Cages	\$7,000.00	
	Est. Total \$17,313.68	Est. Available \$5,686
Westwind-Top Dress Soccer Field	\$30,000.00 Fall 2015	
Duinicks Bid	\$15,076.00	Not Completed
Seed/Fertilizer	\$2,500.00	Purchased
BSN Sports Soccer Goals	\$4,536.44	Purchased
	Total\$22,112.44	Available \$7,877
DOAC Refinish Projects	\$75,500 Total	
DOAC -Recoat Slide Interior/Exterior	\$44,850.00	Completed
DOAC Play Feature Maintenance	\$9,600.00	Fall/Winter 2015
	\$54,450.00	Available \$21,050.00
		Total Available \$54,436
<u>Park Projects</u>	<u>Funded with CIP Park Funds</u>	<u>\$150,000</u>
Pleasant View-Park Tennis Court Removal		
Land Pride Construction Demo	\$14,900.00	Completed
Orange Scoreboard Replacement		Completed
Daktronics	\$17,236.00	
Quick Signs Install	\$5,500.00	
King Electric	\$1,000.00	
Lions Park-Dog Park-Fencing/Water		
Andi's Fence All	\$21,495.55	Completed
Lincoln Park Shelter	\$5,031.00	Completed
Estimated Total to Date	\$65,162.55	Available \$84,837.45
Total Cost of Playground Equipment/Installation	\$142,462.71	
CIP Funds Available \$139,273 + \$5,000 Booster Donation + \$2,000 Advertising=\$146,273		

PLAYGROUND REPLACEMENT RECOMMENDATIONS

Cardinal Park

- Equipment
 - **McIntosh Play Unit**
 - Ages 2-12
 - \$32,352 \$16,186 City Share
- ADA
 - Approximately 80 feet of concrete sidewalk
 - Barrier around the exterior
 - Surfacing material
 - New tile for drainage

Collegeview Park

- Equipment
 - **Jackson's Way Play Unit**
 - Ages 2-12
 - \$19,058 City Share \$9,529
- ADA
 - Approximately 75 feet of concrete sidewalk
 - Barrier around the exterior
 - Surfacing material
 - New tile for drainage

Gesch Park

- Equipment
 - **Neyland's Summit with Roof Play Unit**
 - Ages 2-12
 - \$38,264 City Share \$19,132
- ADA
 - Approximately 75 feet of concrete sidewalk
 - Barrier around the exterior
 - Surfacing Material
 - New tile for drainage

Minnegasco Park

- Equipment
 - **Nature's Place Play Unit**
 - Ages 2-5
 - \$7,943 City Share \$3,971.50

PLAYGROUND REPLACEMENT RECOMMENDATIONS

Ramblewood Park

- Equipment
 - **Highland Pass Play Unit**
 - Ages 5-12
 - \$24,577 City Share \$12,288.50
 - **Rocky River Play Unit**
 - Ages 2-5
 - \$13,951 City Share \$6,975.50
- ADA
 - Approximately 400 feet of concrete sidewalk around the outside of the playground
 - Barrier around the exterior
 - Surfacing material
 - New tile for drainage

Hedin Park

- Equipment
 - **Neyland's Summit with Roof Play Unit**
 - Ages 2-12
 - \$38,264 City Share \$19,132
- ADA
 - Approximately 75 feet of concrete sidewalk from the bike path
 - Barrier around the exterior
 - Surfacing material
 - New tile for drainage

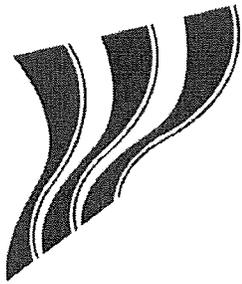
Owners Kit \$400 City Share \$350.00

Total Cost of Equipment-\$87,554.50

Freight \$11,218.46

Installation Cost-\$43,689.75

Total Cost Installed \$142,462.71



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

Agenda Item Number: 10

Meeting Date:

Attachments: X Yes ___ No

CITY COUNCIL ACTION

Date: November 2, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of a new Premise Permit for New London-Spicer Booster Club at the Ruff's Wings & Sports Bar

Recommended Action: Introduce a Resolution to approve the Premise Permit and direct the City Clerk-Treasurer to forward same to the Gambling Control Board

Background/Summary:

The New London –Spicer Booster Club is making application to the Gambling Control Board to obtain a Premise Permit for a Gambling License at Ruff's Wings & Sports Bar located at 2100 Hwy 12 SE, Suite 2.

The local unit of government must sign the premise's permit application and the City Council must vote on the application. If the premise permit is approved, the resolution of approval is submitted with the application to the Gambling Control Board.

Alternatives: Do not allow gambling at this establishment

Financial Considerations: N/A

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. _____

REQUESTING THAT THE MINNESOTA GAMBLING
CONTROL BOARD APPROVE THE APPLICATION FOR A
PREMISE PERMIT FOR THE NEW LONDON-SPICER BOOSTER CLUB

WHEREAS, the New London-Spicer Booster Club has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at the Ruff's Wings & Sports Bar, 2100 Hwy 12 SE, Suite 2, Willmar, Minnesota;

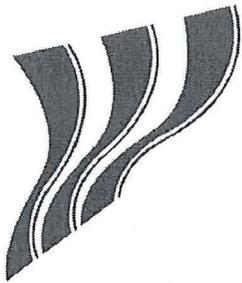
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the New London-Spicer Booster Club and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the New London-Spicer Booster Club.

Dated this 2nd day of November, 2015.

Mayor

Attest:

City Clerk-Treasurer



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

Agenda Item Number: 11

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 2, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Deferred Special Assessments for Senior Citizens and/or Disabled Persons

Recommended Action: Adopt Resolution Deferring the Three Qualifying Applications

Background/Summary:

The City Comprehensive Assessment Policy offers the option to defer special assessments to Senior Citizens and Disabled Persons meeting certain income guidelines. This year's project, the 2015 Street and Other Improvements, received three qualifying application.

Alternatives: Deny Deferments as a Policy Change

Financial Considerations: \$12,231.76

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. _____

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the reconstruction of certain streets during the year 2015 (Project 1501); and

WHEREAS, Minnesota Statutes, Sections 435.193 to 435.195 allows local governments certifying special assessments against municipal properties to defer the payment of that assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability; and

WHEREAS, certain property owner(s) have made application to the City for delayed payment of tax on special assessments and have met the criteria contained in Minnesota Statutes for said deferment.

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that special assessments as hereinafter designated be certified to the County and deferred for the years of 2016 through 2025 with interest at the annual rate of four and zero hundredths (4.00%) percent.

BE IT FURTHER RESOLVED that the option to defer payments will terminate and all deferred payments and interest become payable if a) the owner dies and the surviving spouse is not eligible; b) the property or a portion of the property is sold, transferred or subdivided; c) the property loses its homestead status; or d) the City determines that to require immediate or partial payment would not create a hardship.

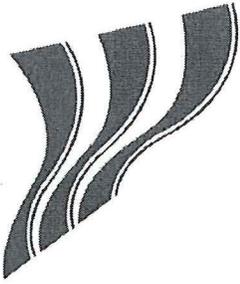
Shirley A. Sundlee 513 25 th Street SE Willmar	95-668-4370 Section 13, Township 119, Range 35, Lot 4, Block 1 PHEASANT RUN SEVENTH ADDITION	\$2,688.00
Norman G. & Florence G. Christensen 2004 21 st Street SW Willmar	95-668-4370 Section 21, Township 119, Range 35, Block 1 ORTENBLAD'S HOMESITES LOT 10, E1/2 OF LOT 9	\$7,943.76
Sharon K. Melin 409 Trott Ave SE Willmar	95-740-0160 Section 14, Township 119, Range 35, Block 2 SPICER'S ADDITION TO WILLMAR W50' OF LOTS 5, 6 & 7	\$1,600.00

Dated this 2nd day of November, 2015.

Attest:

MAYOR

CITY CLERK-TREASURER



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

Agenda Item Number: 12

Meeting Date:

Attachments: x Yes No

CITY COUNCIL ACTION

Date: November 2, 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 Certification of Unpaid Utility Charges as a Lien

Recommended Action: Adopt the Resolution

Background/Summary:

Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment. After holding that meeting, the Willmar Municipal Utilities Commission has adopted Resolution No. 44 on October 13, 2015, requesting that the Willmar City Clerk-Treasurer certify the unpaid utility charges as a lien on the real property.

The City Council should adopt the resolution for the unpaid utility charges totaling \$4,013.79 and direct staff to certify to the County Auditor for collection along with other taxes

Alternatives: Deny

Financial Considerations: \$4,013.79

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. _____

WHEREAS, Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and

WHEREAS, the Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment; and

WHEREAS, the Willmar Municipal Utilities Commission has adopted Resolution No. 44 on October 13, 2015, requesting the Willmar City Clerk-Treasurer to certify the unpaid utility charges as a lien on the real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid utility charges totaling \$4,013.79 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2016 and collected by the County Treasurer, and paid to the City Clerk-Treasurer along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid utility charges be certified against the real property as follows:

1. Parcel No. 95-750-0270
Located at 1308 6th Street SW \$1,827.21
Described as Section 22, Township 119, Range 35
SUB-DIV. N1/2 OF NE1/4 PART OF LOT 17 COM. AT NE
CIR TH S 55' TO BEG. TH S 9' W 201' N 64' E 51' S 55' E
150' TO BEG
2. Parcel No. 95-740-1380
Located at 523 4th Street SE \$711.56
Described as Section 14, Township 119, Range 35, Block 9
SPICER'S ADDITION TO WILLMAR
W 100' OF LOT 8 & W'LY 100' OF S'LY 20' OF LOT 9
3. Parcel No. 95-090-2150
Located at 1105 7th Street SW \$167.50
Described as Section 15, Township 119, Range 35, Lot 15
BOOTH'S ADDITION TO WILLMAR
BLOCK O
4. Parcel No. 95-480-0010
Located at 1200 5th Street SW \$144.72
Described as Section 22, Township 119, Range 35, Block 1
LEARY'S ADDITION TO WILLMAR
LOTS 1 & 2
5. Parcel No. 95-003-0610
Located at 1019 Gorton Avenue NW \$182.17
Described as Section 15, Township 119, Range 35, Block 5
WILLMAR, TOWN OF (ORIGINAL)
N'LY 55 FT. OF LOTS 10, 11 & 12

6. Parcel No. 95-280-0250
Located at 920 4th Street SW \$560.45
Described as Section 15, Township 119, Range 35, Lot 5, Block 2
HANSON'S ADDITION TO WILLMAR

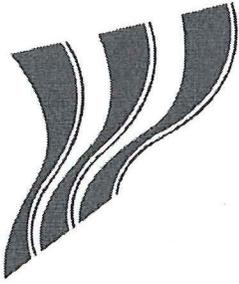
7. Parcel No. 95-222-0950
Located at 613 Ann Street SE \$420.18
Described as Section 14, Township 119, Range 35, Lot 5, Block 6
FERRINGS 2ND ADDITION

Dated this 2nd day of November, 2015.

Mayor

Attest:

City Clerk-Treasurer



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

Agenda Item Number: 13

Meeting Date:

Attachments: ___ Yes X No

CITY COUNCIL ACTION

Date: November 2, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of an On-Sale Intoxicating 3.2% Liquor License

Recommended Action: Approve the On-Sale Intoxicating 3.2% Liquor License through the year ending April 25, 2016

Background/Summary:

On October 19, 2015, Police Chief Jim Felt recommended application approval to the Team House Hibachi Grill & Buffet's request to hold an On-Sale Intoxicating 3.2% Liquor License, located at 1605 1st Street S, Suite D17 under the name Team House Inc. dba Team House Hibachi Grill & Buffet. The Willmar Police Department has completed a background check, criminal history check, driving record check. Mr. Bao Qin Yang will be listed as the Resident Manager for this establishment.

Prior permit approved with no concerns from the Willmar Police Department.

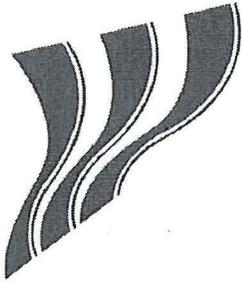
Alternatives:

Financial Considerations: \$150.00

Preparer: City Clerk-Treasurer

Signature:

Comments:



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

Agenda Item Number: 14

Meeting Date:

Attachments: ___ Yes X No

CITY COUNCIL ACTION

Date: November 2, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of an On-Sale Intoxicating 3.2% Liquor License

Recommended Action: Approve the On-Sale Intoxicating 3.2% Liquor License through the year ending April 25, 2016

Background/Summary:

On October 8, 2015, Police Chief Jim Felt recommended application approval to the Panda Garden's request to hold an On-Sale Intoxicating 3.2% Liquor License, located at 1305 1st Street S under the name Chang An Inc. dba Panda Garden. The Willmar Police Department has completed a background check, criminal history check, driving record check. Ms. Yang Li will be listed as the Resident Manager for this establishment.

Prior permit approved with no concerns from the Willmar Police Department.

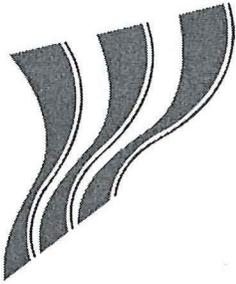
Alternatives:

Financial Considerations: \$150.00

Preparer: City Clerk-Treasurer

Signature:

Comments:



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

Agenda Item Number: 15
Meeting Date: October 28, 2015
Attachments: Yes No

CITY COUNCIL ACTION

Date: November 2, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Planning and Development Services

Agenda Item: Gibby Addition- Preliminary Plat

Recommended Action: Approve the preliminary plat.

Background/Summary: Gibby Addition is a one lot replat of one existing parcel and a portion of Outlot B (Eagles Landing Phase II) by Adam and Holly Gibson, Willmar, MN. The purpose of the land acquisition and lot combination is to allow room for an attached garage addition and still meet required setbacks. The Planning Commission approved the preliminary plat.

Alternatives: N/A

Financial Considerations: N/A

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

Signature:

Comments:

Preliminary Plat of:
GIBBY ADDITION
 Located in:
 Lot 4, Block 2, and also that part of LOTS in EAGLES LANDING PHASE III
 all in
 Section 35, T120N-R35W, Dove Township, Kandiyohi County, Minnesota

SW Corner
 Section 35
 T120N-R35W

SW Corner
 Section 35
 T120N-R35W



This drawing prepared by:
Bonnama Surveys Inc.
 Professional Land Surveying
 10000 Highway 101
 Wadena, MN 56581
 Phone: (507) 835-2277

Requested by: Adam & Holly Gibson
 813 5th Ave NE
 Atlanta, GA 30307



LEGEND

- Found Iron Movement Iron
- Found Iron Movement Iron
- ⊙ Found Iron Movement Iron
- Found Iron Movement Iron

October 12, 2015
 Zoned - R2

