

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

November 2, 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, Steve Ahmann, Andrew Plowman, Rick Fagerlie, Denis Anderson, Tim Johnson and Audrey Nelsen. Present 8, Absent 0.

Also present were Interim City Administrator Kevin Halliday, Finance Director Steve Okins, Police Chief Jim Felt, Fire Chief Frank Hanson, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

There were no proposed additions or deletions to the agenda.

Council Member Christianson offered a motion to adopt the Consent Agenda which included the following items: City Council Minutes of October 19 (5:00 p.m.), City Council Minutes of October 19 (7:00 p.m.), Rice Hospital Board Minutes of October 21, Municipal Utilities Commission Minutes of October 26, Accounts Payable Report through October 28, Planning Commission Minutes of October 28, Convention and Visitors Bureau Minutes of September 15, City/County HRA Board Minutes of September 16, and Airport Commission Minutes of October 21, 2015. Council Member Anderson seconded the motion, which carried.

Jason Butler of City Line Towing, 137 Benson Avenue SE, came forward to address the Council at the Open Forum. Mr. Bulter addressed his concerns about the City's towing contract which is currently being advertised for bids. He stated accidents have never been a part of the City tow before because there has not been much competition in towing for Willmar. He was asking for a fair share of the accident tows by evenly dividing them. He stated accidents are dispatched as city tows and some are subsequently determined to be private tows. He's asking for the private tows to be split equally. Chief Felt will be in contact with Mr. Butler.

Carol Laumer, 1313 Ella Avenue NW, came before the Council next to speak during the Open Forum. Ms. Laumer presented information of the upcoming Holiday Parade to be held November 21. She thanked the City and private donors for their donations. She gave examples of the family events taking place, including the animal exhibits, fire pits for s'mores, a bouncy house, vehicle tours of the SWAT vehicle, Ambulance and Fire Truck. There will be some businesses open including entertainment at the Barn Theatre.

Interim City Administrator Kevin Halliday presented the annual Currency Exchange License Renewal Applications from Quick Funds Inc. and Bennett Ventures, Inc. Both businesses make application to the Department of Commerce who informs the City of the opportunity to take action. Mr. Halliday made a recommendation for Council consideration unlike past action. In the last ten years the City has held public hearings of which no one has presented themselves to speak. These applications automatically approve at the State level sixty days after application unless the municipality interferes by resolution. Staff recommends not holding the hearings being there have been no public objections and allow them to be automatically approved until such time as concerns are expressed by citizens.

Council Member Christianson moved the recommendation of staff to not hold a public hearing and allow the applications to be approved automatically after the sixty-day period. Council Member Ahmann seconded the motion, which carried.

Community Education and Recreation Director Steve Brisendine was called on by Mayor Calvin to explain the recent playground equipment purchase staff and CER Board members have been working on

selecting for the last several months. He presented a proposal to purchase the playground equipment including installation for a total of \$142,462.71 that would purchase seven playground units for placement in six City parks spread throughout the community. GameTime Minnesota/Wisconsin Playground is the proposed vendor through a US Communities Purchasing Coop. Funding for the equipment is from Park Development Resources and leftover funds from current CIP purchases in 2015. Staff's recommendation is to move forward with the purchases pending the approval of the City Attorney.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

WHEREAS the City of Willmar desires to enter into a Construction Services Agreement with Minnesota/Wisconsin Playground to provide playground equipment and perform the installation of said equipment in assigned parks in the amount not to exceed \$142,462.71; and

WHEREAS an agreement has been prepared detailing the terms of the services;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that said agreement is approved pending approval by the City Attorney and that the Mayor and City Administrator be authorized to execute the same.

Dated this 2nd day of November, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Interim City Administrator Kevin Halliday brought forth for consideration an application for a Premise Permit from the New London-Spicer Booster Club to have pull tabs and other legal items for gambling at Ruff's Wings and Sports Bar located on East Highway 12. The unit of government, if so desired, must authorize the Premise Permit application for this activity by resolution and submit it to the Gambling Control Board.

Council Member Christianson moved to approve the application for the Premise Permit. Council Member Johnson seconded the motion. Council Member Fagerlie expressed concern that a Willmar group should be given preference and if staff has the ability to check with the establishment to this affect. Interim City Administrator Kevin Halliday indicated staff can check on details and do an inventory of Willmar establishments and which groups are using them for gambling licenses. Council Member Ahmann made a motion to table the action. Council Member Plowman seconded the motion, which carried.

Interim City Administrator Kevin Halliday informed the Council that pursuant to the City conducting the 2015 Street and Other Improvements there is statute which allows local governments to defer assessments for those Senior Citizens and Disabled persons meeting certain income guidelines. Three homeowners have applied for and qualify for delayed payment of tax on special assessments until such time as the property changes ownership.

Resolution No. 2 was introduced by Council Member Christianson, seconded by Council Member Johnson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 6, Noes 0, with Council Member Plowman abstaining.

RESOLUTION NO. 2

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 <sup>th</sup> 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 <sup>st</sup> Street SW Willmar	95-601-0020 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.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Consideration of certification of unpaid utility charges as a lien was brought before the Council by Interim City Administrator Kevin Halliday. Annually the City receives a letter from the Willmar Municipal Utilities Commissioners indicating that they have held a hearing on various homeowners who have failed to make payments for their utilities. A hearing was held by the Commission to allow those homeowners the opportunity to object to the liens, with no one in attendance. The Willmar Municipal Utilities Commission is requesting the Willmar City Clerk-Treasurer certify the unpaid utility charges as a lien on the real property. It was staff's recommendation to certify the homeowners list provided by WMU to the County Auditor for collection along with other taxes.

Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

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 6<sup>th</sup> 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 4<sup>th</sup> 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 7<sup>th</sup> 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 5<sup>th</sup> 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 4<sup>th</sup> 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.

/s/ Marv Calvin  
 Mayor

/s/ Kevin Halliday  
 Attest: City Clerk

Interim City Administrator Kevin Halliday presented an application for an On-Sale Intoxicating 3.2% Liquor License for the Team House Hibachi Grill and Buffet located at 1605 South First Street. The Willmar Police Department has completed the background, criminal history and driving record checks. Mr. Bao Qin Yang will be listed as the Resident Manager for this establishment. Staff was recommending the Council approve the application concluding in line with all the rest on April 25, 2016.

Council Member Christianson made a motion to approve the On-Sale Intoxicating 3.2% Liquor License for Team House Hibachi Grill and Buffet. Council Member Fagerlie seconded the motion which passed on a roll call vote of Ayes 7, Noes 0.

Interim City Administrator Kevin Halliday presented an application for an On-Sale Intoxicating 3.2% Liquor License for Panda Gardens located at 1305 South First Street. The Willmar Police Department has completed the background, criminal history and driving record checks. Ms. Yang Li will be listed as the Resident Manager for this establishment. Staff was recommending the Council approve the application concluding on April 25, 2016.

Council Member Anderson made a motion to approve the On-Sale Intoxicating 3.2% Liquor License for Panda Gardens. Council Member Ahmann seconded the motion which passed on a roll call vote of Ayes 7, Noes 0.

Planning and Development Director Bruce Peterson presented a request for a replat of an existing parcel and a portion of Outlot B (Eagles Landing Phase II) by Adam and Holly Gibson to be known as Gibby Addition. The purpose of the land acquisition and lot combination is to allow room for an attached garage addition to the premises and still meet the required setbacks. The Planning Commission and reviewed and approved the plat request. Staff's recommendation to the Council is to approve the preliminary plat.

Council Member Anderson made a motion to approve the preliminary plat of Gibby Addition. Council Member Ahmann seconded the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Public Works/Safety, 4:45 p.m. at City Hall, November 10; Labor Relations, 4:45 p.m. at City Hall, November 5, Community Development, 4:45 p.m. at City Hall, November 12 and Board of Canvass, 12:45 p.m. at City Hall, November 12, 2015.

Council Member Johnson informed the Council it has come to his attention that Willmar has some residential facilities that house sex offenders that have been released from prison on parole or convicted and released under conditional provisions under the Minnesota Commitment Act. He felt the Council should take into consideration where these individuals can be located just as for other property under the Zoning Ordinance.

Council Member Johnson made a motion for City Attorney to review scope and legality of zoning provisions regulating the location within the city of residential living facilities for sex offenders released from prison on parole status and/ or for people released from civil commitment as a psychopathic personality or sexually dangerous person, and having that permit process for such a residential facility generate a notice that will be recorded in the real estate tract index in the Kandiyohi County Recorder's Office. Council Member Christianson seconded the motion, which carried.

Council Member Anderson offered a motion to adjourn the meeting with Council Member Johnson seconding the motion, with carried. The meeting adjourned at 7:42 p.m.

Attest:

\_\_\_\_\_  
MAYOR

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

**WILLMAR LABOR RELATIONS/CITY COUNCIL PROCEEDINGS**  
**CONFERENCE ROOM NO. 1**  
**CITY OFFICE BUILDING**  
**WILLMAR, MINNESOTA**

October 30, 2015  
4:45 p.m.

The meeting of the Willmar Labor Relations Committee/Council opened at 4:45 p.m. Council Member Ahmann informed the Council that City Attorney Robert Scott ruled that any time there is a Committee meeting and the full Council is in attendance, the Mayor presides over the meeting.

Members present on a roll call were Mayor Marv Calvin, Council Members Ron Christianson, Andrew Plowman, Tim Johnson, Steve Ahmann, Denis Anderson, and Audrey Nelsen. Present 7, Absent 1. Council Member Rick Fagerlie was excused from the meeting.

Also present were Interim City Administrator Kevin Halliday, Finance Director Steve Okins, Police Chief Jim Felt, Fire Chief Frank Hanson, Public Works Director Sean Christensen and Administrative Assistant Janell Sommers.

Mayor Calvin informed the Council that the Administrative Assistant to the City Administrator's job description was updated by Council Members Johnson and Anderson. Council Member Anderson explained the changes needed to reflect that this position is confidential by nature and by making these changes, this becomes a confidential position. Council Member Nelsen questioned if this document was the same one she had seen earlier and reviewed the document. Council Member Christianson made a motion to approve the Administrative Assistant to the City Administrator job description as presented. Council Member Johnson seconded the motion, which carried.

Mayor Calvin called on Council Member Plowman for presentation of the Subcommittee reports regarding Non-Represented Employees which include three separate documents for consideration. Council Member Plowman explained the changes to the document for the Administrative Assistant to the City Administrator starting with stating the purpose of the policy is to achieve and maintain sound, harmonious and mutually beneficial working conditions with the Administrative Assistant to the City Administrator.

The first change to be noted was under Article 10.1 - Work Schedule noting employees classified as Non-Exempt under the Fair Labor Standards Act (FLSA) shall be eligible to receive overtime compensation computed at one and one-half times the applicable hourly pay rate for time worked in excess of forty hours a work week rather than in excess of eight hours a day under the direction of their supervisor.

In Article 11.1 - Health Insurance Council Member Plowman stated the City agrees to provide an insurance program for hospitalization and major medical coverage comparable to the current Basic Plan. Effective for 2016, the City will contribute \$1,428 per month toward the cost of the monthly premium for family coverage under the Basic Plan. Any additional cost in the premium for the family Basic Plan or for a higher paid plan option will be paid by the Employee through payroll deduction. For 2017, and annually thereafter, the City will contribute up to fifty percent of the increase in the cost of the monthly premium for dependent coverage under the Basic Plan. Any additional cost shall be paid by the employee through payroll deduction.

In Article 11.4 within the second paragraph Council Member Plowman noted the change in the establishment of a health insurance premium payment fund from the employee's accrued sick leave fund to state interest may be earned through December 31, 2015 at the rate of 6.0% of the year-end balance. No interest shall accrue after December 31, 2015. After December 31, 2015, Employees shall have the option upon retirement of a cash payment of their accrued sick leave pursuant to Article 7.4, or the establishment of a post-employment health care savings plan. The option chosen by Employees shall apply to all Employees.

Lastly for the Administrative Assistant to the City Administrator under 12.1 - Deferred Compensation, the employee may participate in a deferred compensation program. The City agrees to provide a matching contribution of up to a maximum of \$1,250 annually. Employees hired on or after January 1, 2016, shall not be eligible for participation in this program.

Council Member Nelsen questioned if those were the only changes or if 11.2 was new? Mayor Calvin noted that the only change was the year to 2017. Council Member Anderson cited that it is the intention of the City in 2017 to look at a VEBA or HSA health insurance plans as an additional option for all employees.

Council Member Christianson made a motion to approve the policy for the Administrative Assistant to the City Administrator as presented. Council Member Ahmann seconded the motion.

Council Member Ahmann informed the Council that the Subcommittee has put many hours into establishing these policies and today met with each affected individual.

Council Members Anderson and Nelsen expressed concern that the Subcommittee had already met with the employees rather than the policies being brought before Council first. Council Member Ahmann stated they wanted input from the employees as recommended and approved by Labor Attorney Frank Madden. Council Member Christianson clarified the reason to meet with the employees was to get their ideas and as a result of that, some language was modified.

Council Member Anderson wanted to make it clear he was not objecting to the product, his concerns are with the process stating he believes his motion was to bring the documents back to the Labor Relations Committee. Council Member Nelsen expressed her concerns as well stating she hoped the Open Meeting Law had been followed and did not believe anyone had been authorized to act as a City Administrator.

The Mayor called the question, which carried.

Council Member Plowman initiated the document for the Non-Represented Employees but due to the computer crashing during revisions, some language was not saved. A new first page was requested for the Council Members and in the interim; the policy for the City Department Heads was discussed.

Council Member Plowman covered the changes to the Policy for the City Department Heads identifying job titles that this policy applies to. The first revision was to Article 10 - Work Schedule whereby it states the normal work week for full-time Departments Heads shall consist of forty hours. However, it is expected that Department Heads will provide the service necessary to carry out the responsibilities of their positions. Department Heads are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) and shall not be entitled to accrue overtime or compensatory time for hours worked in excess of forty hours per week.

Council Member Plowman went on to present language in Articles 11 - 14

Article 11 - Health Insurance was very similar to the previous document for the Administrative Assistant in terms of the City's match for 2017 and also outlines the 2016 policy. 11.4 was also stated as being similar to the previous document.

Article 12 - Clothing Allowance it states the City shall annually provide a clothing allowance to the Police Chief (electing to wear a uniform), and Fire Chief up to \$750.00. The allowance will be based on a voucher system under the direction of the City Administrator and subject to a list of items issued by the Department Head or may be paid in a lump sum for the year subject to the condition that if a Department Head terminates employment during the year after receiving a lump-sum payment, said Department Head will repay the City on a pro rata basis. If necessary, the City Administrator has the authority to order the Department Head to replace his/her uniform or parts thereof.

Article 13 -Deferred Compensation - The City agrees to participate with Department Heads in a deferred compensation program. City agrees to provide a matching contribution of 100 percent not-to-exceed \$2,000. Department Heads hired on or after January 1, 2016 shall not be eligible for participation in this program.

14.1 - Vehicle Allowance/Assignment - Effective January 1, 2016, Department Heads shall receive a vehicle allowance of \$350.00 per month, except those Directors who are assigned vehicles for business use. Assigned vehicles may be used to and from work. Effective January 1, 2016, vehicles and/or granted vehicle allowances will be granted at the sole discretion of the City.

Council Member Christianson made a motion to approve the policy for the City Department Heads to as presented. Council Member Ahmann seconded the motion, which carried. Council Members Anderson and Nelsen went on record to say the product is fine, they did not approve of the process. Council Member Johnson asked to go on record that he was not in attendance when this process was put forward.

Council Member Plowman brought forward for discussion the final policy for Non-Represented Employees. The purpose of the policy was the same. This document governs the Administrative Assistant in the Police Department and the Accounting Supervisor. Again the first pages were the same until Article 10 - Work Schedule where it was defined as The normal work week for full-time Employees shall consist of forty (40) hours. Employees classified as "non-exempt" pursuant to the Fair Labor Standards Act (FLSA) and shall be eligible to receive overtime compensation computed at one and one-half (1 1/2) times the applicable hourly pay rate for time worked in excess of forty (40) hours in a 40 hour work week, Sunday 12:00 a.m. through Saturday 11:59 p.m. An employee may be required to take time off from work during the same work week in order to eliminate overtime payments, at the discretion of the Employer. Such time shall be on a straight time basis.

11.1 - Health Insurance reads identical to the previous two documents. 11.4 - Reads similar to the policy for the Administrative Assistant to the City Administrator whereby interest may be earned through December 31, 2015 at the rate of 6.0% of the year-end balance. No interest shall accrue after December 31, 2015. After December 31, 2015, Employees shall have the option upon retirement of a cash payment of their accrued sick leave pursuant to Article 7.4, or the establishment of a post-employment health care savings plan. The option chosen by Employees shall apply to all Employees.

Council Member Anderson asked for clarification on Article 10.2 whereby it states non-exempt employees may be permitted to accrue comp time in lieu of overtime upon written approval of the City Administrator. Compensatory time may be permitted to accumulate to a maximum of eighty (80) hours. Overtime hours worked while an employee has the maximum of eighty (80) hours accumulated compensatory time shall be paid overtime.

Mayor Calvin explained it is his understanding that non-exempt employees are permitted to accrue compensatory time in lieu of overtime up to 80 hours by approval of the City Administrator and/or Department Director. They cannot be forced to choose comp time and can receive overtime if they choose to do so up to a maximum of 80 hours. The issue of the amount of hours and the timeframe they can remain on the books was asked to be clarified by Council Member Anderson.

Council Member Christianson stated his understanding is these are policies and if the Council finds things they would like to change they can be amended. These policies were needed in order to meet the health insurance open enrollment deadline.

Council Members Anderson and Nelsen went on record to say they liked the product yet, they did not approve of the process. Council Member Christianson made a motion to approve the policy for the Non-Represented Employees as presented. Council Member Ahmann seconded the motion, which carried.

Council Member Ahmann brought forth an issue relating to the health insurance payment for

December for the three groups and/or individuals affected by the approved policies. He informed the Council that the deduction for an employee's health insurance premium is taken out of their salary the month prior and by implementing this action for 2016, the employees are in essence taking a decrease. He suggested the employees be reimbursed for their deduction of the approved insurance costs whereby the employee will pay \$90 for their health insurance premium in the December, 2015 deduction for January, 2016.

Discussion was held as to how to compensate the employees for the difference. Mayor Calvin stated the intent would be to keep the employee's contribution for health insurance the same in December as it is in November so the employee does not see an out-of-pocket expense prior to discussing their compensation packages with them in whatever way it can be worked out with the Finance Department.

Council Member Plowman noted that this was one example of an item that was discovered by holding discussions with the employees.

Member Christianson made a motion to leave the employee's contribution for these non-represented employees for health insurance payable in December, 2015 for January 2016 at \$90.00 and to work with the Finance Department to carry out the order. Council Member Anderson seconded the motion, which carried.

Mayor Calvin opined that he felt the process that was undergone to develop these policies was very thorough. Council Member Christianson reiterated this and felt the Council would eventually ask the new City Administrator to take all three of these policies and combine them into one document. Council Member Ahmann stated the subcommittee still has the issue of compensation ahead of them and will be working with salary data received from similar communities and job types. He stated they are also awaiting clarification from the Police Commission relating to changing job descriptions.

Council Member Anderson requested a closed session for the Labor Relations Committee on Thursday, November 5, 2015 at 4:45 p.m. as Labor Attorney Frank Madden can be in attendance. Council Member Nelsen expressed she was uncomfortable with the process and does not believe that was the intent of the committee. Council Member Plowman expressed that the reason these events took place the way they did was due to the timeline.

Council Member Anderson offered a motion to adjourn the meeting with Council Member Christianson seconding the motion, with carried. The meeting adjourned at 5:37 p.m.

Attest:

\_\_\_\_\_  
MAYOR

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

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**NOVEMBER 9, 2015**

The Municipal Utilities Commission met in its regular meeting on Monday, November 9, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Jeff Nagel, Joe Gimse, Justin Mattern, and Abdirizak Mahboub. Absent were Commissioners Dan Holtz and 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, Administrative Secretary Beth Mattheisen, City Councilman Andrew Plowman, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist David Little.

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. 46**

"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 26, 2015 Commission meeting; and,
- ❖ Bills represented by vouchers No. 144504 to No. 144579 inclusive in the amount of \$135,029.33 with a MISO credit in the amount of \$9,151.30, and a Westmoreland Resources (coal) payment in the amount of \$81,427.35.

Dated this 9<sup>th</sup> day of November, 2015.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Acting Secretary

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

Director of Finance Hunstad presented the Commission with two financial reports for discussion and review. The informational reports and analyses provided were: 1) August 2015 Financial Statements & Report; and, 2) August 31, 2015 Investment Report.

Commissioner Mattern (Chair) reviewed with the Commission the minutes from the November 6<sup>th</sup> WMU Planning Committee meeting (see attached). The primary purpose of the meeting was to continue discussion on a proposed facilities improvement project. A brief historic recap of WMU's facilities as outlined in the 2010 Long-Range Facilities Study conducted by GTLArcheticts was presented. The purpose of the study was to identify possible operational and energy efficiencies,

improve service to our customers, increase the appeal of the facilities, and to create a road map for the future so WMU can wisely invest their capital improvement dollars. Under the direction of the WMU Planning Committee, Staff had addressed the following issues related to the proposed project: 1) establish a proposed project timeline; 2) identify budget impacts & funding; 3) initiate outreach plans & ideas; and, 4) review comparable project examples (i.e. City of Austin, MN).

Following discussion, the WMU Planning Committee presented a two-fold recommendation to the Commission for consideration. First, the Committee was recommending that an update to the 2010 Long-Range Facilities Study be conducted to more accurately identify the current and future needs of WMU and its customers along with the estimated costs for the project. The second recommendation presented by the Committee was related to the funding of the project. It was their recommendation to increase the annual funding of the Expansion Reserve Fund to assist in offsetting the full cost of the facilities project.

Following considerable discussion, Commissioner Mattern offered a motion to approve the minutes of the November 9<sup>th</sup> WMU Planning Committee meeting as presented. Commissioner Nagel seconded the motion which carried by a vote of five ayes and zero nays.

In conjunction with the recommendations set forth by the WMU Planning Committee, Commissioner Nagel offered a motion to move forward with the process to re-evaluate the 2010 Long-Range Facilities Study. Commissioner Mattern seconded the motion which carried by a vote of five ayes and zero nays.

It was further noted that an annual increase in the Expansion Reserve Fund be recommended for inclusion in WMU's 2016 Budget which would be presented to the Commission in its entirety for approval later this year. (No action was required at this time.)

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

- WMU/IBEW mediation session – Tues., Dec. 1<sup>st</sup> @ 9:00 a.m. (Willmar Conference Center)
- 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 Gimse made a motion to adjourn the meeting. Commissioner Mattern seconded the motion which carried, and the meeting was adjourned at 12:24 p.m. by a vote of five ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

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Beth Mattheisen  
Administrative Secretary

ATTEST:

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Jeff Nagel, Acting Secretary



**WILLMAR MUNICIPAL UTILITIES**  
**WMU PLANNING COMMITTEE MEETING MINUTES**  
**NOVEMBER 6, 2015 – 1:00 P.M.**  
**WMU CONFERENCE ROOM**

Present: Commissioners Justin Mattern, Jeff Nagel & Abdirizak Mahboub, General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Facilities & Stores Supervisor Kevin Marti, and Customer Service Supervisor Stacy Stien.

Committee Chair Mattern called the meeting to order at 1:00 p.m.

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**AGENDA ITEM(S):**

➤ **Continue discussion regarding the proposed Facilities Improvement Project:**

General Manager Hompe presented a historical recap of WMU's current facilities as outlined in the 2010 Long-Range Facilities Study (Office & Service Center areas only) along with previous Committee discussions regarding a proposed Facilities Improvement Project. The purpose of the study was to identify possible operational and energy efficiencies, improve service to customers, increase the appeal of the facilities, and perhaps most importantly, create a road map for the future so Willmar Municipal Utilities can wisely invest their capital improvement dollars.

The WMU Planning Committee had previously presented directives to Staff to address a number of issues related to the proposed project including: 1) establish a proposed timeline (target completion date of 2021); 2) budget impacts (reviewed project expenditure spreadsheet & funding); 3) outreach plans (City Council/City Staff involvement, customer involvement, marketing campaign & facilities planning); and, 4) review similar project examples (i.e. Austin, MN). Facilities & Stores Supervisor Marti led discussion on the need to update the original Long-Range Facilities Study conducted by GLTArcheticts in 2010.

**Recommendations:**

Following significant discussion, Commissioner Nagel offered a motion to recommend to the full Commission to update the 2010 Long-Range Facilities Study which will present estimates that meet both the current and future needs of WMU and its customers. Commissioner Mattern seconded the motion which carried by a vote of three ayes and zero nays.

Following further discussions regarding the funding of the proposed project, Commissioner Mattern offered a motion to recommend to the full Commission to increase funding in the Expansion Reserve Fund to assist in offsetting the full cost of the facilities project. Commissioner Nagel seconded the motion which carried by a vote of three ayes and zero nays.

**Adjournment:**

Following discussion, Commissioner Nagel offered a motion to adjourn the meeting of the WMU Planning Committee at 2:02 p.m. Commissioner Mahboub seconded the motion which carried by a vote of three ayes and zero noes.



# LG220 Application for Exempt Permit

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

Organization Name: <i>MN Ducks Unlimited State Committee MN-01</i>	Previous Gambling Permit Number: <i>X-73030</i>
Minnesota Tax ID Number, if any:	Federal Employer ID Number (FEIN), if any:

### Type of Nonprofit Organization (check one):

Fraternal    
  Religious    
  Veterans    
  Other Nonprofit Organization

Mailing Address: <i>87194 420th Ave</i>	City: <i>Lakefield</i>	State and Zip: <i>MN 56150</i>	County: <i>Jackson</i>
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Name of Chief Executive Officer (CEO): <i>Kyle Thaemlitz</i>	Daytime Phone: <i>507 840 0550</i>	Email: <i>th613@frontiernet.net</i>
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## Nonprofit Status

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

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

## Gambling Premises Information

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): <i>Willmar Conference Center</i>			
Address (do not use PO box): <i>240 23rd St SE</i>	City or Township: <i>Willmar</i>	Zip Code: <i>56201</i>	County: <i>Kandiyohi</i>
Date(s) of activity (for raffles, indicate the date of the drawing): <i>Feb 12th + Feb 13th 2016</i>			

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

Bingo\*    
  Paddlewheels\*    
  Pull-Tabs\*    
  Tipboards\*  
 Raffle (total value of raffle prizes awarded for the year: \$ 30,000)

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

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

**Local Unit of Government Acknowledgment**

<p style="text-align: center;"><b>CITY APPROVAL for a gambling premises located within city limits</b></p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>City of Willmar</u></p> <p>Signature of City Personnel: <u>[Signature]</u></p> <p>Title: <u>City Clerk Treasurer</u> Date: <u>11-10-2015</u></p> <div style="border: 1px solid black; padding: 5px; margin-top: 20px; text-align: center;"> <p><b>Local unit of government must sign.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL for a gambling premises located in a township</b></p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county).</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**Chief Executive Officer's Signature**

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

Chief Executive Officer's Signature: Kyle R Thaumitz Date: 11/2/15

Print Name: Kyle R Thaumitz

**Requirements**

<p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Send application with:</b></p> <p>_____ a copy of your proof of nonprofit status, and</p> <p>_____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p>	<p><b>Financial report and recordkeeping required.</b> A financial report form and instructions will be sent with your permit, or use the online fill-in form available at <a href="http://www.mn.gov/gcb">www.mn.gov/gcb</a>.</p> <p>Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p> <p><b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p> <p>This form will be made available in alternative format (i.e. large print, Braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AFFILIATED MED CENTERS			000028							
	44303	11/10/15	FLU SHOT ADMINISTRATIO	1,815.00		4934253/10-15		D N	SAFETY PROGRAM	101.42428.0817
	44303	11/10/15	NEW HIRE BACK SCREENING	95.00		4934253/10-15		D N	SUBSISTENCE OF P	101.45433.0337
			VENDOR TOTAL	1,910.00		*CHECK TOTAL				
				1,910.00						
AFFORDABLE PUMPING SERVI			002404							
	44304	11/10/15	SEPTIC PUMPING	330.00		30666		D N	CLEANING AND WAS	230.43430.0338
AMERICAN WELDING & GAS I			000057							
	44305	11/10/15	FIRE EXT. INSPECTION	30.00		03588698		D N	MTCE. OF EQUIPME	101.45435.0334
	44305	11/10/15	FIRE EXT. INSPECTION	94.75		03595717		D N	MTCE. OF EQUIPME	101.45427.0334
	44305	11/10/15	WELDING GAS	160.03		03595754		D N	GENERAL SUPPLIES	101.43425.0229
	44305	11/10/15	WELDING GAS	36.47		03641347		D N	GENERAL SUPPLIES	101.43425.0229
	44305	11/10/15	WELDING GAS	22.21		03641568		D N	GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	343.46		*CHECK TOTAL				
				343.46						
AMERIPRIDE LINEN & APPAR			000051							
	44306	11/10/15	TOWEL SERVICE	35.07		2200699986		D N	CLEANING AND WAS	101.43425.0338
	44306	11/10/15	TOWEL SERVICE	32.64		2200705228		D N	CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	67.71		*CHECK TOTAL				
				67.71						
ANDERSON LAW OFFICES			002954							
	44307	11/10/15	LEGAL SERVICES-OCT	10,044.86		STMT/10-15		D M 07	PROFESSIONAL SER	101.41406.0446
ANDERSON/MICHAEL			001828							
	44308	11/10/15	TZD CONFERENCE	207.54		713		D N	TRAVEL-CONF.-SCH	101.42411.0333
ANDI'S FENCEALL			002815							
	44309	11/10/15	BACKSTOPS/FENCING MAT'	2,098.03		989		D N	OTHER IMPROVEMEN	450.45431.0554
	44309	11/10/15	BACKSTOPS/FENCING MAT'	3,062.23		990		D N	OTHER IMPROVEMEN	450.45431.0554
	44309	11/10/15	BACKSTOPS/FENCING MAT'L	890.03		991		D N	OTHER IMPROVEMEN	450.45431.0554
	44309	11/10/15	BACKSTOPS/FENCING MAT'	1,628.47		992		D N	OTHER IMPROVEMEN	450.45431.0554
			VENDOR TOTAL	7,678.76		*CHECK TOTAL				
				7,678.76						
APPERT'S FOOD SERVICE			002526							
	44310	11/10/15	CONCESSION SUPPLIES	515.08		510280366		D N	GENERAL SUPPLIES	101.45433.0229
BACKES TECHNOLOGY SERVIC			000087							
	44311	11/10/15	LABOR TO TERMINATE JACKS	550.55		14412		D N	MTCE. OF STRUCTU	101.45433.0335
BATTERY WHOLESALE INC			002860							
	44312	11/10/15	TRACTOR BATTERY	179.98		21784WIL		D N	MTCE. OF EQUIPME	651.48486.0224
BCA CJTE			000095							
	44313	11/10/15	SCHNEIDER-RECERT. TRNG	75.00		26674		D N	TRAVEL-CONF.-SCH	101.42411.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BEHRENBRINKER/STEPHEN C			003160							
	44314	11/10/15	ASSESSING SERVICES-OCT	2,800.00		110215		D M 07	PROFESSIONAL SER	101.41404.0446
BENNETT OFFICE TECHNOLOG			000099							
	44315	11/10/15	MANAGED IT SERVICES	36.45CR		224076		D N	PROFESSIONAL SER	208.45005.0446
	44315	11/10/15	TONER	630.00		229563		D N	OFFICE SUPPLIES	208.45005.0220
			VENDOR TOTAL	593.55		*CHECK TOTAL				
				593.55						
BERNICK'S PEPSI-COLA CO			000103							
	44316	11/10/15	OFFICE COFFEE	78.96		8803		D N	GENERAL SUPPLIES	101.43425.0229
BOLTON & MENK INC			001010							
	44317	11/10/15	IND. PARK 4TH ADDITIO	15,327.00		0182651		D N	PROFESSIONAL SER	414.48455.0446
BORGERDING MANAGEMENT			.02307							
	44318	11/10/15	SIGN DEPOSIT REF 2015-19	100.00		2015-19		D N	DEPOSITS-SIGN PE	101.230001
BRAD'S PLUMBING			001896							
	44319	11/10/15	RESTROOM REPAIR-LABOR	220.00		6186		D N	MTCE. OF STRUCTU	101.43425.0335
	44319	11/10/15	RESTROOM REPAIR-PARTS	83.80		6186		D N	MTCE. OF STRUCTU	101.45435.0225
			VENDOR TOTAL	303.80		*CHECK TOTAL				
				303.80						
BRISENDINE/STEVE			002453							
	44320	11/10/15	PARKS/TRAILS ANNUAL MTG	97.18		102915		D N	TRAVEL-CONF.-SCH	101.45432.0333
BSE			001980							
	44321	11/10/15	FUSES FOR EQUIPMENT	196.10		910115167		D N	MTCE. OF EQUIPME	101.45433.0224
	44321	11/10/15	WIFI CONNECTION-PARTS	86.89		910201212		D N	MTCE. OF EQUIPME	101.45433.0224
	44321	11/10/15	UNITY PRO SFTWRE SUPPO	1,417.50		910205431		D N	PREPAID EXPENSES	651.128000
	44321	11/10/15	UNITY PRO SFTWRE SUPPORT	472.50		910205431		D N	MTCE. OF EQUIPME	651.48484.0334
	44321	11/10/15	WIFI CONNECTION-PARTS	10.70		910208939		D N	MTCE. OF EQUIPME	101.45433.0224
	44321	11/10/15	CONTROL START BUTTON	67.21		910227049		D N	MTCE. OF EQUIPME	651.48486.0224
			VENDOR TOTAL	2,250.90		*CHECK TOTAL				
				2,250.90						
C D & T INC AUTO PARTS			000145							
	44322	11/10/15	RADIATOR HOSES	49.85		934574		D N	INVENTORIES-MDSE	101.125000
	44322	11/10/15	#088709-HYD. FITTINGS	29.00		934596		D N	MTCE. OF EQUIPME	101.43425.0224
	44322	11/10/15	OIL	13.35		934601		D N	MOTOR FUELS AND	101.42412.0222
	44322	11/10/15	HYD. FITTINGS	20.67		934629		D N	MTCE. OF EQUIPME	101.43425.0224
	44322	11/10/15	WTR HOSE REEL SWIVEL	133.00		934894		D N	MTCE. OF EQUIPME	651.48484.0224
			VENDOR TOTAL	245.87		*CHECK TOTAL				
				245.87						
CARRANZA/NORMA I			002542							
	44323	11/10/15	INTERPRETED 10/04/15	50.00		100415		D M 07	PROFESSIONAL SER	101.42411.0446

Vendor Payments History Report  
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CENTERPOINT ENERGY			000467							
	44324	11/10/15	NATURAL GAS-OCT	16.94		6038773/10-15		D N	UTILITIES	101.43425.0332
	44324	11/10/15	NATURAL GAS-OCT	105.70		6048932/10-15		D N	UTILITIES	651.48484.0332
	44324	11/10/15	NATURAL GAS-OCT	157.02		6061271/10-15		D N	UTILITIES	101.45433.0332
	44324	11/10/15	NATURAL GAS-OCT	19.77		6069198/10-15		D N	UTILITIES	101.43425.0332
	44324	11/10/15	NATURAL GAS-OCT	48.55		6072309/10-15		D N	UTILITIES	101.45437.0332
	44324	11/10/15	NATURAL GAS-OCT	87.69		6084836/10-15		D N	UTILITIES	101.45435.0332
	44324	11/10/15	NATURAL GAS-OCT	99.69		6085332/10-15		D N	UTILITIES	101.45433.0332
	44324	11/10/15	NATURAL GAS-OCT	21.44		6093527/10-15		D N	UTILITIES	101.43425.0332
			VENDOR TOTAL	556.80		*CHECK TOTAL				
				556.80						
CHAMBERLAIN OIL CO			000154							
	44325	11/10/15	OIL	796.05		148931		D N	MOTOR FUELS AND	651.48486.0222
CHARTER COMMUNICATIONS			000736							
	44326	11/10/15	PHONE SERV 11/12-12/01	41.85		3941/11-15		D N	COMMUNICATIONS	101.41409.0330
	44326	11/10/15	PHONE SERV 11/10-12/09	51.85		4972/11-15		D N	COMMUNICATIONS	101.41409.0330
			VENDOR TOTAL	93.70		*CHECK TOTAL				
				93.70						
CITY OF WILLMAR-GENERAL			000292							
	44327	11/10/15	BLDG PERMIT #23435	51.36		2015-23435		D N	LICENSES AND TAX	101.43425.0445
COMPUTER PROF. UNLIMITED			000065							
	44328	11/10/15	CAMA MONTHLY SUPPORT-NOV	156.00		STMT/11-15		D N	MTCE. OF EQUIPME	101.41404.0334
	44328	11/10/15	TAX WEB APPRAISAL SUMMRY	100.00		STMT/11-15		D N	MTCE. OF EQUIPME	101.41404.0334
			VENDOR TOTAL	256.00		*CHECK TOTAL				
				256.00						
CROW CHEMICAL & LIGHTING			000186							
	44329	11/10/15	STYROFOAM CUPS	134.75		5974		D N	GENERAL SUPPLIES	651.48484.0229
	44329	11/10/15	HAND TOWELS	86.95		6090		D N	GENERAL SUPPLIES	651.48484.0229
	44329	11/10/15	DISPOSABLE GLOVES/SUPPL.	218.00		6093		D N	GENERAL SUPPLIES	651.48484.0229
	44329	11/10/15	CLEANING SUPPLIES	61.70		6107		D N	CLEANING AND WAS	101.43425.0228
			VENDOR TOTAL	501.40		*CHECK TOTAL				
				501.40						
DEPT OF HUMAN SERVICES			000009							
	44330	11/10/15	CLEANING SERVICES-OCT	112.00		00000310977		D N	CLEANING AND WAS	101.45435.0338
DIAMOND VOGEL PAINT CENT			000205							
	44331	11/10/15	PAINT FOR BLDG	101.97		821059352		D N	MTCE. OF STRUCTU	101.45433.0225
DONNERITE			001422							
	44332	11/10/15	1ST 1/2 2015 TAX ABTMN	1,879.27		WD32200		D N	REFUNDS AND REIM	101.41428.0882
	44332	11/10/15	#168300-GRAPHICS/DECALS	391.67		273488		D N	MACHINERY AND AU	450.42411.0553
	44332	11/10/15	#168301-GRAPHICS/DECALS	391.67		273488		D N	MACHINERY AND AU	450.42411.0553
	44332	11/10/15	#168302-GRAPHICS/DECALS	391.66		273488		D N	MACHINERY AND AU	450.42411.0553
			VENDOR TOTAL	3,054.27		*CHECK TOTAL				
				3,054.27						

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
DONNERITE			001422							
			VENDOR TOTAL	3,054.27						
DOOLEY'S PETROLEUM INC			002163							
	44333	11/10/15	4,000 GALLONS UNLEADED	8,459.81		22536		D N	INVENTORIES-MDSE	101.125000
	44333	11/10/15	4,000 GALLONS DIESEL	7,979.92		22536		D N	INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	16,439.73						
				16,439.73						*CHECK TOTAL
DYNA SYSTEMS			000223							
	44334	11/10/15	CABLE TIES	230.20		20953631		D N	MTCE. OF EQUIPME	101.43425.0224
FIRE SAFETY USA INC			002660							
	44335	11/10/15	IND. STRENGTH HANGERS	117.50		83502		D N	SMALL TOOLS	101.42412.0221
FIREBYTES LLC			003090							
	44336	11/10/15	STORAGE ARRAY	10,644.42		INV-0297		D M 07	FURNITURE AND EQ	450.41409.0552
	44336	11/10/15	MODIFY CANINE DATABASE	44.50		INV-0305		D M 07	PROFESSIONAL SER	101.41409.0446
			VENDOR TOTAL	10,688.92						
				10,688.92						*CHECK TOTAL
FLEETPRIDE			002973							
	44337	11/10/15	WIPER BLADES	90.20		72986226		D N	INVENTORIES-MDSE	101.125000
	44337	11/10/15	#052444-MUD FLAPS	40.95		73188677		D N	MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	131.15						
				131.15						*CHECK TOTAL
FLOOR TO CEILING STORE			000274							
	44338	11/10/15	INST. BASE/ADHESIVE	720.00		124127		D N	MTCE. OF STRUCTU	101.43425.0335
	44338	11/10/15	INST. BASE/ADHESIVE	723.80		124127		D N	MTCE. OF STRUCTU	101.45433.0225
			VENDOR TOTAL	1,443.80						
				1,443.80						*CHECK TOTAL
GAUER/JIM			000989							
	44339	11/10/15	MESERB FALL MEETING	54.05		460		D N	TRAVEL-CONF.-SCH	651.48484.0333
GENERAL MAILING SERVICES			000293							
	44340	11/10/15	POSTAGE-SEPTEMBER	1,316.39		16485		D N	POSTAGE	208.45006.0223
	44340	11/10/15	POSTAGE-OCTOBER	2.63		16752		D N	POSTAGE	208.45005.0223
	44340	11/10/15	POSTAGE-OCTOBER	1,207.04		16753		D N	POSTAGE	208.45006.0223
			VENDOR TOTAL	2,526.06						
				2,526.06						*CHECK TOTAL
GIOVANNI'S PIZZA			000228							
	44341	11/10/15	PIZZA FOR CONCESSIONS	80.69		102-154		D N	GENERAL SUPPLIES	101.45433.0229
GOV DEALS			003212							
	44342	11/10/15	GOV'T AUCTION FEE	1,507.50		7419-102015		D N	PROFESSIONAL SER	651.48486.0446

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GRAINGER INC			000786											
	44343	11/10/15	GENERATOR PRESSURE SWTCH	69.68		9875848658		D	N				MTCE. OF EQUIPME	651.48484.0224
GREEN MILL			001985											
	44344	11/10/15	CNCL RETREAT-FOOD/BEV.	186.65		10376		D	N				GENERAL SUPPLIES	101.41400.0229
	44344	11/10/15	CNCL RETREAT-RM RENTAL	125.00		10376		D	N				RENTS	101.41400.0440
	44344	11/10/15	CONF. BID FULFILLMENT	250.00		10394		D	N				OTHER CHARGES	208.45008.0449
			VENDOR TOTAL	561.65		*CHECK TOTAL								
GURLEY'S FOODS			001711											
	44345	11/10/15	2ND 1/2 2015 TAX ABTMN	2,328.50		101515		D	N				REFUNDS AND REIM	101.41428.0882
HALLIDAY			*PETTY CASH/KE											
			000318											
	44346	11/10/15	TO REIMBURSE PETTY CASH	15.00		110915		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	44346	11/10/15	TO REIMBURSE PETTY CASH	7.79		110915		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	44346	11/10/15	TO REIMBURSE PETTY CASH	5.33		110915		D	N				OFFICE SUPPLIES	101.41403.0220
			VENDOR TOTAL	28.12		*CHECK TOTAL								
HAUGEN/JESSICA			.02064											
	44347	11/10/15	ANNUAL WEB HOSTING FEES	207.20		0814-25		D	N				PREPAID EXPENSES	208.128000
	44347	11/10/15	ANNUAL WEB HOSTING FEES	103.60		0814-25		D	N				COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	310.80		*CHECK TOTAL								
HAWKINS INC			000325											
	44348	11/10/15	FERRIC CHLORIDE	4,649.52		3786791	RI	D	N				GENERAL SUPPLIES	651.48484.0229
	44348	11/10/15	FERRIC CHLORIDE	4,643.71		3786800	RI	D	N				GENERAL SUPPLIES	651.48484.0229
	44348	11/10/15	FERRIC CHLORIDE	4,655.34		3793170	RI	D	N				GENERAL SUPPLIES	651.48484.0229
	44348	11/10/15	FERRIC CHLORIDE	4,653.40		3794906	RI	D	N				GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	18,601.97		*CHECK TOTAL								
HEGLUND CATERING			002036											
	44349	11/10/15	CVB BOARD LUNCHESES	10.91		8736		D	N				TRAVEL-CONF.-SCH	101.41401.0333
	44349	11/10/15	CVB BOARD LUNCHESES	10.91		8736		D	N				TRAVEL-CONF.-SCH	101.41403.0333
	44349	11/10/15	CVB BOARD LUNCHESES	10.91		8736		D	N				TRAVEL-CONF.-SCH	101.45433.0333
	44349	11/10/15	CVB BOARD LUNCHESES	96.16		8736		D	N				TRAVEL-CONF.-SCH	208.45005.0333
			VENDOR TOTAL	128.89		*CHECK TOTAL								
HERC-U-LIFT			002640											
	44350	11/10/15	GENIE LIFT INSPECTION	142.00		W262086		D	N				MTCE. OF EQUIPME	101.45433.0334
HERITAGE BANK			000001											
	224	10/30/15	WELLS FARGO ADV. F	1,000,000.00		103015		M	N				INVESTMENTS	101.109000





VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LIFELOC TECHNOLOGIES INC 000978	44367	11/10/15	PBT MOUTH PIECES	85.50		0205629		D N	GENERAL SUPPLIES	101.42411.0229
LINCOLN FINANCIAL GROUP 002789	44368	11/10/15	LIFE INSURANCE-NOVEMBER	17.33		M292		D N	COBRA INS PREMIU	101.120001
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	12.50		M292		D N	EMPLOYER INSUR.	101.41400.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	62.50		M292		D N	EMPLOYER INSUR.	101.41402.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	20.83		M292		D N	EMPLOYER INSUR.	101.41403.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	37.50		M292		D N	EMPLOYER INSUR.	101.41404.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	50.00		M292		D N	EMPLOYER INSUR.	101.41405.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	12.50		M292		D N	EMPLOYER INSUR.	101.41408.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	50.00		M292		D N	EMPLOYER INSUR.	101.41409.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	4.17		M292		D N	EMPLOYER INSUR.	101.41424.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBE 1,	383.40		M292		D N	INS. PASS THROUG	101.41428.0819
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	450.00		M292		D N	EMPLOYER INSUR.	101.42411.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	37.50		M292		D N	EMPLOYER INSUR.	101.42412.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	56.25		M292		D N	EMPLOYER INSUR.	101.43417.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	240.00		M292		D N	EMPLOYER INSUR.	101.43425.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	12.50		M292		D N	EMPLOYER INSUR.	101.45432.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	62.50		M292		D N	EMPLOYER INSUR.	101.45433.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	7.50		M292		D N	EMPLOYER INSUR.	101.45435.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	6.25		M292		D N	EMPLOYER INSUR.	101.45437.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	102.50		M292		D N	EMPLOYER INSUR.	651.48484.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	12.50		M292		D N	EMPLOYER INSUR.	651.48485.0114
	44368	11/10/15	LIFE INSURANCE-NOVEMBER	12.50		M292		D N	EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	2,650.73		*CHECK TOTAL				
				2,650.73						
MARC 000435	44369	11/10/15	SPRAY LUBE	168.69		0564622		D N	MOTOR FUELS AND	101.43425.0222
MATHESON TRI-GAS INC 002898	44370	11/10/15	WELDING GAS	65.20		12085195		D N	GENERAL SUPPLIES	101.45433.0229
	44370	11/10/15	WELDING GAS	67.15		12263122		D N	GENERAL SUPPLIES	101.45433.0229
			VENDOR TOTAL	132.35		*CHECK TOTAL				
				132.35						
MCGILLIVRAY/JOSH 003009	44371	11/10/15	STATE FIRE CHIEFS CONF.	23.00		275		D N	TRAVEL-CONF.-SCH	101.42412.0333
MENARDS 000449	44372	11/10/15	HKY EQUIP STORAGE UNITS	95.76CR		87143		D N	MTCE. OF EQUIPME	101.45433.0224
	44372	11/10/15	STRETCH WRAP FOR SHIPPNG	25.89		88390		D N	GENERAL SUPPLIES	101.43425.0229
	44372	11/10/15	CLEANING SUPPLIES	34.41		88744		D N	CLEANING AND WAS	101.43425.0228
	44372	11/10/15	BATTERIES	47.88		88973		D N	GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	12.42		*CHECK TOTAL				
				12.42						

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MES - MIDAM			002918							
	44373	11/10/15	FIREFIGHTER BOOTS-RETURN	309.00	CR	00048277	SCN	D N	SUBSISTENCE OF P	101.42412.0227
	44373	11/10/15	FIREFIGHTER BOOTS	359.11		00676780	SNV	D N	SUBSISTENCE OF P	101.42412.0227
			VENDOR TOTAL	50.11		*CHECK TOTAL				
				50.11						
METRO SALES INC			003016							
	44374	11/10/15	COPIER MTCE 9/12-10/02	189.69		INV366241		D N	MTCE. OF EQUIPME	741.48001.0334
	44374	11/10/15	COPIER MTCE 10/24-1/23	945.91		INV377384		D N	MTCE. OF EQUIPME	101.42411.0334
			VENDOR TOTAL	1,135.60		*CHECK TOTAL				
				1,135.60						
MILLER SANITATION			002936							
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	187.80		1298/11-15		D N	CLEANING AND WAS	101.45433.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	52.70		1300/11-15		D N	CLEANING AND WAS	101.42412.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	64.74		1301/11-15		D N	CLEANING AND WAS	101.41408.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	64.74		1301/11-15		D N	CLEANING AND WAS	101.45427.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	251.31		1302/11-15		D N	CLEANING AND WAS	101.43425.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	24.34		1303/11-15		D N	CLEANING AND WAS	651.48484.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	48.67		1304/11-15		D N	CLEANING AND WAS	651.48484.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	161.04		1304/11-15		D N	CLEANING AND WAS	651.48484.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	49.67		1305/11-15		D N	CLEANING AND WAS	101.45435.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	106.72		1306/11-15		D N	CLEANING AND WAS	101.43425.0338
	44375	11/10/15	GARBAGE SERVICE-NOVEMBER	58.64		1378/11-15		D N	CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	1,070.37		*CHECK TOTAL				
				1,070.37						
MILLS AUTOMOTIVE GROUP			000432							
	44376	11/10/15	WIRE HARNESS	152.38		3401913		D N	INVENTORIES-MDSE	101.125000
	44376	11/10/15	BRAKE CABLE	33.83		3410670		D N	INVENTORIES-MDSE	101.125000
	44376	11/10/15	ALTERNATOR	419.11		3416767		D N	INVENTORIES-MDSE	101.125000
	44376	11/10/15	POWER STEERING HOSE	44.72		3419411		D N	INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	650.04		*CHECK TOTAL				
				650.04						
MINI BIFF LLC			001805							
	44377	11/10/15	TOILET RENTALS-OCT	64.59		A-75031		D N	RENTS	101.43425.0440
	44377	11/10/15	TOILET RENTALS-OCT	64.59		A-75032		D N	RENTS	101.43425.0440
	44377	11/10/15	TOILET RENTALS-OCT	74.52		A-75105		D N	RENTS	101.43425.0440
	44377	11/10/15	TOILET RENTALS-OCT	77.01		A-75478		D N	RENTS	101.43425.0440
	44377	11/10/15	TOILET RENTALS-OCT	77.01		A-75479		D N	RENTS	101.43425.0440
	44377	11/10/15	TOILET RENTALS-OCT	77.01		A-75481		D N	RENTS	101.43425.0440
			VENDOR TOTAL	434.73		*CHECK TOTAL				
				434.73						
MN DEPT OF REVENUE			000492							
	225	10/30/15	FUEL LICENSE RENEWAL	25.00		L1855769664		M N	PREPAID EXPENSES	101.128000

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MN RECREATION & PARK ASS 000513	44378	11/10/15	ADULT REC COORD POSITION	100.00		8731		D	N				ADVERTISING	101.45432.0447
MONSON EXCAVATING LLC/GA 002040	44379	11/10/15	WINTER SAND	247.80		3675CC		D	N				GENERAL SUPPLIES	101.43425.0229
	44379	11/10/15	MIX FOR STREET PATCHIN	1,195.13		3679CC		D	N				MTCE. OF OTHER I	101.43425.0226
	44379	11/10/15	MIX FOR STREET PATCHIN	1,574.40		3684CC		D	N				MTCE. OF OTHER I	101.43425.0226
			VENDOR TOTAL	3,017.33										
													*CHECK TOTAL	
MOSS & BARNETT 001655	44380	11/10/15	FCC REVIEW-CHARTR MERG	1,250.00		39284.11		D	N				PROFESSIONAL SER	101.41406.0446
MUNICIPAL UTILITIES 000541	44381	11/10/15	UTILITIES FOR OCTOBER	2,864.11		10/15		D	N				UTILITIES	101.41408.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	346.80		10/15		D	N				UTILITIES	101.41409.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	843.12		10/15		D	N				UTILITIES	101.42412.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	5,459.68		10/15		D	N				UTILITIES	101.43425.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	1,632.04		10/15		D	N				UTILITIES	101.45427.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	6,969.46		10/15		D	N				UTILITIES	101.45433.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	1,196.61		10/15		D	N				UTILITIES	101.45435.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	119.08		10/15		D	N				UTILITIES	101.45437.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	2,698.28		10/15		D	N				UTILITIES	230.43430.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	51,505.84		10/15		D	N				UTILITIES	651.48484.0332
	44381	11/10/15	UTILITIES FOR OCTOBER	3,959.59		10/15		D	N				UTILITIES	651.48485.0332
			VENDOR TOTAL	77,594.61										
													*CHECK TOTAL	
MVTL LABORATORIES INC 000544	44382	11/10/15	LAB TESTING	467.75		780814		D	N				PROFESSIONAL SER	651.48484.0446
	44382	11/10/15	LAB TESTING	45.00		782051		D	N				PROFESSIONAL SER	651.48484.0446
			VENDOR TOTAL	512.75										
													*CHECK TOTAL	
NAMEPLATES 000546	44383	11/10/15	MYLAR LABELS	220.19		345328		D	N				OFFICE SUPPLIES	101.41403.0220
NELSON AUTO CENTER 002398	44301	11/04/15	2016 FORD F250 4WD	29,398.59		F6179		D	N				MACHINERY AND AU	651.48486.0553
	44301	11/04/15	8' 2" BOSS V-PLOW	6,384.68		F6179		D	N				MACHINERY AND AU	651.48486.0553
			VENDOR TOTAL	35,783.27										
													*CHECK TOTAL	
NELSON INTERNATIONAL 000568	44384	11/10/15	#069956 REPAIR-PARTS	189.64		R101000240:01		D	N				MTCE. OF EQUIPME	651.48486.0224
	44384	11/10/15	#069956 REPAIR-LABOR	235.20		R101000240:01		D	N				MTCE. OF EQUIPME	651.48486.0334
	44384	11/10/15	#154576 REPAIR-PARTS	9.10		R101000361:01		D	N				MTCE. OF EQUIPME	101.43425.0224
	44384	11/10/15	#108390-GUARD/MUD FLAPS	100.08		R101000405:01		D	N				MTCE. OF EQUIPME	651.48486.0224
	44384	11/10/15	#108390-INSTALLATION	58.25		R101000405:01		D	N				MTCE. OF EQUIPME	651.48486.0334
			VENDOR TOTAL	592.27										
													*CHECK TOTAL	

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
NELSON INTERNATIONAL			000568											
			VENDOR TOTAL	592.27										
NELSON/MARIA & HARVEY			.02255											
	44385	11/10/15	SIGN DEPOSIT REF 2015-23	100.00		2015-23							DEPOSITS-SIGN PE	101.230001
NORTH STAR COUNCIL OF MN			003189											
	44302	11/05/15	ANNUAL EXPLORER DUES	168.66		110515							PREPAID EXPENSES	101.128000
	44302	11/05/15	ANNUAL EXPLORER DUES	15.34		110515							SUBSCRIPTIONS AN	101.42411.0443
			VENDOR TOTAL	184.00										
				184.00									*CHECK TOTAL	
NORTHERN BUSINESS PRODUC			002322											
	44386	11/10/15	3 FOLDING TABLES-RETURN	278.97		C885877-0							SMALL TOOLS	101.45435.0221
	44386	11/10/15	3 FOLDING TABLES	278.97		885877-0							SMALL TOOLS	101.45435.0221
	44386	11/10/15	4 SIDE CHAIRS	315.56		885877-0							SMALL TOOLS	101.45435.0221
	44386	11/10/15	4 SIDE CHAIRS	348.00		885877-1							SMALL TOOLS	101.45435.0221
	44386	11/10/15	2 FOLDING TABLES	205.98		887773-0							SMALL TOOLS	101.45435.0221
			VENDOR TOTAL	869.54										
				869.54									*CHECK TOTAL	
NORTHERN STATES SUPPLY			000585											
	44387	11/10/15	SMALL TOOLS	14.47		10-532784							SMALL TOOLS	101.43425.0221
	44387	11/10/15	DRILL BITS	6.64		10-532833							SMALL TOOLS	101.43425.0221
	44387	11/10/15	#130012-PIPE BUSHINGS	14.31		10-532842							MTCE. OF EQUIPME	101.43425.0224
	44387	11/10/15	FOAM EAR PLUGS	24.00		10-533012							SUBSISTENCE OF P	101.43425.0227
	44387	11/10/15	MARKING PAINT	110.40		10-533311							GENERAL SUPPLIES	101.43417.0229
	44387	11/10/15	SPRAY BOTTLE	9.24		10-533519							SMALL TOOLS	101.43425.0221
	44387	11/10/15	HYDRANT GREASE	43.75		10-533519							MOTOR FUELS AND	101.43425.0222
	44387	11/10/15	CABLE TIES	21.16		10-533522							GENERAL SUPPLIES	101.45433.0229
	44387	11/10/15	CUT-OFF WHEEL	21.18		10-533538							SMALL TOOLS	101.43425.0221
			VENDOR TOTAL	265.15										
				265.15									*CHECK TOTAL	
O'REILLY AUTOMOTIVE INC			000650											
	44388	11/10/15	PARTS	28.79		1528-386936							MTCE. OF EQUIPME	101.42411.0224
PEST PRO II			001968											
	44389	11/10/15	PEST CONTROL SERVICES	36.00		18343							PROFESSIONAL SER	101.45435.0446
PETERSON/ALEXANDRA			003211											
	44390	11/10/15	IMAGE TREND TRAINING	126.50		279							TRAVEL-CONF.-SCH	101.42412.0333
PIONEERLAND LIBRARY SYST			000614											
	44391	11/10/15	4TH QTR OPERATIONAL	100,035.75		103015							OTHER CHARGES	101.45426.0449
PK SAFETY SUPPLY			.00913											
	44392	11/10/15	FIRE/HAZ-MAT SUIT	879.95		265619							SUBSISTENCE OF P	101.42412.0227

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
PRINT MASTERS			000624											
	44393	11/10/15	#10 REGULAR ENVELOPES	98.00		80332		D	N				OFFICE SUPPLIES	101.42411.0220
QUAM CONSTRUCTION CO INC			000634											
	44394	11/10/15	L.S. PIPING REPAIR	4,655.00		1875		D	N				MTCE. OF STRUCTU	651.48485.0335
QUICK SIGNS			001093											
	44395	11/10/15	#162835-DECALS	50.00		171745		D	N				MTCE. OF EQUIPME	651.48486.0224
ROSENAU/TANYA			.02113											
	44396	11/10/15	MILEAGE-NAME BADGE DELIV	19.55		110915		D	N				OTHER CHARGES	208.45008.0449
SAND ELECTRIC			000678											
	44397	11/10/15	SIGNAL LT REPAIR-LABOR	57.00		4326		D	N				MTCE. OF OTHER I	101.43425.0336
SCHAEFBAUER/SAMUEL			003210											
	44398	11/10/15	FUEL-DPTY SANDBERG FNRL	50.08		712		D	N				MOTOR FUELS AND	101.42411.0222
SCHEEVEL/PHIL			.02308											
	44399	11/10/15	REFUND RNTL RESERV. FEE	40.00		102915		D	N				REFUNDS AND REIM	101.41428.0882
SERVICE CENTER/CITY OF W			000685											
	44400	11/10/15	EQUIPMENT REPAIR-OIL	12.48		STMT/10-15		D	N				MOTOR FUELS AND	101.41402.0222
	44400	11/10/15	EQUIPMENT REPAIR-PARTS	24.32		STMT/10-15		D	N				MTCE. OF EQUIPME	101.41402.0224
	44400	11/10/15	EQUIPMENT REPAIR-OIL	79.04		STMT/10-15		D	N				MOTOR FUELS AND	101.42411.0222
	44400	11/10/15	EQUIPMENT REPAIR-PARTS	700.16		STMT/10-15		D	N				MTCE. OF EQUIPME	101.42411.0224
	44400	11/10/15	EQUIPMENT REPAIR-OIL	14.56		STMT/10-15		D	N				MOTOR FUELS AND	101.42412.0222
	44400	11/10/15	EQUIPMENT REPAIR-PARTS	35.46		STMT/10-15		D	N				MTCE. OF EQUIPME	101.42412.0224
	44400	11/10/15	EQUIPMENT REPAIR-OIL	38.84		STMT/10-15		D	N				MOTOR FUELS AND	101.43425.0222
	44400	11/10/15	EQUIPMENT REPAIR-PARTS	160.01		STMT/10-15		D	N				MTCE. OF EQUIPME	101.43425.0224
	44400	11/10/15	GAS-58.12 GALLONS	123.21		STMT/10-15		D	N				MOTOR FUELS AND	101.41402.0222
	44400	11/10/15	GAS-16.87 GALLONS	35.76		STMT/10-15		D	N				MOTOR FUELS AND	101.41408.0222
	44400	11/10/15	DIESEL-16.32 GALLONS	29.54		STMT/10-15		D	N				MOTOR FUELS AND	101.42411.0222
	44400	11/10/15	GAS-1977.17 GALLONS	4,191.60		STMT/10-15		D	N				MOTOR FUELS AND	101.42411.0222
	44400	11/10/15	DIESEL-149.59 GALLONS	273.80		STMT/10-15		D	N				MOTOR FUELS AND	101.42412.0222
	44400	11/10/15	GAS-166.99 GALLONS	354.02		STMT/10-15		D	N				MOTOR FUELS AND	101.42412.0222
	44400	11/10/15	GAS-90 GALLONS	190.80		STMT/10-15		D	N				MOTOR FUELS AND	101.43417.0222
	44400	11/10/15	DIESEL-2858.69 GALLONS	5,260.43		STMT/10-15		D	N				MOTOR FUELS AND	101.43425.0222
	44400	11/10/15	GAS-683.09 GALLONS	1,448.15		STMT/10-15		D	N				MOTOR FUELS AND	101.43425.0222
	44400	11/10/15	GAS-39.36 GALLONS	83.44		STMT/10-15		D	N				MOTOR FUELS AND	101.45433.0222
	44400	11/10/15	DIESEL-125.95 GALLONS	230.61		STMT/10-15		D	N				MOTOR FUELS AND	651.48485.0222
	44400	11/10/15	EQUIPMENT REPAIR-PARTS	40.22		STMT/11-15		D	N				MTCE. OF EQUIPME	651.48485.0224
				13,326.45										
			VENDOR TOTAL	13,326.45										
SMEBY/ROSS			002570											
	44401	11/10/15	MILEAGE 10/1-10/31/15	159.85		110215		D	N				TRAVEL-CONF.-SCH	101.41409.0333

\*CHECK TOTAL

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
SOUTH 71 VETERINARY CLIN	44402	11/10/15	000699 K-9 WELLNESS EXAM	587.90		2141839		D	N				SUBSISTENCE OF P	101.42411.0337
SR PERSPECTIVE	44403	11/10/15	.02309 EVENT AD-BOOK SALE	5.00		18074C		D	N				ADVERTISING	101.45435.0447
STATEWIDE DISTRIBUTING I	44404	11/10/15	000718 CONCESSION SUPPLIES	57.30		100202		D	N				GENERAL SUPPLIES	101.45433.0229
STREICHER'S	44405	11/10/15	000722 BALLISTIC VEST	835.00		I1177492		D	N				SUBSISTENCE OF P	101.42411.0227
	44405	11/10/15	BITREIM-UNIFORMS	289.99		I1178425		D	N				SUBSISTENCE OF P	101.42411.0227
			VENDOR TOTAL	1,124.99									*CHECK TOTAL	
SW - WEST CNTRL SERVICES	44406	11/10/15	000892 HEALTH INSURANCE-DEC	2,734.50		C292		D	N				COBRA INS PREMIU	101.120001
	44406	11/10/15	HEALTH INSURANCE-DEC	1,924.50		C292		D	N				EMPLOYER INSUR.	101.41400.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	5,894.02		C292		D	N				EMPLOYER INSUR.	101.41402.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	2,974.71		C292		D	N				EMPLOYER INSUR.	101.41403.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	3,128.75		C292		D	N				EMPLOYER INSUR.	101.41404.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	5,823.26		C292		D	N				EMPLOYER INSUR.	101.41405.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	1,332.00		C292		D	N				EMPLOYER INSUR.	101.41408.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	5,241.26		C292		D	N				EMPLOYER INSUR.	101.41409.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	350.05		C292		D	N				EMPLOYER INSUR.	101.41424.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	6,747.00		C292		D	N				RETIRED EMPLOYEE	101.41428.0818
	44406	11/10/15	HEALTH INSURANCE-DEC	24,103.24		C292		D	N				INS. PASS THROUG	101.41428.0819
	44406	11/10/15	HEALTH INSURANCE-DEC	43,555.00		C292		D	N				EMPLOYER INSUR.	101.42411.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	2,599.00		C292		D	N				EMPLOYER INSUR.	101.42412.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	7,247.26		C292		D	N				EMPLOYER INSUR.	101.43417.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	20,683.76		C292		D	N				EMPLOYER INSUR.	101.43425.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	584.50		C292		D	N				EMPLOYER INSUR.	101.45432.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	6,984.26		C292		D	N				EMPLOYER INSUR.	101.45433.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	344.40		C292		D	N				EMPLOYER INSUR.	101.45435.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	700.14		C292		D	N				EMPLOYER INSUR.	101.45437.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	7,649.86		C292		D	N				EMPLOYER INSUR.	651.48484.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	1,400.26		C292		D	N				EMPLOYER INSUR.	651.48485.0114
	44406	11/10/15	HEALTH INSURANCE-DEC	1,400.26		C292		D	N				EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	153,402.00									*CHECK TOTAL	
			VENDOR TOTAL	153,402.00										
TORKELSON'S LOCK SERVICE	44407	11/10/15	002583 KEYS FOR BLDG	9.25		451598-0		D	N				MTCE. OF STRUCTU	101.41408.0225
TRAF-O-TERIA SYSTEM INC	44408	11/10/15	000753 5,000 TRAFFIC TICKETS	681.89		15563		D	N				PRINTING AND PUB	101.42411.0331
TRA\MANHEIM MINNEAPOLIS	44409	11/10/15	.02231 OVERCHARGE ON TOWING FEE	10.00		102915		D	N				REFUNDS AND REIM	101.41428.0882

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
UMVRDC SCENIC BYWAY .02310	44410	11/10/15	FISCHER-WORKSHOP REGIS.	48.00		110915		D N	TRAVEL-CONF.-SCH	208.45005.0333
UNCOMMON USA INC 001286	44411	11/10/15	US FLAGS	47.04		793935		D N	GENERAL SUPPLIES	101.42412.0229
UNDERTHUN/DUWAYNE 001262	44412	11/10/15	STUMP GRINDING	2,835.00		110415-2		D M 07	OTHER SERVICES	101.43425.0339
	44412	11/10/15	STUMP GRINDING	2,905.00		110415-3		D M 07	OTHER SERVICES	101.43425.0339
			VENDOR TOTAL	5,740.00						
				5,740.00						
US BANK EQUIPMENT FINANC 003143	44413	11/10/15	COPIER LEASE-NOV	131.75		290545003		D N	RENTS	101.41405.0440
	44413	11/10/15	COPIER LEASE-NOV	340.00		290792910		D N	RENTS	741.48001.0440
			VENDOR TOTAL	471.75						
				471.75						
WEST CENTRAL STEEL INC 000806	44414	11/10/15	STEEL	571.08		1173014		D N	INVENTORIES-MDSE	101.125000
WEST CENTRAL TRIBUNE 000807	44415	11/10/15	VOTNG MACH ACCURACY TEST	27.81		CL03073742		D N	PRINTING AND PUB	101.41424.0331
	44415	11/10/15	POLLING LOCATIONS PUB.	33.99		CL03073744		D N	PRINTING AND PUB	101.41424.0331
	44415	11/10/15	TOWING SERV-BIDS/QUOTES	58.71		CL03073924		D N	ADVERTISING	101.42411.0447
	44415	11/10/15	COUNCIL PROCEEDINGS PUB.	914.64		DI03178830		D N	PRINTING AND PUB	101.41401.0331
	44415	11/10/15	SPCL ELEC SAMPLE BALLOT	210.12		DI03181594		D N	PRINTING AND PUB	101.41424.0331
			VENDOR TOTAL	1,245.27						
				1,245.27						
WILLMAR AUTO VALUE 002689	44416	11/10/15	OIL-DRAFT TUBE MIXERS	97.96		22148957		D N	MOTOR FUELS AND	651.48486.0222
	44416	11/10/15	OIL-DRAFT TUBE MIXERS	139.96		22149052		D N	MOTOR FUELS AND	651.48486.0222
	44416	11/10/15	FLOOR DRY	19.98		22149611		D N	GENERAL SUPPLIES	651.48484.0229
	44416	11/10/15	HYD. FITTINGS	6.98		22150053		D N	MTCE. OF EQUIPME	101.43425.0224
	44416	11/10/15	TAIL LIGHT BULBS	5.88		22150257		D N	MTCE. OF EQUIPME	651.48484.0224
	44416	11/10/15	TAIL LIGHT ASSEMBLY	25.99		22150504		D N	INVENTORIES-MDSE	101.125000
	44416	11/10/15	AIR FILTERS	109.04		22151476		D N	MTCE. OF EQUIPME	651.48484.0224
			VENDOR TOTAL	405.79						
				405.79						
WILLMAR CHAMBER OF COMME 000812	44417	11/10/15	OFFICE SUPPLIES	37.40		CC STMT/9-15		D N	OFFICE SUPPLIES	208.45005.0220
	44417	11/10/15	OFFICE CHAIR	320.61		CC STMT/9-15		D N	SMALL TOOLS	208.45005.0221
	44417	11/10/15	SPICER COMM. CLUB MTG	13.92		CC STMT/9-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
	44417	11/10/15	POP/COFFEE FOR MEETINGS	40.93		CC STMT/9-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
	44417	11/10/15	FISCHER-PUB. POLICY MTG	11.99		CC STMT/9-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
	44417	11/10/15	MSAE CONFERENCE REGIS.	399.00		CC STMT/9-15		D N	OTHER CHARGES	208.45008.0449

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR CHAMBER OF COMME			000812											
	44417	11/10/15	DIRECTOR SALARY	4,207.50		STMT/10-15		D	N				SALARIES-REG. EM	208.45005.0110
	44417	11/10/15	ASSISTANT SALARY	2,288.00		STMT/10-15		D	N				SALARIES-REG. EM	208.45005.0110
	44417	11/10/15	FICA & INSURANCE	1,422.11		STMT/10-15		D	N				EMPLOYER PENSION	208.45005.0113
	44417	11/10/15	IRA CONTRIBUTION	194.86		STMT/10-15		D	N				EMPLOYER PENSION	208.45005.0113
	44417	11/10/15	PHOTO COPIES-OCTOBER	25.00		STMT/10-15		D	N				OFFICE SUPPLIES	208.45005.0220
	44417	11/10/15	PAYROLL/FLEX FEE	40.08		STMT/10-15		D	N				OTHER SERVICES	208.45005.0339
	44417	11/10/15	OFFICE RENT-OCTOBER	626.61		STMT/10-15		D	N				RENTS	208.45005.0440
	44417	11/10/15	SIGN DEPOSIT REF 2015-21	100.00		2015-21		D	N				DEPOSITS-SIGN PE	101.230001
	44417	11/10/15	MAIL PICKUP FEE-SEP	60.00		43048		D	N				POSTAGE	208.45005.0223
	44417	11/10/15	IT SERVICES 9/12-10/11	51.78		43048		D	N				COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	9,839.79										
				9,839.79										*CHECK TOTAL
WILLMAR WATER & SPAS			000831											
	44418	11/10/15	DRINKING WATER	14.00	CR	E35640		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	DRINKING WATER	14.00		E36144		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	DRINKING WATER	7.00		E36683		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	SOFTENER SALT	5.10		E36683		D	N				GENERAL SUPPLIES	101.41408.0229
	44418	11/10/15	LAB WATER	27.75		E36688		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	LAB WATER	27.75		E36997		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	DRINKING WATER	14.00		E37339		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	LAB WATER	38.50		E37343		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	LAB WATER	32.25		E37776		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	DRINKING WATER	7.00		E38105		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	SOFTENER SALT	5.10		E38105		D	N				GENERAL SUPPLIES	101.41408.0229
	44418	11/10/15	LAB WATER	32.25		E38111		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	LAB WATER	38.50		E38296		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	DRINKING WATER	18.75		E38322		D	N				SUBSISTENCE OF P	651.48484.0227
	44418	11/10/15	DRINKING WATER	14.00		E38472		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	LAB WATER	23.25		E38477		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	LAB WATER	10.75		E38835		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	SOFTENER SALT	9.20		E38885		D	N				GENERAL SUPPLIES	230.43430.0229
	44418	11/10/15	DRINKING WATER	7.00		E39114		D	N				SUBSISTENCE OF P	101.41408.0227
	44418	11/10/15	LAB WATER	47.50		E39119		D	N				GENERAL SUPPLIES	651.48484.0229
	44418	11/10/15	WTR PURIFIER RENTAL-OCT	35.00		R13656		D	N				RENTS	101.41408.0440
	44418	11/10/15	WTR PURIFIER RENTAL-NOV	35.00		R13920		D	N				RENTS	101.41408.0440
			VENDOR TOTAL	435.65										*CHECK TOTAL
				435.65										
WINDSTREAM			002100											
	44419	11/10/15	PHONE SERVICE-OCT	742.29		STMT/10-15		D	N				COMMUNICATIONS	101.41409.0330
	44419	11/10/15	PHONE SERVICE-OCT	53.96		STMT/10-15		D	N				COMMUNICATIONS	101.45433.0330
			VENDOR TOTAL	796.25										*CHECK TOTAL
				796.25										
WOODLAND CENTERS			002664											
	44420	11/10/15	EMPL. ASSISTANCE PRGRM	75.00		141862		D	N				SAFETY PROGRAM	101.42428.0817



ACS FINANCIAL SYSTEM  
11/10/2015 14:15:07

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:				2,605,439.74										

RECORDS PRINTED - 000374

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11/10/2015 14:15:09

Vendor Payments History Report

CITY OF WILLMAR  
GL060S-V07.27 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	2,409,248.52
208	CONVENTION & VISITORS BUREAU	14,103.91
230	WILLMAR MUNICIPAL AIRPORT	3,544.51
414	S.A.B.F. - #2014	15,327.00
450	CAPITAL IMPROVEMENT FUND	20,556.21
651	WASTE TREATMENT	142,129.90
741	OFFICE SERVICES	529.69
TOTAL ALL FUNDS		2,605,439.74

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,605,439.74
TOTAL ALL BANKS		2,605,439.74

**COMMUNITY EDUCATION & RECREATION  
JOINT POWERS BOARD  
OCTOBER 23, 2015**

**Members Present:** Eric Banks, Dave Baumgart, Bill Borth, Matt Dawson, Tim Johnson, Audrey Nelsen, Pablo Obregon, Rachel Skretvedt, Liz VanDerBill

**Staff Present:** Steve Brisendine, Rob Baumgarn, Tammy Rudningen, Becky Sorenson, Jena Tollefson, Pam Vruwink, Jodi Wambeke

The meeting was called to order by Chairman Eric Banks.

The first item on the agenda was the Park Committee's meeting update. Eric Banks talked about the Park Committee meeting, stating the following parks are included in the new equipment proposal: Cardinal, Collegeview, Gesch, Minnegasco, Ramblewood and Hedin. Banks stated that the prices were not as good as we had expected because the cost of freight and installation was not added originally. Steve Brisendine said that the decision was made to have Game Time do the installation to get units ready for use as soon as possible.

Brisendine stated that the parks chosen are not in the master plan except Ramblewood, but, since the master plan for Ramblewood included play equipment, it was decided to purchase the equipment for this park. Sperry Park was originally on the list for new equipment with purchase but due to its location and proximity to high traffic, it was felt that a better location for equipment would be Hedin Park. The committee had originally planned for equipment to be placed at Sunrise Park but due to the new school location that park location was changed to Collegeview.

The total amount of the grant from Game Time is \$87,240.

Brisendine stated that the proposal will be presented to the City Council on November 2 for approval to move forward with the purchase. 2015 CIP funds will be used to purchase this equipment.

Rachel Skretvedt asked what would happen if the City Council did not approve use of left over money to cover freight and installation. Brisendine responded that we would need to re-convene if that should happen but he feels that the Council will approve.

Matt Dawson asked what the installation fee would be. Brisendine stated the amount is \$43,689.75. Liz VanDerBill asked if the warranty would be in place if Public Works did the install. Brisendine responded that there would be warranty in place but it might be reduced.

Audrey Nelsen asked if Public Works had been asked if they would install. Brisendine stated that, due to the number of staff, they are concerned with completing the install in a timely fashion.

**CER JOINT POWERS BOARD MINUTES  
OCTOBER 23, 2015, PAGE 2**

Staff Openings: The opening for ABE manager is still open although there is a discussion taking place with a potential candidate at this time. We are trying to hire a part-time ECFE instructor. Rob Baumgarn has moved to the Civic Center Arena as manager so his position is posted. Brisendine said he hopes to start interviewing for this position the last week in October. There were 15 applicants with 9 completing their paperwork. Liz VanDerBill asked who was on the interview process. Brisendine stated that some staff would be involved. If any Board Members would like to be on the interview committee, they should let Brisendine know.

Brisendine said we also need two Board members, City appointees. If anyone has suggestions, please let him know and he will follow up with the Mayor on getting candidates appointed.

Staff Reports: Rob gave his report of the Arena, stating that ice is ready in the Blue Line Center. He talked about skate sharpening, stating that John Wodash sharpens our skates for free and we get a percentage of fees he received from other skaters in lieu of rent. We need to get skate sharpening times replaced. Audrey Nelsen asked if there was some proposal to purchase skates last year. Brisendine stated that Troy had been working on something but it did not come to completion before he left. Baumgarn will look further into this situation and bring info back at a future meeting.

Jodi Wambeke talked about ECFE fall data. ECFE numbers are lower than we would like. She said the Katie Smith event was well attended.

Tammy Rudningen and Jena Tollefson are working on the Pumpkin Patch Carnival which is happening this Sunday. Tammy is also starting work on the winter brochure. She has added classes at the Community Center and passed out flyers on those classes.

Rachel Skretvedt asked if we had thought about advertising other programs (ie traveling soccer, basketball boosters, etc) she said that people new to the area sometimes have a difficulty getting connected to the different activities available and who the contact person is.

Pam Vruwinck said that she and Casey Hagert had attended the MRPA conference and were glad to come back with new ideas for programs.

Brisendine gave an update on the Yellow Bike program. We are in the process of collecting the bikes to repair and store over the winter. He believes the program was a success but not as big a success as he had hoped.

Brisendine stated the Rotary Club is having meetings to talk about Robbins Island activities for next summer (such as concerts, etc).

**CER JOINT POWERS BOARD MINUTES**

**OCTOBER 23, 2015, PAGE 3**

Selvig Park is in the middle of getting a face lift. Tom Amberg and Faith at Work have been doing a good job on updating the park.

Jena Tollefson talked about Cardinal Place, saying that 280 kids are attending. She had just received 5 more over fall break. There have been 90 kids some days with the average daily attendance around 65-70. She is working on more programs for their creative and active time. The next full days will be winter break.

Liz VanDerBill talked about meeting with the architect regarding the new school building. An offer has been made for land for the new school. The new school will create more gym space and possibly more field space. A discussion followed about the new school.

Steve Brisendine asked about the School Board opening. Liz VanDerBill stated the Board has to notify the City Auditor of the opening. In the past, if there was 2 years or less, the Board could appoint. Now if someone who resigns with 1 year or more left, an election needs to be held.

The next meeting will be Committee Meetings and will be December 4. Liz VanDerBill requested an Executive Board meeting be called.

As there was no further business, the meeting was adjourned.

# City of Willmar, Minnesota Building Inspection Report

From 10/01/2015 To 10/31/2015

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23231	10/7/2015	LEE CHRISTIANSON 627 7TH Street NW	95-820-0430 L PT OF 1; B 3 THORPE & LIEN'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$8,000.00	\$34.00
23305	10/19/2015	CITY OF WILLAMR CIVIC CENTER 2707 ARENA Drive NE	95-901-0200 L ; B S 1; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	FOUNDATIONS/ ENCLOSURE FOR MECH. EQUIPT.	\$15,000.00	\$378.34
23326	10/1/2015	PATRICK CARROLL 1525 15TH Avenue SW	95-864-0400 L 10; B 2 WEST PARK 5TH ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$13,000.00	\$36.50
23328	10/5/2015	ROSE PITZEN 1311 19TH Avenue SE	95-143-0380 L 18; B 2 DANA HEIGHTS 3RD	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$2,000.00	\$31.00
23344	10/7/2015	ALAN FRITZE 1309 GORTON Avenue NW	95-009-0130 L 3 & PT OF 4,2; B 125 SECOND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF - GARAGE	\$2,600.00	\$31.30
23353	10/7/2015	RICE MEMORIAL HOSPITAL 300 MINNESOTA Avenue SW	95-006-1000 L 1-7, PT OF 11-14; B 64 FIRST ADDITION	Commercial New Commercial	CONSTRUCT NEW REHABILITATIO N CENTER	\$5,500,000.00	\$31,438.96

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23356	10/1/2015	KAREN GILBERTSON 408 21ST Street SE	95-668-0230 L 13 ; B 2 PHEASANT RUN	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$8,655.00	\$34.33
23357	10/7/2015	WILLMAR COMMUNITY THEATER 321 4TH Street SW	95-124-0100 L UNIT 1B; B CARDINAL SQUARE, CIC#51	Commercial Add/Alter Commercial/Alteration	EXTERIOR/ INTERIOR REMODELING	\$600,000.00	\$5,765.21
23360	10/7/2015	RON ERDMAN 604 24TH Avenue SW	95-682-0070 L 7; B 1 PORTLAND ACRES 2ND ADD	Residential Add/Alter Deck	CONSTRUCT DECK	\$5,400.00	\$159.85
23363	10/23/2015	WILLMAR HRA 1309 DANA Drive SE	95-142-0160 L PT OF 15; B 1 DANA HEIGHTS ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,000.00	\$32.50
23364	10/23/2015	WILLMAR HRA 1305 DANA Drive SE	95-142-0150 L PT OF 15; B 1 DANA HEIGHTS ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,000.00	\$32.50
23367	10/16/2015	ANGELA GUNDERSON 3100 3RD Avenue NW	95-835-0180 L pt of 18-19; B 1 VOS PARK ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING, ADD INSULATION	\$15,838.40	\$37.92
23368	10/16/2015	GILBERT WARRINER 1228 29TH Street NW	95-135-0280 L 8; B 2 COLLEGE VIEW ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$25,815.53	\$42.91

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23369	10/13/2015	VALLEYSIDE TOWNHOMES 3101 7TH Avenue NW	95-908-0040 L ; B S 8; T 119N; R 35W	Commercial Add/Alter Siding	REPLACE PARTIAL SIDING ON 3 BUILDINGS	\$9,800.00	\$54.90
23371	10/13/2015	MAVIS HADDER 1213 5TH Street SW	95-750-0110 L PT OF 10; B 0 SUBDIVISION N1/2 NE 1/4	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,500.00	\$31.75
23372	10/13/2015	FELIPI RODRIGUEZ 132 HIGH Avenue NE	95-450-0130 L 3-4; B 2 LAKESIDE ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$1,500.00	\$30.75
23373	10/16/2015	ELIZABETH KNUTSON 722 2ND Street SW	95-006-4020 L pt 6-7; B 85 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$2,786.46	\$31.39
23374	10/16/2015	LAURIE ADAMS 1204 ELIZABETH Avenue SE	95-580-0230 L 3; B 2 NYQUIST'S 1ST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$2,500.00	\$31.25
23375	10/29/2015	ADAM & HOLLY GIBSON 101 34TH Avenue NE	95-148-1140 L 4; B 2 EAGLES LANDING PH. II	Residential Add/Alter Addition	28 X 34 ADDITION	\$166,030.56	\$1,794.17
23376	10/19/2015	CHRISTIANSON PROPERTIES LLC 295 28TH Street SE	95-882-0460 L 5; B 4 WOODBERRY ADDN.	New Two-Family Dwelling Multiple Dwelling	NEW DUPLEX & GARAGES	\$235,810.64	\$2,312.06

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23378	10/16/2015	DIANNE SING 612 JULII Street SE	95-222-1380 L 18; B 7 FERRING'S 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,500.00	\$31.25
23380	10/29/2015	CAROL SCHMIESING 411 4TH Street SE	95-740-0210 L 12 & PT OF 11; B 2 SPICER'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$9,200.00	\$34.60
23381	10/16/2015	JON SAUNDERS 820 13TH Street SW	95-570-0810 L PT OF 2; B 5 NURSERY ADDITION	Residential Add/Alter Reroofing	REROOF GARAGE	\$800.00	\$30.40
23382	10/16/2015	SCOTT BERG 711 5TH Street SE	95-250-0310 L 11; B 2 GLARUM'S ADDITION	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$1,500.00	\$68.65
23385	10/19/2015	NATHAN STREED 2210 9TH Avenue SE	95-668-2150 L 15; B 1 PHEASANT RUN, 2 ADDN	Residential Add/Alter Deck	CONSTRUCT DECK AND STAIRS	\$15,000.00	\$322.15
23388	10/19/2015	SUE BROBERG 1913 20TH Avenue SW	95-885-0410 L 1; B 3 YORKTOWN ESTATES	Residential Add/Alter Siding	REPLACE SIDING	\$6,440.00	\$53.22
23389	10/27/2015	ADRIAN JIMENEZ 1503 7 1/2 Street SW	95-664-0510 L pt of 1; B 4 PERKIN'S 4TH ADDITION	Residential Add/Alter Siding	RESIDE HOUSE AND GARAGE	\$4,000.00	\$52.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23392	10/27/2015	RICK WINN 2406 4TH Avenue SE	95-668-1625 L PT OF 2; B 9 PHEASANT RUN	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$4,000.00	\$52.00
23393	10/23/2015	WAYNE ARNDT 612 4TH Street SE	95-740-1840 L 4 & PT OF 5; B 12 SPICER'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$10,000.00	\$35.00
23395	10/30/2015	JOANN VANBUREN 506 JULII Street SE	95-222-0130 L 13; B 2 FERRING'S 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$6,900.00	\$33.45
23396	10/23/2015	JAMES RHOADES 1705 15TH Avenue SW	95-862-0110 L 1; B 1 WEST PARK 3RD ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDING	\$2,000.00	\$51.00
23397	10/23/2015	FRAN HUSSONG 809 LAKELAND Drive SE	95-913-0020 L ; B S 13; T 119N; R 35W	Residential Add/Alter Residential/Alteration	REPAIR/REPLAC E DECK	\$2,372.28	\$105.84
23398	10/30/2015	HILARIO VARGAS 3000 3RD Avenue NW	95-835-0230 L 23; B 1 VOS PARK ADDITION	New Single-Family Dwelling New Residence	NEW HOME AND GARAGE	\$130,099.32	\$1,524.20
23401	10/27/2015	NANCY BRUGERS 2404 4TH Avenue SE	95-668-1620 L pt of 2; B 9 PHEASANT RUN	Residential Add/Alter Deck	RESIDE AND 10' X 12' DECK	\$6,000.00	\$160.15

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23403	10/29/2015	ALL STAR REALITY 117 LITCHFIELD Avenue SE	95-012-0110 L 2; B B THIRD ADDITION	Residential Add/Alter Reroofing	REROOF DET. GAR.	\$500.00	\$30.25
23406	10/30/2015	GREGORY R SWENSON 103 33RD Street NW	95-908-0110 L ; B S 08; T 119; R 35	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,000.00	\$31.00
23407	10/27/2015	LUCIA AMAYA 709 2ND Street SW	95-006-4200 L 12 & PT OF 11; B 86 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,548.46	\$30.77
23412	10/29/2015	DON KOHN 813 OLENA Avenue SE	95-662-0230 L 23; B 1 PERKIN'S 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$5,000.00	\$32.50
23413	10/30/2015	SWANSONS EQUIPMENT CO. 4027 ABBOTT Drive SE	95-714-0350 L pt of 2; B 3 SOUTH INDUSTRIAL PARK	Commercial Add/Alter Commercial/Alteration	COMMERCIAL REROOFING	\$5,123.57	\$114.81
23417	10/30/2015	WILLMAR REDEVELOPEMENT CO. LLC 1400 LAKELAND Drive NE LOT #17	95-980-5170 L 17; B 0 NORTHLAND SQUARE MHP	Mobile Home In/Out Mobil Home Transport	MOVE IN 1987, 16 X 80, FRIENDSHIP #MYB74541V	\$0.00	\$75.00
23418	10/30/2015	WILLMAR REDEVELOPEMENT CO. LL 1400 LAKELAND Drive NE LOT #29	95-980-5290 L 29; B NORTHLAND SQUARE MHP	Mobile Home In/Out Mobil Home Transport	MOVE IN 2014, SCHULT, 16 X 76, #365868	\$0.00	\$75.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23419	10/29/2015	ROBERT DOBRANSKY 1004 ELLA Avenue NW	95-820-1190 L PT OF 4; B 6 THORPE & LIEN'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$2,000.00	\$31.00

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<b>Current Year Current Month Totals</b>	<b>42</b>	<b>\$6,845,220.22</b>	<b>\$45,315.83</b>
<b>Previous Year Current Month Valuation</b>		<b>\$2,705,500.52</b>	
<b>Current YTD Valuation From 01/01/2015 To 10/31/2015</b>		<b>\$33,910,240.28</b>	
<b>Previous YTD Valuation</b>		<b>\$46,568,912.63</b>	

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

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

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

**Applicant Information**

Name: Sally Calvin Date of Application: 10/29/15  
Address: 1008 16th St SW Willmar Phone No. (320) 295-8167  
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)  
Email: sallyc01@hotmail.com

What prompted you to make application for a citizen committee? The position was recommended because of my passion for improving child's play  
Briefly tell us why you want to serve on this Board/Committee/Commission:

I would like to be a voice in the community for in-home daycare providers. I enjoy knowing and learning about developmental milestones for children and also what is appropriate for various ages. I also frequently visit the parks with my child as well as the children in my care.

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

I know what is developmentally /physically appropriate for various ages. We use the parks most days weather permit. I am also familiar + comfortable with the grant process; researching and writing.

List your educational background: I have a BS in Early Childhood + Elem. teaching degree. My current daycare is Parent Aware Rated. I just completed the Directors Creed.

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

None at this time.

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

I am self-employed, owner/provider @ Joyful Kidz Daycare. I provide care in my home.

Please return completed application to:

Mayor's Office  
333 SW 6<sup>th</sup> Street  
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

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

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

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

### Applicant Information

Name: ABDI ABDIRAHMAN HOSSEIN Date of Application: \_\_\_\_\_

Address: 1401 19<sup>th</sup> AVE SE, WILLMAR, MN 56201 Phone No. 320-237-3212  
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: kadar56601@gmail.com

What prompted you to make application for a citizen committee? To insure that no persons are excluded from participating equally and fully in the human  
 Briefly tell us why you want to serve on this Board/Committee/Commission: Experience at the highest level because race, gender, and nationality.  
To serve secure for all citizens equal opportunity in employment, housing,  
Public accommodations, Public, Public serving Education, and Full Participating  
in the fairs of the city by supporting the Minnesota Department of Human Rights, implementing  
the Minnesota Human Right Act and by advising the Council on long-range programs  
to improve community relations in the city.

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

I served this Commission for the last 3 years both U.S.A and our country.

I provide information and referral service to people in Willmar who need assistance the city, building as well as the Minnesota Department of Human Rights

List your educational background: I graduate Willmar Senior High May 2012, Ridgewater College,

I am currently student at St Cloud State University, but still going Medical Doctor.

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

I was serving Willmar Islamic Society, as a chairman and still thinking to become ~~Builder~~ in charge of the building (Executive Director)

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

Jennie-o-turkey, Cub Pharmacy, Family care transportation, as well as tutoring CHEMISTRY and Math

Please return completed application to:

Mayor's Office  
333 SW 6<sup>th</sup> Street  
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

1. Quality Control

2. Production Supervisor - Jennie

3. U.S.D.A / Department of Agriculture / Food Safety Inspector

4. Walmart, ZMS, Consumables Merchandise, Supervisor

5. Energy Assistance Interclerk / HEATLAND

Community

Assistance:

6. Community Service: Catching Soccer

7. Translating / Arch. West Central,

8. Transportation



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

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

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

**Applicant Information**

Name: Lynn Travaglio Date of Application: 2/24/15

Address: 1508 4<sup>th</sup> St NE, Willmar Phone No. 320-212-6637  
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: lmtravaglio@j-ots.com

What prompted you to make application for a citizen committee? work/personal interest

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

I have a strong desire to lend my background, experience, and education to a public city committee.

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

2003 attendee of Leadership Perspectives, Blandin 2014 nominee,  
Human Resources experience - familiarity with Human  
Rights issues

List your educational background: BS in Communication, Senior Professional  
in Human Resources certification (2013)

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

None

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

Jennie-O Turkey Store, Inc. 2505 Willmar Ave SW, Willmar  
Position: Manager of Training, Communication & Education

Please return completed application to:

Mayor's Office  
333 SW 6<sup>th</sup> Street  
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

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

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

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

**Applicant Information**

Name: Marlin Breems Date of Application: Oct 26, 2015

Address: 1120 3<sup>rd</sup> ST SW. Willmar Phone No. 320-894-2145  
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: marlin.breems@yahoo.com

What prompted you to make application for a citizen committee? perceived need

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

Given the ethnic diversity in our city, a functioning Human Rights Commission is vital. I have long had a passion for human rights.

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

My professional back ground as teacher, <sup>(Varicore)</sup> Principal <sup>(Project Turnabout)</sup> marketing director, and chemical dependency Counselor will all be helpful.

List your educational background: -MA in Education.  
-Licensed alcohol & Drug Counselor

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

I am active in my church (Unity Christian Reformed in Prinsburg) and in a variety of volunteer organization including Family Promise.

If you are employed, please provide the name and address of your employer and your position: <sup>(8/15)</sup> recently retired - I continue to work on an occasional basis for Project Turnabout.

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

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

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

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

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

**Applicant Information**

Name: COLUMBA FERDINAND Date of Application: 10/12/2015  
 Address: 1000 5<sup>TH</sup> ST SW, WILLMAR Phone No. 320-444-3228  
 (Certain Boards and Commissions may require that you are a resident of the City of Willmar)  
 Email: Columba.ferdinand@ridgewater.edu

What prompted you to make application for a citizen committee? CIVIC RESPONSIBILITY

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

I believe it is my civic responsibility to pay my taxes as well as volunteer my services to my city and in service to my community and the wellbeing of my society.

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

I have served my community as a Community Service officer (CSO), worked as member of Racial Reconciliation and unification in Cape Town, South Africa.

List your educational background: B.A. Political Science, A.A. Law Enforcement, Leadership Certificates

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

Council member (National) Phi Kappa Phi - The Nation's Oldest All discipline Academic Honor Society

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

Ridgewater College (Check & Connect Coach)  
2101 15<sup>th</sup> Ave NW, Willmar, MN 56201

Please return completed application to:

Mayor's Office  
333 SW 6<sup>th</sup> Street  
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

**LABOR RELATIONS COMMITTEE**

**MINUTES**

The Labor Relations Committee met on Thursday, November 5, 2015 at 4:45 p.m. in Conference Room No. 1 at the Willmar City Office Building.

Present: Steve Ahmann ..... Chair  
          Denis Anderson ..... Member  
          Ron Christianson ..... Member  
          Audrey Nelsen ..... Member

Others present: Mayor Marv Calvin, Council Member Tim Johnson, Interim City Administrator Kevin Halliday, and Labor Attorney Frank Madden via teleconference starting at 5:00 p.m.

Item No. 1      Call to Order

The meeting was called to order by Council Member Ahmann at 4:45 p.m.

Item No. 2      Health Insurance Cost Sharing Policies (Information)

Interim City Administrator Kevin Halliday presented information to the Committee relating to health insurance premium cost sharing. He pointed out that the rate for the prior 2012 employees varies between bargaining groups due to contract language and the fact that in 2015 the premium costs actually decreased by 5%. The AFSCME contract stated the employer will contribute up to \$1,428 toward the cost of the monthly premium for family coverage under the basic as noted for 2014 and contract language was not detailed for a premium decrease. The recent offer to the non-represented employee(s) policies reflect a stated \$1,428 per month employer share, but union employees are slated to pay a higher cost sharing due to the calculations of a 2015 calendar year decrease. This was received by the committee for information only at this time.

Item No. 3      Closed Session Pursuant to Minn. Stat. §13D.03

Council Member Nelsen made a motion, seconded by Council Member Anderson to go into closed session. The meeting was closed at 4:57 p.m.

The meeting was reopened at 5:53 p.m. by motion of Council Member Anderson, and seconded by Council Member Christianson.

Item No. 4      Establish Recognition Process (Information)

Council Member Ahmann made a recommendation to the committee that the Mayor establish a recognition process for community members and/or people who have served on our boards and commissions, and council members of community involvement, to be presented to the Council for recognition of services. This was referred to Mayor Calvin.

A motion was made by Council Member Christianson, and seconded by Council Member Anderson to adjourn. The motion carried and the meeting was adjourned at 5:56 p.m.

Respectfully submitted,

Janell Sommers  
Administrative Assistant

## GROUP HEALTH INSURANCE

<b>PLAN YEAR</b>	<b>BCBS RECOMMENDED INCREASE (DECREASE)</b>	<b>SW/WC CCOGA INSURANCE POOL INCREASE (DECREASE)</b>
<b>2009</b>	<b>8.70%</b>	<b>8.50%</b>
<b>2010</b>	<b>1.00%</b>	<b>0%</b>
<b>2011</b>	<b>-5.05%</b>	<b>0%</b>
<b>2012</b>	<b>16.10%</b>	<b>5.00%</b>
<b>2013</b>	<b>18.80%</b>	<b>12.10%</b>
<b>2014</b>	<b>-10.00%</b>	<b>0%</b>
<b>2015</b>	<b>-1.00%</b>	<b>-5.00%</b>
<b>2016</b>	<b>1.10%</b>	<b>0%</b>
<b><u>8 YEAR TOTALS</u></b>	<b><u>29.65%</u></b>	<b><u>20.60%</u></b>
<b><u>8 YEAR AVERAGE</u></b>	<b><u>3.70%</u></b>	<b><u>2.57%</u></b>

8. WTP Working Foreman; Building Official

9. Planner/Airport Manager

22.3 Upon reclassification or promotion, an employee shall be placed on the minimum step of the new range or the step on the new range which will provide a four (4.0%) percent wage increase, whichever is greater. Reclassification does not change the employee's step increase date. A promotion to a higher salary grade will result in the employee's salary step increase date changing to the date of entry into the higher paid classification.

22.4 The Employer agrees to provide at the Employer's expense for all regular full-time employees and probationary employees under this Agreement, an insurance program for hospitalization and major medical coverage comparable to the current Basic Plan. If the employee chooses dependent coverage, the Employer shall pay the following toward the cost of dependent coverage:

A. For 2014, for employees hired prior to 2012, the Employer will contribute up to \$1,428 toward the cost of the monthly premium for family coverage under the Basic Plan. Any additional costs shall be paid by the employee through payroll deduction. Except as noted below, for 2015, and annually thereafter, the Employer will contribute up to fifty percent (50%) of the increase in cost of the monthly premium for dependent coverage under the Basic Plan. Any additional cost shall be paid by the employee through payroll deduction. The formula for calculation of fifty percent (50%) of the increase in the cost of the monthly premium for family coverage under the Basic Plan shall be as follows:

The total new family premium cost (currently for 2014 \$1,725) minus the total new single premium cost (currently for 2014 \$615) equals dependent coverage cost. The difference in the new total dependent cost minus the cost of the previous year dependent coverage cost shall be divided by two and added to the Employee contribution toward dependent coverage from the previous year.

B. For employees hired after 2012, the Employer will pay up to \$574 per month for 2015 toward the cost of single coverage.

For 2015, the Employer will pay up to \$1,332 per month toward the cost of family coverage. Any additional cost will be paid by the employee through payroll deduction.

C. The Employer agrees to provide optional individual and dependent group health coverage under the Blue Cross/Blue Shield Aware Gold Plan. Enrollment shall be limited to the annual renewal date or at any open enrollment date sponsored by BC/BS. The cost of the optional health coverage shall be in addition to the base health plan cost sharing arrangement and will include the premium difference between the base plan and the Aware Gold plan being paid in full by the employee.

In the event the Employer, for whatever reason discontinues its relationship with BC/BS, the option to subscribe to Aware Gold health coverage will no longer be available to employees.

- 22.5 The City will provide a VEBA plan as an additional option provided there is a minimum of at least ten (10) employees enrolled City wide.
- 22.6 The Employer will provide fifty thousand (\$50,000) dollar non-contributory life insurance and long-term disability insurance for each full-time employee, in accordance with current contract policy.
- 22.7 Employees at the Waste Treatment Plant will be assigned from Tuesday until the next Tuesday to a rotating standby schedule as established by the Plant Supervisor. One employee will be scheduled to standby from 4:30 p.m. on Tuesday until the following Tuesday, one week later at 8:00 a.m. It will be this employee's obligation to answer promptly any and all alarms received by him/her from the Plant during those hours between 4:30 p.m. and 7:00 a.m. for each day of the seven-day week for the standby schedule. The employee shall receive additional pay for each and every call-out at the applicable overtime rate for this employee in accordance with Article 11. Standby duty pay for Wastewater Treatment Plant employees shall be three (3) hours per day or twenty-one (21) hours per week at his/her regular pay rate.
- 22.8 Any additional employees called out by the Supervisor that assist the standby employee shall be compensated on the normal basis of call-back with a minimum of two hours pay at the overtime rate as provided for in Section 11 of the contract.
- 22.9 Permanent part-time employees who work a minimum of twenty (20) hours per week shall receive full health insurance benefits. If the

## MEMORANDUM

TO: Department Heads

FROM: Kevin J. Halliday  
City Clerk-Treasurer

DATE: October 30, 2015

RE: New Health Insurance Rates

The 2016 Health Insurance Rates have been received from Blue Cross Blue Shield through the Cities/Counties/Other Governmental Unit's Group Insurance Pool. Based on the usage information in the 24-month period reflecting incurred claims from 01/01/13 through 12/31/14, the renewal process resulted in a one and one-tenth percent (1.1%) increase. The SW/WC pooling formula, however, adopted a rating formula that called for a zero percent (0%) change. Again for this year, in accordance to the Affordable Care Act, there is an offering of a **Minimum Value Plan** which any employee may choose without having the customary 10 employee threshold to offer the plan. The new 2016 rates and the contractual employer/employee costs are as follows.

	Traditional Plan (Blue Select)		DOUBLE GOLD (Blue Select)		MINIMUM Value Plan
<b><u>Single-Employer</u></b>	\$584.50	<b><u>Single-Employer</u></b>	\$584.50	<b><u>Single-Employer</u></b>	\$412.50
<b>Employee</b>	\$0.00	<b>Employee</b>	\$135.50	<b>Employee</b>	\$0.00
<b>TOTAL</b>	\$584.50	<b>TOTAL</b>	\$720.00	<b>TOTAL</b>	\$412.50
<b><u>Family-Employer</u></b>	\$1,428.00	<b><u>Family-Employer</u></b>	\$1,428.00	<b><u>Family-Employer</u></b>	\$1154.50
<b>Employee</b>	\$211.00	<b>Employee</b>	\$586.50	<b>Employee</b>	\$0.00
<b>TOTAL</b>	\$1,639.00	<b>TOTAL</b>	\$2,014.50	<b>TOTAL</b>	\$1,154.50

As in prior years, all subscribers have an open enrollment period to switch plans without consideration to preexisting conditions. The deadline to switch plans is **November 16, 2015**. If anyone is not familiar with the Traditional Plan (formerly First Dollar Plan), Double Gold or Minimum Value Plan coverage difference, feel free to call me and I will review the programs with you. If needed, see **Carol Cunningham**, Finance Department, to get the proper forms in the event you desire to change coverage. Retirees and COBRA subscribers will be billed the total cost in accordance with their union contract at retirement or departure. **\*\*The Employer contribution toward the cost of the above-noted health insurance plans is subject to agreement by the respective bargaining unit(s)."**



## MEMORANDUM

TO: AFSCME General Unit  
 FROM: Kevin J. Halliday  
 City Clerk-Treasurer  
 DATE: October 30, 2015  
 RE: New Health Insurance Rates

The 2016 Health Insurance Rates have been received from Blue Cross Blue Shield through the Cities/Counties/Other Governmental Unit's Group Insurance Pool. Based on the usage information in the 24-month period reflecting incurred claims from 01/01/13 through 12/31/14, the renewal process resulted in a one and one-tenth percent (1.1%) increase. The SW/WC pooling formula, however, adopted a rating formula that called for a zero percent (0%) change. Again for this year, in accordance to the Affordable Care Act, there is an offering of a **Minimum Value Plan** which any employee may choose without having the customary 10 employee threshold to offer the plan. The new 2016 rates and the contractual employer/employee costs are as follows.

<b>Prior 2012 Employees</b>	<b>Traditional Plan (Blue Select)</b>		<b>DOUBLE GOLD (Blue Select)</b>		<b>MINIMUM Value Plan</b>
<b>Single-Employer</b>	\$584.50	<b>Single-Employer</b>	\$584.50	<b>Single-Employer</b>	\$412.50
Employee	\$0.00	Employee	\$135.50	Employee	\$0.00
<b>TOTAL</b>	<b>\$584.50</b>	<b>TOTAL</b>	<b>\$720.00</b>	<b>TOTAL</b>	<b>\$412.50</b>
<b>Family-Employer</b>	\$1,400.25	<b>Family-Employer</b>	\$1,400.25	<b>Family-Employer</b>	\$1,154.50
Employee	\$238.75	Employee	\$614.25	Employee	\$0.00
<b>TOTAL</b>	<b>\$1,639.00</b>	<b>TOTAL</b>	<b>\$2,014.50</b>	<b>TOTAL</b>	<b>\$1,154.50</b>

<b>Post 2012 Employees</b>	<b>Traditional Plan (Blue Select)</b>		<b>DOUBLE GOLD (Blue Select)</b>		<b>MINIMUM Value Plan</b>
<b>Single-Employer</b>	\$574.00	<b>Single-Employer</b>	\$574.00	<b>Single-Employer</b>	\$412.50
Employee	\$10.50	Employee	\$146.00	Employee	\$0.00
<b>TOTAL</b>	<b>\$584.50</b>	<b>TOTAL</b>	<b>\$720.00</b>	<b>TOTAL</b>	<b>\$412.50</b>
<b>Family-Employer</b>	\$1,332.00	<b>Family-Employer</b>	\$1,332.00	<b>Family-Employer</b>	\$1,154.50
Employee	\$307.00	Employee	\$682.50	Employee	\$0.00
<b>TOTAL</b>	<b>\$1,639.00</b>	<b>TOTAL</b>	<b>\$2,014.50</b>	<b>TOTAL</b>	<b>\$1,154.50</b>

As in prior years, all subscribers have an open enrollment period to switch plans without consideration to preexisting conditions. The deadline to switch plans is **November 16, 2015**. If anyone is not familiar with the Traditional Plan (formerly First Dollar Plan), Double Gold or Minimum Value Plan coverage difference, feel free to call me and I will review the programs with you. If needed, see **Carol Cunningham**, Finance Department, to get the proper forms in the event you desire to change coverage. Retirees and COBRA subscribers will be billed the total cost in accordance with their union contract at retirement or departure. **\*\*\*The Employer contribution toward the cost of the above-noted health insurance plans is subject to agreement by the respective bargaining unit(s).\*\*\***

## MEMORANDUM

TO: AFSCME Pubic Works Unit  
 FROM: Kevin J. Halliday  
 City Clerk-Treasurer  
 DATE: October 30, 2015  
 RE: New Health Insurance Rates

The 2016 Health Insurance Rates have been received from Blue Cross Blue Shield through the Cities/Counties/Other Governmental Unit's Group Insurance Pool. Based on the usage information in the 24-month period reflecting incurred claims from 01/01/13 through 12/31/14, the renewal process resulted in a one and one-tenth percent (1.1%) increase. The SW/WC pooling formula, however, adopted a rating formula that called for a zero percent (0%) change. Again for this year, in accordance to the Affordable Care Act, there is an offering of a Minimum Value Plan which any employee may choose without having the customary 10 employee threshold to offer the plan. The new 2016 rates and the contractual employer/employee costs are as follows.

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<b>TOTAL</b>	<b>\$1,639.00</b>	<b>TOTAL</b>	<b>\$2,014.50</b>	<b>TOTAL</b>	<b>\$1,154.50</b>

<b>Post 2012 Employees</b>	<b>Traditional Plan (Blue Select)</b>		<b>DOUBLE GOLD (Blue Select)</b>		<b>MINIMUM Value Plan</b>
<b>Single-Employer</b>	\$574.00	<b>Single-Employer</b>	\$574.00	<b>Single-Employer</b>	\$412.50
Employee	\$10.50	Employee	\$146.00	Employee	\$0.00
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<b>Family-Employer</b>	\$1,332.00	<b>Family-Employer</b>	\$1,332.00	<b>Family-Employer</b>	\$1,154.50
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<b>TOTAL</b>	<b>\$1,639.00</b>	<b>TOTAL</b>	<b>\$2,014.50</b>	<b>TOTAL</b>	<b>\$1,154.50</b>

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## PUBLIC WORKS/SAFETY COMMITTEE

### MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, November 10, 2015, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	.....	Chair
	Audrey Nelsen	.....	Vice Chair
	Steve Ahmann	.....	Member
	Andrew Plowman	.....	Member

Others present: Public Works Director Sean Christensen; Police Chief Jim Felt.

Item No. 1      Call to Order

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

Item No. 2      Public Comments

There was no public comment.

Item No. 3      Police Update (Information)

Police Chief Jim Felt noted the jail census for November 10, 2015 was 162; 86 inmates from the Department of Corrections, 73 inmates from Kandiyohi County and 3 inmates from Swift County. The calls for service since October 27th totaled 763 and is 23 days ahead of last year. The majority of the calls were for traffic stops, followed by public assists and thefts. The two new officers will be completing the final of their four sections of field training in December. The Committee discussed the possible impact the Kandiyohi County Jail would face if the Appleton prison opened. Chief Felt expressed gratitude for all who voted for the K9 contest, with the Willmar Police Department reaching number eight in the ranking. The department has received \$200 in private donations and \$5,000 from Jennie O for the vests for the two K9 dogs. A media event will be scheduled when the vests are delivered for fitting. Three were arrested in the robbery of Sunray Express and a warrant was issued for the juvenile involved. An officer was injured in an assault by a woman he was attempting to arrest in the early hours of November 8<sup>th</sup>, with the woman tased and apprehended by a backup officer. Possible solutions to prevent four wheeling in Robbins Island Park were discussed. The positive impact of the department's Facebook page was noted, with community involvement on the posts to help solve crimes. The possibility of an increase in thefts in the last year were discussed and the increase in calls being due to Family Services reporting. The Committee discussed the shelter options for males affected by domestic abuse and the resources Safe Avenues and LifeRight offers for them.

Item No. 4      Accept Project and Authorize Final Payment 1301-B (Resolution)

Staff brought forth, for approval, the acceptance of Project No. 1301-B and authorizing final payment to Duininck, Inc. in the amount of \$111,255.88. The City entered into an agreement with Duininck on May 6, 2013 for the reconstruction of 2<sup>nd</sup> Street SE, 6<sup>th</sup> Street SW, Havana Street NE, and the Block 42 Parking Lot. The final pay request with quantities is hereby submitted for consideration and is just under contract. The delay in the project was due to the late start in starting 2<sup>nd</sup> Street.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the acceptance of Project No. 1301-B and authorizing final payment to Duininck, Inc. in the amount of \$111,255.88. The motion carried.

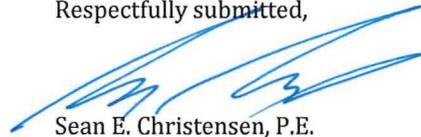
Item No. 5      Public Works Update (Information)

Staff brought forth, for information, updates on the activities of the Public Works Department. Seasonal staff is done for the year as of November 6<sup>th</sup>. Various tasks in the department include removing docks, sharrow

symbols on Ella Avenue, prepping snow equipment for winter use and the newly updated Selvig Park. The Brush Site will be closing for the season on November 21<sup>st</sup>. The Committee discussed the usage of the dog park, the Yellow Bike program and various repair items at the Auditorium.

There being no further business to come before the Committee, the meeting was adjourned at 5:20 p.m. by Chair Christianson.

Respectfully submitted,



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



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4  
Meeting Date: November 10, 2015  
Attachments:  Yes  No

CITY COUNCIL ACTION

Date: November 16, 2015

- Approved  Denied  
 Amended  Tabled  
 Other

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment 1301-B

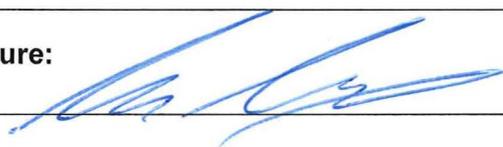
Recommended Action: Accept Project No. 1301-B and authorize final payment to Duininck Inc. in the amount of \$111,255.88.

Background/Summary: The City Council entered into an agreement with Duininck Inc. on May 6<sup>th</sup>, 2013 for the reconstruction of 2<sup>nd</sup> Street SE, 6<sup>th</sup> Street SW, Havana Street NE, and Block 42 Parking Lot. The final pay request with quantities is hereby submitted for consideration. The final amount based on actual quantities is just under contract. Staff is recommending final payment be made.

Alternatives: N/A

Financial Considerations: Payment of the final amount of \$111,255.88 from within the project budget.

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

Signature: 

Comments:

**CONTRACTOR'S ESTIMATE NO. 5 (FINAL)**

**PROJECT NO. 1301-B**

**CONTRACTOR: DUNINCK INC.**

**P.O. BOX 208**

**PRINSBURG, MN 56281**

**CONSTRUCTION OF: WATER MAIN, SANITARY SEWER, AND STORM SEWER, AGGREGATE BASE, CURB AND GUTTER,  
AND BITUMINOUS PAVING**

**LOCATION: 6TH STREET SW , HAVANA STREET ,BLOCK 42 PARKING LOT, AND 2ND STREET SE**

**DATE: JULY 17, 2015**

**HONORABLE MAYOR AND CITY COUNCIL**

**CITY OF WILLMAR, MINNESOTA**

**IN ACCORDANCE WITH THE CONTRACT WITH DUNINCK INC.**

**I HEREWITH PRESENT THE FOLLOWING ESTIMATE**

**1301-B**

<b>STREET ITEMS</b>					
	<b>ITEM</b>	<b>UNIT</b>	<b>QUANTITY</b>	<b>PRICE</b>	<b>TOTAL</b>
2104.501	Remove Sewer Pipe (Storm)	LF	773	\$7.00	\$5,411.00
2104.501	Remove Concrete Curb/Curb and Gutter	LF	6,029.3	\$2.00	\$12,058.60
2104.503	Remove 4" Sidewalk	SF	9,458.2	\$0.46	\$4,350.77
2104.505	Remove Concrete Driveway Pavement	SY	273.3	\$6.30	\$1,721.79
2104.509	Remove Manhole or Catchbasin	EACH	19	\$225.00	\$4,275.00
2104.509	Remove Bituminous Pavement	SY	22,659.4	\$1.50	\$33,989.10
2104.513	Sawing Bituminous Pavement	LF	644	\$2.00	\$1,288.00
2105.501	Common Excavation	CY	7,906	\$8.64	\$68,307.84
2105.525	Topsoil Borrow (CV)	CY	240.5	\$16.00	\$3,848.00
2105.533	Salvaged Aggregate Base (CV)	CY	280	\$7.64	\$2,139.20
2105.604	Geotextile Fabric Type V	SY	15,389	\$1.00	\$15,389.00
2211.501	Aggregate Base Class 5	TON	10,973.84	\$10.20	\$111,933.17
2360.502	Type SP 12.5 Non Wear Course Mix (3,B)	TON	3,148.82	\$62.64	\$197,242.08
2360.501	Type SP 12.5 Wearing Course Mix (3,B)	TON	1,949.42	\$68.24	\$133,028.42
2503.511	24" RC Pipe CL 2	LF		\$35.00	\$0.00
2503.511	15" RC Pipe CL 2	LF	409	\$27.00	\$11,043.00
2503.511	12" RC Pipe CL 2	LF	450.3	\$23.50	\$10,582.05
2504.602	Adjust Valve Casting	EACH		\$200.00	\$0.00
2506.501	Const Drainage Structure Design F	LF	41.0	\$225.00	\$9,225.00
2506.501	Const Drainage Structure Design H	LF	33.5	\$175.00	\$5,862.50
2506.516	Casting Assembly	EACH	7	\$650.00	\$4,550.00
2506.516	Casting Assembly (Catchbasin) B624 Curb	EACH	24	\$600.00	\$14,400.00
2506.522	Adjust Frame & Ring Casting	EACH	5	\$300.00	\$1,500.00
2521.501	4" Concrete Walk	SF	8,142.8	\$3.00	\$24,428.40
2531.501	Concrete Curb & Gutter Design B624	LF	6,201.0	\$11.20	\$69,451.20
2531.507	6" Concrete Driveway Pavement	SY	1,000.4	\$40.00	\$40,016.00

2531.618	Truncated Domes	S F	311	\$41.00	\$12,751.00
2540.602	Bollard	EACH		\$500.00	\$0.00
2573.502	Silt Fence, Type Machine Sliced	LF		\$2.75	\$0.00
2573.530	Storm Drain Inlet Protection	EA	25	\$100.00	\$2,500.00
2575.501	Seeding	AC	1.32	\$1,200.00	\$1,584.00
2575.502	Seed Mixture 270	LB	158.5	\$2.75	\$435.88
2575.532	Fertilizer Type 3	LB	462.2	\$1.25	\$577.75
2575.560	Hydraulic Soil Stabilizer Type 8	LB	4,097.8	\$1.15	\$4,712.47
2582.501	Pvt Mssg (Handicapped Symbol) Epoxy	EACH	2	\$175.00	\$350.00
2582.502	4" Solid Line White-Epoxy	LF	1,268	\$3.00	\$3,804.00
2582.503	Crosswalk Marking-Epoxy	SF		\$4.35	\$0.00
<b>SANITARY SEWER ITEMS</b>					
2104.509	Remove Manhole	EACH	7	\$285.00	\$1,995.00
2123.610	Backhoe	HOURL	14.75	\$200.00	\$2,950.00
2451.609	Granular Foundation and/or Bedding	TON		\$11.00	\$0.00
2451.609	Rock Stabilization	TON		\$20.00	\$0.00
2503.601	8" Neoprene Sleeve	EACH	4	\$65.00	\$260.00
2503.601	6" Neoprene Sleeve	EACH	1	\$65.00	\$65.00
2503.601	4" Neoprene Sleeve	EACH	27	\$20.00	\$540.00
2503.601	4" X 6" Neoprene Sleeve (Eccentric)	EACH	42	\$40.00	\$1,680.00
2503.601	4" X 8" Neoprene Sleeve (Eccentric)	EACH		\$75.00	\$0.00
2503.602	12" X 4" PVC Wye	EACH	37	\$175.00	\$6,475.00
2503.602	8" X 6" PVC Wye	EACH		\$135.00	\$0.00
2503.602	8" X 4" PVC Wye	EACH	28	\$125.00	\$3,500.00
2503.603	12" PVC Pipe Sewer	LF	1428	\$26.00	\$37,128.00
2503.603	8" PVC Pipe Sewer	LF	1410.5	\$19.00	\$26,799.50
2503.603	6" PVC Pipe Sewer	LF	3	\$20.00	\$60.00
2503.603	4" PVC Pipe Sewer	LF	1237.4	\$17.00	\$21,035.80
2506.602	Manhole ( 0'-10' )	EACH	7	\$2,250.00	\$15,750.00
<b>WATER MAIN ITEMS</b>					
2504.602	1" Curb Stop & Box	EACH	26	\$225.00	\$5,850.00
2504.602	1"x3/4" Coupling	EACH	76	\$50.00	\$3,800.00
2504.603	1" Type K Copper Pipe	LF	1,072	\$18.00	\$19,296.00
2504.602	Reconnect Water Service	EACH	74	\$550.00	\$40,700.00
2504.602	12" Gate Valve And Box	EACH	4	\$2,350.00	\$9,400.00
2504.602	8" Gate Valve And Box	EACH	8	\$1,450.00	\$11,600.00
2504.602	6" Gate Valve And Box	EACH	2	\$1,050.00	\$2,100.00
2504.602	4" Gate Valve And Box	EACH	4	\$900.00	\$3,600.00
2504.602	F& I 5" Hydrant	EACH	9	\$3,100.00	\$27,900.00
2504.603	12" Water Main	LF	1,300	\$30.00	\$39,000.00
2504.603	8" Water Main	LF	2,900.0	\$23.00	\$66,700.00
2504.603	6" Water Main	LF	113.6	\$22.00	\$2,499.20
2504.603	4" Water Main	LF	97.5	\$20.00	\$1,950.00
2504.608	WaterMain Fittings	LB	5,515	\$6.00	\$33,090.00
<b>TOTAL PROJECT 1301-B</b>					<b>\$1,198,478.72</b>

(Price includes all applicable sales and use taxes)	
<b>LESS BITUMINOUS DISINCENTIVE (SEE ATTACHED)</b>	<b>\$1,426.70</b>
<b>SUBTOTAL:</b>	<b>\$1,197,052.02</b>
<b>LESS CREDIT FOR BITUMINOUS SALVAGE:</b>	<b>\$5,000.00</b>
<b>SUBTOTAL:</b>	<b>\$1,192,052.02</b>
<b>LESS PREVIOUS ESTIMATE #1</b>	<b>\$171,840.46</b>
<b>LESS PREVIOUS ESTIMATE #2</b>	<b>\$589,991.50</b>
<b>LESS PREVIOUS ESTIMATE #3</b>	<b>\$5,138.83</b>
<b>LESS PREVIOUS ESTIMATE #4</b>	<b>\$313,825.35</b>
<b>AMOUNT DUE CONTRACTOR THIS ESTIMATE:</b>	<b>\$111,255.88</b>

APPROVED: \_\_\_\_\_



CONTRACTOR

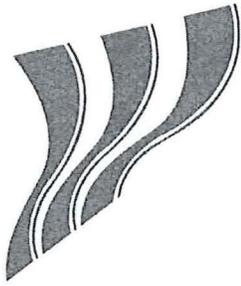
APPROVED: \_\_\_\_\_



CITY ENGINEER

CONTRACT AMOUNT: \$1,241,718.95

BUDGET NO.: 413.48451.0336



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

**Agenda Item Number:** 5

**Meeting Date:** November 10, 2015

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date: November 16, 2015**

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

**Originating Department:** Public Works

**Agenda Item:** Public Works Update

**Recommended Action:** For information only

**Background/Summary:** Updates on activities of the Public Works Department

**Alternatives:** N/A

**Financial Considerations:** N/A

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

**Signature:**

**Comments:**

# Public Works Department Staff Activities

11-2-2015

- Tree removals
- Seasonal staff - Done for season Nov. 6
- Sign repairs and installations
- Brush site - Close for season November 21
- Street patching - One day left for man hole repairs
- Ball field maintenance - done for season
- Hockey boards repairs
- Cleaning sanitary sewers
- Mowing
- Play equipment removals - Haz. 2, done, a few repairs to be made on other equipment
- Haul sweepings and winter sand
- Winterize park buildings and irrigation systems - all done except Dog Park
- Selvig Park concrete
- Pickup all Park tables
- Clean Park fences and hockey boards - leaves
- Prepare snow equipment for winter use
- Repair aeration pump
- Remove orange field score board
- Leaf pickup
- **Future Schedule**
- Hydrant check
- Remove docks
- Install bike signs and paint bike sharrows
- Install pool pump
- Tree trimming