WILLMAR CITY COUNCIL MEETING
MONDAY, MARCH 21, 2022 AT 6:30 PM
BOARD ROOM, HEALTH AND HUMAN SERVICES BUILDING
2200 – 23RD STREET NE, WILLMAR, MINNESOTA
ALSO AVAILABLE BY ELECTRONIC MEANS FOR REMOTE COUNCIL MEMBERS

AGENDA

1. Call Meeting to Order

2. Roll Call

3. Pledge of Allegiance

4. Proposed Additions or Deletions to Agenda

5. Consent Items:
   Approve:
   A. City Council Minutes of March 7, 2022
   B. Willmar Municipal Utilities Commission Minutes of March 14, 2022
   C. Accounts Payable Report for March 3 -16, 2022
   D. Renewal of Annual Liquor Licenses
   E. Public Works Garage Heater Replacement
   Accept:
   F. Building Report for the Month of February 2022
   G. Willmar Lakes Area CVB Minutes of February 15, 2022

6. Approve Consent Agenda Items

7. Items Removed from Consent Agenda

8. Open Forum (individuals limited to three (3) minutes)

9. Hearing: Ordinance Repealing Existing Ward Boundaries and Authorizing the Established Ward Boundaries by Resolution
   - Adopt Ordinance, Assign Number and Publish
   - Consideration of Re-establishing Boundaries of Wards, Precincts and Polling Places
   - Consideration of Re-establishing Polling Places for 2022 Elections

10. Consideration of Professional Services Contract with Herreid and Associates

11. Consideration of Re-appropriating Funds from 2022 CIP to Purchase Floor Scrubber

12. Consideration of Cooperative Maintenance Agreement with Kandiyohi County

13. "Community Pride" Announcements

14. Adjourn

CITY OF WILLMAR

MISSION STATEMENT

The City of Willmar is committed to providing responsible municipal service in an open, effective and efficient manner to all citizens of the local and area community. The ultimate goal is to preserve and enhance the quality of life for future generations.

COMMUNITY VALUES

Fiscal Responsibility

Excellence in the Delivery of Service

Quality Service

Ethics and Integrity

Visionary Leadership and Planning

Open and Honest Communication

Professionalism

RESOLUTION NO. 17-90

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA SUPPORTING THE CONSENSUS OF THE JULY 22, 2017 STRATEGY WORK SESSION

Motion By: Plowman Second By: Mueske

WHEREAS, the City Council of the City of Willmar on July 22, 2017 held a Council Strategical Retreat to prioritize and reach a consensus with respect to views on capital projects.

WHEREAS, multiple projects were discussed under three categories defined as Facilities, Stormwater Management and Parks to provide additional guidance regarding execution of those projects.

WHEREAS, the following summary of capital priorities was reached:

Facilities:

1. City Hall (high consideration given to consolidation of multiple facilities)
2. Civic Center (ice plant is urgent/consider consultant for master plan) · COMPLETED
3. Community Center/Auditorium tied (both guided by community input, tuckpointing of Auditorium immediate concern)
4. Aquatic Center (pool bottom repair immediate concern) COMPLETED

Stormwater Management:

1. Western Interceptor (design 2017, construction 2018) COMPLETED
2. Menards (design and land purchase 2018, construction 2019)
3. Kennedy School Area (not likely in the next five years)
4. Analyze annually and adjust plans COMPLETED · ONGOING

Parks:

1. Robbins Island ($250,000 match to receive $606,000 Legacy Grant) COMPLETED
2. Neighborhood Parks and Playgrounds (replace play units) PARTIALLY COMPLETED IN PROGRESS
3. Rice Park/Miller Park (complete Rice to plan, reconstruct tennis courts at Miller) COMPLETED
4. Swansson Park (improved lighting for Baker Field) COMPLETED

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar that the priorities developed at the July 22, 2017 Council Work Session be supported and developed into next year and future City budgets.

Dated this 7th day of August, 2017

Mayor

Attest:

Judy Thompson
City Clerk

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
WILLMAR, MINNESOTA

March 7, 2022
6:30 p.m.

The regular meeting of the Willmar City Council was called to order by Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Julie Asmus, Thomas Butterfield, Justin Ask, Vicki Davis, Andrew Plowman, and Audrey Nelsen. Present 6, Absent 2. Council Members Rick Fagerlie and Michael O'Brien were excused from the meeting.

Also present were City Administrator Leslie Valiant, Police Chief Jim Felt, Finance Director Steve Okins, Interim Public Works Director Gary Manzer, Parks and Recreation Director Rob Baumgarn, Planning and Development Services Director Justice Walker, City Clerk Judy Thompson, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Asmus moved to approve the agenda as presented. Council Member Plowman seconded the motion, which carried unanimously.

City Clerk Judy Thompson reviewed the consent agenda.

A. City Council Minutes of February 22, 2022
B. Willmar Municipal Utilities Commission Minutes of February 25, 2022
C. Planning Commission Minutes of January 19 and February 2, 2022
D. Parks and Recreation Board Minutes of January 19, 2022
E. Accounts Payable Report for February 17 – March 2, 2022
F. Appointments to Boards/Commissions:
   - Airport Commission – Ryan Nelson
   - Planning Commission – Jasmine Miller
   - Park and Recreation Board – Kent Skoglund
   - Human Rights Commission – Margaret (Peggy) Karsten
   - Human Rights Commission – Heidi Jo Ahmann
   - Municipal Utilities Commission – Abdirahman Hussein Abdi (Kadar)
G. Application for Exempt Permit – Sertoma Club
H. **Resolution No. 2022-031 Removal of Khalif Bashir from Planning Commission**
I. **Resolution No. 2022-032 Approving Willmar Township Fire Agreement**
J. **Resolution No. 2022-033 Southwest Minnesota Arts Council Grant Application**
K. Squad Car Purchase for 2022
L. Council Work Session Summary of January 31, 2022

Council Member Asmus offered a motion to approve the Consent Agenda. Council Member Nelsen asked if Planning Commission Appointee Jasmine Miller had provided a personal email to the City, rather than her business email. Mayor Calvin stated Ms. Miller had provided the information as requested. Council Member Ask seconded the motion to approve the Consent Agenda, which carried on a roll call vote of Ayes 6, Noes 0.

There was no one present to speak during the Open Forum.

City Clerk Thompson presented the City's proposed redistricting plan in which there are minor changes. Being proposed, is moving 203 residents from Ward 3 Precinct 2 to Ward 1 Precinct 2, and moving 81 residents from Ward 3 Precinct 3 to Ward 2 Precinct 1. By doing so, the City meets the ward requirements of being as equal in population as practicable.

Due to audio problems, Mayor Calvin recessed the meeting at 6:41 p.m.

Mayor Calvin reconvened the meeting at 6:45.

Mayor Calvin opened the public hearing at 6:47 p.m. There being no one present to speak for or against the proposed redistricting plan, Mayor Calvin closed the public hearing at 6:48 p.m. and opened it up for discussion by the Council.

Council Member Asmus offered a motion to approve the proposed changes, as presented. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

At this time, Mayor Calvin presented to the Council, staff, and public the Mayor's 2022 State of the City Address (a copy of which is contained in the Council proceedings file).

City Clerk Thompson presented a request to introduce an ordinance repealing existing ward boundaries and authorizing the establishment of ward boundaries by resolution and set a public hearing for March 21, 2022.

Council Member Nelsen offered a motion to **Introduce an Ordinance Repealing Existing Ward Boundaries and Authorizing the Establishment of Ward Boundaries by Resolution** and set public hearing for March 21, 2022 at 6:31 p.m. Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

MnDOT Engineer Phillip DeSchepper and SRF Consulting Representative Leif Garnass presented a request for the City to offer a letter of support to pursue the three-lane option for a portion of U.S. Highway 12 from just west of 11th Street SW to 6th Street SE.

Following discussion, Council Member Nelsen offered a motion to offer a letter of support from the City to pursue the three-lane option resulting in a design layout that subsequently requires municipal consent. Council Member Ask seconded the motion, which carried unanimously.

Planning and Development Services Director Walker presented pertinent information regarding a request from Harlan Rohner to rezone the property located at 2987 Highway 12 from I-2 (General Industry to GB (General Business) that was submitted to the Planning Commission. He noted the Planning Commission denied the request, and staff is opposed to spot-zoning properties.

Mr. Rohner and his attorney, Wayne Larson, spoke on behalf of the rezoning request, stating there are other businesses in the area zoned General Business and there is no substantial reason why the property should not be rezoned. Mr. Rohner has entered into a two-year lease with a tenant to operate a grocery store on the property.

Following a lengthy discussion, Council Member Ask offered a motion to approve the recommendation of the Planning Commission to deny the rezone. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 4, Noes 1. Council Member Butterfield voted "no". Council Member Plowman abstained from voting.

Interim City Engineer Jared Voge presented a request to consider accepting Project No. 1904 and authorize final payment to Duininck, Inc. in the amount of $19,040.79.

Council Member Plowman introduced **Resolution No. 2022-034 Accepting Project No. 1904 and Authorizing Final Payment.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Airport Manager Eric Rudningen presented a request to approve Airport Automated Weather Observation Station (AWOS) professional services work order with Bolton and Menk in the amount of $25,000 (local contribution totaling $7,500). MnDOT will furnish and install the new AWOS equipment and the City is responsible for the civil site work, which includes construction of tower, sensor pads, and running power to the site. MnDOT will provide a State grant for civil site work at a 70% State; 30% City share.

Following discussion, Council Member Plowman introduced **Resolution No. 2022-035 Authorization to Execute Work Order No. 4 with Bolton and Menk Airport Automated Weather Observation Station Installation.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Airport Manager Eric Rudningen presented a request to approve final plans and specifications of the 2022 Airport Apron Expansion Project and authorize advertisement for bids.

Following discussion, Council Member Plowman introduced **Resolution No. 2022-036 Approving Final Plans and Specifications and Authorizing Publication of the Advertisement for Bids for Airport Apron Expansion.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Parks and Recreation Department Director Baumgarn presented a request to approve the application for the 2022 Department of Natural Resources Trail Grant application. If approved, the City could receive up to $200,000 to go toward improvements to the Glacial Lakes Trailhead project. The City would need to match 25% of the given funds, up to $50,000, which has already been allocated in the Parks and Recreation CIP budget. All users groups would benefit from having much needed, modern facilities at the trailhead. This project would help provide year-round trail use for walkers, bicyclers, snowmobilers and more.

Council Member Nelsen introduced **Resolution No. 2022-037 Approving the Application for the 2022 Department of Natural Resources Grant Application.** Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Parks and Recreation Department Director Baumgarn presented a request to approve an agreement with the Willmar Baseball Association for advertising rights at the Swansson Baseball/Softball Complex. The Willmar Baseball Boosters are requesting to place advertising signage on the fences at Green, Blue and the entrance of Elsie Klemmentson field (Orange). The proceeds of the advertising sales go back to the Willmar Baseball Association for programming and facility improvements. The agreement will run from April to September 2022, and will be a one-year agreement. It was noted the Parks and Recreation Board has recommended approval of the agreement.

Council Member Plowman introduced **Resolution No. 2022-038 Approving the Advertising Agreement with the Willmar Baseball Association for Advertising Rights at the Swansson Baseball/Softball Complex.** Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

City Clerk Thompson presented a request to approve a State application and permit for a 1-day to 4-day temporary on-sale liquor license for Foxhole Brewhouse Inc. dba Foxhole Brewhouse to serve alcohol at the Lakeland Broadcasting Spring Home and Outdoor Living Expo on April 1 and 2, 2022 being held at the Civic Center.

Council Member Davis offered a motion to approve staff's request. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

City Attorney Robert Scott presented proposed amendments to the Comprehensive Assessment Policy for consideration by Council.

Council Member Asmus offered a motion to approve the Revised Comprehensive Assessment Policy as presented. Council Member Davis seconded the motion, which carried unanimously.

Council Member Asmus offered a motion to adjourn the meeting with Council Member Davis seconding the motion, which carried. The meeting adjourned at 8:43 p.m.

MAYOR

Attest:

SECRETARY TO THE COUNCIL

RESOLUTION NO. 2022-031

A RESOLUTION REMOVING A MEMBER OF THE PLANNING COMMISSION AND DECLARING A VACANCY TO EXIST ON THE PLANNING COMMISSION

Motion By: Asmus Second By: Ask

WHEREAS, Planning Commission Member Khalif Bashir has not attended the previous seven meetings of the Willmar Planning Commission without explanation, as documented on Attachment 1 appended hereto;

WHEREAS, Section 4.01 of the Willmar Home Rule Charter provides that "[i]f any member of a board or commission fails to attend three (3) consecutive regular meetings of the board or commission, without being excused by the board or commission, the City Council may remove said member by an affirmative vote of five (5) members of the Council;" and;

WHEREAS, the Council finds that the Planning Commission needs active members in attendance to vote or decide on important issues and that habitual absenteeism on the commission frustrates the important and time-sensitive business of the commission and the City.

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

1. Pursuant to Section 4.01 of the Willmar Home Rule Charter, Planning Commission Member Khalif Bashir is hereby removed from the Planning Commission.

2. The seat on the Planning Commission formerly held by Mr. Bashir is hereby declared to be vacant.

Adopted by the City Council of the City of Willmar on March 7, 2022.

Approved:

/s/ Marv Calvin

Mayor

Attested:

/s/ Judy Thompson

City Clerk

Records of Absenteeism

Planning Commission Meeting	Attendance
September 15	Yes
October 6, 2021	No
October 13, 2021	No
November 17, 2021 (Work Session)	No
December 15, 2021	No
January 5, 2022	No
January 19, 2022	No
February 2, 2022	No

As shown in the table above, the last time Commissioner Bashir attended a Planning Commission meeting was September 15, 2021.

RESOLUTION NO. 2022-032

A RESOLUTION APPROVING WILLMAR TOWNSHIP FIRE AGREEMENT IN THE AMOUNT OF $29,717.23

Motion By: Asmus Second By: Ask

WHEREAS Willmar Township annually contracts with the City of Willmar Fire Department for fire protection services; and

WHEREAS it is the established practice of the City of Willmar to use a statewide formula to calculate the township cost sharing proposal;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute the fire protection agreement with Willmar Township for the period April 1, 2022 through March 31, 2023, in the amount of $29,717.23.

Dated this 7th day of March 2022.

/s/ Marv Calvin
MAYOR

Attest:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2022-033

AUTHORIZATION TO APPLY FOR AND ACCEPT IF AWARDED A SOUTHWEST MINNESOTA ARTS COUNCIL GRANT

Motion By: Asmus Second By: Ask

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that city staff be authorized to apply for and, if awarded, accept a grant through the Southwest Minnesota Arts Council in the amount of $2,500.

Dated this 7th day of March, 2022

/s/ Marv Calvin
MAYOR

Attest:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2022-034

A RESOLUTION ACCEPTING PROJECT NO. 1904 AND AUTHORIZING FINAL PAYMENT

Motion By: Plowman Second By: Nelsen

IMPROVEMENT: Project No. 1904– Shared Use Path

CONTRACTOR:	Duininck, Inc.
DATE OF CONTRACT:	September 21, 2020
BEGIN WORK:	October 8, 2020
COMPLETE WORK:	November 30, 2021
APPROVE, ENGINEERING DEPT:	January 14, 2022

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

1. The said City of Willmar Project No. 1904 be herewith approved and accepted by the City of Willmar.

2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	$541,991.50
FINAL NET CONTRACT AMOUNT, PROPOSED:	$541,991.50
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	$525,681.50

Less Previous Payments	$506,640.71
FINAL PAYMENT DUE CONTRACTOR:	**$19,040.79**

Dated this 7th day of March, 2022

/s/ Mary Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-035

AUTHORIZATION TO EXECUTE WORK ORDER NO. 4 WITH BOLTON AND MENK AIRPORT AUTOMATED WEATHER OBSERVATION STATION INSTALLATION

Motion By: Plowman Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to enter into Work Order No. 4 between the City of Willmar and Bolton and Menk for the Airport Automated Weather Observation Station Installation.

Dated this 7th day of March, 2022

/s/ Mary Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-036

A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING PUBLICATION OF THE ADVERTISEMENT FOR BIDS FOR AIRPORT APRON EXPANSION

Motion By: Plowman Second By: Nelsen

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications an apron expansion at the Willmar Municipal Airport;

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

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be publicly opened on March 30, 2022 at 9:30 a.m. at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 7th day of March, 2022

/s/ Mary Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-037

A RESOLUTION APPROVING THE APPLICATION FOR THE 2022 DEPARTMENT OF NATURAL RESOURCES GRANT APPLICATION

Motion By: Nelsen Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to approve the application for the 2022 Department of Natural Resources Grant application.

WHEREAS, the City of Willmar recognizes that is has secured $50,000 in non-state cash-matching funds for this project.

NOW, THEREFORE, BE IT RESOLVED, if the City of Willmar is awarded by the Minnesota Department of Natural Resources, the City of Willmar agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above-referenced project. The City of Willmar will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Regional Trail Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, the City Council of the City of Willmar names the fiscal agent for the City of Willmar for this project as:

Steve Okins
Director of Finance
City of Willmar
333 6th St SW
Willmar, MN 56201

BE IT FURTHER RESOLVED, the City of Willmar hereby assumes the Civic Center Trailhead will be maintained for a period no less than 20 years.

Dated this 7th Day of March, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2022-038

A RESOLUTION APPROVING THE ADVERTISING AGREEMENT WITH THE WILLMAR BASEBALL ASSOCIATION FOR ADVERTISING RIGHTS AT THE SWANSSON BASEBALL/SOFTBALL COMPLEX

Motion By: Plowman Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to approve the agreement with the Willmar Baseball Association for advertising rights at the Swansson Baseball/Softball Complex.

Dated this 7th Day of March, 2022

/s/ Marv Calvin
Mayor

Attest:

/s/ Judy Thompson
City Clerk

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – MARCH 14, 2022
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, March 14, 2022, at 11:45 a.m. in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck (via teleconference), Cole Erickson, Kerry Johnson, Shawn Mueske, Carol Laumer, and Kadar Abdi. Absent was Commissioner Dave Baumgart.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, Staff Electrical Engineer Jeron Smith, Water Department Supervisor Alan Neer, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), City Councilman Michael O'Brien, and WC Tribune Journalist Shelby Lindrud.

Commissioner Erickson (Vice President) presided over the meeting and opened by introducing newly appointed Commissioner Abdirahman Kadar Abdi. Commissioner Kadar is the Executive Director of the Kandiyohi Academy. Kadar presented a brief background summary of himself to the Commission. We appreciate Commissioner Kadar's willingness to serve and look forward to his involvement as a member of the Willmar Municipal Utilities Commission.

Following the introduction, the meeting continued by reciting the Pledge of Allegiance followed by Commissioner Erickson inquiring if any revisions were needed to the presented agenda. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner Johnson offered a resolution to approve the consent agenda as presented. Commissioner Mueske seconded. As a matter of procedure, let the minutes reflect that all resolutions and motions were conducted by verbal roll call.

RESOLUTION NO. 10

"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 February 25, 2022, Commission meeting; and,
- Bills represented by vouchers No. 20220273 to No. 20220368 and associated wire transfers inclusive in the amount of $1,416,142.12.

Dated this 14th day of March 2022.

_____
Vice President

Attest:

_____
Secretary

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

Finance & Office Services Supervisor Prekker presented the Commission with the January 2022 Financial Reports along with a recap of the January 31, 2022 Investment Portfolio, and the January 2022 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflect operating revenues & expenses, operating

income, and retained earnings. Graphs depicting the 2021/2022 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Facilities & Maintenance Supervisor Marti presented the Commission with the February 2022 Wind Turbine Report. Turbine availabilities for the month of February were at 92.9% (Unit #3) and 95.9% (Unit #4) with a total monthly production of 828,786 kilowatt hours.

Staff Electrical Engineer Smith presented the Commissioner with two bid award recommendations for consideration. The first bid award recommendation was for the 2022 Annual Underground Construction. Two bids had been received to conduct the annual underground construction. Following review of the submitted bids, it was the recommendation of Staff to award the 2022 Annual Underground Construction contract to O & S Construction for their estimated total bid amount of $222,845.00 (estimated total cost is based on bid prices). Following review and discussion, Commissioner Laumer offered a resolution to approve the bid award for the 2022 Annual Underground Construction to O & S Construction for their estimated bid of $222,845.00. Commissioner Johnson seconded.

RESOLUTION NO. 11

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the bid for the 2022 Annual Underground Construction be awarded to O & S Construction of Bird Island, Minnesota, for the estimated bid amount of $222,845.00. "

Dated this 14th day of March 2022.

_____
Vice President

Attest:

_____
Secretary

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

The second bid award recommendation presented was to furnish control panels for the Power Plant Substation. One bid submitted by Electrical Power Products, Inc. (EP2) had been received for the project. Following review for accuracy and compliance, it was the recommendation of DGR Engineering and Staff to award the bid for the control panels for the Power Plant Substation to EP2 for a total price of $127,199.00. Following review and discussion, Commissioner Johnson offered a resolution to approve the bid for Furnishing Control Panels for Power Plant Substation to EP2 for the total bid amount of $127,199.00. Commissioner Mueske seconded.

RESOLUTION NO. 12

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the bid for the Furnishing Control Panels for Power Plant Substation be awarded to Electrical Power Products, Inc., of Des Moines, Iowa, for their total bid amount of $127,199.00 ."

Dated this 14th day of March 2022.

_____
Vice President

Attest:

_____
Secretary

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

For information, two annual departmental updates were presented for discussion and review. The departmental reports and items of interest included:

1) 2021 Customer Service Year-End Review: (Director of Administration Johnson)
    a. Customer Service Representatives (3) provide assistance to 10,080 customers
    b. CSR and billing functions data
    c. CSR service order activity (4,918) and history (2017-2021)
    d. Financial assistance received on behalf of customers ($606,076)
    e. Agency/method utilized to collect on accounts deemed "uncollectable" (MN Recapture Program $26,178 and tax lien process $14,550)
    f. 2022 Customer Service Goals
2) 2021 Water Department Year-End Review: (Water Dept. Supervisor Neer)
    a. Capital Improvement Projects review
        i. NE Water Treatment Plant Project
        ii. New pump and motor replacements (SW Booster Station & Well 18)
        iii. Prep work for 2nd Street SE reconstruction
    b. Water Main Break Repair (26 mains & 3 service lines)
    c. Annual water usage (1,503 million gallons pumped in 2021)
    d. 2022 Water Dept. preview (NE Water Treatment Plant funding, water main replacements, prioritizing 5-yr. project with City, etc.)

Following the annual updates, Commissioner Erickson expressed his appreciation on behalf of the Commission for the presentations and staffing efforts of both the Customer Service and Water Departments throughout the year.

Staff Electrical Engineer Smith provided an update to the Commission on a recent power outage. On February 28th at 3:11 a.m., a piece of metering equipment failed at the Willmar Substation. Protection systems automatically de-energized a portion of the transmission grid to prevent further damage. WMU isolated the fault and restored power. Approximately 3,622 customers were without electricity for 37 minutes (127,408 total customer minutes). WMU removed the damaged equipment and returned the transmission line to service. The customer notification process was reviewed for potential future improvements.

Commissioner Laumer and General Manager Harren provided a recap of their recent attendance at the 2022 APPA Legislative Rally in Washington, DC. In conjunction with the Legislative Rally, meetings with Minnesota legislators (Rep. Michelle Fischbach, Sen. Amy Klobuchar, and Sen. Tina Smith) were held to further discuss issues directly affecting WMU including the request for support of the $3.5 million Congressional Directed Spending (earmark) to assist with financing of the NE Water Treatment Plant. Among key legislative issues and talking points discussed during the Legislative Rally were: grid security, energy infrastructure, cybersecurity, finance/bonding, pole attachment control, and climate change. General Manager Harren and Commissioner Laumer expressed their appreciation to the Commission for allowing them the opportunity to attend the APPA Legislative Rally which provides valuable networking for our Utility and the electric power industry

As a matter of organizational business, Commissioner Erickson asked Commissioner Kadar if he would be willing to fill the current vacancy on the WMU Labor Committee. Following his agreeing to serve in the position, Commissioner Mueske offered a motion to appoint Commissioner Kadar to serve on the WMU Labor Committee. Commissioner Laumer seconded the motion which carried by a vote of six ayes and zero nays.

As a member of Missouri River Energy Services (MRES), the Utility is provided a monthly update of the MRES and Western Minnesota Municipal Power Agency (WMMPA) Boards of Directors meeting. The update provides a brief overview of the topics discussed by the Boards and the actions taken. At this

time, a video summary from the February 2022 MRES and WMMPA Boards of Directors meeting was presented.

General Manager Harren informed the Commission that state funding for the NE Water Treatment Plant has been introduced to both the Minnesota House and Senate (H.F. #3993/S.F. #3681).

General Manager Harren informed the Commission that meetings of both the WMU Labor and Planning Committees would be forthcoming. Tentative future Labor Committee agenda item(s) will include software options for accounting & billing, new logo, and rate study. Tentative future Planning Committee agenda items will include water modeling & water treatment plant, agreement with David Turch & Associates (DTA), and new building.

For information: Upcoming meetings/events to note include:

- APPA National Conference (Nashville, TN) June 10-15
- MMUA Summer Conference (Madden's Resort) August 22-24

There being no further business to come before the Commission, Commissioner Erickson offered a motion to adjourn. Commissioner Mueske seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 1:00 pm.

Respectfully Submitted,

WILLMAR MUNICPAL UTILITIES

_____

Beth Mattheisen
Executive Secretary

ATTEST:

_____

Carol Laumer, Secretary

Report Selection:

Optional Report Title.....INCLUDES ONLY POSTED TRANS

INCLUSIONS:

Fund & Account.		thru	
Check.. Date.....	03/03/2022	thru	03/16/2022
Source Codes.....		thru	
Journal Entry Dates.....		thru	
Journal Entry Ids.....		thru	
Check.. Number.....		thru	
Project.....		thru	
Vendor.....		thru	
Invoice.....		thru	
Purchase Order.....		thru	
Bank.....		thru	
Payment Method...			
Totals Only?.....	N		
1099 Vendors Only?.....			
Lower Dollars Limit.....			
Create Excel file & Download	N		

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
J		01		MNWIPRT12	Y	S	6	066	10			

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ALLIED ELECTRONICS INC 001479								
64292 03/16/22	HEADWORKS POWER SUPPLY	1,694.68		9015845369		D -	MTCE. OF EQUIPME	651.48484.0224
AMAZON CAPITAL SERVICES 003557								
64293 03/16/22	CAR CHARGERS	155.88		1CNP-DDMM-YRJK		D -	SMALL TOOLS	101.42411.0221
64293 03/16/22	K-9/DOG BED	119.99		199J-6TQV-XCXM		D -	GENERAL SUPPLIES	101.42411.0229
		275.87	*CHECK TOTAL					
	VENDOR TOTAL	275.87						
AMEM 003166								
64294 03/16/22	F. HANSON-MBRSHP DUES	200.00		2022220-367		D -	SUBSCRIPTIONS AN	101.42412.0443
64294 03/16/22	B. HANSON-MBRSHP DUES	200.00		2022321-176		D -	SUBSCRIPTIONS AN	101.42412.0443
		400.00	*CHECK TOTAL					
	VENDOR TOTAL	400.00						
AMERICAN WELDING & GAS I 000057								
64295 03/16/22	WELDING GAS	74.56		08368487		D -	GENERAL SUPPLIES	101.43425.0229
ANDERSON LAW OFFICES 002954								
64296 03/16/22	LEGAL SERVICES-FEB	18,558.38		2167		D N 01	PROFESSIONAL SER	101.41406.0446
ARAMARK 000051								
64297 03/16/22	UNIFORM RENTAL	83.52		256000081426		D -	RENTS	101.43425.0440
64297 03/16/22	UNIFORM RENTAL	9.70		256000081457		D -	RENTS	101.42412.0440
64297 03/16/22	UNIFORM RENTAL	74.02		256000083891		D -	RENTS	101.43425.0440
64297 03/16/22	UNIFORM RENTAL	9.70		256000083902		D -	RENTS	101.42412.0440
64297 03/16/22	UNIFORM RENTAL	261.90		256000086413		D -	RENTS	101.43425.0440
64297 03/16/22	UNIFORM RENTAL	9.70		256000086438		D -	RENTS	101.42412.0440
64297 03/16/22	UNIFORM RENTAL	74.37		256000088853		D -	RENTS	101.43425.0440
64297 03/16/22	UNIFORM RENTAL	9.70		256000088875		D -	RENTS	101.42412.0440
		532.61	*CHECK TOTAL					
	VENDOR TOTAL	532.61						
AT&T MOBILITY 000075								
64298 03/16/22	PHONE SERVICE-FEB	1,166.19		X03032022		D -	COMMUNICATIONS	101.41409.0330
AUSTIN INCORPORATED 003610								
64299 03/16/22	SEPTIC PUMPING	240.00		23652		D -	OTHER SERVICES	230.43430.0339
AUTO TECH ALIGNMENTS & M 002793								
64300 03/16/22	#104928-WHEEL ALIGNMENT	85.00		24546		D -	INVENTORIES-MDSE	101.125000
BACKES TECHNOLOGY SERVIC 000087								
64301 03/16/22	INST. DR ACCESS SYSTEM	894.72		19883		D -	MTCE. OF STRUCTU	101.45435.0225
64301 03/16/22	INST. DR ACCESS SYSTEM	1,000.00		19883		D -	MTCE. OF STRUCTU	101.45435.0335
64301 03/16/22	PHONE SERVICE-MARCH	147.95		19973		D -	COMMUNICATIONS	101.45432.0330
		2,042.67	*CHECK TOTAL					
	VENDOR TOTAL	2,042.67						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BAKER PRINTING INK		002534											
64302	03/16/22	250 NOTEPADS	443.00		0222/121			D	-			OTHER CHARGES	208.45008.0449
64302	03/16/22	THANK YOU CARDS	120.35		0222/149			D	-			ADVERTISING	101.45432.0447
			563.35	*CHECK TOTAL									
		VENDOR TOTAL	563.35										
BAKER TILLY MUNICIPAL AD		003482											
64303	03/16/22	7/21-2/22 DISCL SERV	1,500.00		BTMA13488			D	-			PROFESSIONAL SER	311.47100.0446
64303	03/16/22	ARBITRAGE COMPLIANCE R	3,100.00		BTMA13488			D	-			PROFESSIONAL SER	312.47100.0446
			4,600.00	*CHECK TOTAL									
		VENDOR TOTAL	4,600.00										
BATTERY WHOLESALE INC		002860											
64304	03/16/22	BATTERIES FOR EXIT LGHTS	55.64		189482WIL			D	-			MTCE. OF STRUCTU	101.43425.0225
64304	03/16/22	UPS BATTERIES	52.88		189971WIL			D	-			MTCE. OF EQUIPME	651.48484.0224
64304	03/16/22	BATTERIES FOR CERT EQUIP	277.08		190001WIL			D	-			MTCE. OF EQUIPME	651.48484.0224
64304	03/16/22	BATTERIES FOR EMERG LTS	369.44		190087WIL			D	-			MTCE. OF STRUCTU	651.48484.0225
64304	03/16/22	UPS BATTERIES	27.12		190138WIL			D	-			MTCE. OF EQUIPME	651.48485.0224
64304	03/16/22	BATTERIES FOR EMERG LTS	364.44		190318WIL			D	-			MTCE. OF STRUCTU	651.48484.0225
			1,146.60	*CHECK TOTAL									
		VENDOR TOTAL	1,146.60										
BENSON LAUNDRY		003377											
64305	03/16/22	CLEANING SUPPLIES	41.26		366026			D	-			CLEANING AND WAS	101.45433.0228
64305	03/16/22	CLEANING SUPPLIES	38.71		366647			D	-			CLEANING AND WAS	101.45433.0228
			79.97	*CHECK TOTAL									
		VENDOR TOTAL	79.97										
BERGENKDV		003702											
64306	03/16/22	CONSULTING SERVICES	1,220.00		1154217			D	-			PROFESSIONAL SER	101.41409.0446
BERNICK'S PEPSI-COLA CO		000103											
64307	03/16/22	CONCESSION SUPPLIES	612.50		308962			D	-			GENERAL SUPPLIES	101.45433.0229
BOLTON & MENK INC		001010											
64308	03/16/22	EPITOPIX SANITARY SEW	10,142.50		0269739			D	-			PROFESSIONAL SER	405.41402.0446
64308	03/16/22	EPITOPIX SANITARY SEWE	2,424.50		0271499			D	-			PROFESSIONAL SER	405.41402.0446
64308	03/16/22	EPITOPIX SANITARY SEWE	1,567.50		0272876			D	-			PROFESSIONAL SER	405.41402.0446
64308	03/16/22	STORMWATER MGMT PLAN	1,011.50		0283102			D	-			PROFESSIONAL SER	420.43418.0446
64308	03/16/22	EPITOPIX SANITARY SEWE	9,595.50		0284219			D	-			PROFESSIONAL SER	405.41402.0446
64308	03/16/22	EPITOPIX WATERMAIN EXT	5,043.00		0284220			D	-			PROFESSIONAL SER	405.41402.0446
64308	03/16/22	HWY 12 LIFT STATION	15,147.50		0284221			D	-			PROFESSIONAL SER	651.48485.0446
64308	03/16/22	2022 INTERIM ENG SERV	7,172.50		0284223			D	-			PROFESSIONAL SER	101.43417.0446
64308	03/16/22	STORMWATER MNGMT PLAN	965.00		0284228			D	-			PROFESSIONAL SER	420.45505.0446
			53,069.50	*CHECK TOTAL									
		VENDOR TOTAL	53,069.50										
BRAUN INTERTEC CORPORATI		000117											
64309	03/16/22	CONST./MATERIALS TESTI	1,713.00		B284159			D	-			PROFESSIONAL SER	420.45506.0446

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BSE		001980											
64310	03/16/22	ELECTRICAL PARTS	74.31		923606046			D	-			MTCE. OF STRUCTU	230.43430.0225
64310	03/16/22	LT BULBS FOR THE BLDG	86.04		923722278			D	-			MTCE. OF STRUCTU	651.48484.0225
64310	03/16/22	ELECTRICAL SUPPLIES	26.44		923723087			D	-			GENERAL SUPPLIES	101.45433.0229
64310	03/16/22	ELECTRICAL PARTS	13.70		923740752			D	-			MTCE. OF EQUIPME	651.48484.0224
64310	03/16/22	EMERGENCY LIGHTS	170.98		923775538			D	-			MTCE. OF STRUCTU	101.43425.0225
			371.47	*CHECK TOTAL									
		VENDOR TOTAL	371.47										
CARD SERVICES		002552											
64311	03/16/22	CONCESSION SUPPLIES	11.13		020322			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	17.43		020422			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	15.98		020522			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	48.84		021022			D	-			GENERAL SUPPLIES	101.45432.0229
64311	03/16/22	CONCESSION SUPPLIES	53.85		021122			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	7.92		021122			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	14.94		021822			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	CONCESSION SUPPLIES	12.45		022522			D	-			GENERAL SUPPLIES	101.45433.0229
64311	03/16/22	FINANCE CHARGE	12.50		022522			D	-			OTHER CHARGES	101.45433.0449
			195.04	*CHECK TOTAL									
		VENDOR TOTAL	195.04										
CARRANZA/NOE		002547											
64312	03/16/22	INTERPRETED 2/14/22	150.00		26			D	N	01		PROFESSIONAL SER	101.42411.0446
CARRANZA/NORMA I		002542											
64313	03/16/22	INTERPRETED 1/28/22	120.00		17			D	N	01		PROFESSIONAL SER	101.42411.0446
64313	03/16/22	INTERPRETED 1/29/22	120.00		18			D	N	01		PROFESSIONAL SER	101.42411.0446
			240.00	*CHECK TOTAL									
		VENDOR TOTAL	240.00										
CENTERPOINT ENERGY		000467											
420	03/11/22	NATURAL GAS-FEB	18.64		6038773/2-22			M	-			UTILITIES	101.43425.0332
420	03/11/22	NATURAL GAS-FEB	1,370.51		6048932/2-22			M	-			UTILITIES	651.48484.0332
420	03/11/22	NATURAL GAS-FEB	3,509.26		6061271/2-22			M	-			UTILITIES	101.45433.0332
420	03/11/22	NATURAL GAS-FEB	16.80		6069198/2-22			M	-			UTILITIES	101.43425.0332
420	03/11/22	NATURAL GAS-FEB	16.80		6072309/2-22			M	-			UTILITIES	101.45437.0332
420	03/11/22	NATURAL GAS-FEB	1,147.65		6084836/2-22			M	-			UTILITIES	101.45435.0332
420	03/11/22	NATURAL GAS-FEB	5,025.31		6085332/2-22			M	-			UTILITIES	101.45433.0332
420	03/11/22	NATURAL GAS-FEB	16.80		6093527/2-22			M	-			UTILITIES	101.43425.0332
			11,121.77	*CHECK TOTAL									
		VENDOR TOTAL	11,121.77										
CENTRAL TIRE AND AUTO IN		000150											
64314	03/16/22	#154577 DIAG LOW POWER	1,918.60		86418			D	-			INVENTORIES-MDSE	101.125000
CHAMBERLAIN OIL CO		000154											
64315	03/16/22	OIL	718.56		386130-00			D	-			INVENTORIES-MDSE	101.125000
64315	03/16/22	DEF FLUID	189.75		386130-00			D	-			MOTOR FUELS AND	101.43425.0222
64315	03/16/22	SHOP SUPPLIES	94.89		386130-00			D	-			GENERAL SUPPLIES	101.43425.0229

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHAMBERLAIN OIL CO 000154								
64315 03/16/22	OIL	635.11		388405-00		D -	INVENTORIES-MDSE	101.125000
64315 03/16/22	SCREW PUMP GREASE	162.31		389359-00		D -	MOTOR FUELS AND	651.48484.0222
		1,800.62	*CHECK TOTAL					
	VENDOR TOTAL	1,800.62						
CHAPPELL CENTRAL INC 000156								
64316 03/16/22	WTR HTR/CIRC PUMP REPA	2,524.22		SVC-102754		D -	MTCE. OF STRUCTU	101.45427.0225
64316 03/16/22	WTR HTR/CIRC PUMP REPA	1,117.80		SVC-102754		D -	MTCE. OF STRUCTU	101.45427.0335
64316 03/16/22	FURNACE MTCE-PARTS	92.00		00020698		D -	MTCE. OF STRUCTU	101.43425.0225
		3,734.02	*CHECK TOTAL					
	VENDOR TOTAL	3,734.02						
CHARTER COMMUNICATIONS 000736								
64317 03/16/22	PHONE SERVICE-FEB	1,986.90		0009126022222		D -	COMMUNICATIONS	101.41409.0330
64317 03/16/22	INTERNET SERVICE-MAR	189.97		0438138030222		D -	COMMUNICATIONS	101.41409.0330
		2,176.87	*CHECK TOTAL					
	VENDOR TOTAL	2,176.87						
CHINMOY GULRAJANI MBBS M 003703								
64318 03/16/22	LEGAL SERVICES	7,100.00		011022		D -	PROFESSIONAL SER	101.41406.0446
COMPASS MINERALS AMERICA 003116								
64319 03/16/22	ROAD SALT	2,301.04		966197		D -	GENERAL SUPPLIES	101.43425.0229
64319 03/16/22	ROAD SALT	2,473.18		966198		D -	GENERAL SUPPLIES	101.43425.0229
		4,774.22	*CHECK TOTAL					
	VENDOR TOTAL	4,774.22						
COORDINATED BUSINESS SYS 003677								
64320 03/16/22	MANAGED PRINT SERVICES	95.18		INV201647		D -	OFFICE SUPPLIES	208.45005.0220
CROW CHEMICAL & LIGHTING 000186								
64321 03/16/22	HAND TOWELS	48.75		120173		D -	GENERAL SUPPLIES	651.48484.0229
64321 03/16/22	CLEANING SUPPLIES	197.60		120445		D -	CLEANING AND WAS	101.43425.0228
64321 03/16/22	CLEANING SUPPLIES	126.60		120462		D -	CLEANING AND WAS	101.43425.0228
		372.95	*CHECK TOTAL					
	VENDOR TOTAL	372.95						
CROWDRIFF INC 003467								
64322 03/16/22	2023 MARKETING PLATFORM	701.28		INV6256		D -	PREPAID EXPENSES	208.128000
64322 03/16/22	2023 MARKETING PLATFORM	183.86		INV6256		D -	PREPAID EXPENSES	208.128000
64322 03/16/22	2022 MARKETING PLATFORM	919.31		INV6256		D -	OTHER CHARGES	208.45010.0449
64322 03/16/22	2022 MARKETING PLATFOR	3,506.35		INV6256		D -	ADVERTISING	208.45012.0447
		5,310.80	*CHECK TOTAL					
	VENDOR TOTAL	5,310.80						
DAN'S SHOP INC 002212								
64323 03/16/22	FILTERS	15.80		117502		D -	INVENTORIES-MDSE	101.125000

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DOOLEY'S PETROLEUM INC 000212								
64324 03/16/22	2,000 GALLONS DIESEL	7,580.48		234752		D -	INVENTORIES-MDSE	101.125000
64324 03/16/22	6,000 GALLONS UNLEADE	20,879.39		234752		D -	INVENTORIES-MDSE	101.125000
64324 03/16/22	133.7 GALLONS UNLEADED	449.05		8677		D -	MOTOR FUELS AND	651.48484.0222
		28,908.92	*CHECK TOTAL					
	VENDOR TOTAL	28,908.92						
ELECTRIC PUMP INC 000788								
64325 03/16/22	REPAIR TO SPERRYVILLE LS	183.27		0072938-IN		D -	MTCE. OF EQUIPME	651.48485.0224
ETTERMAN ENTERPRISES 001567								
64326 03/16/22	STORAGE EQUIPMENT	199.91		322040		D N 01	SMALL TOOLS	651.48485.0221
FANCY COATS 002172								
64327 03/16/22	BOARD K-9 02/27-02/28/22	26.00		46786-AXEL		D -	OTHER SERVICES	101.42411.0339
FARM-RITE EQUIPMENT 003002								
64328 03/16/22	TOOLCAT PARTS	284.60		P36692		D -	MTCE. OF EQUIPME	101.45433.0224
FASTENAL COMPANY 001188								
64329 03/16/22	WD-40	261.95		MNWIL200321		D -	GENERAL SUPPLIES	101.43425.0229
FELT/JAMES E 000993								
64330 03/16/22	RADIO TRAINING	29.21		020222		D -	TRAVEL-CONF.-SCH	101.42411.0333
FERGUSON ENTERPRISES INC 000810								
64331 03/16/22	PLUMBING PARTS	86.17		9049420		D -	MTCE. OF STRUCTU	101.45433.0225
FIRST SYSTEMS TECHNOLOGY 003411								
64332 03/16/22	VERIFIED FLOW METERS	2,310.00		22382		D -	PROFESSIONAL SER	651.48484.0446
FLAHERTY & HOOD P.A. 001449								
64333 03/16/22	LABOR/EMPL. CONSULT-FE	2,245.00		17273		D N 01	PROFESSIONAL SER	101.41406.0446
64333 03/16/22	LEGAL SERVICES-FEB	14,341.42		17312		D N 01	PROFESSIONAL SER	101.41406.0446
		16,586.42	*CHECK TOTAL					
	VENDOR TOTAL	16,586.42						
FLEETPRIDE 002973								
64334 03/16/22	FILTERS	138.10		93008732		D -	INVENTORIES-MDSE	101.125000
64334 03/16/22	FILTERS	6.20		93267210		D -	INVENTORIES-MDSE	101.125000
64334 03/16/22	FILTERS	62.29		93457514		D -	INVENTORIES-MDSE	101.125000
64334 03/16/22	FILTERS	294.63		93457662		D -	INVENTORIES-MDSE	101.125000
64334 03/16/22	FILTERS	101.16		93458068		D -	INVENTORIES-MDSE	101.125000
64334 03/16/22	FILTERS	69.90		93504518		D -	INVENTORIES-MDSE	101.125000
		672.28	*CHECK TOTAL					
	VENDOR TOTAL	672.28						
FORUM COMMUNICATIONS COM 002269								
64335 03/16/22	SURPLUS VEHICHLE AUCTION	115.53		01CL207187		D -	OTHER SERVICES	101.41428.0339

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
FORUM COMMUNICATIONS COM 002269													
64335	03/16/22	ORD. WARD BOUNDRIES	111.52		030822			D	-			PRINTING AND PUB	101.41401.0331
			227.05	*CHECK TOTAL									
		VENDOR TOTAL	227.05										
FP MAILING SOLUTIONS 001791													
64336	03/16/22	POSTAGE MTR RENT-2ND QT	174.21		RI105245418			D	-			RENTS	101.42411.0440
GALLS LLC 000288													
64337	03/16/22	EXPLORER CLOTHING	58.90		020552271			D	-			SUBSISTENCE OF P	101.42412.0227
GARCIA'S LAWN CARE LLC 003568													
64338	03/16/22	SNOW REMOVAL 1/21/2022	30.00		012122			D	-			OTHER SERVICES	101.45001.0339
64338	03/16/22	SNOW REMOVAL 1/22/2022	25.00		012222			D	-			OTHER SERVICES	101.45001.0339
64338	03/16/22	SNOW REMOVAL 1/23/2022	25.00		012322			D	-			OTHER SERVICES	101.45001.0339
64338	03/16/22	SNOW REMOVAL 2/22/2022	30.00		022222			D	-			OTHER SERVICES	101.45001.0339
64338	03/16/22	SNOW REMOVAL 3/06/2022	25.00		030622			D	-			OTHER SERVICES	101.45001.0339
			135.00	*CHECK TOTAL									
		VENDOR TOTAL	135.00										
GENERAL MAILING SERVICES 000293													
64339	03/16/22	POSTAGE	43.94		62153			D	-			POSTAGE	208.45006.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	1.03		62250			D	-			POSTAGE	101.41401.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	36.06		62250			D	-			POSTAGE	101.41402.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	4.38		62250			D	-			POSTAGE	101.41403.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	61.88		62250			D	-			POSTAGE	101.41405.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	15.00		62250			D	-			POSTAGE	101.41408.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	4.76		62250			D	-			POSTAGE	101.42412.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	0.68		62250			D	-			POSTAGE	101.43425.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	0.68		62250			D	-			POSTAGE	101.45435.0223
64339	03/16/22	POSTAGE 02/21-02/25/22	5.44		62250			D	-			POSTAGE	651.48484.0223
64339	03/16/22	POSTAGE	343.34		62308			D	-			POSTAGE	208.45006.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	1.36		62326			D	-			POSTAGE	101.41401.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	13.60		62326			D	-			POSTAGE	101.41402.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	4.43		62326			D	-			POSTAGE	101.41403.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	37.32		62326			D	-			POSTAGE	101.41405.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	15.00		62326			D	-			POSTAGE	101.41408.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	11.56		62326			D	-			POSTAGE	101.41420.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	11.56		62326			D	-			POSTAGE	101.42412.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	10.68		62326			D	-			POSTAGE	101.43425.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	0.68		62326			D	-			POSTAGE	101.45433.0223
64339	03/16/22	POSTAGE 02/28-03/04/22	1.36		62326			D	-			POSTAGE	230.43430.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	4.78		62376			D	-			POSTAGE	101.41401.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	25.16		62376			D	-			POSTAGE	101.41402.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	0.68		62376			D	-			POSTAGE	101.41403.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	50.67		62376			D	-			POSTAGE	101.41405.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	15.00		62376			D	-			POSTAGE	101.41408.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	1.61		62376			D	-			POSTAGE	101.42411.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	1.36		62376			D	-			POSTAGE	101.42412.0223
64339	03/16/22	POSTAGE 03/07-03/11/22	1.36		62376			D	-			POSTAGE	101.45001.0223

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 000293								
64339 03/16/22	POSTAGE 03/07-03/11/22	4.08		62376		D -	POSTAGE	651.48484.0223
		729.44	*CHECK TOTAL					
	VENDOR TOTAL	729.44						
GIOVANNI'S PIZZA 000228								
64340 03/16/22	CVB BOARD LUNCHES	100.22		22-215-159		D -	TRAVEL-CONF.-SCH	208.45005.0333
GOV'T FINANCE OFFICERS A 000302								
64341 03/16/22	2023 MEMBERSHIP DUES	31.67		030422		D -	PREPAID EXPENSES	101.128000
64341 03/16/22	2022 MEMBERSHIP DUES	158.33		030422		D -	SUBSCRIPTIONS AN	101.41405.0443
		190.00	*CHECK TOTAL					
	VENDOR TOTAL	190.00						
GUPTILL/TRUDIE .03147								
64342 03/16/22	OMAHA SPORTS SHOW EXP.	836.15		031422		D -	TRAVEL-CONF.-SCH	208.45006.0333
HAUG IMPLEMENT CO - JOHN 000324								
64343 03/16/22	#152243-SLOW MOVING SIGN	28.64		410441		D -	INVENTORIES-MDSE	101.125000
64343 03/16/22	#133257-HYD. HOSE	34.39		410441		D -	INVENTORIES-MDSE	101.125000
		63.03	*CHECK TOTAL					
	VENDOR TOTAL	63.03						
HAWK CREEK ANIMAL SHLTR .03144								
64344 03/16/22	PUPPY YOGA CLASS	405.00		102		D -	PROFESSIONAL SER	101.45435.0446
HAWKINS INC 000325								
64345 03/16/22	FERRIC CHLORIDE	7,005.30		6123751		D -	GENERAL SUPPLIES	651.48484.0229
64345 03/16/22	FERRIC CHLORIDE	6,993.61		6131815		D -	GENERAL SUPPLIES	651.48484.0229
		13,998.91	*CHECK TOTAL					
	VENDOR TOTAL	13,998.91						
HAYNES WINDOW CLEANING S 000327								
64346 03/16/22	WINDOW CLEANING	44.00		35343		D -	OTHER SERVICES	101.45001.0339
HIGH POINT NETWORKS INC 002299								
64347 03/16/22	FIREWALL SUBSCRIP.-MAR	1,954.00		198840		D -	SUBSCRIPTIONS AN	101.41409.0443
64347 03/16/22	PD BACKUP/RETENTION-MAR	259.00		198854		D -	SUBSCRIPTIONS AN	101.41409.0443
64347 03/16/22	EMAIL FILTERING	1,191.25		199071		D -	SUBSCRIPTIONS AN	101.41409.0443
64347 03/16/22	ANTIVIRUS SUBSCRIP.-FEB	905.45		199185		D -	SUBSCRIPTIONS AN	101.41409.0443
		4,309.70	*CHECK TOTAL					
	VENDOR TOTAL	4,309.70						
HILLYARD\HUTCHINSON 000333								
64348 03/16/22	CLEANING SUPPLIES	191.70		604646929		D -	CLEANING AND WAS	101.45432.0228
64348 03/16/22	CLEANING SUPPLIES	68.11		604656952		D -	CLEANING AND WAS	101.43425.0228
64348 03/16/22	FLR SCRUBBER MTCE-PARTS	49.90		700496233		D -	MTCE. OF EQUIPME	101.45427.0224
64348 03/16/22	FLR SCRUBBER MTCE-LABOR	262.50		700496233		D -	MTCE. OF EQUIPME	101.45427.0334

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HILLYARD\HUTCHINSON 000333													
64348	03/16/22	FLR SCRUBBER MTCE-PARTS	15.00		700496234		D	-				MTCE. OF EQUIPME	101.45427.0224
64348	03/16/22	FLR SCRUBBER MTCE-LABOR	52.50		700496234		D	-				MTCE. OF EQUIPME	101.45427.0334
			639.71	*CHECK TOTAL									
		VENDOR TOTAL	639.71										
HOLME/MICHAEL 002511													
64349	03/16/22	TOOK TAHOE TO CODE 4	149.76		021422		D	-				TRAVEL-CONF.-SCH	101.42411.0333
IDEAL SERVICE INC 003396													
64350	03/16/22	RPR TO MUNI AERATOR	949.00		11624		D	-				MTCE. OF EQUIPME	651.48484.0224
64350	03/16/22	RPR TO MUNI AERATOR	657.50		11624		D	-				MTCE. OF EQUIPME	651.48484.0334
			1,606.50	*CHECK TOTAL									
		VENDOR TOTAL	1,606.50										
IN CONTROL INC 002486													
64351	03/16/22	SOFTWARE LIC./UPGRADE	4,900.00		22065NA-02		D	-				LICENSES AND TAX	651.48484.0445
INNOVATIVE OFFICE SOLUTI 003023													
64352	03/16/22	OFFICE SUPPLIES	39.99		IN3687381		D	-				OFFICE SUPPLIES	101.45432.0220
JAGUSH/JEFFREY 003037													
64353	03/16/22	MILEAGE 1/4-3/4/22	40.95		031422		D	-				TRAVEL-CONF.-SCH	101.43425.0333
64353	03/16/22	MILEAGE 1/4-3/4/22	4.68		031422		D	-				TRAVEL-CONF.-SCH	101.45435.0333
64353	03/16/22	MILEAGE 1/4-3/4/22	114.66		031422		D	-				TRAVEL-CONF.-SCH	651.48484.0333
			160.29	*CHECK TOTAL									
		VENDOR TOTAL	160.29										
JOHANNECK WTR CONDITIONI 003355													
64354	03/16/22	COOLER RENTAL	1.00		CR1711-3-115		D	-				RENTS	651.48484.0440
64354	03/16/22	COOLER RENTAL	2.00		CR1711-3-127		D	-				RENTS	651.48484.0440
64354	03/16/22	R.O. SYSTEM RENTAL	41.00		ER10801-3-050		D	-				RENTS	101.41408.0440
64354	03/16/22	DRINKING WATER	32.00		90420		D	-				GENERAL SUPPLIES	651.48484.0229
64354	03/16/22	SOFTENER SALT	11.35		90486		D	-				GENERAL SUPPLIES	101.43425.0229
64354	03/16/22	DRINKING WATER	34.00		90650		D	-				GENERAL SUPPLIES	651.48484.0229
64354	03/16/22	DRINKING WATER	18.00		90653		D	-				GENERAL SUPPLIES	651.48484.0229
64354	03/16/22	DRINKING WATER	32.00		90923		D	-				GENERAL SUPPLIES	651.48484.0229
64354	03/16/22	DRINKING WATER	28.00		91190		D	-				GENERAL SUPPLIES	651.48484.0229
			199.35	*CHECK TOTAL									
		VENDOR TOTAL	199.35										
K M FIRE PUMP SPECIALIST 000371													
64355	03/16/22	#171950 REPAIR-PARTS	724.18		7988		D	N	01			MTCE. OF EQUIPME	101.42412.0224
64355	03/16/22	#171950 REPAIR-LABOR	495.00		7988		D	N	01			MTCE. OF EQUIPME	101.42412.0334
			1,219.18	*CHECK TOTAL									
		VENDOR TOTAL	1,219.18										
KANDIYOHI CO AUDITOR 000376													
64356	03/16/22	LAW ENF CNTR OPER. C	154,681.65		020822		D	-				OTHER SERVICES	101.42411.0339

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KANDIYOHI CO AUDITOR		000376											
64356	03/16/22	LAW ENF CNTR RE-ROOF	294,217.81		020922			D	-			MTCE. OF STRUCTU	101.42411.0335
64356	03/16/22	2023 RSA TOKEN RENEWAL	587.60		030322			D	-			PREPAID EXPENSES	101.128000
64356	03/16/22	2024 RSA TOKEN RENEWAL	587.60		030322			D	-			PREPAID EXPENSES	101.128000
64356	03/16/22	2025 RSA TOKEN RENEWAL	97.90		030322			D	-			PREPAID EXPENSES	101.128000
64356	03/16/22	2022 RSA TOKEN RENEWAL	489.70		030322			D	-			COMMUNICATIONS	101.42411.0330
			450,662.26	*CHECK TOTAL									
		VENDOR TOTAL	450,662.26										
KANDIYOHI CO TREASURER		000385											
64357	03/16/22	#213637-LICENSE	293.69		030320			D	-			LICENSES AND TAX	651.48485.0445
64357	03/16/22	#213637-TAX	2,178.54		030320			D	-			MACHINERY AND AU	651.48485.0553
			2,472.23	*CHECK TOTAL									
		VENDOR TOTAL	2,472.23										
KANDIYOHI CO-OP ELECTRIC		000375											
64358	03/16/22	WELCOME TO WILLMAR SIGN	54.25		STMT/3-22			D	-			UTILITIES	101.43425.0332
64358	03/16/22	CO RD 23/HWY 71 BYPASS	99.00		STMT/3-22			D	-			UTILITIES	101.43425.0332
64358	03/16/22	ELEC SERV-SECURITY LIGHT	38.00		STMT/3-22			D	-			UTILITIES	651.48486.0332
64358	03/16/22	ELEC SERV-LIFT STATIONS	796.00		STMT/3-22			D	-			UTILITIES	651.48487.0332
			987.25	*CHECK TOTAL									
		VENDOR TOTAL	987.25										
KING'S ELECTRIC LLC		003138											
64359	03/16/22	R.I. FURNACE PROJECT	456.79		1997			D	-			BUILDINGS AND ST	420.45503.0551
64359	03/16/22	REPL. LT/BALLAST-PARTS	200.86		1998			D	-			MTCE. OF STRUCTU	101.45435.0225
64359	03/16/22	REPL. LT/BALLAST-LABOR	295.00		1998			D	-			MTCE. OF STRUCTU	101.45435.0335
64359	03/16/22	REPAIR SHORT-PLC CABINET	310.00		2007			D	-			MTCE. OF EQUIPME	651.48484.0334
64359	03/16/22	TROUBLESHOOT PLC HEADWOR	742.45		2022			D	-			MTCE. OF EQUIPME	651.48484.0224
64359	03/16/22	TROUBLESHOOT PLC HEADW	1,460.00		2022			D	-			TRAVEL-CONF.-SCH	651.48484.0333
			3,465.10	*CHECK TOTAL									
		VENDOR TOTAL	3,465.10										
KLEIN/LAURA		003534											
64360	03/16/22	WINTER TENNIS PROGRAM	408.50		030122			D	N	01		PROFESSIONAL SER	101.45432.0446
KMS WRESTLING CLUB		.03145											
64361	03/16/22	WRESTLING TRNMNT FEES	250.00		623251			D	-			OTHER CHARGES	101.45432.0449
KRONOS		003457											
64362	03/16/22	WORKFORCE READY SFTWRE	2,540.99		11884688			D	-			PROFESSIONAL SER	101.41420.0446
LANGE AG SYSTEMS		001090											
64288	03/11/22	52" REACH-IN FREEZER	4,500.00		INV120581			D	-			SMALL TOOLS	101.45506.0221
64288	03/11/22	TURBO AIR REFRIGERATOR	4,500.00		INV120582			D	-			SMALL TOOLS	101.45506.0221
			9,000.00	*CHECK TOTAL									
		VENDOR TOTAL	9,000.00										

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LEAGUE OF MN CITIES INS 000983								
64363 03/16/22	CLM #114010-BK INTO VE	2,126.10		7038		D -	INSURANCE DEDUCT	101.41428.0822
64363 03/16/22	CLM #113452-REPAIR DOOR	561.50		7058		D -	INSURANCE DEDUCT	101.41428.0822
		2,687.60	*CHECK TOTAL					
	VENDOR TOTAL	2,687.60						
LLOYD SECURITY INC 003376								
64364 03/16/22	2023 FIRE MONITORING	19.95		151519		D -	PREPAID EXPENSES	101.128000
64364 03/16/22	2022 FIRE MONITORING	219.45		151519		D -	SUBSCRIPTIONS AN	101.45001.0443
		239.40	*CHECK TOTAL					
	VENDOR TOTAL	239.40						
LOCAL GOV'T INFORMATION 003226								
64365 03/16/22	MONTHLY SUBSCRIP.-MARC	2,297.00		51839		D -	SUBSCRIPTIONS AN	101.41409.0443
LOCATORS & SUPPLIES INC 002162								
64366 03/16/22	METERED MAGNETIC LOCATOR	875.00		0298029-IN		D -	SMALL TOOLS	101.43425.0221
LOFFLER COMPANIES 002593								
64367 03/16/22	CONTRACT USAGE-FEB	227.84		3967714		D -	MTCE. OF EQUIPME	101.41405.0334
64367 03/16/22	PHONE SERV-MAR	34.39		3969161		D -	COMMUNICATIONS	208.45005.0330
		262.23	*CHECK TOTAL					
	VENDOR TOTAL	262.23						
LUNGSTROM/SAMUEL 003626								
64368 03/16/22	FUEL REIMBURSEMENT	285.28		030322		D -	MOTOR FUELS AND	651.48484.0222
LYNN LEMBCKE CONSULTING 003701								
64369 03/16/22	BODY WORN CAMERA AUDIT	1,500.00		22-005		D -	PROFESSIONAL SER	101.42411.0446
M-R SIGN CO INC 000424								
64370 03/16/22	BARCODE TAPE	652.20		215278		D -	MTCE. OF OTHER I	101.43425.0226
MACQUEEN EQUIPMENT INC 000427								
64371 03/16/22	#201663-SWEEPER PARTS	4,396.83		P40382		D -	INVENTORIES-MDSE	101.125000
64371 03/16/22	#130012-SPROCKET KIT	2,320.40		P40382		D -	INVENTORIES-MDSE	101.125000
		6,717.23	*CHECK TOTAL					
	VENDOR TOTAL	6,717.23						
MAGNUSON SHEET METAL INC 001121								
64372 03/16/22	R.I. FURNACE PROJECT	3,300.00		142561		D -	BUILDINGS AND ST	420.45503.0551
MAMMA DEE'S .03142								
64289 03/11/22	REF LQR LIC. PERMIT FEE	100.00		030222		D -	REFUNDS AND REIM	101.41428.0882
MARCO TECHNOLOGIES LLC 000437								
64373 03/16/22	SHREDDING SERVICE	40.00		INV9677604		D -	PROFESSIONAL SER	101.41403.0446
64373 03/16/22	SHREDDING SERVICE	27.08		INV9685255		D -	PROFESSIONAL SER	101.41403.0446

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MARCO TECHNOLOGIES LLC 000437													
64373	03/16/22	SHREDDING SERVICE	40.00		INV9716478			D	-			PROFESSIONAL SER	101.41403.0446
			107.08	*CHECK TOTAL									
		VENDOR TOTAL	107.08										
MARCO TECHNOLOGIES LLC 001838													
64290	03/11/22	COPIER LEASE-MAR	149.67		465775963			D	-			RENTS	101.45432.0440
64374	03/16/22	COPIER LEASE-MAR	152.64		466168945			D	-			RENTS	101.42412.0440
		VENDOR TOTAL	302.31										
MARSHALL/CITY OF .02870													
64375	03/16/22	FIELD SOBRIETY TRAINING	100.00					D	-			TRAVEL-CONF.-SCH	101.42411.0333
MCKALE'S CATERING 002208													
64376	03/16/22	LEISURE COMITTEE LNCHS	152.54		1463			D	-			TRAVEL-CONF.-SCH	208.45005.0333
MCMASTER-CARR SUPPLY CO 000446													
64377	03/16/22	PARTS FOR SPERRYVILLE LS	40.90		73765438			D	-			MTCE. OF EQUIPME	651.48485.0224
MENARDS 000449													
64378	03/16/22	SHOP SINK & BASE CABIN	1,204.58		31381			D	-			MTCE. OF STRUCTU	101.43425.0225
64378	03/16/22	LIGHT BULBS	71.94		31686			D	-			MTCE. OF STRUCTU	101.45433.0225
64378	03/16/22	CLEANING SUPPLIES	6.58		31686			D	-			CLEANING AND WAS	101.45433.0228
64378	03/16/22	CLEANING SUPPLIES	58.93		32054			D	-			CLEANING AND WAS	101.45433.0228
64378	03/16/22	CABINET LEGS	10.30		32129			D	-			MTCE. OF STRUCTU	101.43425.0225
64378	03/16/22	ROOF MATERIALS-LEAK	255.53		32235			D	-			MTCE. OF STRUCTU	101.45433.0225
64378	03/16/22	FLEX SEAL	151.50		32235			D	-			MTCE. OF EQUIPME	101.45433.0224
64378	03/16/22	CLEANING SUPPLIES	9.96		32235			D	-			CLEANING AND WAS	101.45433.0228
64378	03/16/22	SHOP SUPPLIES	94.07		32235			D	-			GENERAL SUPPLIES	101.45433.0229
64378	03/16/22	BRACKETS/HINGES	47.76		32236			D	-			MTCE. OF STRUCTU	101.43425.0225
64378	03/16/22	PLUMBING PARTS	325.81		32283			D	-			MTCE. OF STRUCTU	101.43425.0225
64378	03/16/22	REPL HOSE-BLUE LINE CENT	7.38		32373			D	-			MTCE. OF EQUIPME	101.45433.0224
64378	03/16/22	PVC/SUPER GLUE/IRON OUT	32.63		32897			D	-			GENERAL SUPPLIES	101.43425.0229
64378	03/16/22	PLANT SUPPLIES	133.89		32907			D	-			GENERAL SUPPLIES	651.48484.0229
64378	03/16/22	AIR COMPRESSOR	769.00		32945			D	-			SMALL TOOLS	651.48486.0221
64378	03/16/22	SHOP SUPPLIES	76.34		33003			D	-			GENERAL SUPPLIES	651.48484.0229
64378	03/16/22	PLUMBING PARTS	73.56		33138			D	-			MTCE. OF STRUCTU	101.45001.0225
64378	03/16/22	SHOP SUPPLIES	95.53		33151			D	-			GENERAL SUPPLIES	651.48484.0229
64378	03/16/22	CABLE	13.97		33181			D	-			GENERAL SUPPLIES	101.43425.0229
64378	03/16/22	CLEANING SUPPLIES	43.53		33263			D	-			GENERAL SUPPLIES	101.42411.0229
64378	03/16/22	EXCHANGED PLUMBING PARTS	0.41CR		33366			D	-			GENERAL SUPPLIES	651.48484.0229
64378	03/16/22	BATTERIES/SUPPLIES	160.61		33367			D	-			GENERAL SUPPLIES	651.48484.0229
64378	03/16/22	FENCE GATE HANDLE	3.29		33473			D	-			SMALL TOOLS	101.43425.0221
			3,646.28	*CHECK TOTAL									
		VENDOR TOTAL	3,646.28										
MID-STATES ORG CRIME INF 001343													
64379	03/16/22	2022 MEMBERSHIP DUES	200.00		43046-663			D	-			SUBSCRIPTIONS AN	101.42411.0443

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MIDWEST MECHANICAL SOLUT 003230													
64380	03/16/22	REPAIR TOWN BOILER	285.13		P20844-1			D	-			MTCE. OF EQUIPME	651.48484.0224
MIKE'S SMALL ENGINE CENT 002699													
64381	03/16/22	STIHL CHAIN SAW 25"	1,219.99		117360			D	-			SMALL TOOLS	101.43425.0221
64381	03/16/22	STIHL CHAIN SAW 14"	399.99		117360			D	-			SMALL TOOLS	101.43425.0221
64381	03/16/22	STIHL CHAIN SAW 16"	619.99		117360			D	-			SMALL TOOLS	101.43425.0221
64381	03/16/22	POLE PRUNER	689.99		117360			D	-			SMALL TOOLS	101.43425.0221
64381	03/16/22	CHAIN SAW PARTS	752.25		117363			D	-			MTCE. OF EQUIPME	101.43425.0224
64381	03/16/22	STIHL CHAIN SAW 20"	929.99		117375			D	-			SMALL TOOLS	101.43425.0221
64381	03/16/22	CHISEL BLADE	21.99		20937			D	-			MTCE. OF EQUIPME	101.43425.0224
64381	03/16/22	CHAIN BARS FOR SAW	530.30		21174			D	-			MTCE. OF EQUIPME	101.43425.0224
64381	03/16/22	CHAINS FOR SAWS	32.99		21177			D	-			MTCE. OF EQUIPME	101.43425.0224
64381	03/16/22	CHAIN SAW PARTS	8.99		21222			D	-			MTCE. OF EQUIPME	101.43425.0224
			5,206.47	*CHECK TOTAL									
		VENDOR TOTAL	5,206.47										
MINI BIFF LLC 001805													
64382	03/16/22	TOILET RENTALS	99.71		A-130159			D	-			RENTS	101.43425.0440
MN HWY SAFETY & RESEARCH 000352													
64383	03/16/22	EVOC/PIT REFRESHER TRNG	910.00		337900-9081			D	-			TRAVEL-CONF.-SCH	101.42411.0333
MN LAW ENF EXPLORER ASSN 003293													
64384	03/16/22	EXPLORER CONF REGIS.	2,000.00		5132			D	-			TRAVEL-CONF.-SCH	101.42411.0333
64384	03/16/22	ADVISOR CONF REGIS.	2,700.00		5132			D	-			TRAVEL-CONF.-SCH	802.42411.0333
			4,700.00	*CHECK TOTAL									
		VENDOR TOTAL	4,700.00										
MN OFFICE OF ADMIN. HEAR 003567													
64385	03/16/22	LEGAL SERVICES-FEB	215.00		516542-1			D	-			PROFESSIONAL SER	101.41406.0446
MN PEIP 003450													
64386	03/16/22	HEALTH INSURANCE-APR	2,589.28		1177728			D	-			COBRA INS PREMIU	101.120001
64386	03/16/22	HEALTH INSURANCE-APR	2,115.42		1177728			D	-			EMPLOYER INSUR.	101.41400.0114
64386	03/16/22	HEALTH INSURANCE-APR	7,879.75		1177728			D	-			EMPLOYER INSUR.	101.41402.0114
64386	03/16/22	HEALTH INSURANCE-APR	2,683.61		1177728			D	-			EMPLOYER INSUR.	101.41403.0114
64386	03/16/22	HEALTH INSURANCE-APR	6,133.96		1177728			D	-			EMPLOYER INSUR.	101.41405.0114
64386	03/16/22	HEALTH INSURANCE-APR	1,533.49		1177728			D	-			EMPLOYER INSUR.	101.41408.0114
64386	03/16/22	HEALTH INSURANCE-APR	2,697.35		1177728			D	-			EMPLOYER INSUR.	101.41409.0114
64386	03/16/22	HEALTH INSURANCE-APR	581.93		1177728			D	-			EMPLOYER INSUR.	101.41420.0114
64386	03/16/22	HEALTH INSURANCE-APR	383.37		1177728			D	-			EMPLOYER INSUR.	101.41424.0114
64386	03/16/22	HEALTH INSURANCE-APR	4,213.20		1177728			D	-			RETIRED EMPLOYEE	101.41428.0818
64386	03/16/22	HEALTH INSURANCE-APR	662.42		1177728			D	-			INS. PASS THROUG	101.41428.0819
64386	03/16/22	HEALTH INSURANCE-APR	53,362.91		1177728			D	-			EMPLOYER INSUR.	101.42411.0114
64386	03/16/22	HEALTH INSURANCE-APR	6,133.96		1177728			D	-			EMPLOYER INSUR.	101.42412.0114
64386	03/16/22	HEALTH INSURANCE-APR	766.74		1177728			D	-			EMPLOYER INSUR.	101.43417.0114
64386	03/16/22	HEALTH INSURANCE-APR	32,425.83		1177728			D	-			EMPLOYER INSUR.	101.43425.0114
64386	03/16/22	HEALTH INSURANCE-APR	1,533.49		1177728			D	-			EMPLOYER INSUR.	101.45001.0114
64386	03/16/22	HEALTH INSURANCE-APR	4,230.84		1177728			D	-			EMPLOYER INSUR.	101.45432.0114

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MN PEIP		003450											
64386	03/16/22	HEALTH INSURANCE-APR	3,066.98		1177728			D	-			EMPLOYER INSUR.	101.45433.0114
64386	03/16/22	HEALTH INSURANCE-APR	931.08		1177728			D	-			EMPLOYER INSUR.	101.45435.0114
64386	03/16/22	HEALTH INSURANCE-APR	290.97		1177728			D	-			EMPLOYER INSUR.	101.45437.0114
64386	03/16/22	HEALTH INSURANCE-APR	13,548.17		1177728			D	-			EMPLOYER INSUR.	651.48484.0114
64386	03/16/22	HEALTH INSURANCE-APR	1,533.49		1177728			D	-			EMPLOYER INSUR.	651.48485.0114
			149,298.24	*CHECK TOTAL									
		VENDOR TOTAL	149,298.24										
MORRELL/AMY		003536											
64387	03/16/22	WINTER TENNIS PROGRAM	408.50		030122		D	N	01			PROFESSIONAL SER	101.45432.0446
MORRIS ELECTRONICS		003199											
64388	03/16/22	LOGIS VPN WORK/TESTING	142.50		20165702			D	-			PROFESSIONAL SER	101.41409.0446
MULTI-BANK SECURITIES		003319											
419	03/10/22	FHLB-3130AR3N9	1,000,000.00		031022			M	-			INVESTMENTS	101.109000
MUNICIPAL UTILITIES		000541											
64389	03/16/22	UTILITIES FOR FEB	1,528.67		2/22			D	-			UTILITIES	101.41408.0332
64389	03/16/22	UTILITIES FOR FEB	4,774.09		2/22			D	-			UTILITIES	101.43425.0332
64389	03/16/22	UTILITIES FOR FEB	233.50		2/22			D	-			UTILITIES	101.45001.0332
64389	03/16/22	UTILITIES FOR FEB	1,711.21		2/22			D	-			UTILITIES	101.45427.0332
64389	03/16/22	UTILITIES FOR FEB	54.83		2/22			D	-			UTILITIES	101.45432.0332
64389	03/16/22	UTILITIES FOR FEB	14,835.65		2/22			D	-			UTILITIES	101.45433.0332
64389	03/16/22	UTILITIES FOR FEB	858.53		2/22			D	-			UTILITIES	101.45435.0332
64389	03/16/22	UTILITIES FOR FEB	268.74		2/22			D	-			UTILITIES	101.45437.0332
64389	03/16/22	UTILITIES FOR FEB	609.95		2/22			D	-			UTILITIES	420.45506.0332
64389	03/16/22	UTILITIES FOR FEB	1,368.09		2/22			D	-			UTILITIES	651.48484.0332
64389	03/16/22	UTILITIES FOR FEB	6,194.76		2/22			D	-			UTILITIES	651.48485.0332
			32,438.02	*CHECK TOTAL									
		VENDOR TOTAL	32,438.02										
MUNICIPAL UTILITIES		002393											
64390	03/16/22	POLE HIT-HAWAII ST NE	1,705.60		1780			D	-			INSURANCE DEDUCT	101.41428.0822
64390	03/16/22	POLE HIT-800 CAMPBELL	1,103.89		1789			D	-			INSURANCE DEDUCT	101.41428.0822
			2,809.49	*CHECK TOTAL									
		VENDOR TOTAL	2,809.49										
NAPA CENTRAL MN		000249											
64391	03/16/22	DC INVERTER	65.26		873588			D	-			MTCE. OF EQUIPME	101.42411.0224
64391	03/16/22	DIESEL FUEL ADDITIVE	37.82		874188			D	-			GENERAL SUPPLIES	101.42411.0229
64391	03/16/22	INVERTER	65.26		874914			D	-			MTCE. OF EQUIPME	101.42411.0224
64391	03/16/22	SQUAD#2 REPL LIGHT SWTCH	7.79		875217			D	-			MTCE. OF EQUIPME	101.42411.0224
64391	03/16/22	GLUE FOR KNOB	1.77		875218			D	-			GENERAL SUPPLIES	101.42411.0229
64391	03/16/22	INVERTER	65.26		875699			D	-			MTCE. OF EQUIPME	101.42411.0224
			243.16	*CHECK TOTAL									
		VENDOR TOTAL	243.16										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
NCL OF WISCONSIN INC 001627													
64392	03/16/22	LAB SUPPLIES	306.91		467390			D	-			GENERAL SUPPLIES	651.48484.0229
NELSEN/AUDREY 003065													
64434	03/16/22	CGMC LEGIS. DAY/BRD MTG	275.57		030222			D	-			TRAVEL-CONF.-SCH	101.41401.0333
NELSON/AUDREY 003018													
64393	03/16/22	CGMC LEGIS. DAY/BRD MTG	275.57		030222			D	-			TRAVEL-CONF.-SCH	101.41401.0333
64393	03/16/22	CHECK VOID	275.57CR		030222			M	-			TRAVEL-CONF.-SCH	101.41401.0333
			0.00	*CHECK TOTAL									
		VENDOR TOTAL	0.00										
NORTH COUNTRY GM .03138													
64291	03/11/22	2021 CHEVY SILVERADO	33,516.00		9977366			D	-			MACHINERY AND AU	651.48485.0553
NORTHERN STATES SUPPLY 000585													
64394	03/16/22	HOLESAW KIT	326.58		10-599507			D	-			SMALL TOOLS	101.43425.0221
64394	03/16/22	1/2" SOCKET	26.03		10-599546			D	-			SMALL TOOLS	101.43425.0221
64394	03/16/22	SCREWS	7.15		10-599603			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	HOSE CLAMPS	16.35		10-599774			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	LARCOM-SWEATSHIRT/JKT	84.43		10-599882			D	-			GENERAL SUPPLIES	101.41402.0229
64394	03/16/22	LIGHTING STRAPS	75.43		10-600089			D	-			SMALL TOOLS	101.43425.0221
64394	03/16/22	BATTERY	250.96		1574702			D	-			MTCE. OF EQUIPME	101.45433.0224
64394	03/16/22	BOLTS & NUTS	40.46		1575392			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	BOLTS & NUTS	72.47		1575393			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	BOLTS & NUTS	47.58		1575394			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	BOLTS	217.40		1576481			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	BOLTS	44.87		1578460			D	-			MTCE. OF EQUIPME	101.43425.0224
64394	03/16/22	LOCTITE	349.44		1578748			D	-			GENERAL SUPPLIES	101.43425.0229
			1,559.15	*CHECK TOTAL									
		VENDOR TOTAL	1,559.15										
O'REILLY AUTOMOTIVE INC 000650													
64395	03/16/22	RADIATOR HOSE	46.73		1528-377312			D	-			INVENTORIES-MDSE	101.125000
64395	03/16/22	WHEEL TO REMOVE GRAPHICS	31.19		1528-380896			D	-			GENERAL SUPPLIES	101.42412.0229
64395	03/16/22	ABSORBENT	77.88		1528-382363			D	-			GENERAL SUPPLIES	101.42412.0229
64395	03/16/22	WIPER BLADES	53.08		1528-384798			D	-			MTCE. OF EQUIPME	101.42411.0224
			208.88	*CHECK TOTAL									
		VENDOR TOTAL	208.88										
OASIS AERO INC 003286													
64396	03/16/22	100LL SUMP PUMP	194.16		3867			D	-			MTCE. OF OTHER I	230.43430.0226
64396	03/16/22	HAND TOWELS	35.25		3974			D	-			CLEANING AND WAS	230.43430.0228
64396	03/16/22	AIRPORT MGMT CNTRCT-DE	4,000.00		4382			D	-			PROFESSIONAL SER	230.43430.0446
64396	03/16/22	TAXIWAY BULBS	420.24		4407			D	-			MTCE. OF OTHER I	230.43430.0226
64396	03/16/22	SWITCHES FOR JET A CAB	49.41		4483			D	-			MTCE. OF OTHER I	230.43430.0226
			4,699.06	*CHECK TOTAL									
		VENDOR TOTAL	4,699.06										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
PAT'S GRAPHICS 002543													
64397	03/16/22	CITY AUCTION SIGN	63.96		12807			D	-			OTHER SERVICES	101.41428.0339
PEST PRO II 001968													
64398	03/16/22	PEST CONTROL SERVICES	38.00		33426			D	-			PROFESSIONAL SER	101.45435.0446
PETERSON SHOE STORE 000608													
64399	03/16/22	CREDIT FOR DOUBLE PYMT	169.99CR		216338			D	-			SUBSISTENCE OF P	101.43425.0227
64399	03/16/22	GHERKING-SAFETY BOOTS	175.00		216617			D	-			SUBSISTENCE OF P	101.45433.0227
			5.01	*CHECK TOTAL									
		VENDOR TOTAL	5.01										
PIONEERLAND LIBRARY SYST 000614													
64400	03/16/22	1ST QTR OPERATIONAL	109,333.00		030122			D	-			OTHER CHARGES	101.45426.0449
POWER PLAN OIB 000342													
64401	03/16/22	#1976 HYDRAULIC HOSE	164.10		P5206905			D	-			INVENTORIES-MDSE	101.125000
64401	03/16/22	#088709 REPAIR-PARTS	62.34		P7737711			D	-			INVENTORIES-MDSE	101.125000
64401	03/16/22	#152243 REPAIR-LABOR	705.00		W2208011			D	-			INVENTORIES-MDSE	101.125000
			931.44	*CHECK TOTAL									
		VENDOR TOTAL	931.44										
PREMIUM WATERS INC 000374													
64402	03/16/22	2023 COOLER RENTAL	10.00		330267/1-22			D	-			PREPAID EXPENSES	101.128000
64402	03/16/22	DRINKING WATER	61.00		330267/1-22			D	-			SUBSISTENCE OF P	101.45001.0227
64402	03/16/22	2022 COOLER RENTAL	110.00		330267/1-22			D	-			RENTS	101.45001.0440
64402	03/16/22	DRINKING WATER	40.50		803211/1-22			D	-			SUBSISTENCE OF P	101.45435.0227
64402	03/16/22	DRINKING WATER	23.50		803211/2-22			D	-			SUBSISTENCE OF P	101.45435.0227
			245.00	*CHECK TOTAL									
		VENDOR TOTAL	245.00										
REDWOOD AREA WRESTLING .03071													
64403	03/16/22	WRESTLING TRNMENT REGIS.	50.00		RV TRI			D	-			OTHER CHARGES	101.45432.0449
SCHAEFBAUER/SAMUEL 003210													
64404	03/16/22	EMPLOYEE EDUCATION PGR	3,952.26		031522			D	-			TRAVEL-CONF.-SCH	101.42411.0333
SERVICE CENTER/CITY OF W 000685													
64405	03/16/22	EQUIPTMENT REPAIR-PARTS	24.98		STMT/3-22			D	-			MTCE. OF EQUIPME	101.41408.0224
64405	03/16/22	EQUIPTMENT REPAIR-PART	1,093.00		STMT/3-22			D	-			MTCE. OF EQUIPME	101.42411.0224
64405	03/16/22	EQUIPTMENT REPAIR-PART	4,304.86		STMT/3-22			D	-			MTCE. OF EQUIPME	101.43425.0224
64405	03/16/22	EQUIPTMENT REPAIR-PARTS	512.35		STMT/3-22			D	-			MTCE. OF EQUIPME	101.43425.0224
64405	03/16/22	EQUIPMENT REPAIR-PARTS	190.83		STMT/3-22			D	-			MTCE. OF EQUIPME	101.42411.0224
64405	03/16/22	EQUIPMENT REPAIR-PART	10,030.69		STMT/3-22			D	-			MTCE. OF EQUIPME	101.43425.0224
			16,156.71	*CHECK TOTAL									
		VENDOR TOTAL	16,156.71										
SHERWIN WILLIAMS CO 000690													
64406	03/16/22	PAINT	195.51		2836-8			D	-			GENERAL SUPPLIES	101.43425.0229

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SHERWIN WILLIAMS CO 000690								
64406 03/16/22	PAINT	153.01		3321-O		D -	GENERAL SUPPLIES	101.43425.0229
		348.52	*CHECK TOTAL					
	VENDOR TOTAL	348.52						
SILVA/AMBER 003699								
64407 03/16/22	WELLNESS PROGRAM DEV.	440.00		030722		D N 01	PROFESSIONAL SER	101.41420.0446
SOLDO CONSULTING P.C. 003662								
64408 03/16/22	LEGAL SERVICES/INVEST	10,661.76		020722		D -	PROFESSIONAL SER	101.42411.0446
STERICYCLE INC 003481								
64409 03/16/22	LAB WASTE REMOVAL	347.28		4010819155		D -	CLEANING AND WAS	651.48484.0338
STERLING WATER-MINNESOTA 000188								
64410 03/16/22	SALT	61.50		315X02933009		D -	GENERAL SUPPLIES	101.45435.0229
64410 03/16/22	SOFTNER RENTAL-MAR	19.45		315X02952702		D -	RENTS	101.41408.0440
		80.95	*CHECK TOTAL					
	VENDOR TOTAL	80.95						
SUBWAY OF CLARA CITY 003704								
64411 03/16/22	CONCESSION SUPPLIES	3,060.00		000070		D -	GENERAL SUPPLIES	101.45433.0229
SWANSON RENTAL LLC 003656								
64412 03/16/22	STORAGE UNIT RENTALS	160.00		147		D -	RENTS	101.45432.0440
64412 03/16/22	STORAGE CONTAINERS	160.00		149		D -	RENTS	101.45432.0440
		320.00	*CHECK TOTAL					
	VENDOR TOTAL	320.00						
SYSCO WESTERN MINNESOTA 000161								
64413 03/16/22	CONCESSION SUPPLIES	812.60		253099395		D -	GENERAL SUPPLIES	101.45433.0229
64413 03/16/22	CONCESSION SUPPLIES	768.85		253113526		D -	GENERAL SUPPLIES	101.45433.0229
		1,581.45	*CHECK TOTAL					
	VENDOR TOTAL	1,581.45						
TERWISSCHA CONSTRUCTION 000032								
64414 03/16/22	R.I PROJECTS-PHASE 2	12,989.49		1617		D -	MTCE. OF OTHER I	420.45503.0336
THOMPSON *PETTY CASH/JU 003273								
64415 03/16/22	REIMB. PETTY CASH	15.40		030322		D -	PROFESSIONAL SER	101.41403.0446
64415 03/16/22	REIMB. PETTY CASH	10.27		030322		D -	TRAVEL-CONF.-SCH	101.41424.0333
64415 03/16/22	REIMB. PETTY CASH	152.00		030322		D -	LICENSES AND TAX	101.42411.0445
64415 03/16/22	REIMB. PETTY CASH	25.00		030322		D -	LICENSES AND TAX	101.42412.0445
		202.67	*CHECK TOTAL					
	VENDOR TOTAL	202.67						
TREE-N-TURF SERVICES 001583								
64416 03/16/22	WEED SPRAYING	468.37		031422		D -	PROFESSIONAL SER	101.42412.0446

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
TURCH & ASSOCIATES/DAVID 002156													
64417	03/16/22	PROF.SERVICES-JAN	1,500.00		STMT 1/22			D	-			PROFESSIONAL SER	101.41401.0446
64417	03/16/22	PROF.SERVICES-DEC	1,500.00		STMT 12/21			D	-			PROFESSIONAL SER	101.41401.0446
			3,000.00	*CHECK TOTAL									
		VENDOR TOTAL	3,000.00										
UNITED LABORATORIES 000764													
64418	03/16/22	DECON CLEANER	456.28		INV339914			D	-			GENERAL SUPPLIES	101.42411.0229
US BANK 000264													
64419	03/16/22	PAYING AGENT/ACCEPT. FEE	300.00		6440347			D	-			OTHER CHARGES	320.45503.0449
64419	03/16/22	PAYING AGENT/ACCEPT. FEE	200.00		6440347			D	-			OTHER CHARGES	320.45504.0449
			500.00	*CHECK TOTAL									
		VENDOR TOTAL	500.00										
US BANK EQUIPMENT FINANC 003143													
64420	03/16/22	COPIER LEASE-MARCH	172.70		466927969			D	-			RENTS	101.42411.0440
UVEON TECHNOLOGIES LLC 002968													
64421	03/16/22	UV SYSTEM-PARTS	11,880.00		22-542			D	-			MTCE. OF EQUIPME	651.48484.0224
WALT'S 002868													
64422	03/16/22	FILL GAS CANS	48.20		020722			D	-			MOTOR FUELS AND	101.42412.0222
WEST CENTRAL COMMUNICATI 000796													
64423	03/16/22	LABOR-PAGER REPAIR	15.00		093315S			D	-			MTCE. OF EQUIPME	101.42412.0334
64423	03/16/22	RADIO REPAIR-LABOR	75.00		093337S			D	-			MTCE. OF EQUIPME	101.42411.0334
			90.00	*CHECK TOTAL									
		VENDOR TOTAL	90.00										
WEST CENTRAL SANITATION 000805													
64424	03/16/22	RECYCLING-MARCH	50.62		12375544			D	-			CLEANING AND WAS	651.48484.0338
64424	03/16/22	RECYCLING-MAR	51.25		12402951			D	-			CLEANING AND WAS	101.41408.0338
64424	03/16/22	RECYCLING-MAR	52.01		12404302			D	-			CLEANING AND WAS	651.48484.0338
			153.88	*CHECK TOTAL									
		VENDOR TOTAL	153.88										
WEST CENTRAL TROPHIES 000808													
64425	03/16/22	HOCKEY CUP ENGRAVING	35.00		7425			D	-			GENERAL SUPPLIES	101.45432.0229
WESTMOR FLUID SOLUTIONS 003033													
64426	03/16/22	HOSE REEL MTR-JET A PUMP	476.20		1799585 RI			D	-			MTCE. OF OTHER I	230.43430.0226
WILLMAR AUTO VALUE 002689													
64427	03/16/22	#186470 BETTERY	140.95		22426439			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	PAINT-SHOP SUPPLIES	48.00		22426525			D	-			GENERAL SUPPLIES	101.43425.0229
64427	03/16/22	PLAY GROUND PAINT	120.00		22426553			D	-			GENERAL SUPPLIES	101.43425.0229
64427	03/16/22	BATTERY	124.95		22426626			D	-			MTCE. OF EQUIPME	101.45433.0224

VENDOR NAME AND NUMBER													
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR AUTO VALUE		002689											
64427	03/16/22	SHOP SUPPLIES	28.75		22426975			D	-			GENERAL SUPPLIES	651.48484.0229
64427	03/16/22	#992747 GASK/SEAL/THERMO	13.48		22427130			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#992747 WATER PUMP	110.99		22427326			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	HEADLIGHT BULB	23.98		22427476			D	-			MTCE. OF EQUIPME	651.48486.0224
64427	03/16/22	#992747 TIE ROD END	140.99		22427589			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#992747 STEERING STABILI	42.99		22427590			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#204887 NUTS & SCREWS	11.98		22428591			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#040582 SHIFT TUBE	53.99		22428813			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	OIL CHANGE	55.81		22429101			D	-			MOTOR FUELS AND	651.48484.0222
64427	03/16/22	#185168 LAMP	15.98		22429434			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	WIPER BLADES	47.96		22429776			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#104928 BATTERY	173.81		22429777			D	-			INVENTORIES-MDSE	101.125000
64427	03/16/22	#134049 OIL FILTER	2.59		22429829			D	-			INVENTORIES-MDSE	101.125000
			1,157.20	*CHECK TOTAL									
		VENDOR TOTAL	1,157.20										
WILLMAR CHAMBER OF COMME		000812											
64428	03/16/22	WILLMAR.COM HOSTING 2022	60.00		53544			D	-			PROFESSIONAL SER	208.45005.0446
64428	03/16/22	CVB MAIL PICKUP FEE-FEB	20.00		53545			D	-			POSTAGE	208.45005.0223
64428	03/16/22	INTERNET 1/18-2/17/22	26.19		53545			D	-			COMMUNICATIONS	208.45005.0330
64428	03/16/22	RECYCLING FEE-FEB	5.37		53545			D	-			CLEANING AND WAS	208.45005.0338
64428	03/16/22	2023 WC TRIB SUBSCRIP.	19.95		53546			D	-			PREPAID EXPENSES	208.128000
64428	03/16/22	OFFICE 365 SUBSCRIPTION	7.54		53546			D	-			COMMUNICATIONS	208.45005.0330
64428	03/16/22	TELEPHONE CHARGES-FEB	34.00		53546			D	-			COMMUNICATIONS	208.45005.0330
64428	03/16/22	FISCHER-TOURISM CONF	99.00		53546			D	-			TRAVEL-CONF.-SCH	208.45005.0333
64428	03/16/22	POP FOR CVB MEETINGS	9.71		53546			D	-			TRAVEL-CONF.-SCH	208.45005.0333
64428	03/16/22	TEN17 MEDIA VIDEO-ADVE	3,250.00		53546			D	-			SUBSCRIPTIONS AN	208.45005.0443
64428	03/16/22	2022 WC TRIB SUBSCRIP.	219.45		53546			D	-			SUBSCRIPTIONS AN	208.45005.0443
64428	03/16/22	BOOTH-ST.CLOUD SPORT SHO	550.00		53546			D	-			TRAVEL-CONF.-SCH	208.45006.0333
64428	03/16/22	BOOTH-SIOUX FALLS SPORTS	654.98		53546			D	-			TRAVEL-CONF.-SCH	208.45006.0333
64428	03/16/22	ELECT-ST.CLOUD SPORT SHO	75.34		53546			D	-			TRAVEL-CONF.-SCH	208.45006.0333
64428	03/16/22	TABLES-ST.CLOUD SPORTS S	134.53		53546			D	-			TRAVEL-CONF.-SCH	208.45006.0333
64428	03/16/22	SUPPLIES-EXPLORE MN TOUR	29.09		53546			D	-			OTHER CHARGES	208.45010.0449
64428	03/16/22	BYWAY MAPPING WEBINAR	35.00		53546			D	-			OTHER CHARGES	208.45010.0449
64428	03/16/22	FISCHER-CELEB THE LGT MT	21.46		53546			D	-			OTHER CHARGES	208.45010.0449
64428	03/16/22	FACEBOOK ADVERTISING	9.00		53546			D	-			OTHER CHARGES	208.45010.0449
64428	03/16/22	GOOGLE ADVERTISING	331.75		53546			D	-			OTHER CHARGES	208.45010.0449
64428	03/16/22	TOTES-HOCKEY WELCOME BAG	9.74		53546			D	-			OTHER CHARGES	208.45011.0449
64428	03/16/22	GRANOLA BARS-HCKY TRNMNT	63.34		53546			D	-			OTHER CHARGES	208.45011.0449
64428	03/16/22	DIRECTOR SALARY	6,478.12		53547			D	-			SALARIES-REG. EM	208.45005.0110
64428	03/16/22	ASSISTANT SALARY	1,851.00		53547			D	-			SALARIES-REG. EM	208.45005.0110
64428	03/16/22	FICA & INSURANCE	2,166.62		53547			D	-			EMPLOYER PENSION	208.45005.0113
64428	03/16/22	IRA CONTRIBUTION	236.97		53547			D	-			EMPLOYER PENSION	208.45005.0113
64428	03/16/22	STATE UNEMPLOYMENT TAX	5.22		53547			D	-			EMPLOYER PENSION	208.45005.0113
64428	03/16/22	PHOTO COPIES-MAR	4.52		53547			D	-			OFFICE SUPPLIES	208.45005.0220
64428	03/16/22	PAYROLL/FLEX FEES	97.41		53547			D	-			OTHER SERVICES	208.45005.0339
64428	03/16/22	OFFICE RENT-MAR	689.06		53547			D	-			RENTS	208.45005.0440

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR CHAMBER OF COMME		000812											
64428	03/16/22	2022 MTG ROOM SUPPLIES	250.00		53548			D	-			GENERAL SUPPLIES	208.45005.0229
64428	03/16/22	CALVIN-LEADERSHIP CELEB	35.00		53619			D	-			TRAVEL-CONF.-SCH	101.41401.0333
64428	03/16/22	DAVIS-LEADERSHIP CELEB	35.00		53619			D	-			TRAVEL-CONF.-SCH	101.41401.0333
			17,514.36	*CHECK TOTAL									
		VENDOR TOTAL	17,514.36										
WILLMAR FORKLIFT INC		002705											
64429	03/16/22	REPAIR PALLET JACK	110.00		73992			D	-			MTCE. OF EQUIPME	651.48484.0334
64429	03/16/22	REPAIR PALLET JACK	55.00		73993			D	-			MTCE. OF EQUIPME	651.48484.0334
			165.00	*CHECK TOTAL									
		VENDOR TOTAL	165.00										
WILLMAR RIFLE & PISTOL C		003602											
64430	03/16/22	WRPC TRNG REIMB-KAUFMAN	35.00		021122			D	-			PROFESSIONAL SER	101.45432.0446
64430	03/16/22	WRPC TRNG REIMB-T TABOR	35.00		021122			D	-			PROFESSIONAL SER	101.45432.0446
64430	03/16/22	WRPC TRNG REIMB-ROLIGHED	35.00		021122			D	-			PROFESSIONAL SER	101.45432.0446
64430	03/16/22	WRPC TRNG REIMB-J ANDERS	35.00		021122			D	-			PROFESSIONAL SER	101.45432.0446
			140.00	*CHECK TOTAL									
		VENDOR TOTAL	140.00										
WINDSTREAM		002100											
64431	03/16/22	PHONE SERV-FEB	226.45		STMT/2-22			D	-			COMMUNICATIONS	101.41409.0330
64431	03/16/22	PHONE SERV-FEB	155.12		STMT/2-22			D	-			COMMUNICATIONS	230.43430.0330
64431	03/16/22	PHONE SERV-FEB	86.49		STMT/2-22			D	-			COMMUNICATIONS	651.48484.0330
			468.06	*CHECK TOTAL									
		VENDOR TOTAL	468.06										
WOG/JASON		003524											
64432	03/16/22	POOL OPERATOR TRNG	137.63		021622			D	-			TRAVEL-CONF.-SCH	101.43425.0333
64432	03/16/22	MILEAGE EXPENSE	104.13		021622			D	-			TRAVEL-CONF.-SCH	101.43425.0333
			241.76	*CHECK TOTAL									
		VENDOR TOTAL	241.76										
ZANKE/JESSICA		.03146											
64433	03/16/22	OMAHA SPORTS SHOW EXP.	1,102.05		022522			D	-			TRAVEL-CONF.-SCH	208.45006.0333

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:		2,136,637.07						

RECORDS PRINTED - 000463

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	1,927,110.74
208	CONVENTION & VISITORS BUREAU	25,905.97
230	WILLMAR MUNICIPAL AIRPORT	5,646.05
311	D.S. - 2011 BOND	1,500.00
312	D.S. - 2012 BOND	3,100.00
320	LOCAL OPTION SALES TAX DEBT	500.00
405	C.P. - EPITOPIX	28,773.00
420	LOCAL OPT SALES TAX PROJECTS	21,045.73
651	WASTE TREATMENT	120,355.58
802	LAW ENFORCEMENT EXPLORER FD	2,700.00
TOTAL ALL FUNDS		2,136,637.07

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,136,637.07
TOTAL ALL BANKS		2,136,637.07

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	5.D.
Agenda Section:	Consent	**Originating Department:**	City Clerk
Resolution	No	**Prepared by:**	Judy R. Thompson, City Clerk
Ordinance	No	**Reviewed By:**	Leslie Valiant, City Administrator
No. of Attachments		**Presented By:**	Judy R. Thompson, City Clerk
Item:	Liquor License Renewals		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to Approve the Liquor License Renewal Applications from April 25, 2022, to April 25, 2023, Pending Police Department Approval, on a Roll Call Vote.

OVERVIEW: The City Council approves liquor licenses on an annual basis.
The following establishments are requesting renewal of their current Liquor Licenses:

On-Sale
American Legion Post 167
Applebee's Neighborhood Grill & Bar
Diamante Night Club
Eagle Creek Golf Club
El Tapatio Mexican Restaurant
Finstad-Week Post 1639
Grizzly's Grill N' Saloon
Holiday Inn / Green Mill Willmar
Ruff's Wings & Sports Bar
Spurs Corporation

On-Sale Wine
Giovanni's Pizza
Golden Palace Restaurant
Jake's Pizza
The Barn Theatre
Willmar Stingers

Brewer Off-Sale/Taproom On-Sale
Foxhole Brewhouse

On-Sale Club
Willmar Frat. Order of Eagles
Willmar Elks Lodge

Off-Sale
Cash Wise Liquor
Cub Foods
Walmart
West Side Liquor
West Side Market & Liquor

On-Sale 3.2% Intoxicating Malt Liquor
Giovanni's Pizza
Golden Palace Restaurant
Jake's Pizza
KRA Speedway
The Barn Theatre
Valley Golf of Willmar Inc.
Willmar Stingers

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:
1. Deny the serving of alcohol at these establishments

BUDGETARY/FISCAL ISSUES: $47,550.00 application fees

ATTACHMENTS: N/A

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	5.E.
Agenda Section:	Consent	**Originating Department:**	Public Works Department
Resolution	Yes	**Prepared by:**	Public Works Department
Ordinance	No	**Reviewed By:**	Leslie Valiant City Administrator
No. of Attachments	2	**Presented By:**	Gary Manzer Interim Public Works Director
Item:	City Engineering Department recommending adopting the resolution to approve entering into an agreement with Bullet Proof Mechanical Service Inc. for the Public Works garage heating system project in the amount of $48,884.		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to adopt the resolution approve entering into an agreement with Bullet Proof Mechanical Service Inc. for the Public Works garage heating project in the amount of $48,884.

OVERVIEW:
The Public Works garage is scheduled for heating and air conditioning replacement in accordance with the 2022 Capital Outlay Program. This project is the replacement of the radiant heat system in the 300 foot long truck bay. It will include replacing eight 70 foot radiant tube heaters and two 40 foot radiant tube heaters, a Class B and single wall aluminum venting from the new burner tubes through the roof with required flashing collars and chimney tops, insulated combustion air piping from the existing air duct to the new burners, and four thermostats.

BUDGETARY/FISCAL ISSUES:
The 2022 Capital Outlay Program includes $50,000 for the project, which is quoted at $48,884.

ATTACHMENTS:
Council Resolution
Quotes

Resolution No._____

A RESOLUTION AWARDING THE PUBLIC WORKS GARAGE HEATING REPLACEMENT IN THE AMOUNT OF $48,884.

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Bullet Proof Mechanical Service, Inc. of Willmar, MN for the Public Works garage heating system is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of $48,884.

Dated this 21st day of March, 2022

_____
Mayor

Attest:

_____
City Clerk

Bullet Proof Mechanical Service Inc

321 Ferring St. SE
Willmar, MN 56201

Name / Address
City Of Willmar 333 6th St SW Willmar, MN 56201

ESTIMATE

Date	Estimate #
3/3/2022	1742

Description	Qty	Rate	Total
BULLET PROOF MECHANICAL SERVICE INC. IS PLEASED TO OFFER THE FOLLOWING ESTIMATE FOR THE REPLACEMENT OF RADIANT HEAT SYSTEMS IN THE 300FT LONG TRUCK BAY. WE PROPOSE TO REPLACE ALL RADIANT HEATING UNITS IN THAT BUILDING. WE WILL BE REPLACING (8) 70FT RADIANT TUBE HEATERS AND (2) 40FT RADIANT TUBE HEATERS. INCLUDES : - REMOVE AND RECYCLE THE EXISTING RADIANT HEAT SYSTEMS AND THE CHIMNEY VENTING FROM THE TUBES THROUGH THE ROOF - SUPPLY AND INSTALL (8) REZNOR VPS-150 150,000 BTU BURNERS NATURAL GAS INFRARED LOW INTENSITY BURNERS - SUPPLY AND INSTALL 70 FT OF TUBES AND SHIELDS FOR EACH OF THE (8) BURNER HEADS - SUPPLY AND INSTALL (2) REZNOR VPS-125 125,000 BTU NATURAL GAS INFRARED LOW INTENSITY BURNERS - SUPPLY AND INSTALL ALL CLASS B AND SINGLE WALL ALUMINUM VENTING FROM THE NEW BURNER TUBES THROUGH THE ROOF WITH REQUIRED FLASHING COLLARS AND CHIMNEY TOPS, IN THIS PROPOSAL WE WILL REUSE THE EXISTING ROOF PENETRATIONS AND ROOF JACKS - SUPPLY AND INSTALL ANY REQUIRED INSULATED COMBUSTION AIR PIPING FROM THE EXISTING COMBUSTION AIR DUCT TO THE NEW BURNERS - SUPPLY AND INSTALL (1) NEW MANUAL BALL VALVE, GAS FLEX CONNECTOR AND GAS REGULATOR FROM THE EXISTING GAS LINE TO EACH OF THE NEW BURNERS - SUPPLY (4) LINE VOLTAGE THERMOSTATS TO THE ELECTRICAL CONTRACTOR FOR INSTALLATION - QUALITY EQUIPMENT - OUTSTANDING LOCAL SERVICE WITH A SMILE!			

This estimate is valid for 30 days. Thank You!

Subtotal	
Sales Tax (0.0%)	
Total	

Please sign, date and return to accept. X

Bullet Proof Mechanical Service Inc

321 Ferring St. SE
Willmar, MN 56201

Name / Address
City Of Willmar 333 6th St SW Willmar, MN 56201

ESTIMATE

Date	Estimate #
3/3/2022	1742

Description	Qty	Rate	Total
Materials and Labor Quoted NOT INCLUDED : - MN SALES TAX - ELECTRICAL WIRING	1	48,884.00	48,884.00

This estimate is valid for 30 days. Thank You!

Please sign, date and return to accept. X

Subtotal	$48,884.00
Sales Tax (0.0%)	$0.00
Total	$48,884.00

Chappell Central, Inc.
1950 Trott Ave SW PO Box 916 Willmar, MN 56201 320-235-2151
Fax: Commercial/Residential 320-235-8992 Manufacturing/Shop 320-235-8995 Office 320-235-5874

March 1, 2022 Quote # 16893

City Of Willmar
801 Industrial Drive
Willmar, Mn 56201

Dear GARY MANZER:

This proposal is in regard to the replacement of the radiant tube heaters in the maintenance building. You have ten of them, the price below is per unit. The following is a breakdown of the materials we are offering for your consideration for an HVAC system.

EQUIPMENT

Heating (*which there is eight of them this size, price below is per unit*)

- A Reznor two stage tubular radiant heaters Model, VPT-170, 170,000btu's, 115v, up to 70feet of tube and shield, per heater 1 year labor, 5 year parts and 10 tube warranty

This appliance comes installed complete with the materials listed below for ***$6,479.00.*** 51,832

Heating (*which there is two of them this size, price below is per unit*)

- A Reznor two stage tubular radiant heaters Model, VPT-125, 125,000btu's, 115v, up to 40feet of tube and shield, per heater 1 year labor, 5 year parts and 10 tube warranty

This appliance comes installed complete with the materials listed below for ***$5,177.00.*** 10,354

$62,186

Honeywell programmable thermostat
Reconnect fresh air pipe to burner box
New single wall galvanized pipe to your chimney stack
New hanger brackets as needed
Disconnect and reconnect gas line with new gas regulator and flex hose
City of Wilmar permit
Disposal of the old units
Freight
installation labor

High and low voltage wring if needed would be by owner/others

24/7 Service available

Thank you for the opportunity to offer this proposal.
Please contact me if I can be of additional assistance or for scheduling this installation.

Sincerely,

Paul Krueger

Note: this quote is valid for 30 days.

Issued Dates: **2/1/2022 to 2/28/2022**
Report Name: **Monthly External Permits Report**
Permit Type(s): **Building, Mechanical, Plumbing**

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI030914	2/2/2022	2022 Willmar LLC 3105 Trott Ave SW	95-872-3000 Lot 3, Block 3	Commercial/Ind New	Commercial Plumbing - FedEx Distribution Facility	$0.00	$717.00
WI030974	2/7/2022	Southside Storage-Willmar Llc 300 28th Ave SW	95-302-0010 Lot 1, Block 1	New Commercial New	Mini Storage Building	$111,590.00	$1,618.76
WI030976	2/2/2022	Bennett & Company 312 24th Ave SW	95-680-0730 Block 4	Alteration Industrial Add/Alter	AT&T Mono-Tower Equipment Upgrade	$20,000.00	$483.96
WI030977	2/3/2022	Gregersen/Jordan 3304 Eagle Ridge Dr E	95-148-0530 Lot 11, Block 3	Single Family Replace	Gas Furnace Replacement	$5,055.00	$31.00
WI030978	2/1/2022	Jordahl/Kristina A 1200 Lake Ave NW	95-009-0560 Lot 7, Block 128	Single Family Replace	Gas Furnace Replacement/Water Heater	$6,700.00	$56.00
WI030979	2/3/2022	Schwaegerl/Jack S/& Steven G 409 13th St SE	95-184-0620 Block 4	Single Family Replace	Gas Furnace Replacement	$1,915.00	$26.00
WI030980	2/14/2022	Peterson/Lynn G &Dianne 603 3rd St SE	95-740-1940 Block 12	Single Family Replace	Water Heater Replacement	$1,300.00	$1.00
WI030981	2/11/2022	Wharton/Kevin D & Roxanne L 2645 1st St S	95-923-8900	Commercial/Ind Alt/Remodel	Fire Suppression Update Type 1 Hood	$2,100.00	$76.05
WI030982	2/14/2022	Link/Mary 1400 Lakeland Dr, #65 NE	95-980-6050	Single Family Replace	Gas Furnace Replacement	$4,700.00	$31.00
WI030983	2/11/2022	J & J Meyer Investments 1516 1st St S	95-922-6788	Alteration Commercial Add/Alter	Store Remodel for Papa Murphys	$125,000.00	$1,732.71
WI030984	2/11/2022	J & J Meyer Investments 1516 1st St S	95-922-6788	Commercial/Ind Alt/Remodel	Interior Remodel Papa Murphys	$0.00	$145.00
WI030985	2/22/2022	Ctm Properties, Llc 902 3rd St SW	95-280-1010 Lot 1, Block 6	Single Family Replace	Gas Furnace Replacement	$4,276.00	$31.00
WI030986	2/22/2022	Hiepler/Geraldine J 404 19th St NW	95-430-0020 Lot 2	Single Family Replace	Gas Furnace Replacement	$4,187.00	$31.00
WI030987	2/16/2022	Kwik Trip, Inc 2000 1st St S	95-429-0010 Lot 1, Block 1	Commercial/Ind Replace	150,000 BTU Gas Burner	$3,776.00	$76.89
WI030988	2/16/2022	Swanson/Jerry & Kristina 3301 4th Ave NW	95-833-1150 Lot 5, Block 7	Drainage system Residential Add/Alter	105ft drain tile and sump basket	$8,050.00	$153.78
WI030989	2/24/2022	Curt Knapper 2308 21st Ave SW		Deck Residential Add/Alter	Residential Deck	$5,648.00	$188.03

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI030991	2/23/2022	Coborns, Inc, Leasee 1300 5th St SE	95-231-0100 Lot 1, Block 1	Fire Sprinkler/Fire Alarm Commercial Add/Alter	Duct Smoke Dampers and New Alarm Panel	$11,577.00	$193.04
WI030992	2/25/2022	Calvary Lutheran Church 302 Olena Ave SE	95-914-1510	Commercial/Ind Replace	Gas Furnace	$5,187.00	$77.59
WI030994	2/28/2022	Relco Industrial Development 2331 3rd Ave SW	95-872-0140 Lot 4, Block 1	Commercial/Ind New	Install 5 Exterior A/C Units	$184,150.00	$1,933.58
WI030995	2/25/2022	Mn Dept Of Human Services 2301 Transportation Road NE	95-901-0310	Alteration Commercial Add/Alter	Interior Repair From Water Damage	$930,715.00	$6,364.11
WI030996	2/28/2022	Heiling Properties, Llc 1124 2nd St SE	95-914-1570	Siding Apartment	Commercial Reside	$21,000.00	$310.25

Count: 21 **Totals: $1,456,926.00 $14,277.75**

Year-to-Date Summary (1/1/2022 through 2/28/2022)

Count: 44 **YTD Totals: $27,657,522.00 $167,840.39**

Approved 3/15/2022

Willmar Lakes Area CVB Board Meeting
Online Via Zoom
Tuesday, February 15, 2022 @ 12:00 Noon

Members Present: John Wallin, John Dahl, Judy Thompson, Sue Steinert, Dave Henle, Doug Kuehnast, Art Benson, Dave Baker, David Feist, and Audrey Nelsen

Members Excused: Sabrina Lere, Ken Warner, Steve Gardner, and Denny Baker

Members Absent: Rob Baumgarn

Staff Present: Beth Fischer and Tanya Rosenau

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

II. **Approve Minutes from the January 18, 2022 Meeting:** It was MSC (m/Thompson; s/Kuehnast) to approve the minutes from the January 18, 2022 meeting.

III. **Financial Report:** Thompson presented the financial report and reviewed the lodging tax revenues report. Thompson mentioned that the $595 in the Contingency Fund has been corrected, and website hosting in Professional Services was paid for the whole year versus monthly this year. We received a free month of service by doing this. It was MSC (m/ Kuehnast, s/Henle) to approve the financial report as it was presented.

IV. **CVB Operating Guidelines Update:** Wallin shared that Fischer presented the edits to the Chamber Board at the last meeting and it was unanimously approved. Fischer will send out a clean copy for everyone's files. Fischer will meet with General Managers over the next 30-45 days to discuss the change in guidelines to see if there is interest in any of them joining the CVB Board for the remainder of the year. She noted this will normally take place in January as each term is one year.

V. **Committee Reports/Updates:**
   a. **Sports:** Fischer shared for Baumgarn that they had some hockey tournaments and work is underway on the event center. Benson shared that the Novice Bonspiel is March 11-12th with teams coming from all over the state. They would love to have their own facility to do more tournaments and bring more people into the county. Benson said they are handing out surveys to see how many people are interested in curling. They are currently working with 5 counties now and 7 more would like to join. If the new facility was built, the next closest curling facility would be Chaska or Brainerd. It will cost $3.2 million to build it. Benson is selling raffle tickets if anyone is interested in purchasing one.
   b. **Leisure:** Benson shared that they reviewed how the St. Cloud Sports Show went. Fischer shared 343 guides were handed out at that show. They met at PWELC and met the new director. There were 3242 leads in January compared to 2003 in 2021. Glacial Ridge Scenic Byway is working on its Corridor Management Plan and they have a survey on their Facebook page. Little Crow Ski Show has their 2022 schedule set with a Las Vegas theme. Studio Hop is back on this year. Sibley State Park has been busy with camper cabin rentals.
   c. **Meetings & Conventions:** Fischer shared that they are going to do prospecting and SWAT analysis on different communities and facilities. They will start with Alexandria and have divided it out among committee members. The goal is to learn how we compare to competitors and other CVBs. They talked about advertising and Fischer has some meetings set up with a few advertisers.

[Nelsen joined meeting]

d. **Visitor Guide:** Steinert said they had their first meeting and looked over different guides from a variety of areas for new ideas. We still have plenty of guides to distribute so we don't need to print anytime soon. She added that if you see another great guide to give it to Fischer for new ideas.

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

a. **Spicer Commercial Club:** Fischer shared that WinterFest went very well. The Fire & Ice Dance was packed and they raised a lot of money for the Fire Department. The castle is scheduled to be demolished on February 15th, as no longer safe.

b. **New London:** Dahl said they hope to make a final decision tomorrow on whether they build a new building or utilize a building on another site for the new library. They are hopeful that the art community will be even more vibrant as it was in the past. The J-Turn project has been postponed.

VII. **Executive Director Report:** Fischer reviewed the February Executive Director Report. She noted some upcoming events including the Saint Paul's Outreach Retreat, Elks Training, MN All Breeds Convention, and CCR Retreat. She shared that she met with Orange142 to approve the ad campaign running through March. We continue to work with TEN17 Media on new videos and photos for our area. She's contracted ad space with Explore Minnesota, Minnesota Bike/Hike Guide, and Great Places Minnesota. We will be partnering with the Willmar Stingers to advertise on Fox Sports North. She went over the top pages for the month of January on the website. MN Soil Health Coalition Conference said the CVB was essential to the success of their conference. Lions Convention went very well as well. Dan Hubbard is taking on the Foot Lake 4. She attended a byway mapping webinar to learn about possible options to improve mapping of the Glacial Ridge Trail Association. We will also be helping plan a dedication for the new Sibley State Trail in June. Copies of the Executive Director's Report are available upon request from the CVB office.

VIII. **Other Business:**

a. **Word Around the Community:**

i. **Thompson:** She shared that the Legislative redistricting is due to be done today. An informational meeting will be held for the Redistricting of City Wards and County Commissioner Districts on Wednesday, February 23 at 6 pm in the Multi-purpose Room of the Health & Human Services Building. At the City Council meeting on March 7th, there will be a public hearing and they will adopt the changes.

ii. **Kuehnast:** Foxhole Brewhouse is hosting a Pay It Forward event on March 10th with $1 from every pint of beer sold going to the Kandiyohi County Food Shelf.

iii. **Benson:** The EDC is hosting the West Central Minnesota Virtual Job Fair on February 23rd. But with more businesses coming to town and more workers being needed, that means more housing is needed. Although they are building more apartment buildings, there is still a need for more single-family housing. The EDC has agreed to be part of a study to see what is needed to keep up with the growth of the community.

iv. **Baker:** Maps have just been released for the legislative redistricting. They are keeping a close eye on the bird/turkey sicknesses in other states as birds migrate north. They are trying to make it possible for restaurants to not have to pay sales tax on new equipment.

v. **Wallin:** Lakeland Broadcasting is promoting their Home & Outdoor Living Expo. March Madness and MN State Basketball tournaments are almost here and will be on Lakeland Broadcasting.

vi. **Henle:** The Spicer EDC lost their director when the city administrator left. They are hoping to be able to have an independent director for the EDC as opposed to a combined director with the City Administrator.

b. **Next Meeting:** March 15, 2022

IX. **Adjournment:** Steinert adjourned the meeting at 1:15 pm.

Respectfully Submitted by,
Tanya Rosenau, Administrative Assistant
Willmar Lakes Area Convention & Visitors Bureau

City of Willmar

CONVENTION & VISITORS BUREAU

Balance Sheet as of February 28, 2022

(As of 03/10/22)

(Information Not Final as YearEnd has not yet been closed)

Assets	
Cash	$ 30,106.20
Bremer Wealth Money Market	130.93
Petty Cash	50.00
Investments	331,444.93
Taxes Receivable	(20,457.28)
Accounts Receivable	(140.83)
Prepaid Expenses	7,352.99
Interest Receivable	134.71
Total Assets	$ 348,621.65
Liabilities	
Accounts Payable	$ -
PPP2 Loan Share from Chamber	
Unrealized Revenue - Taxes	
Total Liabilities	-
Fund Balance	
Restricted Fund Balance - Prepaid Expenses	5,002.58
Restricted Fund Balance - Governor's Fishing Opener	5,199.31
Committed Fund Balance - CVB	30,544.27
Assigned Fund Balance - Petty Cash/CVB	50.00
Restricted Fund Balance - CVB	221,343.49
Restricted Fund Balance - CVB 2021	86,482.00
Total Fund Balance	348,621.65
Total Liabilities & Fund Balance	$ 348,621.65

Willmar
All-America City
2005

Lodging Tax History

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
January	$ 9,592.37	$ 10,146.02	$ 11,242.91	$ 12,481.92	$ 16,072.96	$ 15,411.55	$ 14,438.84	$ 14,232.85	$ 14,148.02	$ 7,741.02	$ 15,516.04
											2 missing
February	$ 11,908.11	$10,911.35	$ 13,578.53	$ 13,861.89	$ 12,644.59	$ 13,292.01	$ 13,934.28	$ 14,552.98	$ 15,048.46	$ 9,101.68	
March	$ 11,246.07	$ 12,286.25	$ 11,960.20	$ 13,268.74	$ 11,951.98	$ 14,443.01	$ 14,696.50	$ 15,673.47	$ 9,303.62	$ 12,363.16	
April	$ 9,979.39	$ 11,762.97	$ 12,280.28	$ 20,893.77	$ 16,855.81	$ 15,757.48	$ 16,409.14	$ 17,819.29	$ 4,588.16	$ 15,029.77	
May	$ 13,372.89	$ 13,011.30	$ 13,953.56	$ 27,168.41	$ 16,576.02	$ 15,746.72	$ 20,539.88	$ 20,001.25	$ 7,314.51	$ 17,537.08	
June	$ 17,056.44	$ 17,723.80	$ 21,493.18	$ 31,353.36	$ 23,587.69	$ 26,686.49	$ 28,342.49	$ 24,163.13	$ 12,608.70	$ 23,624.61	
July	$ 19,419.80	$ 20,870.17	$ 23,504.27	$ 31,335.96	$ 21,423.26	$ 27,584.55	$ 28,880.56	$ 26,044.25	$ 16,449.45	$ 28,542.94	
August	$18,441.81	$ 19,836.73	$ 19,602.33	$ 26,012.06	$ 24,542.87	$ 26,921.27	$ 26,212.67	$ 25,113.28	$ 17,345.10	$ 28,063.26	
September	$ 16,027.03	$ 16,596.08	$ 15,996.62	$ 19,337.47	$ 20,738.25	$ 21,674.86	$ 24,656.95	$ 23,058.37	$ 16,540.48	$ 23,485.38	
October	$ 13,824.00	$ 15,507.78	$ 16,011.42	$ 17,588.17	$ 19,325.13	$ 21,137.60	$ 23,002.47	$ 22,999.10	$ 16,290.21	$ 20,545.88	
November	$ 11,414.80	$ 12,603.31	$ 12,749.26	$ 13,727.63	$15,342.87	$14,726.67	$17,698.50	$17,729.37	$8,651.30	$17,090.35	
Camping	$ 14,728.80	$ 14,885.55	$14,858.75	$14,785.45	$15,497.95	$15,862.70	$16,275.30	$15,594.25	$13,829.45	$17,917.95	
December	$ 10,378.89	$ 11,250.37	$ 12,489.86	$ 13,694.93	$13,812.73	$13,553.46	$14,020.88	$14,276.98	$6,674.59	$15,743.86	
Total Lodging tax	$ 177,390.40	$ 187,391.68	$ 199,721.17	$ 255,509.76	$ 228,372.11	$ 242,798.37	$ 259,108.46	$ 251,258.57	$ 158,792.05	$ 236,786.94	$ 15,516.04

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	9.a.
Agenda Section:	Regular	**Originating Department:**	City Clerk
Resolution	No	**Prepared by:**	Judy R. Thompson, City Clerk
Ordinance	Yes	**Reviewed By:**	Leslie Valiant, City Administrator
No. of Attachments	1	**Presented By:**	Judy R. Thompson, City Clerk
Item:	Adopt Ordinance Repealing Existing Ward Boundaries and Authorizing the Established Ward Boundaries By Resolution		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to Adopt Ordinance Repealing Existing Ward Boundaries and Authorizing the Established Ward Boundaries By Resolution, Assign a Number, and Publish.

OVERVIEW:
Cities are required to complete the redistricting process by March 29, 2022. Adopting said ordinance is part of process in finalizing redistricting for the City.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER: N/A

BUDGETARY/FISCAL ISSUES: N/A

ATTACHMENTS:
Proposed Ordinance

ORDINANCE NO.

AN ORDINANCE REPEALING EXISTING WARD BOUNDARIES AND AUTHORIZING THE ESTABLISHMENT OF WARD BOUNDARIES BY RESOLUTION

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

Section 1. AUTHORITY TO ESTABLISH WARD BOUNDARIES BY RESOLUTION. City Code Chapter 2, Article IV, Division 2, Section 2-146 is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 2-146. - Generally.

The city shall be divided in four (4) wards and each ward shall be further subdivided into precincts with such boundaries as are provided ~~in this article~~ by resolution of the City Council pursuant to and at such times as allowed by Minnesota Statutes, Chapter 204B, as the same may be amended.

Section 2. REPEAL OF WARD BOUNDARIES. City Code Chapter 2, Article IV, Division 2, Sections 2-147 through 2-150 are hereby repealed in their entirety.

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

Passed by the City Council of the City of Willmar this 21st day of March, 2022.

ATTEST:

Judy Thompson, City Clerk

Marvin Calvin, Mayor

VOTE: ___ ASK ___ ASMUS ___ BUTTERFIELD ___ DAVIS
___ FAGERLIE ___ NELSEN ___ O'BRIEN ___ PLOWMAN

This Ordinance introduced by Council Member: Nelsen

This Ordinance introduced on: March 7, 2022

This Ordinance published on: March 12, 2022

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	9.b.
Agenda Section:	Regular	**Originating Department:**	City Clerk
Resolution	Yes	**Prepared by:**	Judy Thompson City Clerk
Ordinance	No	**Reviewed By:**	Leslie Valiant City Administrator
No. of Attachments	1	**Presented By:**	Judy Thompson City Clerk
Item:	Consideration of Resolution Re-Establishing Boundaries of the Wards, Precincts, and Polling Places		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to approve Resolution Re-Establishing Boundaries of the Wards, Precincts, and Polling Places in the City of Willmar.

OVERVIEW: Minnesota State Statute 204B, Subd. 3(d), requires that precinct boundaries must be re-established within 60 days of when the legislature has been redistricted or at least 19 weeks before the state primary election, whichever comes first. The City of Willmar divides its' representation into four (4) wards, electing two (2) Council Members from each ward in alternating elections. The ward boundaries are established by dividing equal population counts as near as practicable due to the requirements of following the boundaries of contiguous census blocks.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER: N/A

BUDGETARY/FISCAL ISSUES: N/A

ATTACHMENTS:
Resolution

RESOLUTION NO.

RE-ESTABLISHING BOUNDARIES OF THE WARDS, PRECINCTS, AND POLLING PLACES IN THE CITY OF WILLMAR

WHEREAS, the legislature of the State of Minnesota has been redistricted; and

WHEREAS, Minnesota Statute Section 204B.14, Subd. 3(d) requires that precinct boundaries must be re-established within 60 days of when the legislature has been redistricted or at least 19 weeks before the state primary election, whichever comes first;

NOW, THEREFORE BE IT RESOLVED that the City Council of the city of Willmar, County of Kandiyohi, State of Minnesota hereby establishes the boundaries of the voting precincts and polling places as follows:

First Ward.

The first ward of the city shall comprise of the following territory: all that part and portion of the city lying north of a line beginning at the intersection of the easterly city limits and the south line of the right-of-way, as now located, on the main line of the Burlington Northern & Santa Fe Railway Company, thence proceeding in a westerly direction to the center line of Lakeland Drive Northeast; thence northerly along said centerline to the centerline of High Avenue; thence westerly along said centerline of High Avenue to a point approximately 480 feet east of the centerline of Porto Rico Street Northeast; thence southerly to the North right-of-way line of Burlington Northern & Santa Fe Railway Company; thence westerly along the North right-of-way line of the railroad to the centerline of 1st Street North; thence south along said center line to the south right-of-way line of the railroad; thence southwesterly along the south right-of-way line of the railroad to the centerline of 10th Street Northwest; thence north along said centerline of 10th Street Northwest to the centerline of Gorton Avenue Northwest; thence west along the centerline of Gorton Avenue Northwest to the centerline of 14th Street Northwest; thence south along said centerline of 14th Street Northwest to the south line of the Burlington Northern & Santa Fe Railway Company right-of-way; thence westerly along said south right-of-way line to the westerly city limit of Willmar and said line there terminating.

(1) *First precinct (National Guard Armory, 614 North Highway 71).* The first precinct of the first ward shall be that part and portion of the first ward lying northerly and easterly of a line beginning at the intersection of centerlines of 10th Street NE and High Ave NE; thence northerly along the centerline of 10th Street NE to the centerline of Hwy 71 N; thence westerly along the centerline of Hwy 71 N to the centerline of Ella Avenue NW; thence westerly along the centerline of Ella Avenue Northwest to the centerline of 7th Street Northwest; thence north along the centerline of 7th Street Northwest (also known as County State Aid Road No. 41) to the centerline of 15th Avenue Northwest; thence westerly along the centerline of 15th Avenue Northwest to the northerly City Limit of Willmar; thence east along the north city limit of Willmar to the centerline of 1st Street N (also known as County State Aid Road No. 41); thence north along the centerline of 1st Street N to the centerline of 37th Ave NE and said line there terminating.

(2) *Second precinct (Four Season Shelter, Robbins Island, 945 Business Highway 71 N).* The second precinct of the first ward shall be that part and portion of the first ward lying west of the west line of the first precinct of the first ward; lying southerly and easterly of the following described line: Beginning at the intersection of 1st St North (also known as County State Aid Road No. 41) and 15th Avenue Northwest; thence westerly along the centerline of 15th St Northwest to the northerly City Limit of Willmar; thence west along the city limits to the westerly shoreline of upper Foot Lake; thence meandering southwesterly along the north and west shore of upper Foot Lake to the intersection of Hawk Creek and the centerline of Gorton Avenue Northwest; thence westerly along the centerline of Gorton Avenue Northwest to the center line of CSAH No. 5; thence south along the centerline of CSAH No. 5 to its intersection with the south right-of-way line of the Burlington Northern & Santa Fe Railway, also being the southerly line of Ward 1, and said line there terminating.

(3) *Third precinct (Word of Faith Church, 3010 7th Avenue Northwest).* The third precinct of the first ward shall be that part and portion of the first ward lying west of the west line of the second precinct of the first ward.

Second ward.

The second ward of the city shall comprise the following territory: all that part and portion of the city lying westerly and southerly of a line described as follows: Beginning at the intersection of the centerline of Trunk Highway 71 and the south boundary line of the city of Willmar; thence north along said centerline to the centerline of 28th Avenue Southwest; thence west along last said line to the centerline of 6th Street Southwest; thence running north along the centerline of 6th Street Southwest to the centerline of 19th Avenue Southwest; thence west along the centerline of 19th Avenue Southwest to the centerline of 7th Street Southwest; thence north along the centerline of 7th Street Southwest to the centerline of Kandiyohi Avenue Southwest; thence west along the centerline of Kandiyohi Avenue Southwest to the centerline of 10th Street Southwest; thence north along the centerline of 10th Street Southwest and 10th Street Northwest to the centerline of Gorton Avenue Northwest; thence westerly along said centerline to the centerline of 14th Street Northwest; thence south along the centerline of 14th Street Northwest to the south right-of-way line of the Burlington Northern & Santa Fe Railway; Thence westerly along the south right-of-way of the railroad to the westerly City limits of Willmar and said line there terminating. The Second Ward also includes those portions of the City Limits of Willmar encompassing the Willmar Municipal Airport and Willmar Wastewater Treatment Plant.

(1) *First precinct (St. Mary's Catholic Church, 713 Southwest 12th Street).* The first precinct of the second ward shall be that part and portion of the second ward lying westerly and northerly of the following described line: Beginning at the intersection of the centerline of 10th Street Southwest and the centerline of Kandiyohi Avenue Southwest; thence west along the centerline of Kandiyohi Avenue Southwest to the centerline of 11th Street Southwest; thence south on the centerline of 11th Street Southwest to the centerline of Willmar Avenue Southwest; thence west along the centerline of Willmar Avenue Southwest to the centerline of 22nd Street Southwest; thence westerly along the former location of Willmar Avenue Southwest to the intersection with the former location of State Hwy 40; thence westerly along the former location of State Hwy 40 to the intersection of 15th Avenue Southwest (State Hwy 40) and 30th Street Southwest; thence west along 15th Avenue Southwest to the westerly City Limits of Willmar and said line there terminating. EXCEPT those portions of the City Limits of Willmar encompassing the Willmar Municipal Airport and Willmar Wastewater Treatment Plant.

(2) *Second precinct (Vinje Lutheran Church, 1101 Willmar Avenue Southwest).* The second precinct of the second ward shall be that part and portion of the second ward lying south of the south line of the first precinct of the second ward and west of the following described line: Beginning at the intersection of the centerline of Willmar Avenue Southwest and 11th Street Southwest; thence south along the centerline of 11th Street Southwest to the centerline of 13th Avenue Southwest; thence east along the centerline of 13th Avenue Southwest to the centerline of 10th Street Southwest; thence south along the centerline of 10th Street Southwest to the centerline of 14th Avenue Southwest; thence east along the centerline of 14th Avenue Southwest to the centerline of 10th Street Southwest; thence south along the centerline of 10th Street Southwest to the centerline of 15th Avenue Southwest; thence east along the centerline of 15th Avenue Southwest to the centerline of 9th Street Southwest; thence southerly along the centerline of 9th Street Southwest to the centerline of 19th Avenue Southwest; thence west along the centerline of 19th Avenue Southwest to the centerline of 15th Street Southwest; thence south along the centerline of 15th Street Southwest to the south line of city limits, and said line there terminating. EXCEPT those portions of the City Limits of Willmar encompassing the Willmar Municipal Airport and Willmar Wastewater Treatment Plant

(3) *Third precinct (Rock of Life, CRC, 1709 Southwest 8th Street).* The third precinct of the second ward shall be all that part and portion of the second ward lying south of the centerline of Kandiyohi Avenue Southwest; lying east of the east line of the first precinct of the second ward and lying east of the east line of the second precinct of the second ward

(4) *Fourth precinct (Mail Ballot).* The fourth precinct of the second ward shall be that part of the city encompassing the Willmar Municipal Airport and the Willmar Wastewater Treatment Plant.

Third ward.

The third ward of the city shall comprise the following territory: all that part and portion of the city lying within the following described lines: Beginning at the intersection of the south line of the right-of-way, as now located, on the main line of the Burlington Northern & Santa Fe Railway Company, with the easterly city limits; thence westerly along the south line of the right-of-way, as now located, on the main line of the Burlington Northern & Santa Fe Railway Company to the centerline of Lakeland Drive Northeast; thence northerly along said centerline to the centerline of High Avenue; thence westerly along the centerline of High Avenue to a point approximately 480 feet east of the centerline of Porto Rico Street Northeast; thence southerly to the North line of the Burlington Northern & Santa Fe Railway Company right-of-way; thence westerly along said North right-of-way line to the centerline of 1st Street North; thence south along said center line to the south right-of-way line of the railroad; thence southwesterly along the south right-of-way line of the railroad to the centerline of 10th Street Southwest; thence southerly along the centerline of 10th Street Southwest to the centerline of Kandiyohi Avenue Southwest; thence easterly along the centerline of Kandiyohi Avenue Southwest to the centerline of 7th Street Southwest; thence southerly along the centerline of 7th Street Southwest to the centerline of Robbins Avenue Southwest; thence easterly along the centerline of Robbins Avenue Southwest to the centerline of 4th Street Southwest; thence northerly along the centerline of 4th Street Southwest to the centerline of Grace Avenue Southwest; thence easterly along the centerline of Grace Avenue Southwest to the centerline of 3rd Street Southwest; thence southerly along the centerline of 3rd Street Southwest to the centerline of Willmar Avenue Southwest; thence easterly along the centerline of Willmar Avenue Southwest to the centerline of First Street; thence north along the centerline of First Street to the centerline of Trott Avenue Southeast; thence east along the centerline of Trott Avenue Southeast to the centerline of Lakeland Drive Southeast; thence southerly along the centerline of Lakeland Drive Southeast to the centerline of Willmar Avenue Southeast and County State Aid Road No. 23; thence east along the centerline of Willmar Avenue Southeast and County State Aid Road No. 23 to the east city limit; thence northerly along the east city limit to the point of beginning.

(1) *First precinct (Refuge Church, 1000 Southeast 6th Street).* The first precinct of the third ward shall be that part and portion of the third ward lying east of Lakeland Drive Southeast, north of the centerline of Willmar Avenue Southeast and said centerline of Willmar Avenue Southeast extended east; and south of the south right-of-way of the main line of the Burlington Northern & Santa Fe Railway Company.

(2) *Second precinct (Highland Apartments, 115 Southeast Becker Avenue).* The second precinct of the third ward shall be that part and portion of the third ward lying east of the centerline of 1st Street, north of the centerline of Trott Avenue Southeast and west of Lakeland Dr Southeast and Lakeland Drive Northeast.

(3) *Third precinct (Willmar Education and Arts Center, 611 Southwest 5th Street).* The third precinct of the third ward shall be that part and portion of the third ward lying west of 1st Street

Fourth ward.

The fourth ward of the city shall comprise of the following territory: all that part and portion described as commencing at the intersection of the centerline of Willmar Avenue Southeast and Lakeland Drive Southeast; thence north along the centerline of Lakeland Drive Southeast to the centerline of Trott Avenue Southeast; thence west along the centerline of Trott Avenue Southeast to the centerline of First Street; thence southerly along the centerline of First Street to the centerline of Willmar Avenue Southeast; thence east along the centerline of Willmar Avenue Southeast to the centerline of Lakeland Drive Southeast; and that part and portion west of First Street described as Beginning at the intersection of Willmar Avenue and First Street; thence west along the centerline of Willmar Avenue Southwest to the centerline of 3rd Street Southwest; thence northerly along the centerline of 3rd Street Southwest to the centerline of Grace Avenue Southwest; thence westerly along the centerline of Grace Avenue Southwest to the centerline of 4th Street Southwest; thence southerly along the centerline of 4th Street Southwest to the centerline of Robbins Avenue; thence westerly along the centerline of Robbins Avenue to the centerline of 7th Street Southwest; thence southerly along the centerline of 7th Street Southwest; to the centerline of 19th Avenue Southwest; thence east along the centerline of 19th Avenue Southwest to the centerline of 6th Street Southwest; thence south along the centerline of 6th Street to the centerline of 28th Avenue Southwest; thence easterly along the centerline of 28th Avenue Southwest to the centerline of Business Highway 71/23; thence southerly along said centerline of Business Highway 71/23 to the centerline of 45th Avenue Southwest and said line there terminating, and that part of the City of Willmar lying east of First Street; south of Willmar Avenue Southeast; westerly of the east city limit; and north of the south city limit.

(1) *First precinct (Refuge Church, 1000 Southeast 6th Street).* The first precinct of the fourth ward shall be that part and portion of the fourth ward described as: Beginning at the intersection of the centerline of Willmar Avenue Southeast and Lakeland Drive Southeast; thence north along the centerline of Lakeland Drive Southeast to the centerline of Trott Avenue Southeast; thence west along the centerline of Trott Avenue Southeast to the centerline of Julii Street Southeast; thence south along the centerline of Julii Street Southeast to the centerline of Minnesota Avenue Southeast; thence east along the centerline of Minnesota Avenue Southeast to the centerline of 9th Street Southeast; thence south along the centerline of 9th Street Southeast to the centerline of Olena Avenue Southeast; thence westerly along the centerline of Olena Avenue Southeast to the centerline of 4th Street Southeast; thence south along the centerline of 4th Street Southeast to the centerline of 11th Avenue Southeast; thence west along the centerline of 11th Avenue Southeast to the centerline of 2nd Street Southeast; thence south along the centerline of 2nd Street Southeast to the centerline of Willmar Avenue Southeast; thence east along the centerline of Willmar Avenue Southeast to the centerline of 12th Street Southeast; thence southerly along the centerline of 12th Street Southeast to the centerline of Pleasant Drive Southeast; thence southerly along the centerline of Pleasant Drive Southeast to the centerline of 19th Avenue Southeast; thence westerly along the centerline of 19th Avenue Southeast to the centerline of 9th Street Southeast; thence southerly along the centerline of 9th Street Southeast to the east city limit; thence north and easterly along the easterly city limit to the centerline of Willmar Avenue Southeast; thence westerly along the centerline of Willmar Avenue Southeast to the point of beginning.

(2) *Second precinct (Calvary Lutheran Church, 302 Olena Avenue Southeast).* The second precinct of the fourth ward shall be that part and portion of the fourth ward lying east of First Street, south of Trott Avenue Southeast and west of the following described line: Beginning at the intersection of the centerline of Trott Avenue Southeast and Julii Street Southeast; thence south along the centerline of Julii Street Southeast to the centerline of Minnesota Avenue Southeast; thence east along the centerline of Minnesota Avenue Southeast to the centerline of 9th Street Southeast; thence south along the centerline of 9th Street Southeast to the centerline of Olena Avenue Southeast; thence westerly along the centerline of Olena Avenue Southeast to the centerline of 4th Street Southeast; thence south along the centerline of 4th Street Southeast to the centerline of 11th Avenue Southeast; thence west along the centerline of 11th Avenue Southeast to the centerline of 2nd Street Southeast; thence south along the centerline of 2nd Street Southeast to the centerline of Willmar Avenue Southeast; thence west along the centerline of Willmar Avenue Southeast to the centerline of First Street and said line there terminating.

(3) *Third precinct (First Covenant Church, 801 Southwest Willmar Avenue).* The third precinct of the fourth ward shall be that part and portion of the fourth ward lying within the following described lines: Beginning at the intersection of Willmar Avenue and First Street; thence west along the centerline of Willmar Avenue Southwest to the centerline of 3rd Street Southwest; thence northerly along the centerline of 3rd Street Southwest to the centerline of Grace Avenue Southwest; thence westerly along the centerline of Grace Avenue Southwest to the centerline of 4th Street Southwest; thence southerly along the centerline of 4th Street Southwest to the centerline of Robbins Avenue; thence westerly along the centerline of Robbins Avenue to the centerline of 7th Street Southwest; thence southerly along the centerline of 7th Street Southwest to its intersection with the centerline of 19th Avenue Southwest; thence east along the centerline of 19th Avenue Southwest to the centerline of 6th Street Southwest; thence south along the centerline of 6th Street Southwest to the south line of 28th Avenue Southwest; thence east along the south line of 28th Avenue Southwest to the centerline of First Street; thence south on the centerline of First Street to the centerline of 45th Avenue Southeast; thence east along the centerline of 45th Avenue Southeast to its intersection with the east city limit; thence in a generally northerly and easterly direction along the east city limit to its intersection with the centerline of 9th Street Southeast; thence north along the centerline of 9th Street Southeast to the centerline of 19th Avenue Southeast; thence east along the centerline of 19th Avenue Southeast to the centerline of Pleasant View Drive Southeast; thence northeasterly along the centerline of Pleasant View Drive Southeast to the centerline of 12th Street Southeast; thence northerly along the centerline of 12th Street Southeast to the centerline of Willmar Avenue; thence west along the centerline of Willmar Avenue to the point of beginning;

Attached to this resolution, for illustrative purposes, is a map showing said precincts and the location of each polling place.

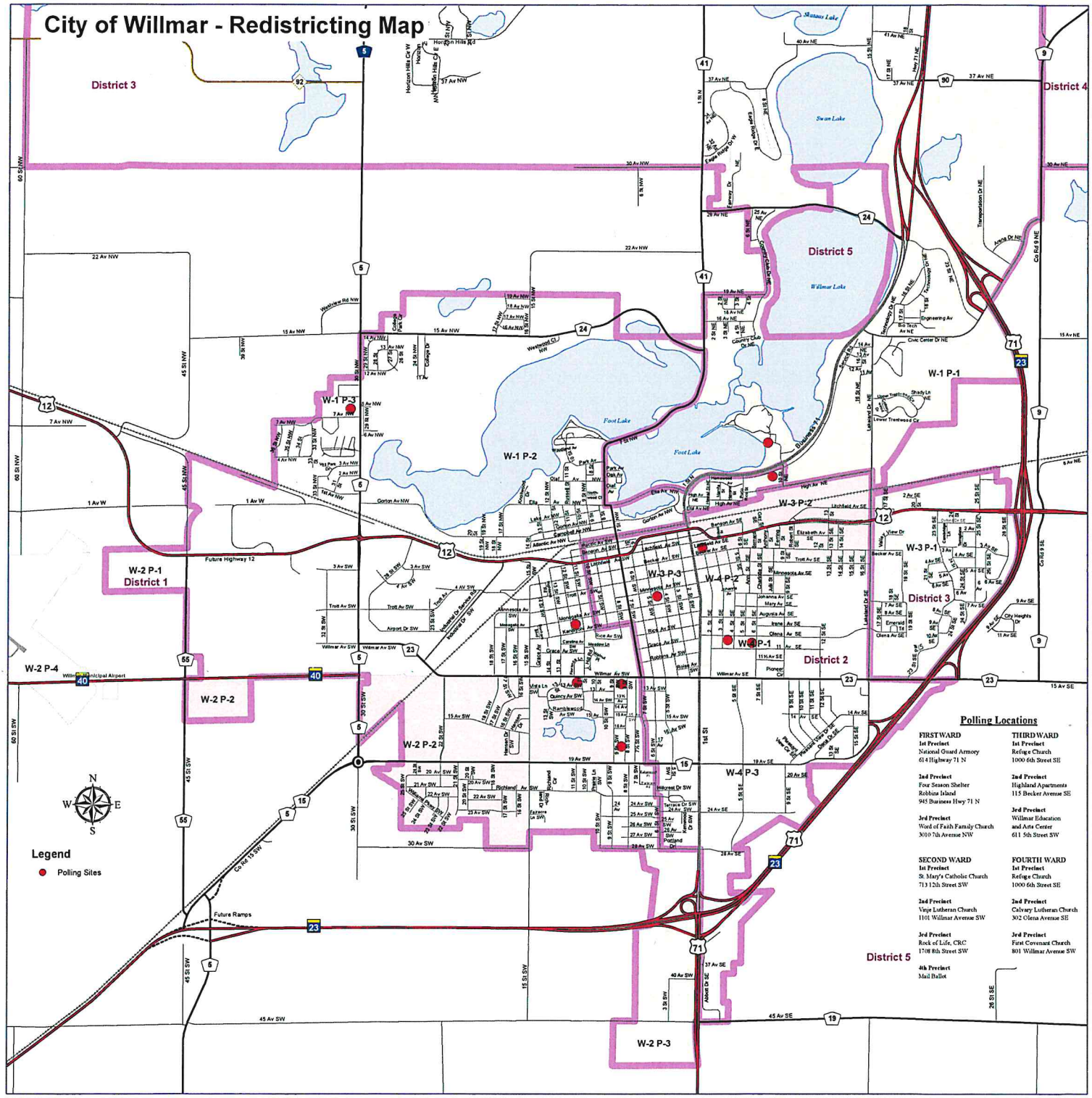
Adopted by the City Council this 21st day of March, 2022

_____
MAYOR

Attest:

_____
CITY CLERK

City of Willmar - Redistricting Map



Polling Locations

FIRST WARD

1st Precinct
National Guard Armory
614 Highway 71 N

2nd Precinct
Four Season Shelter
Robbins Island
945 Business Hwy 71 N

3rd Precinct
Word of Faith Family Church
3010 7th Avenue NW

SECOND WARD

1st Precinct
St. Mary's Catholic Church
713 12th Street SW

2nd Precinct
Vinje Lutheran Church
1101 Willmar Avenue SW

3rd Precinct
Rock of Life, CRC
1708 8th Street SW

4th Precinct
Mail Ballot

THIRD WARD

1st Precinct
Refuge Church
1000 6th Street SE

2nd Precinct
Highland Apartments
115 Becker Avenue SE

3rd Precinct
Willmar Education
and Arts Center
611 5th Street SW

FOURTH WARD

1st Precinct
Refuge Church
1000 6th Street SE

2nd Precinct
Calvary Lutheran Church
302 Olena Avenue SE

3rd Precinct
First Covenant Church
801 Willmar Avenue SW

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	9.c.
Agenda Section:	Regular	**Originating Department:**	City Clerk
Resolution	Yes	**Prepared by:**	Judy R. Thompson, City Clerk
Ordinance	No	**Reviewed By:**	Leslie Valiant, City Administrator
No. of Attachments	1	**Presented By:**	Judy R. Thompson, City Clerk
Item:	Consideration of Re-Establishing Polling Places for Elections 2022		

RECOMMENDED ACTION:
Motion By: _____ Second By: _____, to Adopt the Resolution Re-establishing Polling Places for Elections in 2022

OVERVIEW:
In accordance to the redistricting process, the City needs to pass a resolution re-establishing polling places, once the boundaries of wards and precincts have been established.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER: N/A

BUDGETARY/FISCAL ISSUES: N/A

ATTACHMENTS:
Resolution

RESOLUTION NO.

RESOLUTION RE-ESTABLISHING POLLING PLACES FOR ELECTIONS IN 2022

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the following buildings be designated as the official voting locations for the 2022 Elections:

FIRST WARD:	1st Precinct	National Guard Armory 614 North Highway 71
	2nd Precinct	Four Season Shelter, Robbins Island 945 Business Hwy 71 N
	3rd Precinct	Word of Faith Family Church 3010 7th Avenue Northwest
SECOND WARD:	1st Precinct	St. Mary's Catholic Church 713 Southwest 12th Street
	2nd Precinct	Vinje Lutheran Church 1101 Willmar Avenue Southwest
	3rd Precinct	Rock of Life, CRC 1708 Southwest 8th Street
	4th Precinct	Mail Ballot
THIRD WARD:	1st Precinct	Refuge Church 1000 6th Street Southeast
	2nd Precinct	Highland Apartments 115 Southeast Becker Avenue
	3rd Precinct	Willmar Education and Arts Center 611 Southwest 5th Street
FOURTH WARD:	1st Precinct	Refuge Church 1000 6th Street Southeast
	2nd Precinct	Calvary Lutheran Church 302 Olena Avenue Southeast
	3rd Precinct	First Covenant Church 801 Southwest Willmar Avenue

Dated this 21st day of March 2022.

Attest:

_____
MAYOR

_____
CITY CLERK

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	10.
Agenda Section:	Regular	**Originating Department:**	Administration
Resolution	Yes	**Prepared by:**	Leslie Valiant, City Administrator
Ordinance	No	**Reviewed By:**	Leslie Valiant, City Administrator
No. of Attachments	2	**Presented By:**	Leslie Valiant, City Administrator Dr. Herreid, Herreid & Associates Consulting
Item:	Professional Services Contract with Herreid & Associates Consulting, Inc. for a climate/culture assessment		

RECOMMENDED ACTION:
Motion by: _____ Seconded by: _____ to adopt a resolution to authorize the Mayor and Administrator to enter into a professional services agreement with Herreid & Associates Consulting, Inc. Option 1 not to exceed $28,000 for workplace assessment.

OVERVIEW:
During the past three years, COVID and a variety of highly newsworthy events have placed a significant stress on the general public. Willmar staff members have also experienced these outside stresses besides trying to navigate working from home, dealing with the public and multiple staff changes. No department is exempt from experiencing stress and how each one of us handles that stress is completely different. It is important that Council and Administration recognize that each departments needs may be different, this process is to develop the baseline and set future goals.

The American Rescue Act Fund fully supports funding mental health awareness and has made it a high priority. Staff's recommendation is to enter into the contract with Susan Herreid.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:
Option A: Authorize Staff to enter into Professional Services agreement with Susan Herreid
Option B: Table and request more information
Option C: Decline staff's request

BUDGETARY/FISCAL ISSUES:
ARP Funds

ATTACHMENTS:
Resolution
Herreid Consultant proposal

RESOLUTION NO._____

AUTHORIZATION TO EXECUTE PROFESSIONAL SERVICES CONTRACT WITH HERREID & ASSOCIATES FOR WORKPLACE ASSESSMENT PROCESS

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to enter into a professional services agreement between the City of Willmar and Herreid & Associates Consulting for a Phased Approach to a Workplace Assessment Process Option 1 not-to-exceed $28,000 for the City of Willmar.

Dated this 21st day of March, 2022

_____
Mayor

Attest:

_____
City Clerk

HERREID &
ASSOCIATES
CONSULTING
ORGANIZATION DEVELOPMENT

A Phased Approach to a Workplace Assessment Process for the City of Willmar

Phase 1:

The climate assessment process involves conducting interviews with all full time city personnel (108 employees). The information from the assessment interviews will be compiled into general feedback themes along with recommendations that would be outlined in a summary document. The information is presented to the identified stakeholders (e.g., City Administrator, Human Resources, Council members, etc). As requested, the consultant can assist with the development of an action plan for addressing the identified themes.

Specific steps in the assessment process include the following:

- Conduct interviews with all city staff and management personnel
- Compile and assess interview feedback and outline common themes
- Develop a summary of themes based on feedback and interview results and recommendations (Phase 2)
- Share the themes with stakeholders and work with the stakeholders to develop an action plan and determine next steps
- Share information with management personnel (supervisors, managers, etc.)
- Meet with the staff to review assessment themes and discuss next steps and time frames as determined by the stakeholders

Phase 2:

Outlined in the "Recommendations" Section of the Summary

Additional Services (optional) ** Fees to be determined based on identified action plan*

- Staff group or team development work session
- Facilitated dispute resolution session(s)
- Leadership coaching and consultation
- Employee professional development coaching
- Work sessions with management personnel that may focus on a variety of topics/areas including but not limited to:
  - Performance management development and implementation
  - Changement management and implementation
  - Supervising in a remote-work or hybrid environment
- Customized trainings
- Post Investigation Support
- Referral for additional services: employee assistance program, additional training and development needs such as DEI and cultural competency training as well as assessment workshops (e.g., DISC, Strengths Finders, etc.)

Phase 3:
Work with management personnel/stakeholders to:
- Identify future needs and or strategic intent
- Define ongoing objectives
- Documentation of consultation results and ongoing plans

Herreid & Associates Fees for Consultation Services:
- Direct services are billed at $250.00 per hour
- Training material, document preparation & planning services are billed at $100.00 per hour
- Travel time out side of the Twin Cities Metro is billed at $75.00 per hour
- Lodging and Dining Services TBD

Susan J. Herreid Ph.D., CEAP:
Dr. Herreid has established a successful record as an Organization Development Consultant (ODC) for 22 years. She has worked with leaders, employees and workgroups in both public and private sector organizations. Dr. Herreid has also managed and implemented employee assistance programs and assisted in the development of an international EAP program helping to structure, develop and implement processes and procedures, as well as creating both national and international provider networks.

Dr. Herreid is a trained executive coach and certified as an Employee Assistance Professional (CEAP). She is also a critical incident stress management (CISM) facilitator and is experienced in employee dispute resolution and workplace mediation.

For more information please contact:
Susan J. Herreid Ph.D., CEAP
3121 St. Croix Trail S
P.O. Box 391
Afton, MN 55001
651.747.6030
susanh@haci.net
**** New web site under construction***

Option 1

Direct Services: Billed at $250.00 per hour

City personnel individual assessment interviews (108 individuals):

- Individual Interviews can vary from 30 - 60 minutes. This proposal will provide an estimate based an 45 minutes per interview. To keep the process time and cost efficient it would be helpful to schedule interviews in such a way that if an interview does not take a full 45 minutes then the next person on the schedule could be contacted. All staff individual interviews = $18,250.00

Fire personnel (39 individuals) :

- Meet individually with 2 management personnel (Fire Chief and Assistant Chief) = $500.00
- Meet with Fire Personnel in 2-3 group interviews sessions for 1.5-2 hours per group interview = $1,500.00

City Council Interviews (9 Council Members)

- Meet individually with Council Members for approximately 1 hour = $2,250.00

Document review session(s)

- A summary review and planning session with city stakeholders for approximately 1-1.5 hours = $325.00
- A review conducted with the remaining management personnel for 1-1.5 hours = $325.00
- Review with staff in several groups and/or virtually. Estimate 3-4 staff group review sessions to allow for staff schedule (e.g., shifts, vacations, illness, etc.) for approximately: 1-1.5 hours per group = $1,500.00

Total Estimate for Direct Services $24,650.00

Planning and Preparation Services: Billed at $100.00 per hour

- Notes compilation and summary document preparation: 12-15 hours = $1,500.00

Travel: Billed at $75.00 per hour

- Travel time round trip to Willmar, MN: 5.5 hour = $412.50

  ** Travel total is based on the number of trips to Willmar*

Dining and Lodging

- TBD

Option 2

Direct Services: Billed at $250.00 per hour

Full-time City Personnel (108 individuals)

- Individual interviews with city management personnel
  - Individual assessment interviews with 11 management personnel = $3,000.00
- 5-6 group interview session(s) for city staff for 1-1.5 hours. Preferably self-assigned groups, allowing staff to determine which group they prefer to attend.
  6 staff group interviews (1.5-2 hours) = $3,000.00

Fire Personnel (39 individuals)

- Meet individually with 2 fire management personnel (Fire Chief and Assistant Chief) = $500.00
- Meet with Fire Personnel in 2- 3 group interview sessions for1-1.5 hours per group interview = $1,500.00

City Council Interviews (9 Council Members)

- Meet individually with Council Members for approximately 1 hour = $2,250.00

Document review session(s)

- A summary review and planning session with city stakeholders for approximately 1-1.5 hours = $325.00
- A review conducted with the remaining management personnel for 1-1.5 hours = $325.00
- Review with staff in several groups and/or virtually. Estimate 3-4 staff group review sessions for approximately: 1-1.5 hours per group = $1,500.00

Total Estimate for Direct Services $12,400.00

Planning and Preparation Services: Billed at $100.00 per hour

- Notes compilation and summary document preparation: 9-12 hours = $1,200.00

Travel: Billed at $75.00 per hour

- Travel time round trip to Willmar, MN: 5.5 hour = $412.50
  ** Travel total is based on the number of trips to Willmar*

Dining and Lodging

- TBD

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	11.
Agenda Section:	Regular	**Originating Department:**	Fire Department
Resolution	Yes	**Prepared by:**	Frank Hanson Fire Chief
Ordinance	No	**Reviewed By:**	Leslie Valiant City Administrator
No. of Attachments	3	**Presented By:**	Frank Hanson Fire Chief
Item:	Fire Department is recommending adopting a resolution re-appropriating funds from the 2022 CIP budget to purchase a floor scrubber.		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to adopt a resolution re-appropriating $6,475.00 from the 2022 CIP designated for a Thermal Imaging Camera to fund the purchase of a Floor Scrubber for the Fire Station.

OVERVIEW:
In 2021 the fire station apparatus bay floor was completely redone. Maintenance personnel currently use an old floor scrubber purchased in 1999. This scrubber has become unsafe to operate as well as unreliable causing maintenance to mostly clean the floor with use of a hose and broom. Purchasing a higher-quality floor scrubber will extend the life of the floor and make it less hazardous for maintenance.

Two quotes were received:

1. Hillyard of Hutchinson, MN has provided a quote for a 20" Trident Pro Scrubber for $6,475.00.

2. Sanitary Supply Corp. Quote for a 20" Trident Pro Scrubber for $7,623.13.

We were able to purchase the Thermal Imaging Camera, which was budgeted in the 2022 CIP, with money from the 2022 operations budget, as it came in extremely under budget.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:

BUDGETARY/FISCAL ISSUES:
Purchasing floor scrubber from Hillyard of Hutchinson for $6,475.00 from the 2022 CIP budget.

ATTACHMENTS:
Resolution
Two quotes

RESOLUTION NO. _____

RE-APPROPRIATING FUNDS FROM THE FIRE DEPARTMENT THERMAL IMAGING CAMERA TO THE FIRE DEPARTMENT FLOOR SCRUBBER PURCHASE FOR THE AMOUNT OF $6,475.00.

Motion By: _____ Second By: _____

BE IT RESOLVED, by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the acceptance of the quote from Hillyard of Hutchinson, MN in the amount of $6,475.00.

BE IT FURTHER RESOLVED, by the City council of the City of Willmar, a Municipal Corporation of the State of Minnesota, to re-appropriate $6,475.00 from the Fire Department Thermal Imaging Camera to the Fire Department Floor Scrubber purchase.

BE IT FURTHER RESOLVED, by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, to authorize the Finance Director to amend the Capital Improvement Fund Budget as follows:

Decrease: Fire Department Thermal Imaging Camera amount, $6,475.00

Increase: Fire Department Floor Scrubber, $6,475.00

Dated this 21st day of March, 2022.

_____

MAYOR

ATTEST:

_____

CITY CLERK

HILLYARD
The Cleaning Resource

HILLYARD / HUTCHINSON
26 MICHIGAN STREET SE
HUTCHINSON MN 55350

Phone: 800 423 3550
Fax: 320 234 6452

Quotation

www.hillyard.com

Ship-to Party Address

CITY OF WILLMAR
333 6th St SW
Willmar MN 56201-3457

Customer Phone: 320-235-4913

Information

Quotation No. 100732728

Valid from 03/04/2022 to 04/18/2022

Document Date 03/04/2022
Customer No. 200659
Customer P.O. Mark Thompson
Account Manager Chris Braun
Phone 800-423-3550

Ship By Ground Standard

Entered By: THPE

Quotation Details

Item	Material Description	Quantity	Unit Price	Amount
0010	HIL56005 SCRUB WB DISC TRIDENT T20SC PRO 20IN BTY	1 EA	6,475.00	6,475.00
0020	HIL56005 SCRUB WB DISC TRIDENT T20SC PRO 20IN BTY	2 EA		
			Subtotal	6,475.00
			Gross Price	6,475.00

Tax and Freight charges are subject to change.

DO NOT PAY FROM THIS QUOTATION!

Trident, Hillyard, T20SC Pro Walk Behind, Traction Drive, 2 AGM batteries included, On Board Charger, HIL56005, sold as each

$7,623.13

In stock soon.

We're here!
How can we help today?

Chat now

City of Willmar

City Council Action Request

Council Meeting Date:	March 21, 2022	**Agenda Item Number:**	12.
Agenda Section:	Regular	**Originating Department:**	Public Works Department
Resolution	Yes	**Prepared by:**	Public Works Department
Ordinance	No	**Reviewed By:**	Leslie Valiant City Administrator
No. of Attachments	2	**Presented By:**	Gary Manzer Interim Public Works Director
Item:	City Engineering Department recommending adopting the resolution approving the Cooperative Maintenance Agreement with Kandiyohi County		

RECOMMENDED ACTION:
Motion By: _____Second By: _____, to adopt the resolution approving the Cooperative Maintenance Agreement with Kandiyohi County.

OVERVIEW:
The Cooperative Maintenance Agreement with Kandiyohi County allows certain routes within the City limits to exchange small, routine services. (Services listed in Exhibit A, which is attached) Having a formal agreement with the County allows the City to collaborate on maintenance and operation of our roadway system. The terms of the agreement is for five years, or upon a roadway system revision.

BUDGETARY/FISCAL ISSUES:
The City will perform summer and winter maintenance activities on designated routes for a yearly rate of $6,750.
The County will perform winter maintenance activities on designated routes for a yearly rate of $2,471.
The County will pay the City the difference between the two yearly costs.

ATTACHMENTS:
Council Resolution
Cooperative Maintenance Agreement

Resolution No._____

A RESOLUTION AUTHROIZING ENTERING INTO COOPERATIVE CONSTRUCTION AGREEMENT BETWEEN THE CITY AND KANDIYOHI COUNTY FOR ANNUAL MAINTENANCE.

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to enter into a Cooperative Construction Agreement between the City of Willmar and Kandiyohi County for annual maintenance.

Dated this 21st day of March, 2022

_____
Mayor

Attest:

_____
City Clerk

KANDIYOHI COUNTY & CITY OF WILLMAR
COOPERATIVE MAINTENANCE AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20___, by and between the COUNTY OF KANDIYOHI, MINNESOTA, party of the first part, hereinafter known as COUNTY and the CITY OF WILLMAR, MINNESOTA, a municipal corporation, party of the second part, hereinafter known as CITY, WITNESSETH:

That the parties to this agreement, each in consideration of the agreement on the part of the other herein obtained, do hereby agree, the COUNTY for itself, and the CITY for itself, as follows:

Background
Certain routes within the city limits of Willmar make more sense to have one entity or the other maintain regardless of the jurisdiction. See attached Exhibit A for the location of these routes, as well as the cost breakdown.

City Responsibility
The CITY agrees to perform summer and winter maintenance activities on the routes indicated in Exhibit A for a yearly rate of $1,500 per mile.

County Responsibility
The COUNTY agrees to perform winter maintenance activities on the routes indicated in Exhibit A for a yearly rate of $700 per mile.

The COUNTY also agrees to pay the CITY the difference between the two yearly costs. The COUNTY will issue two equal payments, one in June and one in December of each year.

Term of Agreement
The Term of the Agreement shall be for five (5) years or upon a roadway system revision, commencing on the execution date of this agreement.

Designated COUNTY/CITY Representatives
The Kandiyohi County Public Works Director shall be the designated COUNTY representative and the City of Willmar Administrator shall be the designated CITY representative to approve any needed modification of work shown in the attached Exhibit A.

COUNTY AND CITY APPROVAL
IN TESTIMONY WHEREOF, the County of Kandiyohi, by the authority of the Public Works Director, and the City of Willmar, by the authority of the of the City Administrator, have caused this agreement to be enacted, the day and year first written above.

CITY OF WILLMAR

Date:_____

BY:_____
City Adminstrator

Approved as to Form and Execution this _____ day of _____, 20____.

_____
Robert Scott, City Attorney

COUNTY OF KANDIYOHI

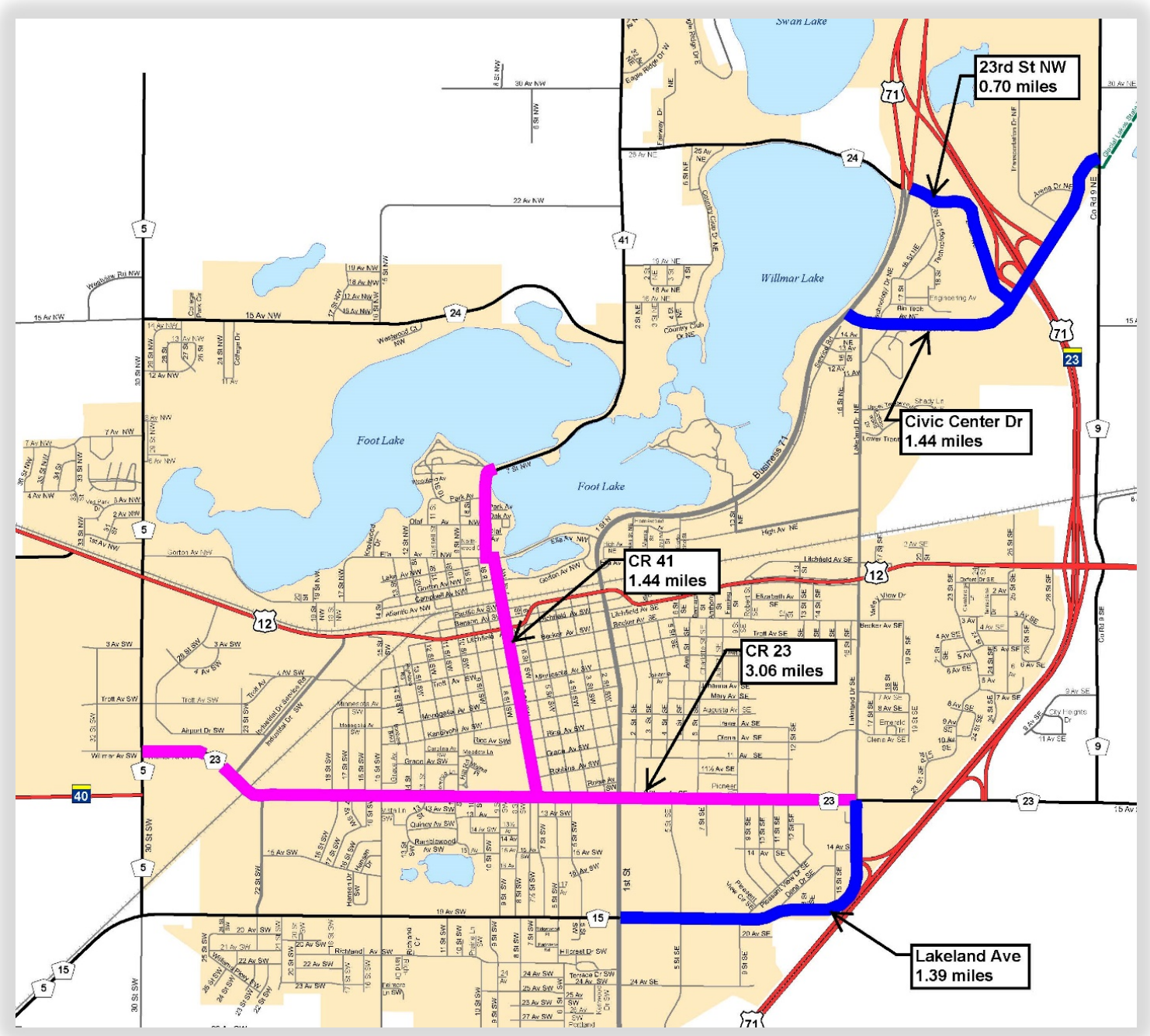
Date:_____

By:_____
Public Works Director

Approved as to Form and Execution this _____ day of _____, 20____.

_____
Shane Baker, County Attorney

EXHIBIT A



City of Willmar summer and winter maintenance	4.50 miles x $1,500 per mile =	$6,750
Kandiyohi County winter maintenance	3.53 miles x $700 per mile =	$2,471
	Annual amount from Kandiyohi County to the City of Willmar =	$4,279