



City Council Agenda
January 19, 2021
5:30 pm in the City Council Chambers

Due to the COVID-19 pandemic, some or all members of the Fergus Falls City Council, will participate in the January 19, 2021 council meeting via zoom or telephone rather than by being personally present at the regular meeting place at 112 W Washington Avenue.

Members of the public can monitor the council meeting by logging into zoom

<https://us02web.zoom.us/j/6667456876>

Meeting ID: 666 745 6876

Members of the public can also use the call in number of 312 626 6799

After the meeting has concluded, it can also be accessed through the city's You Tube channel

<https://www.youtube.com/channel/UCDF-uPf-xwIfdqZURg578DA>

Invocation – Lake Region Healthcare Chaplain Deb Forstner
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
- F. Petitions and Communications
 - 1. Resolution acknowledging the retirement and 18 years of service from Ken Wolenetz
- G. Consent Agenda
 - 1. Motion approving the minutes from the January 4, 2021 City Council meeting and the January 13, 2021 City Council work session
 - 2. Motion approving licenses
 - 3. Resolution authorizing the Fire Department to apply for the Fiscal Year 2020 AFG for a new Self Contained Breathing Apparatus (SCBA) station compressor and a station and mobile fill station
 - 4. Resolution initiating PI 5278, 5319, 7202, 7203, 8205 & 8218 and combining them into CP 5955, the Whitford/Bancroft area street and utility improvement project; ordering a preliminary engineering report and accepting a professional services report
 - 5. Resolution initiating PI 8184-1,775 L.F. of 20" water main extension on the 1200-1500 blocks, Douglas Avenue West to complete a loop of the city's water system
 - 6. Resolution approving the city's Pay Equity Report
- H. Ordinance and Resolutions
 - 1. Resolution accepting a donation for the dog park and authorize budget adjustments

2. Resolution to support the authority to impose a local sales tax to fund specific capital improvements providing regional benefit, to establish the duration of the tax and the revenue to be raised by the tax, and to authorize the city to issue bonds supported by the sales tax revenue

- I. Presentation of Claims \$3,020,156.03
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
 - 1. RTC Master Plan Update
- M. New Business
- N. Miscellaneous Announcements
- O. Adjournment to closed meeting closed meeting to consider a real estate offer pursuant to MN State Sec 13d.05

If you have special needs for accommodations, please call 332-5436 or TDD 1-800-627-3529 (Minnesota Relay Service).

The City of Fergus Falls holds an open forum session from 5:20-5:30 pm.
Those wishing to participate in the open forum must register by noon the day of the City Council meeting in the City Administrator's office.

RESOLUTION #___-2021
RETIREMENT OF KEN WOLENETZ

WHEREAS, Ken Wolenetz has submitted his intent to retire effective February 5, 2021, and,

WHEREAS, Ken began employment at the City of Fergus Falls on January 21, 2003 as a machinist/welder and,

WHEREAS, on September 13, 2013 he transferred to the position of Shop Supervisor and he has remained in this position until the present time,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept Ken Wolenetz's resignation and thank him for his 18 years of dedicated service to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 19, 2021 by Council Member who moved its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

City Council Minutes
January 4, 2021

The Fergus Falls City Council held a regular meeting on Monday January 4, 2021 at 5:30 pm in the City Council Chambers. Lake Region Healthcare Chaplain Burke Lindvall gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:32 pm. Due to the COVID-19 pandemic, the council participated in the meeting through zoom. Council members in attendance were Thompson, Arneson, Gustafson, Hicks, Fish, Hagberg, Kvamme and Rufer.

Oath of Office

City Attorney Rolf Nycklemoe swore in Ben Schierer as Mayor; Jim Fish as a Ward One City Council Member; Tom Rufer as a Ward Two City Council Member; Brent Thompson as a Ward Three City Council Member and Anthony Hicks as a Ward Four City Council Member with Oaths of Office.

Approval of the Agenda

A motion and second were made by Fish and Thompson to approve tonight's agenda with the addition of an update on cross country ski trails in city parks and the motion carried.

Consent Agenda

The following items were approved under **Resolution #1-2021** by Rufer: Motion approving the minutes from the December 21, 2020 City Council meeting. Motion approving the following licenses: Gas/Mechanical Damyans Heating & Cooling, Ugstad Plumbing, McDowall Company, G & R Controls, E & H Enterprises; Tobacco Lincoln Vapors. **Resolution #2-2021** designating the Daily Journal as the city's legal publication in 2021. **Resolution #3-2021** designating depositories for 2021. **Resolution #4-2021** delegating the City Administrator, Finance Director and Assistant Finance Director the authority to make 2021 electronic fund transfers on behalf of the City of Fergus Falls. **Resolution #5-2021** adopting the 2021 Elected Officials Out of State Travel Policy. **Resolution #6-2021** approving budget adjustments. **Resolution #7-2021** declaring Unit 224, a 2016 Freightliner refuse truck as surplus property and authorizing the purchase of a 2020 Freightliner refuse truck. **Resolution #8-2021** authorizing Pedal Fergus Falls to apply for a Federal Recreation Trail Grant for Ferber Park. The resolution was seconded by Gustafson and was adopted.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$500,582.34, which was seconded by Hagberg and was adopted.

2021 Board and Commission Appointments

A motion and second were made by Arneson and Hicks appointing the 2021 board and commission members and the motion carried.

Acting Mayor

A motion and second were made by Thompson and Arneson nominating Tom Rufer as the 2021 Acting Mayor and the motion carried.

2021 Council Appointments

A motion and second were made by Hagberg and Hicks approving the following 2021 council appointments and the motion carried.

Board of Equalization: Ward One- Krista Hagberg, Ward Two- Scott Kvamme, Ward Three- Brent Thompson, Ward Four- Karoline Gustafson

Business Development for Fergus Falls: Anthony Hicks

Fire Department Relief Association: Fire Chief, City Administrator, Jim Fish

Fire Department Trust Fund: Fire Chief, Scott Kvamme

Golf Board: Jim Fish

Hockey Association: Karoline Gustafson

Investment Committee: City Administrator, Finance Director, Assistant Finance Director, Certified Financial Planner, Justin Arneson

Legislative Committee: Mayor, City Administrator, Justin Arneson, Tom Rufer

PEG Access Board: Scott Kvamme

Personnel Committee: Krista Hagberg, Karoline Gustafson

Senior Citizens: Brent Thompson

Tax Levy Committee: Mayor, City Administrator, Karoline Gustafson,

Visit Fergus Falls: Jim Fish

West Central Initiative Economic Development District: Krista Hagberg

Cross Country Ski Trails

The city has been working with the Nordic Ski Association to again authorize cross country ski trails in city parks. This year a one mile loop will be maintained on the RTC campus and a ½ mile loop in Roosevelt Park. Wynn Roberts and Samantha Meyer spoke about the increased interest and utilization of these trails and opportunities to expand to other future locations. The DNR is allowing the city to use a groomer for the trails. A partnership with the school district to keep up with the maintenance of these trails is forthcoming. Mayor Schierer spoke about future locations and opportunities for these trails that can accommodate these biking and cross country skis.

The meeting adjourned at 5:53 pm

Lynne Olson

Council Work Session
January 13, 2021

The Fergus Falls City Council held a work session on Wednesday January 13, 2021 at 7:00 am. Due to the COVID-19 pandemic, most council members participated through zoom. The meeting was called to order by Acting Mayor Rufer and roll call was taken. The following members were present: Thompson, Arneson, Gustafson, Fish, Hagberg, Kvamme, and Rufer. Hicks was absent.

Community Development Manager Klara Beck provided an overview of the tax rebate program. The program's intent is to encourage the construction of new primary single and two family housing units and the replacement of dilapidated housing structures between Jan 1, 2020-Dec 31, 2022. The program rebates the city's portion of property tax based on the increase to real estate taxes as a result of building a new home, up to \$5,000 or over 5 years, whichever is met first. The program is only for owner occupied primary residences and not rental units. Applicants can be the future homeowner or builder/developer. The rebate is paid to the owner of record in December of the year, and transfers once the sale of the property from the builder to the owner is complete. Approval should be sought prior to the construction begins.

Last year \$155,000 of rebates were approved, which translated to an estimated housing value of \$9,838,500. The average home estimate from this program is \$317,370. Finance Director Bill Sonmor said the \$9.8 million of value is estimated to generate city taxes of \$550,000 over 10 years. This figure, minus the rebate would amount to \$395,000 over ten years for the city's portion of the tax revenue. This figure would grow with changes in the housing values and tax rates. Schierer said the housing tax force study done a few years ago showed a need for more housing in the community. Some developers have indicated they would have still built regardless of the rebate, but he felt this program is invaluable as it lowers the barriers and encourages the creation of new housing within the city.

The number of new homes built within the city limits was presented as:

2016: 13
2017: 8
2018: 10
2019: 16
2020: 35 (31 applications for the tax rebate program were approved in 2020)

Arneson was a proponent of the program as he felt it is the council's role to incentivize development. He felt the program was successful despite a challenging 2020 year. Thompson agreed and said this program is building our tax base, it is just taking additional time if the rebate is used. He commented on the rising price of building materials and felt this program offers builders an opportunity to save when other costs continue to increase. Rufer was supportive of programs that encourage building within the city boundaries. Fish said most of the townhomes have been sold prior to their completion showing the need for this type of housing in the community.

County Commissioner Lee Rogness commented on the program noting these are not only houses being built, but homes for people who want to work in our community. Housing opportunities are necessary to create jobs and he spoke of the county's concerns with unfilled job openings. This program is an economic engine for our communities as it creates opportunities for various trades to be engaged in the building process and said in history, housing has always been a part of the economic

development process. Twin homes open up opportunities for older people to move into lower maintenance, smaller homes and this frees up multiple bedroom homes for families. When families move into a community, the schools also benefit. Rogness said this thought is you cannot lose something you never had and felt this program and the homes being built far offset the \$5,000 rebate. Postponing the tax revenue allows an opportunity for future taxation and can lower taxes for surrounding neighbors. He encouraged the city to embrace the program and let it run as intended until it sunsets in 2022. He felt the city revisiting and criticizing the program signals indecision and the lack of support for all of the benefits this program provides.

City Administrator Andrew Bremseth said when the council approved entering into the program, they did so with the intent to let it run for its entirety. No council action would be required to continue the program as it is. A public hearing is required for each approved abatement. Rogness said they have streamlined their approval process and he would be happy to share their approval process which is transparent and not redundant.

The meeting adjourned at 7:21 am

Lynne Olson

FOR COUNCIL MEETING—JANUARY 19, 2021

APPROVALS ON ALL LICENSES ARE CONTINGENT UPON PAPERWORK BEING FILLED OUT CORRECTLY AND COMPLETELY, AND ALL INSURANCES AND BONDS BEING CURRENT.

Excavating

Leitch Excavating

Mechanical

Esser Plumbing & Heating



Council Action Recommendation

Page 1 of 1

Meeting Date: 1/13/2021

Subject: FEMA Assistance to Fire Fighters Grant (AFG)

Recommendation: Council to approve the Fire Department to apply for the Fiscal Year 2020 AFG for a new Self Contained Breathing Apparatus (SCBA) station compressor and a station and mobile fill station.

Background/Key Points: The current compressor and fill station was purchased and installed in 1996. The Fire Department was successful in securing an AFG Fiscal Year 2015 grant to replace all 30 SCBA. The challenge is the new SCBA operate at twice the psi pressure compared to our previous ones and our fill compressor rated psi does not have the capacity to fill our storage bottles to 6,000 psi.

The Fire Department has submitted fiscal year 2017, 2018, and 2019 AFG and thus far has been unsuccessful.

Budgetary Impact: The AFG requires a 5% local match. The requested grant amount will not exceed \$80,000. Funds for the matching amount are available in the fire department equipment capital account.

Originating Department: Fire

Respectfully Submitted: Ryan Muchow

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date:

January 19, 2021 – City Council

Subject:

City Project (CP) No. 5955 – 2021 Street and Utility Improvement Project for Whitford Street and Bancroft Avenue Area

Recommendation:

- Initiate PI No.'s 5278, 5319, 7202, 7203, 8205 & 8218
- Combine PI No.'s 5278, 5319, 7202, 7203, 8205 & 8218 into CP 5955
- Order the Preliminary Engineering Report (PER) for CP 5955
- Accept Patchin Messner's professional services proposal for appraisal services not to exceed amount of \$9,000.00

Background/Key Points:

City is evaluating future improvement projects for this construction season. I am proposing reconstructing the pavement and utilities located on Whitford Street from Alcott Avenue to Channing Avenue and on Bancroft Avenue from Cascade Street to Whitford Street. Please refer to the project location map for reference.

Similar to the past reconstruction projects (CP 5954 & 5956), a portion of street reconstruction is proposed to be funded thru 429 special assessments. Therefore, I am also requesting the Council order the Preliminary Engineering Report (PER) and accept Patchin Messner's proposal for appraisal services. The City utility replacements will be funded through the appropriate utility funds, as needed.

If acceptable, City staff will begin the process and prepare the plans and specifications in-house.

Budgetary Impact:

The preliminary total construction cost is to be determined.

Originating Department:

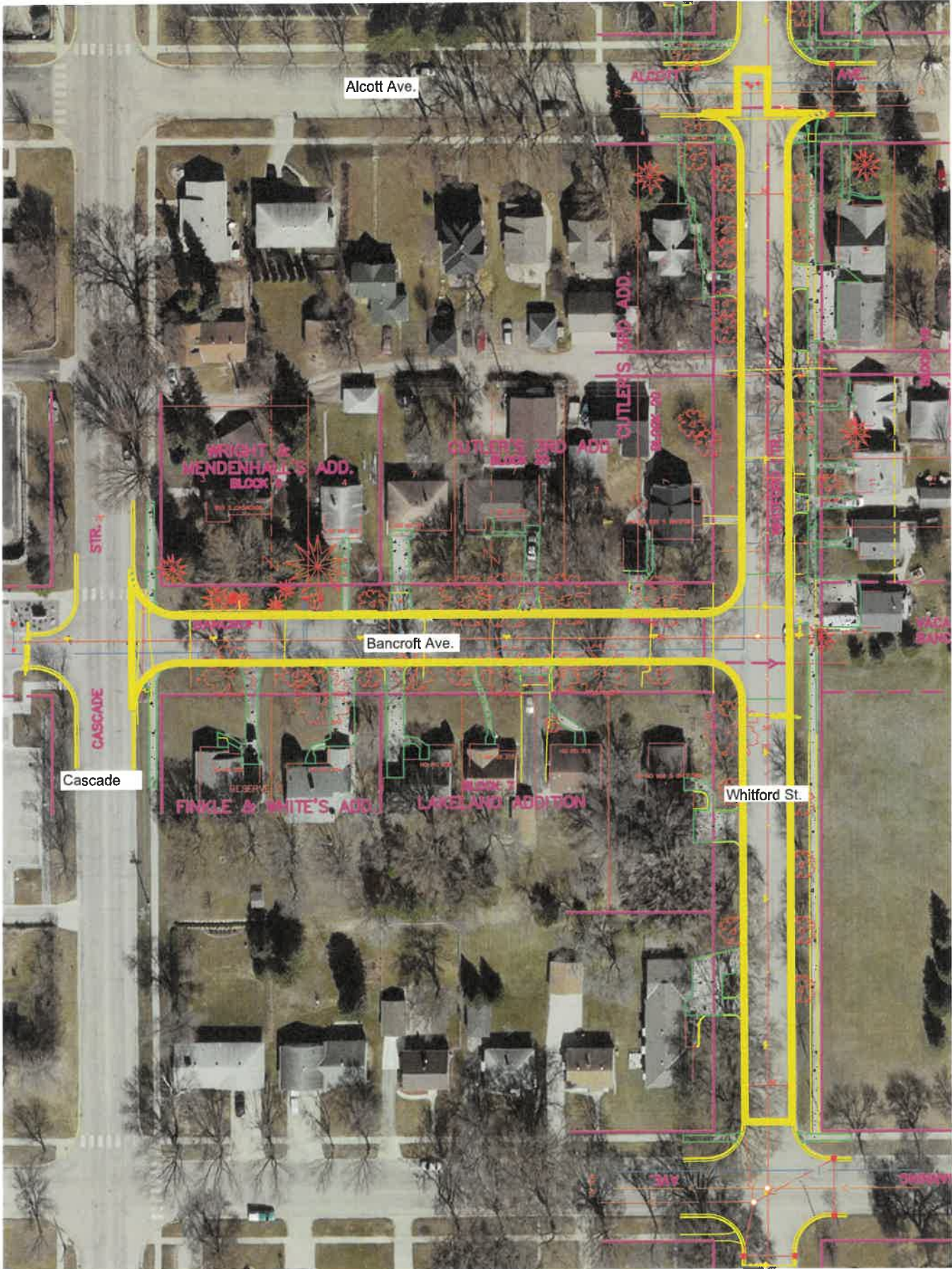
Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

Project Location Map





Council Action Recommendation

Page 1 of 1

Meeting Date:

January 19, 2021 – City Council

Subject:

Public Improvement No. 8184 – 1,775 L.F. of 20” Water Main Extension on the 1200 – 1500 Blocks, Douglas Avenue West to complete a loop of the City’s water system.

Recommendation:

Initiate Public Improvement No. 8184

Background/Key Points:

This project would complete the major water main loop on Douglas Avenue West which would provide a second major water main feed to the southwest part of the City. It would also support current and planned development in the general area.

One remaining house (1414 Douglas Avenue West) within the landfill potential groundwater impact zone would added to the City’s water system with the associated disconnection of the well currently providing domestic water supply to the home.

Budgetary Impact:

The City has MPCA authorization to use its landfill Financial Assurance Contingency Action Fund to cover the portion of the project cost associated with providing City water system access to the house at 1414 Douglas Avenue West. The remaining project funds will be obtained from the Water Fund. This project was included in the City’s 2019-2023 Capital Improvement Fund.

The preliminary total construction cost is to be determined.

Proposed Schedule:

The City must obtain a Water Main Extension Permit from the Minnesota Department of Health as well as the required City Council authorizations for this project to proceed. The intent is to have the project under construction and complete in Fall 2021.

Originating Department:

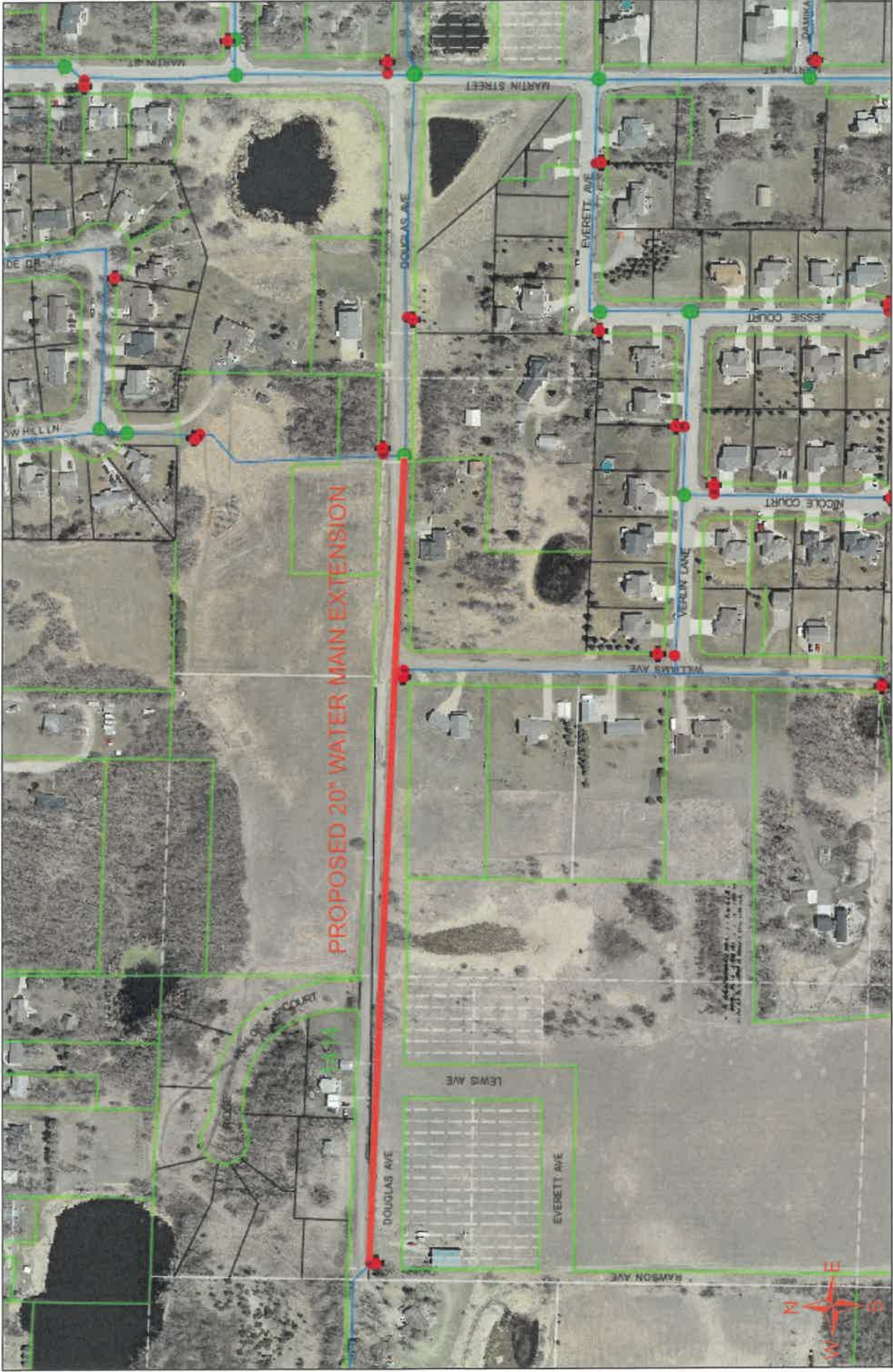
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Project Location Map



PROPOSED 20" WATER MAIN EXTENSION

1 inch = 300 feet

This map has been compiled from information on file at the City of Fergus Falls Engineering Department. The City of Fergus Falls makes no representation and assumes no liability for errors, omissions, or inaccuracies contained on this map. This map should not be used for boundary survey information.

P.I. No. 8184 - 20" Water Main Extension



January 14, 2021

TO: City Council Members
RE: Pay Equity Reporting for 2021
FROM: Mike Hartwell, Human Resources Director

In 1984, the Minnesota Legislature passed the Local Government Pay Equity Act. (M.S. 471-991-999). Jurisdictions such as the City of Fergus Falls have been on a 3 years cycle of reporting.

Pay Equity Compliance is done to make sure that female classes and male classes are treated the same in actual pay and in salary range movement as well as in exceptional pay (such as longevity pay or performance pay – which Fergus Falls doesn't have either). Pay Equity is not Comparable Worth, nor is it Equal Pay. Just for explanation, we could be in compliance with Pay Equity in MN but could still find ourselves not having Equal Pay for an individual. Comparable Worth is fortunately not the law, and it is difficult to actually define what is "comparable".

Pay Equity also looks at making sure that benefits such as health insurance are fairly given to both female and male classes. This is important to note as we negotiate labor agreements, as any aberration in pay for health insurance or salaries between groups could cause us to be out of compliance – and this is why we want to remain consistent in our salary increases as well as benefits across the 4 labor contracts as well as the non-union employees. Failure to be in compliance results in a penalty of 5 % reduction in state aid payments or \$100 per day whichever is greater. Compliance requires not only that we show that we have equity between male and female classes, but also that we file our report on or before January 31 of 2021.

This report is considered public data under the Minnesota Government Data Practices Act and a notice is posted in that regard.

I am requesting that the Council authorize a resolution approving the report and authorizing the mayor to sign the report so that I may submit it to the MN Management & Budget Office.



Council Action Recommendation

Page 1 of 1

Meeting Date: 1-19-21

Subject: \$7,969.34 donation

Recommendation: Accept the donation for the creation of a dog park in the city.

Background/Key Points: Tami Revering and Chelsey Beilhartz have done a lot of work behind the scenes in design and in fundraising. This donation will go a long way in procuring the needed fencing, signage and other items to complete the park.

Budgetary Impact: Direct the deposit to the general fund and authorize budget adjustments to “donations revenue” and “park capital outlay”

Originating Department: Public Works-Parks Div.

Respectfully Submitted: Len Taylor

Attachments:

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, THE CITY ADMINISTRATOR HAS AUDITED AND THE DEPARTMENTS HAVE APPROVED THE FOLLOWING CLAIMS AGAINST THE CITY OF FERGUS FALLS, AND HAVE CERTIFIED THAT SUCH CLAIMS ARE PROPERLY PAYABLE BY THE SAID CITY, AND THAT THE SAID CITY ADMINISTRATOR HAS VERIFIED SUCH CLAIMS TO BE PAID AND HAS SATISFIED HIMSELF THAT SUCH BILLS AND CLAIMS ARE PROPER CHARGES AGAINST THE CITY OF FERGUS FALLS;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, THAT THE FOLLOWING BILLS AND CLAIMS BE AND THEREBY ARE, ORDERED PAID OUT OF THE FOLLOWING FUNDS:

General

AT&T MOBILITY	DATA PLANS	49.86
AT&T MOBILITY	IPADS & CELL PHONE DATA	280.81
ADMINISTRATOR'S CONTINGENCY FD	JAN/MILEAGE-FIRE INSTRUCTOR	106.40
ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER/ANALYSIS SVC CHARGE	42.45
ADMINISTRATOR'S CONTINGENCY FD	OCTOBER/ANALYSIS SVC CHARGE	51.75
ADMINISTRATOR'S CONTINGENCY FD	REFUND/MECHANICAL PERMIT #6651	66.00
ARAMARK	DECEMBER LINEN SUPPLY	1,451.68
SEAN ANDERSON	CLEANING WEEKS OF DEC 21-28	392.92
AVENU INSIGHTS & ANALYTICS	ANNUAL PAYROLL SUPPORT	6,227.20
BANKCARD CENTER	ASSN OF MN EMERGENCY MGRS	100.00
BANKCARD CENTER	BALLISTIC HELMETS	1,259.96
BANKCARD CENTER	BRUSVEN UNIFORM PURCHASE	232.70
BANKCARD CENTER	CREATIVE CLOUD RENEWAL	52.99
BANKCARD CENTER	DEC/ELECTRICAL TAPE, HAMMER	38.97
BANKCARD CENTER	DEC/FACE MASKS, THERMOMETER	199.71
BANKCARD CENTER	DEC/XCOLLAR CERVICAL SPLINT	66.87
BANKCARD CENTER	DECEMBER APPY PIE LLC	60.00
BANKCARD CENTER	DECEMBER DEWALT SAW KIT	747.99
BANKCARD CENTER	DECEMBER MAIL FIRE POSTERS	5.40
BANKCARD CENTER	DECEMBER RETURN SAWZALL PARTS	18.95-
BANKCARD CENTER	DECEMBER WEBINAR REGISTRATION	189.00
BANKCARD CENTER	DECEMBER WILDLAND BOOTS	86.80
BANKCARD CENTER	DECEMBER 2020 CREDIT CARDS	5,593.01-
BANKCARD CENTER	DECEMBER/PHOTOCONDUCTOR KIT	228.58
BANKCARD CENTER	DECEMBER/TONER CARTRIDGES	195.10
BANKCARD CENTER	DECEMBER/TONER, DRUM UNIT, INK	65.28
BANKCARD CENTER	DECEMBER/WIRELESS MOUSE	193.87
BANKCARD CENTER	END STOP, PVC CEMENT, PURPL PRIM	52.03
BANKCARD CENTER	EVENSON UNIFORM PURCHASE	135.80
BANKCARD CENTER	EVENSON/NEULEIB UNIFORM PURCHA	266.78
BANKCARD CENTER	EVIDENCE SHIPPED/20032228	10.51

General

BANKCARD CENTER	FAA AIRCRAFT REGISTRATION	5.00
BANKCARD CENTER	FITTING 45DEG ST HXSPG	7.22
BANKCARD CENTER	FITTINGS	6.42
BANKCARD CENTER	FITTINGS, DWV EL	13.12
BANKCARD CENTER	ICE CLEATS	79.97
BANKCARD CENTER	IMAGING OF EXTERIOR PANEL	58.96
BANKCARD CENTER	INVESTIGATIONS EQUIPMENT	67.99
BANKCARD CENTER	KITCHEN SINK REPAIR	3.76
BANKCARD CENTER	MILLER/DUENOW EVOC TRNG MEALS	23.60
BANKCARD CENTER	MN STATE FIRE CHIEFS ASSN	280.00
BANKCARD CENTER	MONTHLY ADOBE MEMBERSHIP	10.78
BANKCARD CENTER	MOULTRIE MOBILE	9.99
BANKCARD CENTER	MPCA PERMIT	400.00
BANKCARD CENTER	NOVEMBER NECK GAITERS	47.98
BANKCARD CENTER	NOVEMBER/INK CARTRIDGE	79.99
BANKCARD CENTER	PITNEY BOWES LEASE 9/30-12/29	243.00
BANKCARD CENTER	PLAN REVIEW FEE	150.00
BANKCARD CENTER	PLUMBING MATERIALS	234.78
BANKCARD CENTER	PVC HALO ADJUST.FLOOR DRAIN	62.06
BANKCARD CENTER	SELFEED BIT, BLADE	114.39
BANKCARD CENTER	SHOP WITH A HERO	186.85
BANKCARD CENTER	SHOP WITH A HERO GIFT CARDS	800.00
BANKCARD CENTER	SILBERNAGEL UNIFORM PURCHASE	268.78
BANKCARD CENTER	SNOW BROOM	47.36
BANKCARD CENTER	UPFLOW FURNACE/CHANNING RINK	1,057.15
BANKCARD CENTER	WALLINGTON BOILER RENEWAL	30.00
BANKCARD CENTER	WEST UNIFORM PURCHASE	138.95
BANKCARD CENTER	1/2 X 1/2 PEX PRESS BALL VALVE	22.80
BANKCARD CENTER	2021 CPA RENEWAL	102.00
BEYER BODY SHOP, INC.	TOW BUICK LESABRE/20040975	100.00
BEYER BODY SHOP, INC.	TOW BUICK TERRAZA/21000468	100.00
BEYER BODY SHOP, INC.	TOW DODGE PICKUP/210000512	100.00
BEYER BODY SHOP, INC.	TOW FORD TAURUS/21000274	100.00
BEYER BODY SHOP, INC.	TOW MERCEDES BENZ/21000078	75.00
BUGBEE'S LOCKSMITH	JANUARY/CHANGE DORM ROOM LOCKS	52.50
BUILDERS FIRSTSOURCE INC	BAR TOP & SWING DOORS	3,387.00
BUILDERS FIRSTSOURCE INC	BLK SCREWS	11.77
BUILDERS FIRSTSOURCE INC	HINGES-BLACK	189.60
BUILDERS FIRSTSOURCE INC	METAL, BASE TRIM	242.99
BUILDERS FIRSTSOURCE INC	POWER TOOLS, CRN STAPLE	219.87
BUILDERS FIRSTSOURCE INC	RELY-A-PLY UL	105.66
BUILDERS FIRSTSOURCE INC	SUPPORT BRKT	97.65
CARR'S TREE SERVICE, INC.	DEC TREE TRIMMING	8,918.02

General

CENTURYLINK	JANUARY TELEPHONE EXPENSE	64.00
CHARTER COMMUNICATIONS	DEC. INTERNET ACCESS	84.99
CHARTER COMMUNICATIONS	JAN. INTERNET ACCESS	84.99
CHARTER COMMUNICATIONS	01/02-02/01/21 CABLE	41.06
CHARTER COMMUNICATIONS	01/04-02/03/2021 CABLE	48.71
COMM OF FINANCE, TREAS DIV	FORF SHARE JONES/19038189	10.00
COMMISSIONER OF REVENUE	2020 DECEMBER SALES TAX	81,750.00
COOPERS TECHNOLOGY GROUP	JAN DRY ERASE BOARD, MARKERS	43.20
COOPERS TECHNOLOGY GROUP	JAN PRINTOUT PAPER	37.16
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	17.64
COSSETTE ELECTRIC LLC	REPLACE PANEL, LAKE ALICE W.H.	458.38
DACOTAH PAPER CO	BATTERY, ICE MELT, ROLL TOWEL	330.52
DACOTAH PAPER CO	JAN 20" SCRUBBER BRUSH (MICK)	177.76
DAILY JOURNAL	DEC/ORDINANCE #9, 8TH SERIES	173.25
DAILY JOURNAL	DECEMBER/AIRPORT MANAGER	308.00
DAILY JOURNAL	PUBLISH 2021 SUMMARY BUDGET	750.75
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	88,801.13
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	2,719.07
EQUIPMENT FUND	DEC FUEL CHARGES #3002	60.58
EQUIPMENT FUND	DEC FUEL CHARGES #3006	20.41
EQUIPMENT FUND	DEC FUEL CHARGES #3019	61.50
EQUIPMENT FUND	DEC FUEL CHARGES #3040	26.03
EQUIPMENT FUND	DEC FUEL CHARGES #3041	29.75
EQUIPMENT FUND	DEC FUEL CHARGES #3042	14.43
EQUIPMENT FUND	DEC REPAIRS/SERVICE #3042	313.37
EQUIPMENT FUND	2021 JD8500 TRANSFER-FINAL	8,975.00
ESRI INC	CONTRACT RENEWAL #31574.0	5,545.00
4M FUND	NOVEMBER 2020 SERVICE CHARGE	58.68
FASTENAL COMPANY	JAN MISC HARDWARE PER MICK	20.78
FASTENAL COMPANY	JAN STREET SAFETY VENDING	38.04
FERGUS FALLS FLIGHT CENTER INC	DEC SNOW REMOVAL	770.00
FERGUS FALLS FLIGHT CENTER INC	DECEMBER/AIRPORT FUEL	15,013.64
THE 400 SCHOOL INC	ILE COBOL WORKSHOP	2,695.00
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	40.56-
GENERAL FUND	DECEMBER COPIER USE	123.20
GENERAL FUND	DECEMBER POSTAGE USE	308.40
GENERAL FUND	TRANSFER DECEMBER COPIER USE	437.18-
GENERAL FUND	TRANSFER DECEMBER POSTAGE USE	592.25-
GREAT PLAINS FIRE	DEC REGULATOR T4 BREATHING AIR	230.03
GREAT PLAINS FIRE	DECEMBER FIREFIGHTING HOSE	1,829.00
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	1,748.21
HIRERIGHT LLC	JAN MVR DAVID HARLES	11.15
HIRERIGHT LLC	JAN MVR MARK WICK	11.15

General

HOME DEPOT CREDIT SERVICES	DEC RETURN 4.5" CUTTING BLADE	14.97-
HOME DEPOT CREDIT SERVICES	DEC TAPE/BRUSH/SILICONE COUNT	21.80
HOME DEPOT CREDIT SERVICES	DEC/PUSH BROOM, THERMO GUARD	89.52
HOME DEPOT CREDIT SERVICES	JAN QUIKRETE, PLUG, TLT SUP LINE	35.96
HOME DEPOT CREDIT SERVICES	JAN RED COPPER, FITTING BRUSH	64.23
HOME DEPOT CREDIT SERVICES	JAN RETURN CHRISTMAS LIGHTS	79.92-
INDEPENDENT EMERGENCY SERVICES	ANNUAL E911 SERVICE	258.48
JOHNSON CONTROLS FIRE	ANNUAL FIRE ALARM SYSTEM	434.20
KNUTSON LAWN SERVICE	SNOW REMOVAL 702 S OAK ST	144.50
KNUTSON LAWN SERVICE	SNOW REMOVAL 710 S OAK ST	60.00
LAKE REGION ELECTRIC COOP	DEC/SNOW REMOVAL/EQUIP BLDG	107.03
LAKE REGION ELECTRIC COOP	DECEMBER ELECTRICITY EXPENSE	1,980.21
LAKELAND MENTAL HEALTH CENTER	DEC/EMPLOYEE ASSIST-1003224	97.00
LAKELAND MENTAL HEALTH CENTER	DEC/EMPLOYEE ASSIST-998914	97.00
LAKES COUNTRY SERVICE COOP	NOV PRE-EMPLOY DRUG SCREEN	59.00
LAKES COUNTRY SERVICE COOP	NOV RANDOM DRUG SCREEN	29.50
LAKES COUNTRY SERVICE COOP	2021 MEMBERSHIP DUES	350.00
LEAGUE OF MN CITIES INS. TRUST	1ST QTR 2021 WORKERS' COMP	77,696.00
LOCATORS & SUPPLIES INC	JAN 30" POLY D HANDLE SHOVELS	220.00
VICTOR LUNDEEN COMPANY	DECEMBER 1099 TAX FORMS	107.40
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	5,372.24
MARCO-FARGO	12/27/20-01/27/21 COPIER RENT	584.61
MN DEPT OF PUBLIC SAFETY	CJDN ACCESS FEE	390.00
MN TRANSPORTATION ALLIANCE INC	2021 ANNUAL MEMBERSHIP	571.00
MONTANA-DAKOTA UTILITIES CO	REPAIR GAS MAIN 3RD, W LINCOLN	1,198.84
NEW HORIZONS ENERGY	DECEMBER/MAIN TERMINAL PROPANE	1,097.40
NEW HORIZONS ENERGY	DECEMBER/SRE BUILDING PROPANE	590.01
NYCKLEMOE & ELLIG, P.A.	JANUARY PROSECUTING SERVICES	8,937.50
OFFICE OF MNIT SERVICES	DECEMBER INTERNET USAGE	251.63
OTTER TAIL COUNTY TREASURER	FORF SHARE JONES/19038189	20.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	25,527.34
OTTER TAIL TELCOM	DEC. ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	DEC. LONG DISTANCE	7.04
OTTER TAIL TELCOM	DEC. TELEPHONE LINES	199.68
OTTER TAIL TELCOM	JAN. ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	2,658.42
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	761.66
OTTER TAIL TELCOM	NOV. LONG DISTANCE	11.32
OVERHEAD DOOR CO	AUGUST/OH GARAGE DOOR T4	75.00
OVERLAND MECHANICAL SERVICES	DEC CHANGE JET A HOSE	250.00
OVERLAND MECHANICAL SERVICES	DEC DURODYNE 165F FUSIBLE	67.31
PEMBERTON LAW, P.L.L.P.	NOVEMBER LEGAL FEES	154.50
WILLIAM PETERSEN	JANUARY JANITORIAL SERVICES	950.00

General

POLICE DEPT CONTINGENCY FUND	ESTEP UNIFORM PURCHASE	169.08
POLICE DEPT CONTINGENCY FUND	EVENSON/NEULEIB/BRUSVEN UNIFOR	152.00
POLICE DEPT CONTINGENCY FUND	HEINEN UNIFORM PURCHASE	600.00
POLICE DEPT CONTINGENCY FUND	NAVY SIGHT RENTAL AGREEMENT	300.00
POLICE DEPT CONTINGENCY FUND	WEST UNIFORM PURCHASE CK#3670	44.79
PRO-WEST & ASSOCIATES, INC	GIS TECH SUPPORT	1,593.96
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	2,118.24
QUADIANT LEASING USA INC	11/02/20-02/01/21 LEASE PMT	290.79
SISTER CITIES INTERNATIONAL	2021 SISTER CITIES INTL DUES	440.00
STATE TREASURER	4TH QTR 2020 SURCHARGE	900.46
STATE TREASURER	4TH QTR 2020 SURCHARGE RETEN	36.02-
STRAIGHTLINE ROOFING & SIDING	50% CITY HALL ROOF REPLACEMENT	9,850.00
TAG UP	JANUARY/CREDENTIAL-FRY	6.00
TAG UP	SCBA BAG ID'S	136.50
TWIN CITY SHARPENING INC	JAN SHIPPING	36.06
TWIN CITY SHARPENING INC	JAN ZAMBONIE BLADE SHARPENING	55.00
UGSTAD PLUMBING, INC.	FURNACE FILTER SHOP BUILDING	45.00
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	40.01
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	1,483.60
VERIZON WIRELESS	PHONES/AIR CARDS DEC 2-JAN1	1,032.61
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F0206C8	741,613.76
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F0226C4	156,693.87
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3140J2PG5	293,015.52
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3140QF5D7	327,290.32
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3140QGA49	158,425.70
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/35563PSE0	241.86
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620A7UTO	4.13
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/528046BD6	50,000.00
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/57582RL38	55,000.00
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/751622SS1	100,000.00
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/9128CAZ4	149,710.62
	F U N D T O T A L	2,420,938.68

P.A. General

A-1 LOCK & KEY LLC	REPAIRS TO KITCHEN DOOR LOCK	90.65
ATLAS OUTDOOR SERVICES LLC	JANUARY/CBHH SNOW/LAWN CARE	1,000.00
COMSTOCK CONSTRUCTION INC	DOOR INSPECTION AT CBHH	196.00
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	1,126.60

P.A. General

EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	7.44
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	1.48
GENERAL FUND	DECEMBER COPIER USE	23.36
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	6.10
SUMMIT COMPANIES	QTRLY HORN/STROBE INSPECT -DEC	104.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 12/22/20	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 12/30/20	85.00
UGSTAD PLUMBING, INC.	MONTHLY MAINT -PLBG & HTG DEC	170.00
	F U N D T O T A L	2,895.63

Coronavirus Relief Fund

BANKCARD CENTER	OCT - NOV COVID-19 EXPENSES	5,593.01
	F U N D T O T A L	5,593.01

Regional Treatment Center-City Operated

BANKCARD CENTER	CUDDEBACK DIGITAL	20.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	218.27
	F U N D T O T A L	238.27

Public Library

ARAMARK	BAR TOWELS	33.41
ARAMARK	DECEMBER LINEN SUPPLY	7.48
BANKCARD CENTER	DECEMBER BOOKS	610.02
BANKCARD CENTER	DECEMBER DIGITAL MATERIALS	95.00
BANKCARD CENTER	DECEMBER DVD'S	664.57
BANKCARD CENTER	DECEMBER OPERATING SUPPLIES	313.10
BANKCARD CENTER	DECEMBER SUPPLIES-SCISSORS	9.49
BANKCARD CENTER	DECEMBER/ACTIVITIES CALENDAR	26.99

Public Library

BANKCARD CENTER	DUPLICATE KEYS/LIBRARY SHED	21.47
BANKCARD CENTER	NOVEMBER FACEBOOK ADS	6.00
BANKCARD CENTER	NOVEMBER ZOOM.US	16.16
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	8,987.51
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	47.43
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	10.77
GENERAL FUND	DECEMBER POSTAGE USE	2.50
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	34.33
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	1,635.62
NOVA FIRE PROTECTION, LLC	FIRE PROTECTION	145.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	2,399.35
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	67.14
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	147.92
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	262.01
US BANK EQUIPMENT FINANCE	12/21/20-01/21/21 COPIER LEASE	540.30
	F U N D T O T A L	16,083.57

T.I. #4-11 H9, LLC

H9 LLC	SEMI-ANNUAL PAYMENT/INTEREST	8,432.38
H9 LLC	SEMI-ANNUAL PAYMENT/PRINCIPAL	4,835.90
	F U N D T O T A L	13,268.28

T.I. #IV-12 Aura Fabricators

AURA CAPITAL LLC	SEMI-ANNUAL PAYMENT/INTEREST	1,947.72
AURA CAPITAL LLC	SEMI-ANNUAL PAYMENT/PRINCIPAL	35,998.96
	F U N D T O T A L	37,946.68

Tax Abatement - Fergus Care Center LLC

Tax Abatement - Fergus Care Center LLC

FERGUS CARE CENTER LLC	2020 TAX ABATEMENT PMT 2	5,077.82
	F U N D T O T A L	5,077.82

T.I. 4-13 River's Edge Investments, LLC

DAILY JOURNAL	DECEMBER/ENLARGE OF DEV DIST 4	577.50
	F U N D T O T A L	577.50

MIF/Small Cities Grant

GENERAL FUND	DECEMBER COPIER USE	6.64
GENERAL FUND	DECEMBER POSTAGE USE	.50
	F U N D T O T A L	7.14

IRP Revolving Loan

DAILY JOURNAL	DEC/HEARING-IRP LOAN-ROGNESS	116.00
GENERAL FUND	DECEMBER COPIER USE	1.36
	F U N D T O T A L	117.36

CDBG/HUD Revolving Loan

GENERAL FUND	DECEMBER COPIER USE	17.32
GENERAL FUND	DECEMBER POSTAGE USE	3.25
	F U N D T O T A L	20.57

P.I.R. Bond and Interest 2019B

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	15,875.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	25,000.00
	F U N D T O T A L	40,875.00

Capital Improvement

BANKCARD CENTER	BIT.ST. RECERT. DEVIN REGER	250.00
BANKCARD CENTER	DESIGN CONST. RECERT. D.REGER	155.00
BRAUN INTERTEC CORPORATION	PROF SERVICE THROUGH 12/4/2020	33,307.47
HOISINGTON KOEGLER GROUP INC	DECEMBER GLACIAL EDGE TRAIL	727.50
INTERSTATE ENGINEERING INC.	PROF SERV 9/13/20 TO 10/10/20	2,430.00
OTTER TAIL COUNTY HIGHWAY DEPT	CONTRACT/ENGINEERING COSTS	16,381.01
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	400.20
SRF CONSULTING GROUP INC	PROF SERVICE ENDING 4/30/2020	808.62
	F U N D T O T A L	54,459.80

Liquor Store

ALEXANDRIA FREIGHT SERVICE INC	JANUARY/FREIGHT	85.75
THE AMERICAN BOTTLING COMPANY	DECEMBER/MIX	123.74
THE AMERICAN BOTTLING COMPANY	JANUARY/MIX	192.50
ARAMARK	DECEMBER LINEN SUPPLY	248.45
ARTISAN BEER COMPANY	DECEMBER/BEER	1,888.10
ARTISAN BEER COMPANY	JANUARY/BEER	1,272.65
BANKCARD CENTER	DEC SNACK OVEN	97.08
BANKCARD CENTER	DEC SNACK OVEN/MICROWAVE	183.37
BANKCARD CENTER	DECEMBER/MISC PURCHASE	505.72
BANKCARD CENTER	DECEMBER/MOOD PANDORA	58.12
BELLBOY CORPORATION	JANUARY/LIQUOR	1,247.50
BELLBOY CORPORATION	JANUARY/MIX	557.00
BELLBOY CORPORATION	JANUARY/WINE	850.00
BEVERAGE WHOLESALERS INC	DECEMBER/BEER	7,799.09
BEVERAGE WHOLESALERS INC	DECEMBER/MIX	270.40
BEVERAGE WHOLESALERS INC	JANUARY/BEER	20,181.10
BEVERAGE WHOLESALERS INC	JANUARY/MIX	129.80

Liquor Store

PATRICIA DILLON	DEC/INSURANCE DEDUCT REIMBURSE	500.00
PATRICIA DILLON	JULY - DECEMBER MILEAGE	197.24
BRAUN VENDING INC	JANUARY WATER COOLER RENT	7.00
BRAUN VENDING INC	JANUARY/SUPPLIES-WATER	50.00
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/BEER	689.55
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/FREIGHT	265.94
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/LIQUOR	9,022.82
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/MIX	544.73
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/WINE	2,399.16
CARLOS CREEK WINERY	DECEMBER/WINE	1,035.00
CAYAN	DECEMBER 2020 CR CD FEES	13,100.21
VIKING COCA-COLA BOTTLING CO	JANUARY/MIX	713.21
COMMISSIONER OF REVENUE	2020 DECEMBER SALES TAX	7.31
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	8.46
COPPER TRAIL BREWING CO	DECEMBER/BEER	474.22
BRANDON CURRIE	JULY - DECEMBER MILEAGE	511.18
DCR BREWING CO	DECEMBER/BEER	380.00
DEFIANT DISTRIBUTORS, LLC	JANUARY/LIQUOR	225.00
DISGRUNTLED BREWERY LLC	DECEMBER/BEER	540.00
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	10,070.81
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	15.19
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	2.81
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	334.97
H BOYD NELSON INC	DECEMBER/BEER	20,950.80
H BOYD NELSON INC	DECEMBER/MIX	233.00
H BOYD NELSON INC	JANUARY/BEER	45,241.92
H BOYD NELSON INC	JANUARY/MIX	369.35
JOHNSON BROTHERS LIQUOR CO	DECEMBER/FREIGHT	323.65
JOHNSON BROTHERS LIQUOR CO	DECEMBER/LIQUOR	6,216.99
JOHNSON BROTHERS LIQUOR CO	DECEMBER/MIX	33.30
JOHNSON BROTHERS LIQUOR CO	DECEMBER/WINE	7,406.28
JOHNSON BROTHERS LIQUOR CO	JANUARY/FREIGHT	2,134.84
JOHNSON BROTHERS LIQUOR CO	JANUARY/LIQUOR	84,295.48
JOHNSON BROTHERS LIQUOR CO	JANUARY/MIX	226.00
JOHNSON BROTHERS LIQUOR CO	JANUARY/WINE	24,969.80
LIQUOR STORE	RECEIPT JANUARY RENT	358.00-
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	950.00
THE MCKINNON COMPANY INC	DECEMBER/MIX	35.90
MID-CENTRAL ICE LLC	JANUARY/ICE	40.80
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	3,396.70
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	71.04
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	296.00
PHILLIPS WINE AND SPIRITS CO	DECEMBER/FREIGHT	168.05

Liquor Store

PHILLIPS WINE AND SPIRITS CO	DECEMBER/LIQUOR	5,688.42
PHILLIPS WINE AND SPIRITS CO	DECEMBER/MIX	168.00
PHILLIPS WINE AND SPIRITS CO	DECEMBER/WINE	3,369.78
PHILLIPS WINE AND SPIRITS CO	JANUARY/FREIGHT	285.22
PHILLIPS WINE AND SPIRITS CO	JANUARY/LIQUOR	17,351.29
PHILLIPS WINE AND SPIRITS CO	JANUARY/MIX	256.00
PHILLIPS WINE AND SPIRITS CO	JANUARY/WINE	2,248.72
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	414.23
SIGNATURE HOME TECHNOLOGIES	JAN, FEB, MAR MONITOR SERVICE	73.74
SOUTHERN GLAZER'S OF MN	JANUARY/FREIGHT	224.77
SOUTHERN GLAZER'S OF MN	JANUARY/LIQUOR	11,015.00
SOUTHERN GLAZER'S OF MN	JANUARY/MIX	26.00
SOUTHERN GLAZER'S OF MN	JANUARY/WINE	2,480.30
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	51.51
WINE MERCHANTS INC	DECEMBER/FREIGHT	16.39
WINE MERCHANTS INC	DECEMBER/WINE	640.00
WINE MERCHANTS INC	JANUARY/FREIGHT	11.92
WINE MERCHANTS INC	JANUARY/WINE	896.00
	F U N D T O T A L	319,004.37

Refuse Disposal

ARAMARK	DECEMBER LINEN SUPPLY	315.96
BANKCARD CENTER	DECEMBER/SANDISK 128GB CARDS	55.98
COMMISSIONER OF REVENUE	2020 DECEMBER SALES TAX	26.96
COMMISSIONER OF REVENUE	2020 DECEMBER SWMT	27,190.00
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	5.80
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	14,063.37
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	58.90
FASTENAL COMPANY	JAN REFUSE SAFETY VENDING	5.81
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	1,419.01
MARCO-FARGO	12/27/20-01/27/21 COPIER RENT	127.72
NEW HORIZONS ENERGY	DECEMBER/ LANDFILL PROPANE	631.37
OLYMPIC SALES	JAN 1 1/2 YARD BROWN CONTAINER	5,400.00
OLYMPIC SALES	JAN 20 YARD ROLL OFF S/N 29670	5,300.00
OLYMPIC SALES	JAN 30 YARD ROLL OFF 30457/58	11,600.00
OLYMPIC SALES	JAN 4 YARD BROWN CONTAINER	6,000.00
OLYMPIC SALES	JAN 6 YARD BROWN CONTAINER	5,500.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	152.27

Refuse Disposal

OTTER TAIL POWER COMPANY	NOVEMBER/SERVICE-MAIL BILLS	74.97
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	24.42
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	143.51
OVERHEAD DOOR CO	JAN 4 NEW LANDFILL REMOTES	255.50
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	2,517.33
REVTRAK INC	DECEMBER 2020 CR CD FEES	2,093.21
WASTEWATER TREATMENT FUND	DEC ASH CELL LEACH. 5,040 GAL	191.52
WASTEWATER TREATMENT FUND	DEC DEMO CELL 18,500 GAL	703.00
	F U N D T O T A L	83,856.61

Sewage Treatment

ARAMARK	DECEMBER LINEN SUPPLY	243.98
BANKCARD CENTER	DEC ALOE, IVORYBAR, SPARKPLUG	10.36
BANKCARD CENTER	DEC KEROSENE	15.90
BANKCARD CENTER	DEC ORANGE GLO W/SPRAYER	6.97
BANKCARD CENTER	DEC PAIL, HEET, LUBE, COUPLER	171.04
BANKCARD CENTER	DEC RETURN WYE	14.99-
BANKCARD CENTER	DEC SHOWER HEAD, BULB, DISINFECT	34.15
BANKCARD CENTER	DEC SMALL ENG. SPARK PLUG	10.15
BANKCARD CENTER	DEC SQUEEGEE, HANDLES,	72.93
BANKCARD CENTER	DEC WYE, CHAIN, ASSEM KIT, BULB	23.16
BANKCARD CENTER	DECEMBER ROOTX 2 POUND JAR	88.53
BANKCARD CENTER	NOV DISTILLED WATER	5.07
BANKCARD CENTER	NOV WORKLIGHT, GLOVE, RECIPSAW	175.46
CENTURYLINK	JANUARY TELEPHONE EXPENSE	64.00
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	9.37
WASTE MANAGEMENT	12/16-12/31/20 WASTE DISPOSAL	459.75
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	10,679.16
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	40.30
FASTENAL COMPANY	JAN SEWER SAFETY VENDING	3.94
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	8.37
NAPA AUTO PARTS - FERGUS FALLS	DEC EMERY CLOTH, SAND SCREEN	18.00
GOODIN COMPANY	DEC PVC/DWV CMB	50.42
GOPHER STATE ONE CALL	DEC BILLABLE TICKETS	17.55
LAKE REGION ELECTRIC COOP	DECEMBER ELECTRICITY EXPENSE	243.59
LAKELAND ENGINEERING EQUIPMENT	DEC ATC 6 HR TIMER	681.52
LAKES COUNTRY SERVICE COOP	NOV RANDOM DRUG SCREEN	88.50
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	764.01

Sewage Treatment

MARCO-FARGO	12/27/20-01/27/21 COPIER RENT	127.72
STEFAN NELSON	DEC 2019-2020 BOOT REIMB.	189.95
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	7,114.47
OTTER TAIL POWER COMPANY	NOVEMBER/SERVICE-MAIL BILLS	74.97
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	24.42
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	192.83
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	572.27
RMB ENVIRONMENTAL LABORATORIES	DEC ANALYSIS	368.00
RMB ENVIRONMENTAL LABORATORIES	JAN ANALYSIS	308.00
RMB ENVIRONMENTAL LABORATORIES	NOV ANALYSIS	184.00
REVTRAK INC	DECEMBER 2020 CR CD FEES	2,093.21
SHERWIN WILLIAMS CO	JAN THICKSTER NITRILE GLOVES	117.59
SPEE DEE DELIVERY SERVICE INC	DEC SHIPPING FEES	26.14
UGSTAD PLUMBING, INC.	NOV PARTS	4.00
USA BLUEBOOK	NOV BUFFER,HOSE SHANK	204.61
USA BLUEBOOK	OCT WIPES,GLOVES	77.83
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	146.49
WASTEWATER TREATMENT FUND	RECEIPT TO DEC LEACHATE	894.52-
	F U N D T O T A L	24,903.17

Water

ARAMARK	DECEMBER LINEN SUPPLY	271.62
BANKCARD CENTER	DECEMBER SUPPLIES	17.65
BANKCARD CENTER	DECEMBER/LASER PRINTER	159.99
CENTURYLINK	JANUARY TELEPHONE EXPENSE	186.00
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	8.48
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	7,427.25
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	65.10
FASTENAL COMPANY	JAN WATER SAFETY VENDING	6.71
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	2.30
GENERAL FUND	DECEMBER COPIER USE	157.90
GENERAL FUND	DECEMBER POSTAGE USE	188.45
GOIN' POSTAL FERGUS FALLS	JAN POSTAGE	14.00
GOPHER STATE ONE CALL	DEC BILLABLE TICKETS	17.55
HOME DEPOT CREDIT SERVICES	JAN 70 QUART STORAGE BOX WATER	21.96
LAKES COUNTRY SERVICE COOP	NOV RANDOM DRUG SCREEN	59.00
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	971.51
MARCO-FARGO	12/27/20-01/27/21 COPIER RENT	127.72

Water

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	29,250.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	45,000.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	4,720.18
OTTER TAIL POWER COMPANY	NOVEMBER/SERVICE-MAIL BILLS	74.98
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	24.42
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	161.82
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	164.58
RMB ENVIRONMENTAL LABORATORIES	JAN 1ST HALF BACT.MONITORING	125.00
REVTRAK INC	DECEMBER 2020 CR CD FEES	2,093.20
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	89.08
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	123.08
	F U N D T O T A L	91,529.53

Storm Water

BANKCARD CENTER	SWPPP CONFERENCE M HARRINGTON	310.00
GOPHER STATE ONE CALL	DEC BILLABLE TICKETS	17.55
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	12,575.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	20,000.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	113.23
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	35.01
	F U N D T O T A L	33,050.79

Equipment

ARAMARK	DECEMBER LINEN SUPPLY	331.44
AUTO VALUE - FERGUS FALLS	DEC AIR FILTER (STOCK)	10.79
AUTO VALUE - FERGUS FALLS	DEC O2 SENSOR CREDIT U-16	46.99-
AUTO VALUE - FERGUS FALLS	DEC O2 SENSOR UNIT 16	150.98
AUTO VALUE - FERGUS FALLS	DEC SOLENOID UNIT 270	31.99
AUTO VALUE - FERGUS FALLS	DEC STOCK AIR FILTER	32.89
AUTO VALUE - FERGUS FALLS	DEC STOCK LICENSE PLATE LIGHTS	19.98
AUTO VALUE - FERGUS FALLS	JAN AIR FILTER RETURN CREDIT	10.54-
AUTO VALUE - FERGUS FALLS	JAN AIR FILTER UNIT 284	39.57
AUTO VALUE - FERGUS FALLS	JAN ATM ADD A FUSE	29.97

Equipment

AUTO VALUE - FERGUS FALLS	JAN ATM20 FUSES	12.90
AUTO VALUE - FERGUS FALLS	JAN CABIN AIR FILTER UNIT 283	29.81
AUTO VALUE - FERGUS FALLS	JAN CREDIT ON RETURNED FILTER	10.79-
AUTO VALUE - FERGUS FALLS	JAN FUEL FILTER UNIT 296	43.21
AUTO VALUE - FERGUS FALLS	JAN GROMMET (CODY)	2.49
AUTO VALUE - FERGUS FALLS	JAN HYD FITTINGS (STOCK)	27.68
AUTO VALUE - FERGUS FALLS	JAN STOCK AIR FILTER	32.89
AUTO VALUE - FERGUS FALLS	JAN STOCK AIR FILTERS	10.54
AUTO VALUE - FERGUS FALLS	JAN STOCK FUEL FILTER	17.24
AUTO VALUE - FERGUS FALLS	JAN WINDSHIELD WASH SOLVENT	16.74
AUTO VALUE - FERGUS FALLS	JAN 10 AMP ATM FUSE/BUTT CONNE	31.89
AUTO VALUE - FERGUS FALLS	JAN 1157 BULBS (STOCK)	6.90
AUTO VALUE - FERGUS FALLS	JAN 7" ZIP TIES (SHOP)	7.99
BANKCARD CENTER	DEC NIGHT VISION BACKUP CAMERA	1,118.07
BANKCARD CENTER	DECEMBER ANGLES	134.55
BANKCARD CENTER	DECEMBER BLUE EXTENTION CORDS	75.44
BANKCARD CENTER	DECEMBER CLEANER/DEGREASER	11.99
BANKCARD CENTER	DECEMBER ELBOW, COUPLING	9.00
BANKCARD CENTER	DECEMBER FITTING, EXTEN CORD	17.73
BANKCARD CENTER	DECEMBER HOSE NOZZLE	20.98
BANKCARD CENTER	DECEMBER MUD GUARD	27.99
BANKCARD CENTER	NOVEMBER WIRE, COMMAND STRIPS	30.26
BANKCARD CENTER	2076 GAS	21.10
CENTURYLINK	JANUARY TELEPHONE EXPENSE	194.00
COMMISSIONER OF REVENUE	2020 DECEMBER SPECIAL FUEL TAX	1,045.38
COMMISSIONER OF REVENUE	2020 DECEMBER SALES TAX	228.73
COOPERS TECHNOLOGY GROUP	JAN REFILL INK, PENS	4.75
COSSETTE ELECTRIC LLC	JAN REPLACE LOUVER IN AIR COMP	273.18
EMPLOYEES INSURANCE TRUST FUND	JANUARY HEALTH INSURANCE	5,342.69
EMPLOYEES INSURANCE TRUST FUND	JANUARY LIFE INSURANCE	25.11
EQUIPMENT FUND	DEC FUEL USAGE	212.70-
EQUIPMENT FUND	DEC REPAIRS/SERVICE	313.37-
EQUIPMENT FUND	2021 JD8500 TRANSFER-FINAL	8,975.00-
FARGO FREIGHTLINER	JAN HOOD LATCH UNIT 270	72.21
FARGO FREIGHTLINER	JAN WIRE CONNECTOR/TERMINALS	6.07
JOHN DEERE FINANCIAL	JAN SHAFT/BEARING/CHAIN U-955	602.88
JOHN DEERE FINANCIAL	JAN SKID SHOES (STOCK)	252.76
FASTENAL COMPANY	DEC NITRILE GLOVES/SCOTCH PADS	181.94
FASTENAL COMPANY	JAN FLEET SAFETY VENDING	19.02
FASTENAL COMPANY	JAN SHOP SUPPLY VENDING	117.14
FASTENAL COMPANY	JAN 1/2" DROP IN ANCHORS	37.31
FRONTIER POWERSPORTS	JAN TRACK SYSTEM TO BE USED ON	5,299.00
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	10.35

Equipment

NAPA AUTO PARTS - FERGUS FALLS	DEC FLOOR DRY (SHOP)	102.90
NAPA AUTO PARTS - FERGUS FALLS	DEC HYD FITTING	23.99
NAPA AUTO PARTS - FERGUS FALLS	DEC HYD FITTING (CODY)	23.99
NAPA AUTO PARTS - FERGUS FALLS	DEC RADIATOR CAP UNIT 2084	6.99
NAPA AUTO PARTS - FERGUS FALLS	DEC VALVE STEM KIT (EXPLORERS)	8.88
NAPA AUTO PARTS - FERGUS FALLS	JAN 2 3/4" IMPACT SOCKET	67.99
NAPA AUTO PARTS - FERGUS FALLS	NOV CREDIT FOR RETURNED PARTS	204.95-
NAPA AUTO PARTS - FERGUS FALLS	NOV NYLON WIRE BRACKET/CLAMPS	23.57
GOIN' POSTAL FERGUS FALLS	JAN SEND OIL SAMPLE UNIT 296	6.20
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	1,702.40
HOME DEPOT CREDIT SERVICES	DEC SANDER FITTINGS/HINGES	33.52
KNUTSON ELECTRIC REBUILDING	JAN REBUILD STARTER UNIT 496	62.00
MII LIFE INCORPORATED	JANUARY ER HSA CONTRIBUTION	358.23
MTI DISTRIBUTING INC	JAN CREDIT FOR OIL SEALS	29.92-
MTI DISTRIBUTING INC	JAN 25" MB POLY WAFER	996.44
MARCO-FARGO	12/27/20-01/27/21 COPIER RENT	114.27
MINNESOTA MOTOR COMPANY	DEC CAR WASHES	18.00
MINNESOTA MOTOR COMPANY	DECEMBER CAR WASHES	10.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	2,300.72
OTTER TAIL TELCOM	JAN. TELEPHONE LINES	54.93
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	36.18
OTTER TAIL TIRE INC	2080 TIRES	658.56
OTTER TAIL TIRE INC	2088 TIRES	658.56
PRODUCTIVITY PLUS ACCOUNT	DEC VALVE COVER GASKETS U-284	88.60
PRODUCTIVITY PLUS ACCOUNT	JAN CHARGE ACCUMULATORS U-284	451.50
PRODUCTIVITY PLUS ACCOUNT	JAN FUEL LINE/FITTING/NUT U284	138.98
PRODUCTIVITY PLUS ACCOUNT	JAN PINION BEARINGS UNIT 498	185.04
PRODUCTIVITY PLUS ACCOUNT	JAN RIDE CONT ACCUMULATOR U284	748.00
PUBLIC UTILITIES DEPARTMENT	DECEMBER PUBLIC UTILITIES	578.82
SUMMIT COMPANIES	RECHARGED EXTINGUISHERS, SPARES	71.85
SWANSTON EQUIPMENT CO	JAN RETAINER NUTS GRAPPLE BUCK	119.52
SWANSTON EQUIPMENT CO	JAN STOCK FILTERS UNIT 477	169.73
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	103.02
ZIEGLER INC.	DEC SEAL KIT UNIT 486	116.57
ZIEGLER INC.	JAN NOZZLE TIPS/HOSE SHANK	24.01
ZIEGLER INC.	JAN RETURN SEAL KIT/O-RING SEA	65.97-
ZIEGLER INC.	JAN WHITE SPRAY TIPS XR11008	9.06
	F U N D T O T A L	16,270.31

Employees Insurance

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT JANUARY HEALTH INS	146,498.52-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT JANUARY LIFE INSURANCE	2,978.54-
	F U N D T O T A L	149,477.06-

Sister Cities Expendable Trust

Flexible Benefit Agency

MII LIFE INCORPORATED	2020 FLEX PLAN REIMB	1,383.55
	F U N D T O T A L	1,383.55

PEG Access

COMMISSIONER OF REVENUE	2020 SALES TAX	80.00
LIQUOR STORE	JANUARY RENT	358.00
OTTER TAIL POWER COMPANY	DECEMBER ELECTRICITY EXPENSE	103.90
OTTER TAIL TELCOM	JANUARY TELEPHONE EXPENSE	220.41
	F U N D T O T A L	762.31

Fergus Falls Convention and Visitor's Bureau, Inc.

BANKCARD CENTER	ANNUAL SUBSCRIPTION/CANVA*	119.40
BANKCARD CENTER	DECEMBER BOARD GIFT	37.58
BANKCARD CENTER	MONTHLY ZOOM.US	16.16
COMMISSIONER OF REVENUE	2020 SALES TAX	98.00
COOPERS TECHNOLOGY GROUP	JANUARY WHITE ADDRESS LABELS	29.88
GENERAL FUND	DECEMBER LONG DISTANCE CHARGE	4.48
GENERAL FUND	DECEMBER COPIER USE	107.40
GENERAL FUND	DECEMBER POSTAGE USE	89.15

1/19/2021

R E S O L U T I O N R E C O R D

Fergus Falls Convention and Visitor's Bureau, Inc.

OTTER TAIL TELCOM	JAN. TELEPHONE LINES	18.31
SPRINT	JANUARY CELL PHONE EXPENSE	252.78
	F U N D T O T A L	773.14
	T O T A L A L L F U N D S	3,020,156.03

BE IT FURTHER RESOLVED, THAT THE CITY ADMINISTRATOR BE, AND HE HEREBY IS AUTHORIZED AND DIRECTED TO DRAW WARRANTS FOR THE ABOVE CLAIMS FROM THE RESPECTIVE FUNDS AS HEREIN INDICATED, AND THAT THE MAYOR AND CITY ADMINISTRATOR BE, AND THEY HEREBY ARE, AUTHORIZED TO EXECUTE AND DELIVER SUCH WARRANTS.

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 19 DAY OF JANUARY BY ALDERMAN WHO MOVED ITS ADOPTION, WAS SECONDED BY ALDERMAN AND ADOPTED BY THE FOLLOWING VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

WHEREUPON THE ABOVE RESOLUTION WAS DULY DECLARED ADOPTED.

ATTEST:

APPROVED:

CITY ADMINISTRATOR

MAYOR

1/19/2021

R E S O L U T I O N R E C O R D

A-1 LOCK & KEY LLC	90.65
AT&T MOBILITY	330.67
ADMINISTRATOR'S CONTINGENCY FD	266.60
ALEXANDRIA FREIGHT SERVICE INC	85.75
THE AMERICAN BOTTLING COMPANY	316.24
ARAMARK	2,904.02
SEAN ANDERSON	392.92
ARTISAN BEER COMPANY	3,160.75
ATLAS OUTDOOR SERVICES LLC	1,000.00
AURA CAPITAL LLC	37,946.68
AUTO VALUE - FERGUS FALLS	488.13
AVENU INSIGHTS & ANALYTICS	6,227.20
BANKCARD CENTER	14,536.98
BELLBOY CORPORATION	2,654.50
BEVERAGE WHOLESALERS INC	28,380.39
BEYER BODY SHOP, INC.	475.00
PATRICIA DILLON	697.24
BRAUN VENDING INC	57.00
BRAUN INTERTEC CORPORATION	33,307.47
BREAKTHRU BEVERAGE MINNESOTA	12,922.20
BUGBEE'S LOCKSMITH	52.50
BUILDERS FIRSTSOURCE INC	4,254.54
CARLOS CREEK WINERY	1,035.00
CARR'S TREE SERVICE, INC.	8,918.02
CAYAN	13,100.21
CENTURYLINK	508.00
CHARTER COMMUNICATIONS	259.75
VIKING COCA-COLA BOTTLING CO	713.21

TOTAL OTHER VENDORS 175,081.62

COMM OF FINANCE, TREAS DIV	10.00
COMMISSIONER OF REVENUE	110,426.38
COMSTOCK CONSTRUCTION INC	196.00
COOPERS TECHNOLOGY GROUP	164.74
COPPER TRAIL BREWING CO	474.22
COSSETTE ELECTRIC LLC	731.56
BRANDON CURRIE	511.18
DCR BREWING CO	380.00
DACOTAH PAPER CO	508.28
DAILY JOURNAL	1,925.50
WASTE MANAGEMENT	459.75
DEFIANT DISTRIBUTORS, LLC	225.00
DISGRUNTLED BREWERY LLC	540.00

TOTAL OTHER VENDORS 291,634.23

1/19/2021

R E S O L U T I O N R E C O R D

ESRI INC 5,545.00

TOTAL OTHER VENDORS 297,179.23

4M FUND 58.68

FARGO FREIGHTLINER 78.28

JOHN DEERE FINANCIAL 855.64

FASTENAL COMPANY 430.69

FERGUS CARE CENTER LLC 5,077.82

FERGUS FALLS FLIGHT CENTER INC 15,783.64

THE 400 SCHOOL INC 2,695.00

FRONTIER POWERSPORTS 5,299.00

TOTAL OTHER VENDORS 327,457.98

NAPA AUTO PARTS - FERGUS FALLS 71.36

GOIN' POSTAL FERGUS FALLS 20.20

GOODIN COMPANY 50.42

GOPHER STATE ONE CALL 52.65

GREAT PLAINS FIRE 2,059.03

GREAT PLAINS NATURAL GAS CO 3,819.91

H9 LLC 13,268.28

H BOYD NELSON INC 66,795.07

HIRERIGHT LLC 22.30

HOISINGTON KOEGLER GROUP INC 727.50

HOME DEPOT CREDIT SERVICES 172.10

INDEPENDENT EMERGENCY SERVICES 258.48

INTERSTATE ENGINEERING INC. 2,430.00

JOHNSON BROTHERS LIQUOR CO 125,606.34

JOHNSON CONTROLS FIRE 434.20

KNUTSON ELECTRIC REBUILDING 62.00

KNUTSON LAWN SERVICE 204.50

LAKE REGION ELECTRIC COOP 2,330.83

LAKELAND ENGINEERING EQUIPMENT 681.52

LAKELAND MENTAL HEALTH CENTER 194.00

LAKES COUNTRY SERVICE COOP 586.00

LEAGUE OF MN CITIES INS. TRUST 77,696.00

TOTAL OTHER VENDORS 625,000.67

LOCATORS & SUPPLIES INC 220.00

VICTOR LUNDEEN COMPANY 107.40

MII LIFE INCORPORATED 12,854.17

MTI DISTRIBUTING INC 966.52

1/19/2021

R E S O L U T I O N R E C O R D

MARCO-FARGO	1,082.04
THE MCKINNON COMPANY INC	35.90
MID-CENTRAL ICE LLC	40.80

TOTAL OTHER VENDORS	640,307.50
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MN DEPT OF PUBLIC SAFETY	390.00
MINNESOTA MOTOR COMPANY	28.00
MN TRANSPORTATION ALLIANCE INC	571.00
MONTANA-DAKOTA UTILITIES CO	1,198.84
STEFAN NELSON	189.95
NEW HORIZONS ENERGY	2,318.78
NORTHLAND TRUST SERVICES, INC.	147,700.00
NOVA FIRE PROTECTION, LLC	145.00
NYCKLEMOE & ELLIG, P.A.	8,937.50
OFFICE OF MNIT SERVICES	251.63
OLYMPIC SALES	33,800.00

TOTAL OTHER VENDORS	835,838.20
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OTTER TAIL COUNTY HIGHWAY DEPT	16,381.01
OTTER TAIL COUNTY TREASURER	20.00
OTTER TAIL POWER COMPANY	46,671.55
OTTER TAIL TELCOM	5,147.57
OTTER TAIL TIRE INC	1,317.12
OVERHEAD DOOR CO	330.50
OVERLAND MECHANICAL SERVICES	317.31
PEMBERTON LAW, P.L.L.P.	154.50
WILLIAM PETERSEN	950.00
PHILLIPS WINE AND SPIRITS CO	29,535.48
POLICE DEPT CONTINGENCY FUND	1,265.87
PRODUCTIVITY PLUS ACCOUNT	1,612.12
PRO-WEST & ASSOCIATES, INC	1,593.96
PUBLIC UTILITIES DEPARTMENT	6,627.48
QUADIENT LEASING USA INC	290.79
RMB ENVIRONMENTAL LABORATORIES	985.00
REVTRAK INC	6,279.62
SRF CONSULTING GROUP INC	808.62
SHERWIN WILLIAMS CO	117.59
SIGNATURE HOME TECHNOLOGIES	73.74
SISTER CITIES INTERNATIONAL	440.00
SOUTHERN GLAZER'S OF MN	13,746.07
SPEE DEE DELIVERY SERVICE INC	26.14
SPRINT	252.78

TOTAL OTHER VENDORS	970,783.02
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1/19/2021

R E S O L U T I O N R E C O R D

STATE TREASURER	864.44
STRAIGHTLINE ROOFING & SIDING	9,850.00
SUMMIT COMPANIES	175.85
SWANSTON EQUIPMENT CO	289.25
TAG UP	142.50
TWIN CITY SHARPENING INC	91.06
UGSTAD PLUMBING, INC.	389.00
USA BLUEBOOK	282.44
US BANK EQUIPMENT FINANCE	540.30
VERIZON WIRELESS	3,104.41

TOTAL OTHER VENDORS 986,512.27

WELLS FARGO - INVESTMENTS	2,031,995.78
WINE MERCHANTS INC	1,564.31
ZIEGLER INC.	83.67

TOTAL OTHER VENDORS 3,020,156.03

TOTAL ALL VENDORS 3,020,156.03



Council Action Recommendation

Page 1 of 2

Meeting Date: City Council 1/19/2021

Subject: Sales Tax Authorization for City Projects

Background/Key Points:

As you may recall, in January 2020, the City Council passed a resolution to support and proceed with seeking legislative approval for a sales tax to fund three projects in Fergus Falls. The three projects were an Aquatics Center, a Trails project and the DeLagoon Improvement project. Details of these three projects have not been changed since our discussion last January and are included in the attached resolution. During the 2020 Legislative Session, conversations had just started about these sales tax projects when COVID-19 became prevalent and shut down the Capitol. In fact, the Legislative Committee was able to testify in the House Committee that handles sales tax projects and had a scheduled meeting to testify on the Senate side before things were abruptly closed. As a result of the closure of the Capitol, no local sales tax proposals (statewide) were advanced by the Legislature. Our proposal was well received by the House Committee and seemed to have support.

If the City wishes to continue to pursue these projects and the associated sales tax, the Council will need to again pass a resolution to be submitted to the Tax chairs in both the House and Senate before the end of the month. The Legislative Committee has discussed this and is recommending that the Council move in this direction. As a Committee, we simply want the option to pursue this, should the environment be favorable at the Capitol and progress on these items be made. While this session will focus heavily on passing a State Budget, we want to be prepared with our proposals should they decide to take up the sales tax projects this session. Once/If legislative approval is granted, all of these questions would be posed to the local voters individually at the next General Election, which would take place in November 2022. If we aren't successful during the 2021 Legislative Session, we could still get legislative approval in 2022. Keep in mind, the Council would have the ability to remove any or all of these projects from consideration, even if approved by the Legislature.

Staff has not done any additional work on this proposal since the Legislature stalled these due to COVID. We would submit the same projects and paperwork this year, which will require very little additional effort. This submittal includes the attached resolution as well as our regional significance justification for each of these projects.

The Library Sales Tax Collection continues to be impressive and we anticipate those bonds will be retired in the next few years. Any newly approved sales tax would have to wait until those bonds are retired.

Originating Department: Administration

Respectfully Submitted: Andrew Bremseth, City Administrator on behalf of the Legislative Committee

Attachments:

Resolution to support the authority to impose a local sales tax to fund specific capital improvements providing regional benefit, to establish the duration of the tax and the revenue to be raised by the tax, and to authorize the city to issue bonds supported by the sales tax revenue

CITY OF FERGUS FALLS, MINNESOTA
RESOLUTION #__-2021

Resolution to support the authority to impose a local sales tax to fund specific capital improvements providing regional benefit, to establish the duration of the tax and the revenue to be raised by the tax, and to authorize the city to issue bonds supported by the sales tax revenue

WHEREAS, the city has engaged community residents and businesses and identified three projects:

1. Aquatics Center
 - a. Bath House
 - b. Two bodies of water
 - c. Lazy River
 - d. Water Slides
 - e. Climbing Wall and other related aquatics amenities

Projected Project Cost \$7,800,000

2. Trails Project
 - a. Central Segment of the Glacial Edge Trail (ten foot paved, multimodal), including pedestrian railroad crossings
 - b. Rehabilitation of the existing river walk pavers on the south side of the river
 - c. Stanton Ave. streetscape improvements along the Glacial Edge Trail, including rail crossings at Broadway and St. Andrews St.
 - d. Renaissance of Old Smokey Ski Hill, including a warming house, lifts, groomers, and snow making equipment

Projected Project Cost \$2,500,000

3. DeLagoon Improvement Project
 - a. Significant improvements to the existing campground, including infrastructure as identified in a City approved Master Plan
 - b. Restroom/Concession facility for the Soccer Complex
 - c. Upgraded Restroom/Concession facility for the softball complex
 - d. Replacement of the Lighting systems on the softball and baseball fields

Projected Project Cost \$5,200,000 and,

WHEREAS, the projects will result in benefits to both the residents and businesses of the City of Fergus Falls and to non-resident visitors and businesses and,

WHEREAS, the projects are estimated to cost approximately \$15,500,000 and,

WHEREAS, the estimates that a local sales tax of .5% would generate \$21,000,000 over 16 years and,

WHEREAS, the city has provided documentation of the regional significance of each project, including the share of the economic benefit to or use of each project by persons residing or businesses located, outside the jurisdiction and,

WHEREAS, the estimated local sales tax revenue and estimated time needed to raise that amount of revenue for each project is as follows:

For the Aquatics Center: the city will collect \$10,600,000 over eight years

For the Trails project: the city will collect \$3,300,000 over three years

For the Delagoon improvement project: the city will collect \$7,100,000 over five years

WHEREAS, Minnesota Stat. §297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature and,

WHEREAS, Minnesota Stat. §297A.99 requires the city to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax;

THEREFORE, BE IT RESOLVED the following:

1. The city council supports the authority to impose a general local sales tax of .5% for a period of 16 years to fund the aforementioned project(s)
2. Upon approval of this resolution, the city will submit the adopted resolution and documentation of regional significance to the chairs and ranking minority members of the House and Senate Taxes Committees for approval and passage of a special law authorizing the tax, by January 31 of the year that it is seeking the special law.
3. Upon Legislative approval and passage of the special law authorizing the tax, the city will adopt a resolution accepting the new law, which will be filed with a local approval certificate to the Office of the Secretary of State before the following Legislative session.
4. The city will put a detailed ballot question(s), which includes separate questions for each project, on a general election ballot for local voter approval. This will be done within two years of receiving legislative authority.
5. If one or more ballot questions pass, the city will also pass an ordinance imposing the tax and notify the Commissioner of Revenue at least 90 days before the first day of the calendar quarter that the tax will be imposed.
6. Upon completion of the aforementioned requirements, the local sales tax will commence and run until December 31, 2038 or until a sum sufficient to fund the voter approved projects, including related debt costs, is raised, whichever comes first.

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 19, 2021 by Council Member ____ who offered its adoption, was seconded by Council Member ____ and adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor



Fergus Falls Regional Treatment Center Historic Campus Reuse Plan

City Council Update
January 19, 2021

 COLLABORATIVE DesignGroup, inc.

 Economic
Development
Services, Inc.

 **BIKO ASSOCIATES**
INCORPORATED

REUSE STUDY PROCESS

PHASE 1 Background research; Imagine alternatives

PHASE 2 Refine alternatives & guiding principles

PHASE 3 Analysis of preferred alternatives

PHASE 4 Finance and implementation strategy

PHASE 5 Final report with refined reuses



AGENDA

STEERING COMMITTEE MEETING 12/16/2020

- Welcome & introductions
 - Schedule update
- Market assessment of preferred options
 - Residential healing focused on PTSD, possibly brain trauma
 - Housing
- Physical assessment
- Discussion
- Next steps
 - Finance & implementation strategy
 - Communication with the community
- Wrap-up/Other items

Market Analysis

Residential Treatment PTSD & Brain Trauma



Residential Healing Market for PTSD/Brain Trauma

Approach

- National scan of treatment facilities for PTSD
- Engaged support from national health care consultant with behavioral health, neuroscience, market and facility planning expertise
- Interviews with relevant leadership at:
 - Lake Region Health Care
 - Center for Victims of Torture
 - Hazelden Betty Ford
 - Veteran's Administration – Minneapolis
 - Veteran's Administration Whole Health programming in Fargo

Residential Healing Market for PTSD/Brain Trauma

Findings

- PTSD & brain trauma market too limited
 - National.....
 - There are typically co-diagnoses including depression, anxiety, addiction and others
 - More comprehensive approach brings in elements not desired

Residential Healing Market for PTSD/Brain Trauma

Findings

- Brain trauma, considered an attractive market by the committee, requires extensive therapeutic facilities, equipment & staffing. Retrofitting existing buildings to meet requirements is difficult.
- Long term trend away from residential treatment impacts all forms of residential mental health treatment
 - Reimbursement is challenging from all payors except private pay
 - COVID-19 has greatly accelerated the trend toward telehealth. Insurance now pays for it, and it's been especially successful in mental health.
 - Treatment for behavioral health typically done close to home so that family networks and support systems are established after residential treatment wraps up

Residential Healing Market for PTSD/Brain Trauma

Findings

- Health care overall is moving away from physical infrastructure. New business models evolving quickly away from physical infrastructure. Its evolving toward the hospital (high need) or home
- Margins are tight so efficient operations are critical, creating a challenge for retrofitting existing facilities

Market Analysis

Housing Continuum

- Mixed income
- Senior
- Veterans
- Supportive

Recent market studies

- City of Fergus Falls Housing Study Update (October 2014)
- 2019 Fergus Falls Housing Task Force Report (March 2019)
- Otter Tail County Permanent Supportive Housing (Maxfield, May 2020)

Housing

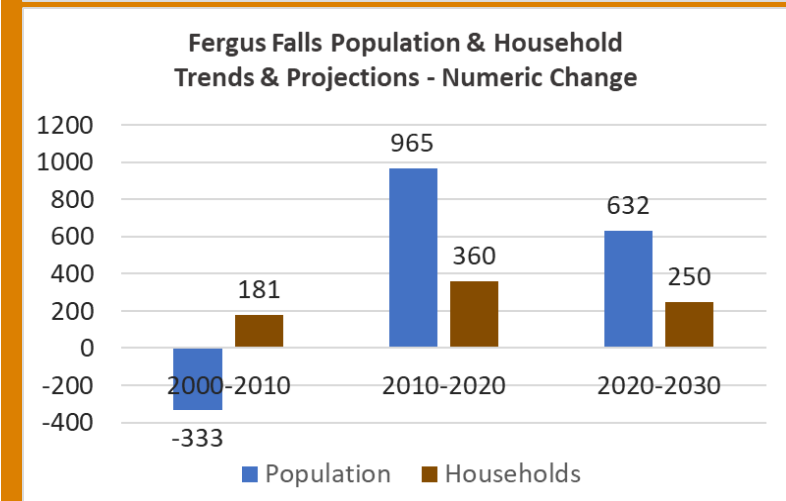
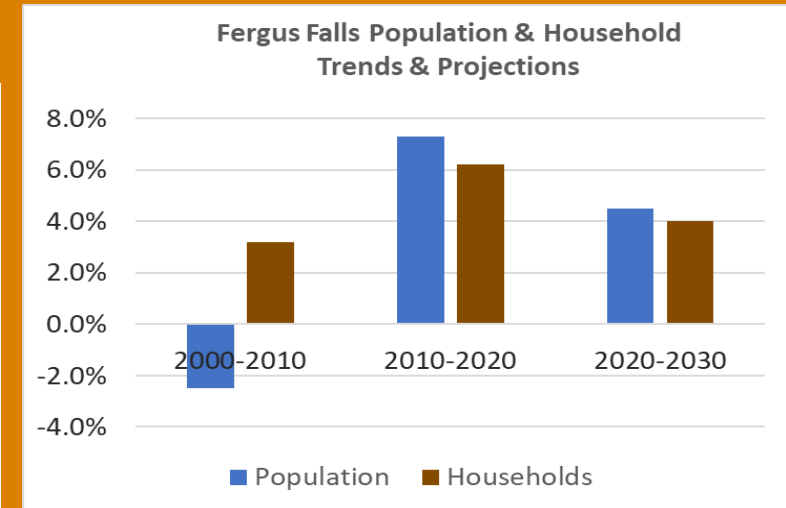
Goals – 2019 Housing Task Force Report

Goal 1: Increase the available housing inventory of both new and existing housing units in Fergus Falls.

Goal 2: Support affordable housing for all.

Goal 3: Maintain the homes we have.

Goal 4: Promote housing resources and development opportunities.



Otter Tail Co. Permanent Supportive Housing (Maxfield, May 2020)

Housing

Population Age Distribution – Fergus Falls

Age	Census		Estimate	Forecast		Change			
	2000	2010	2020	2025	2030	2010-2020		2020-2030	
	No.	No.	No.	No.	No.	No.	Pct.	No.	Pct.
Fergus Falls									
19 and Under	3,637	3,151	3,210	3,352	3,319	59	1.9%	109	3.4%
20 to 24	811	760	830	842	870	70	9.2%	41	4.9%
25 to 34	1,429	1,621	1,726	1,625	1,697	105	6.5%	-29	-1.7%
35 to 44	1,876	1,270	1,443	1,622	1,682	173	13.7%	238	16.5%
45 to 54	1,684	1,793	1,578	1,470	1,520	-215	-12.0%	-58	-3.7%
55 to 64	1,057	1,620	1,905	1,830	1,844	285	17.6%	-60	-3.2%
65 to 74	1,133	1,056	1,539	1,773	1,800	483	45.7%	261	17.0%
75 to 84	1,147	1,030	1,005	1,121	1,165	-25	-2.4%	160	15.9%
85 and over	697	837	867	783	856	30	3.6%	-11	-1.3%
Total	13,471	13,138	14,103	14,419	14,753	965	7.3%	650	4.6%

Significant growth in 3 population groups

- 35 to 44
- 65 to 74
- 75 to 84

Provide senior housing & free up existing housing stock for young families

Otter Tail Co. Permanent Supportive Housing Study
Maxfield Research
May 2020

Housing

Market Rate

- Pent up demand for additional market rate units in Fergus Falls & Otter Tail Co
 - 632 units surveyed in PMA, 23 vacant = 3.6% vacancy rate, which is below market equilibrium rate of 5.0% vacancy
- Features and amenities at recently renovated or new market rate properties
 - Stainless steel appliances, walk-in closets, balcony, vinyl plank flooring (wood-look), in-unit washer/dryer
 - Outdoor grill areas, outdoor play areas, fitness room, garages with openers
- \$0.72-1.05 per square foot rental rate

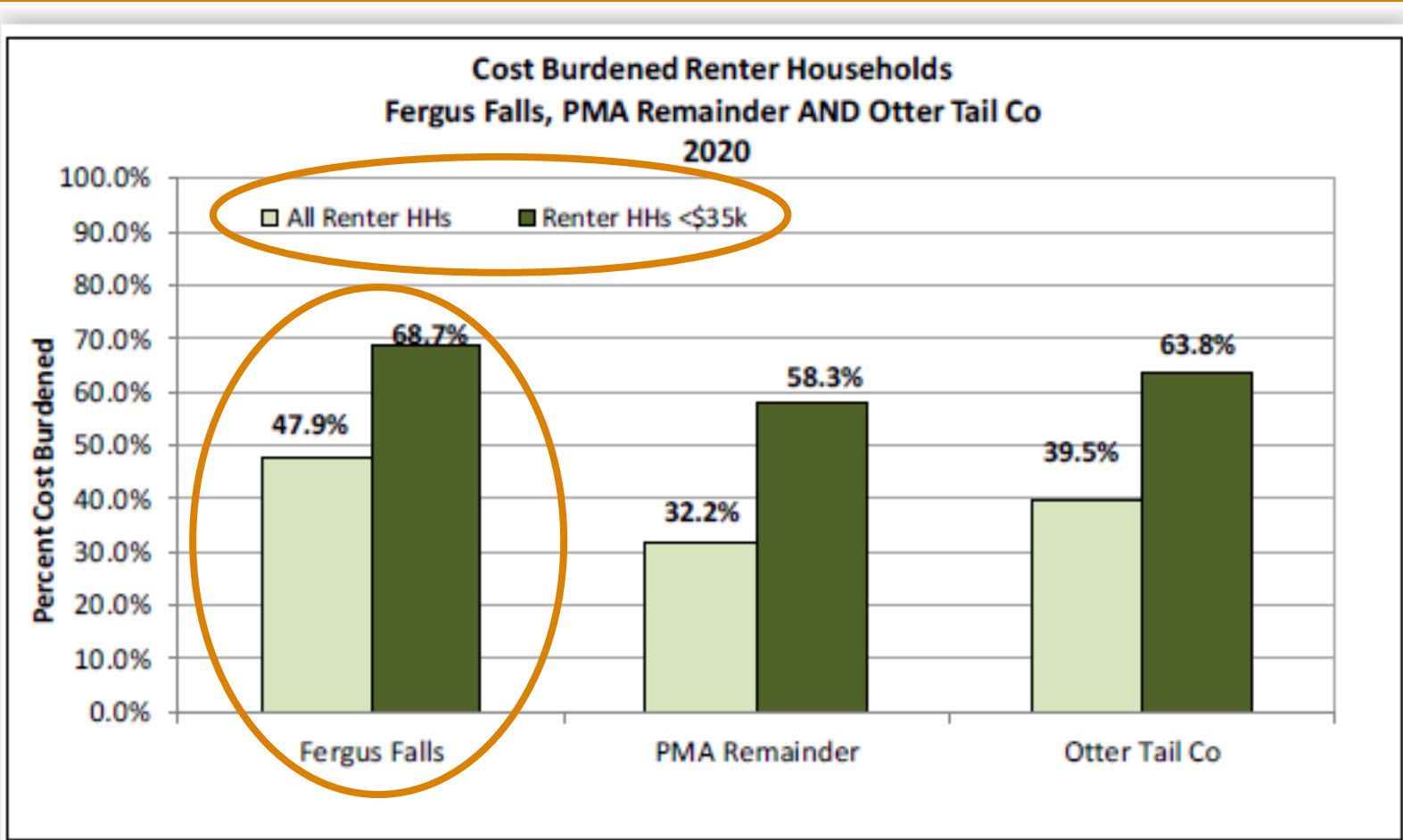
Otter Tail County Primary Market Area Market rate rentals – unit mix

Studio	0.2%
One bedroom	37.7%
Two bedroom	48.7%
Three bedroom	12.7%
Four bedroom	0.4%

Maxfield Research & Consulting, LLC
May 2020

Housing

Cost Burdened Renter Households – Fergus Falls, PMA Remainder & Otter Tail County

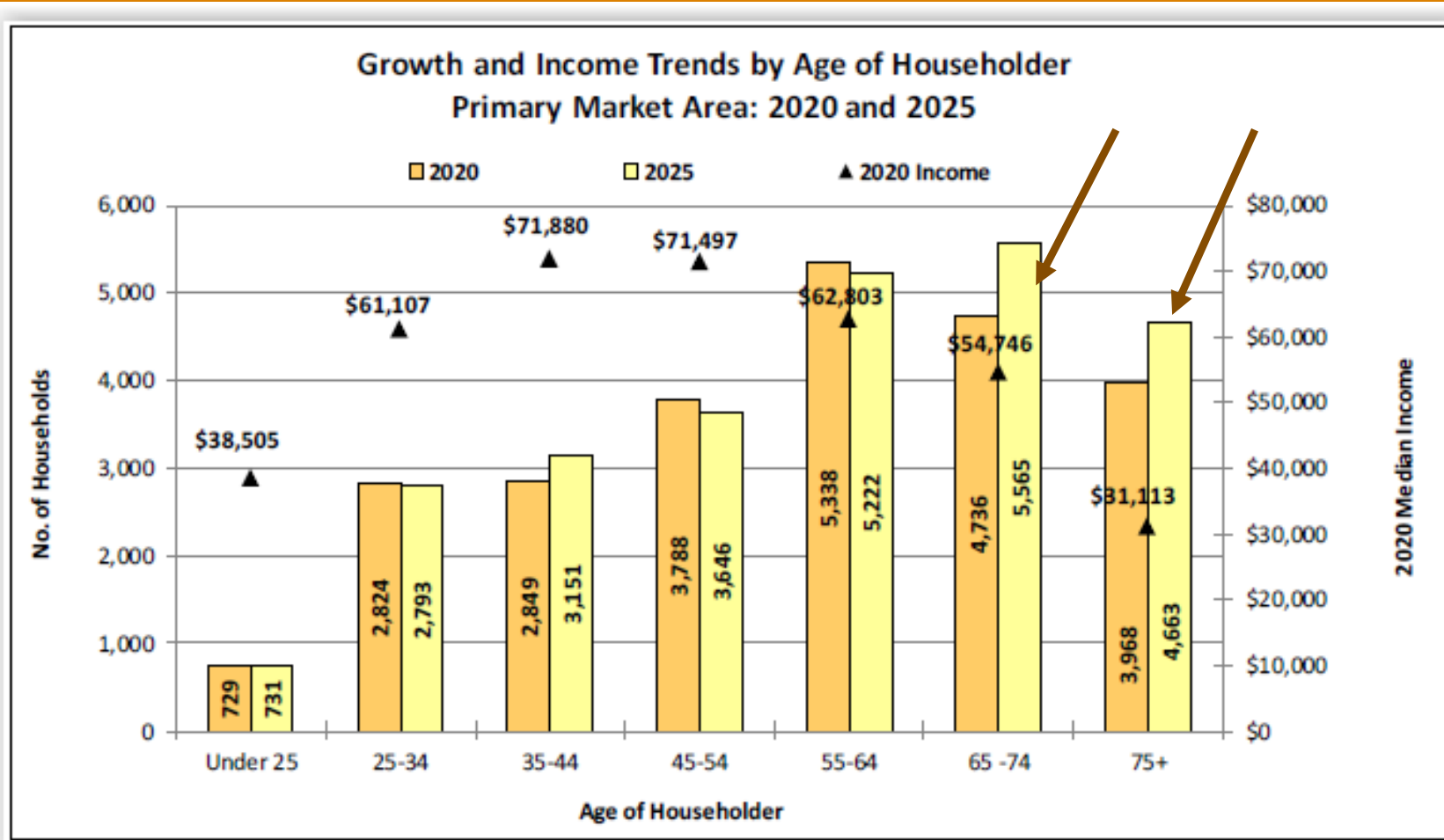


- 48% of all renter households in Fergus Falls pay more than 30% of their incomes for rent
- 69% of renter households with incomes \$35k or less pay more than 30% of their income for rent (cost burdened)

Otter Tail Co. Permanent Supportive Housing Study, Maxfield Research & Consulting, LLC, May 2020

Housing

Senior



- Growth in elderly households
- Wait list of 6-12 months
- Nurses cottage (31,542 sf) is being renovated for market rate and assisted living

Otter Tail Co. Permanent Supportive Housing Study, Maxfield Research & Consulting, LLC, May 2020

Housing Market

Veterans

- Recent studies don't specifically address veterans housing
- Permanent supportive housing frequently addresses challenges faced by veterans as well as other populations
- Developer involved with national veterans supportive housing focuses on large urban markets like Las Vegas. Smaller rural markets considered less secure over the long term due to declining rural populations

Housing Market

Permanent Supportive Housing

- Serves households that have difficulty obtaining and maintaining safe, secure housing due to life challenges & market barriers
- Residents must typically have incomes at or below 50% of Area Median Income (AMI)
- Many have social security disability, veterans benefits and wage/labor income
- Analysis of cost savings for 42-unit “housing first” bldg. in Fargo - \$204,140 over 12 months (health care, emergency shelter, detox, law enforcement, administration)

Income limits are as follows:

	30% AMI	50% AMI	60% AMI
One Person HH	\$15,270	\$25,450	\$30,540
Two Person HH	\$17,430	\$29,050	\$34,860
Three Person HH	\$19,620	\$32,700	\$39,240
Four Person HH	\$21,780	\$36,300	\$43,560

- **\$12.19 per hour, full-time in order to approach the 50% AMI maximum**
- **Overall housing market across Otter Tail Co is tight with vacancies below market equilibrium**
- **Landlords can be selective about tenants, creating difficulties for “hard to house” tenants**

Otter Tail Co. Permanent Supportive Housing Study, Maxfield Research & Consulting, LLC, May 2020

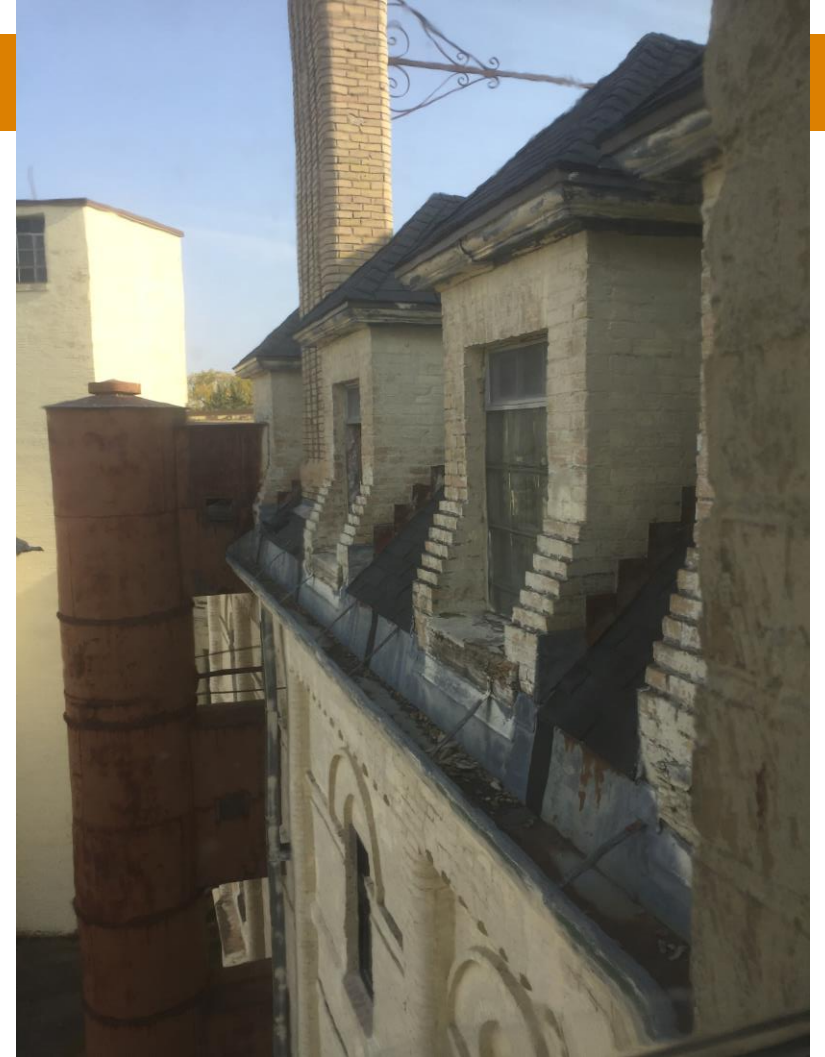
Physical Assessment

- Room-by-room survey completed.
- Complex remains in good condition, allowing for age and lack of occupancy.
- Some maintenance work is needed now
- Other maintenance will become more necessary as time goes by without building occupancy.



Physical Assessment

- Large portions of the campus are as old as 125 years, but in generally good condition. Structure is sound.
- Roofs are typical concern in buildings in this situation.



Physical Assessment

- Kirkbride features are still evident – access to daylight, views.
- Tile floors are extensive and attractive, though not complete.
- Building mass offers thermal inertia and acoustic qualities.



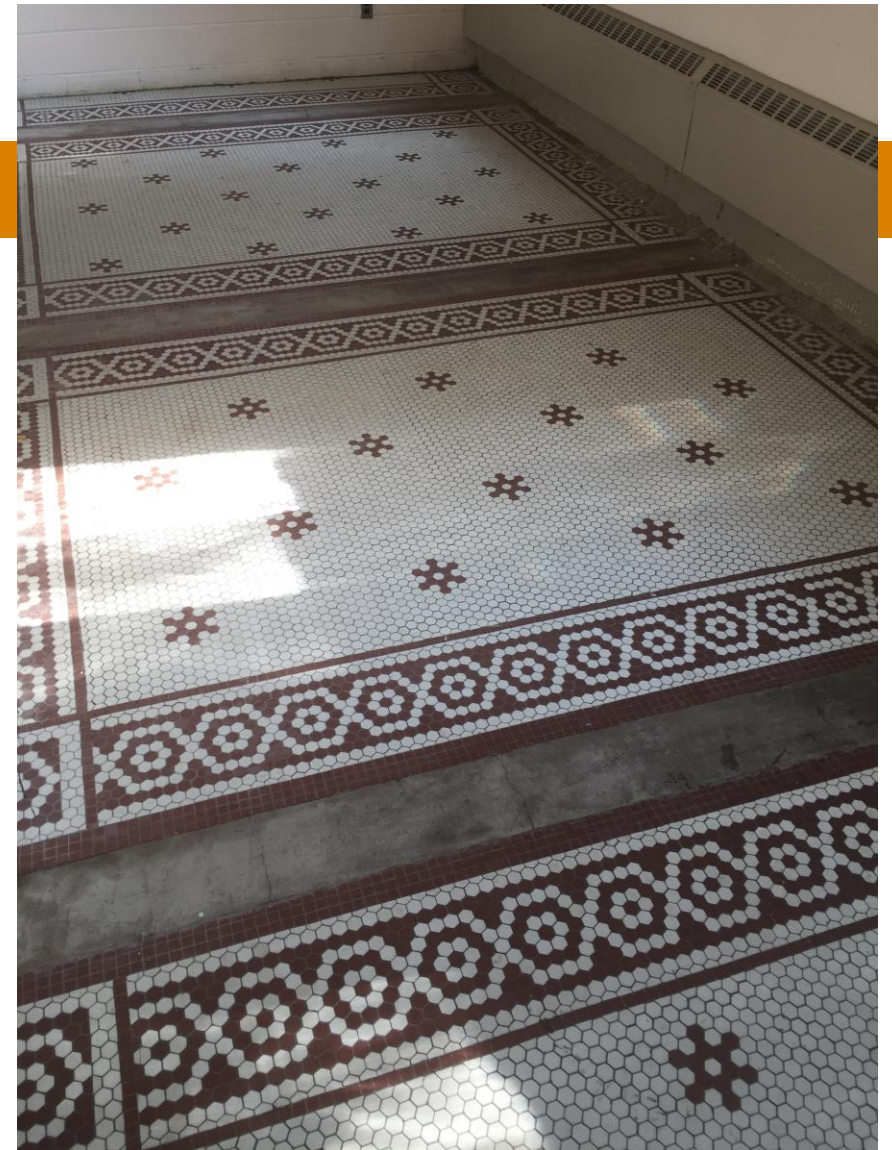
Physical Assessment

- West Detached – flat roof section most deteriorated.
- Water damage extends to all floors (3rd through lower level).
- Has been occurring for some time.
- Structural investigation needed to verify extent of damage in this area.



Physical Assessment

- Building interior has been significantly altered over time – does not appear to retain its Historic Integrity.
- This means less constraint for interior renovations and reuses.
- Many interesting features remain and can be capitalized upon.



Physical Assessment

- Structural system is composite – masonry, steel, wood, clay tile.
- System would allow reasonably ease of renovation, alteration.
- Portions of links to East and West Detached are more modern than main structure, and may possibly be modified.



Housing

- Feasibility study of potential unit layouts.
- Condo (square footage varies) and apartment (approx. 600 / 800 / 1200 square feet) options.
- Conservative layout – keep double-loaded corridor, existing exterior walls, major interior amenity spaces.
- Developed to assess potential unit count for comparison purposes – NOT a design.

Housing

Building Total 0 Bedroom Apts 14
Approx. 600 Sq Ft

Campus Total 108

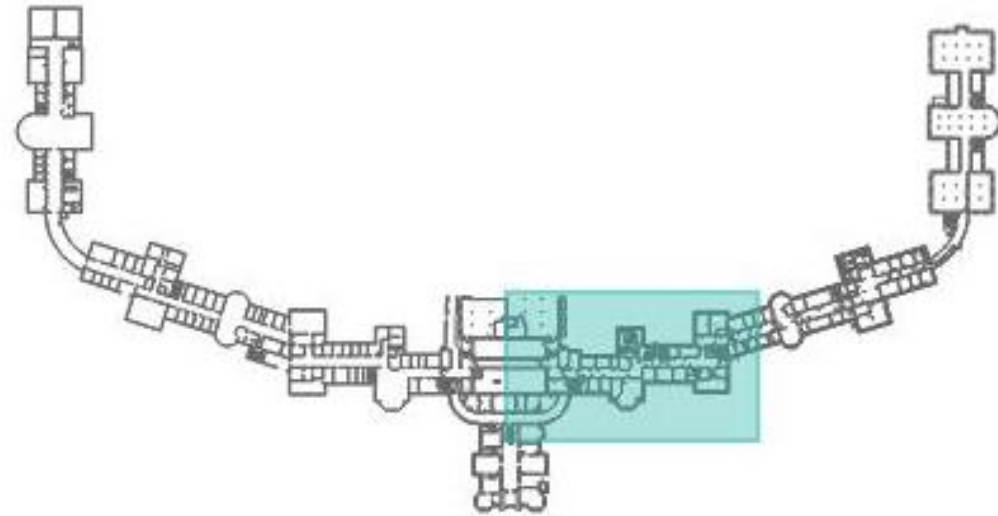
Building Total 1 Bedroom Apts 9
Approx. 800 Sq Ft

Campus Total 58

Building Total 2 Bedroom Apts 5
Approx. 1200 Sq Ft

Campus Total 18

East Center Wing Apartment Option



Housing

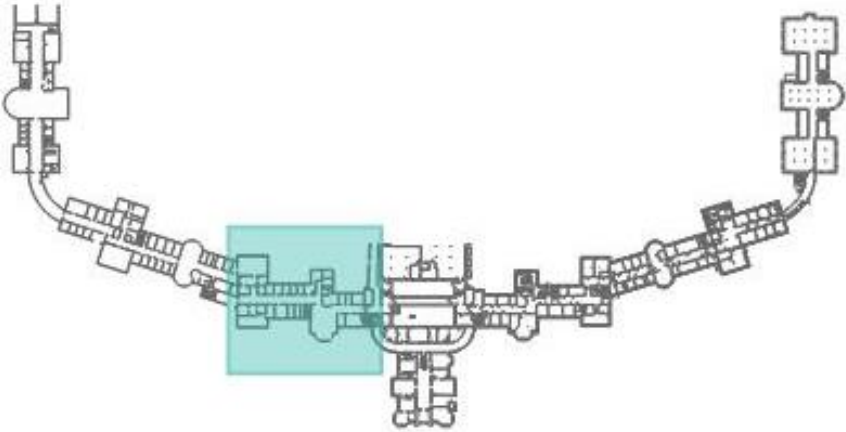


Housing

Building Total 2 Bedroom Condos	8
Campus Total	74

Building Total 3 Bedroom Condos	8
Campus Total	42

West Center Wing Condo Option



Housing



Housing

Summary of planning concept:

- Apartments:
 - 108 studio
 - 58 one bedroom
 - 18 two bedroom

- Condos:
 - 74 two bedroom
 - 42 three Bedroom

Summary and Next Steps

KEY POINTS -

- Solid building (NOT a lost cause!)...good potential.
- Development will take time.
- Market demand projections promising for housing mix.

NEXT STEPS –

- Finance & Implementation Strategy.
- Engagement & Communication.



Thank you!

