



**City Council Agenda**  
**May 3, 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 May 3, 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 – Pastor Doug Dent, Federated Church  
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
  - 1. Resolution awarding a bid for PI 9768. the Downtown Riverfront Balcony Enhancement and Stabilization Project to Comstock Construction Inc. in the amount of \$3,213,600 (Base bid + 7 alternates)
- F. Petitions and Communications
  - 1. Proclamation declaring May as Nurse's Month
- G. Consent Agenda
  - 1. Motion approving the open and closed minutes from the April 19, 2021 City Council meeting and the minutes from the April 28, 2021 Committee of the Whole meeting
  - 2. Motion approving licenses
  - 3. Motion adding a Vendor in Parks Permit and fee to the fee schedule
  - 4. Resolution naming the dog park as Higgins Dog Park
  - 5. Resolution approving the purchase of a front end loader
  - 6. Resolution approving a budget adjustment for the Planning Department
  - 7. Resolution approving a Conditional Use Permit for LRH Medical Properties LLC to expand the existing hospital at 712 S Cascade Street located in a R-2 zone

8. Resolution approving a variance for an detached accessory garage within their front and side yard for the property located at 421 Friberg Avenue as requested by Terry and Rhonda Craft
  9. Resolution approving a variance to deviate from the minimum lot area and side/rear setbacks of the property located at 1901 and 2001 W Lincoln Avenue a B-6 zone as requested by Martin Graff of the Westridge Mall Partnership LLC
  10. Resolution approving a preliminary plat to subdivide two parcels of property located at 1901 and 2001 W Lincoln Avenue as requested by the Westridge Mall Limited Partnership
  11. Motion granting the city's consent to have Broken Down Dam designated as a local landmark site
- H. Ordinance and Resolutions
1. First reading of Ordinance 7, Eighth Series, Amending City Code Chapter 31.08, Interim Emergency Succession
  2. Second reading of Ordinance 12, Eighth Series, Ordering the vacation of the Highland Avenue right-of-way in the Guttenberg Addition and a part of Pioneer Road in the Village Cooperative Addition
  3. Resolution introducing a land sale for the property located on Southview Drive
- I. Presentation of Claims \$692,911.38
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
- M. New Business
- N. Miscellaneous Announcements
- |        |         |                                |
|--------|---------|--------------------------------|
| May 12 | 7:00 am | Committee of the Whole Meeting |
| May 17 | 5:30 pm | City Council Meeting           |
- O. Adjournment

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.



## Council Action Recommendation

---

Page 1 of 2

**Meeting Date:**

May 3, 2021 – City Council

**Subject:**

PI No. 9768 - Downtown & Riverfront Balcony and River Bank Enhancement and Stabilization Project

**Recommendation:**

- Award the construction services contract to Comstock Construction Inc. of Minnesota in the amount of \$3,213,600 (Base Bid + 7 Alternates)

**Background/Key Points:**

On April 20, 2020 at 2:00 PM sealed bids were opened and publically read aloud in these Council Chambers. Two (2) bids were received at the closing. The apparent low bidder was Comstock Construction Inc. of Minnesota (Fergus Falls) with a base amount of \$3,028,400.00. The Estimated Probable Construction Cost was \$2,885,000. Bolton & Menk Inc. and City staff evaluated the bids and determined Comstock's bid to be in order and responsive.

Seven (7) bid alternates were included in the proposal form consisting of picnic tables, dumpster enclosures, an irrigation system, along with electrical, water, heating, and overhead door closures for the market place structure. The seven alternates added up to \$185,000. Further detail can be reviewed on the attached bid abstract.

If acceptable, the necessary contract bonding will be secured and the Pre Construction meeting will be scheduled. Construction could begin in the coming month with substantial completion scheduled this fall.

In efforts to maintain access to local businesses and the general public during construction to the most reasonable extent practical, the project has specific disturbance requirements the contractor must abide by. For example, the north half of the west parking must remain undisturbed until the contractor has made satisfactory progress in the plaza area (south half). Once progress has been achieved, the contractor will be able to remove, excavate, and pave the entire parking area. Please note, some removals will occur in the northern parking lot area, but limited to facilitate the electrical power pole relocations.

Given the complexity and location of this project, we want to thank you in advance for your patience and cooperation. The project website will be updated on the City's homepage website and provide key contact information during the construction.

**Budgetary Impact:**

City Finance will present the financial budget for this project.

**Originating Department:**

Engineering Department

**Respectfully Submitted:**

Brian Yavarow, P.E. – City Engineer

**Attachments:**

Bid Abstracts




Real People. Real Solutions.

3168 41st Street South  
Suite 2  
Fargo, ND 58104

Ph: (701) 566-5339  
Fax: (701) 566-5348  
Bolton-Menk.com

**MEMORANDUM**

Date: April 22, 2021  
To: PMT Members  
From: Barry Glienke, PE   
Subject: Downtown Riverfront Improvements Phase I  
Fergus Falls, MN  
Project No.: D15.116888

All, please find attached an abstract of the bids from the bid opening on Tuesday of this week. We have tabulated the bids and found that they match the amounts read at the bid opening. There was one mistake on Sellin's bid on the unit price extension, but it did not change their total bid amount.

The low bid was received by Comstock Construction of Fergus Falls. Their base bid amount was \$3,028,400.00, the other bid was from Sellin Brothers of Hawley. Their base bid amount was \$3,059,340.74.

Below please find the bid broken down further.

Comstock	Base Bid	\$3,028,400.00	Sellin	Base	\$3,059,340.75
	Alt 1	\$11,100.00		Alt 1	\$10,200.00
	Alt 2	\$26,000.00		Alt 2	\$24,000.00
	Alt 3	\$65,100.00		Alt 3	\$65,100.00
	Alt 4	\$16,000.00		Alt 4	\$9,000.00
	Alt 5	\$30,000.00		Alt 5	\$25,000.00
	Alt 6	\$25,000.00		Alt 6	\$15,500.00
	Alt 7	\$12,000.00		Alt 7	\$10,100.00
	Alt Total	\$185,200.00		ALT Total	\$158,900.00
<b>TOTAL</b>		<b>\$3,213,600.00</b>			<b>\$3,218,240.75</b>

The base bids are 1.02% of the low bid apart and the base bid with alternates is 0.14% of the low bid apart.

This information is for discussion at our PMT meeting next week.

# ABSTRACT OF BIDS

DOWNTOWN RIVERFRONT IMPROVEMENTS PHASE 1  
 BMI PROJECT NO. D15.116888

\* bid amount changed due to found calculation/addition error

CITY OF FERGUS FALLS, MN

BID DATE: 4/20/2021  
 TIME: 2:00 PM

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	1 Comstock Construction Fergus Falls, MN		2 Sellin Brothers Hawley, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID</b>								
1	MOBILIZATION		1	LS	\$237,249.90	\$237,249.90	\$100,000.00	\$100,000.00
2	CLEARING		38	TREE	\$160.00	\$6,080.00	\$165.00	\$6,270.00
3	GRUBBING		38	TREE	\$160.00	\$6,080.00	\$165.00	\$6,270.00
4	REMOVE HYDRANT		2	EA	\$265.00	\$530.00	\$800.00	\$1,600.00
5	REMOVE CONCRETE CURB		1000	LF	\$3.70	\$3,700.00	\$3.25	\$3,250.00
6	REMOVE SIGN		27	EA	\$42.00	\$1,134.00	\$43.25	\$1,167.75
7	REMOVE WATERMAIN		115	LF	\$4.00	\$460.00	\$13.25	\$1,523.75
8	SALVAGE BIKE RACK		1	EA	\$180.00	\$180.00	\$325.00	\$325.00
9	REMOVE SEWER PIPE (STORM)		150	LF	\$8.50	\$1,275.00	\$18.25	\$2,737.50
10	REMOVE DRAINAGE STRUCTURE		3	EA	\$318.00	\$954.00	\$640.00	\$1,920.00
11	REMOVE CASTING		11	EA	\$53.00	\$583.00	\$265.00	\$2,915.00
12	REMOVE BOLLARD		31	EA	\$80.00	\$2,480.00	\$230.00	\$7,130.00
13	REMOVE FENCE		13	LF	\$13.00	\$169.00	\$60.00	\$780.00
14	SAWING CONCRETE PAVEMENT (FULL DEPTH)		105	LF	\$4.00	\$420.00	\$5.50	\$577.50
15	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)		155	LF	\$3.00	\$465.00	\$2.25	\$348.75
16	REMOVE CONCRETE PAVEMENT		790	SY	\$8.40	\$6,636.00	\$13.15	\$10,388.50
17	REMOVE BITUMINOUS PAVEMENT		9100	SY	\$2.40	\$21,840.00	\$1.25	\$11,375.00
18	REMOVE RETAINING WALL BLOCK		325	SF	\$27.00	\$8,775.00	\$2.75	\$893.75
19	REMOVE BURIED CONCRETE DEBRIS		100	CY	\$26.00	\$2,600.00	\$35.00	\$3,500.00
20	SALVAGE & REINSTALL SIGN SPECIAL		1	EA	\$265.00	\$265.00	\$270.00	\$270.00
21	SALVAGE & REINSTALL EXISTING DRYSTACK RETAINING WALL		600	SF	\$25.00	\$15,000.00	\$26.25	\$15,750.00
22	COMMON EXCAVATION	(P) (EV)	5249	CY	\$14.00	\$73,486.00	\$9.50	\$49,865.50
23	SUBGRADE EXCAVATION	(EV)	787	CY	\$14.00	\$11,018.00	\$15.25	\$12,001.75
24	STABILIZING AGGREGATE	(CV)	787	CY	\$56.00	\$44,072.00	\$27.00	\$21,249.00
25	BUILDING SUBGRADE EXCAVATION	(EV)	5000	CY	\$13.00	\$65,000.00	\$9.25	\$46,250.00
26	BUILDING ENGINEERED FILL	(CV)	5000	CY	\$19.00	\$95,000.00	\$27.00	\$135,000.00
27	STRUCTURAL SOIL BORROW	(CV)	245	CY	\$100.00	\$24,500.00	\$27.00	\$6,615.00
28	WATER (DUST CONTROL)		50	MGAL	\$140.00	\$7,000.00	\$50.00	\$2,500.00
29	WATER (TURF ESTABLISHMENT)		50	MGAL	\$48.00	\$2,400.00	\$50.00	\$2,500.00
30	AGGREGATE BASE CLASS 5		4215	TON	\$17.00	\$71,655.00	\$13.85	\$58,377.75
31	DRILL & GROUT REINF BARS		1785	EA	\$19.00	\$33,915.00	\$7.50	\$13,387.50
32	BITUMINOUS MATERIAL FOR TACK COAT		490	GAL	\$3.00	\$1,470.00	\$2.70	\$1,323.00
33	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)		555	TON	\$74.00	\$41,070.00	\$75.00	\$41,625.00
34	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)		920	TON	\$72.00	\$66,240.00	\$75.00	\$69,000.00
35	BITMINOUS PATCH		100	SY	\$18.00	\$1,800.00	\$36.00	\$3,600.00
36	GEOTEXTILE FABRIC TYPE 5 WOVEN		5000	SY	\$2.25	\$11,250.00	\$2.15	\$10,750.00
37	6" CONCRETE WALK		12968	SF	\$9.40	\$121,899.20	\$9.25	\$119,954.00
38	6" CONCRETE WALK SPECIAL 1		5088	SF	\$21.00	\$106,848.00	\$13.50	\$68,688.00
39	6" CONCRETE WALK SPECIAL 2		3388	SF	\$19.00	\$64,372.00	\$15.75	\$53,361.00
40	REINFORCED POURED-IN-PLACE CONCRETE RETAINING WALL		1	LS	\$43,250.00	\$43,250.00	\$76,000.00	\$76,000.00
41	ELECTRIC RECEPTACLE WITH STANCHION		11	EA	\$860.00	\$9,460.00	\$885.00	\$9,735.00
42	USB CHARGING PEDESTAL		2	EA	\$3,600.00	\$7,200.00	\$3,700.00	\$7,400.00
43	6" PVC STORM		105	LF	\$31.40	\$3,297.00	\$47.25	\$4,961.25
44	ROOF DRAIN CONNECTION ASSEMBLY		2	EA	\$570.00	\$1,140.00	\$985.00	\$1,970.00
45	8" PVC PIPE SEWER (SDR 26)		394	LF	\$80.00	\$31,520.00	\$52.50	\$20,685.00
46	15" STORM PIPE		84	LF	\$66.00	\$5,544.00	\$78.00	\$6,552.00
47	12" STORM PIPE		298	LF	\$59.00	\$17,582.00	\$72.25	\$21,530.50
48	CONNECT TO EXISTING SANITARY STRUCTURE		1	EA	\$2,225.00	\$2,225.00	\$1,060.00	\$1,060.00



# ABSTRACT OF BIDS

DOWNTOWN RIVERFRONT IMPROVEMENTS PHASE 1  
 BMI PROJECT NO. D15.116888

CITY OF FERGUS FALLS, MN

BID DATE: 4/20/2021  
 TIME: 2:00 PM

\* bid amount changed due to found calculation/addition error

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	1 Comstock Construction Fergus Falls, MN		2 Sellin Brothers Hawley, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
49	CONNECT TO EXISTING DRAINAGE STRUCTURE		4	EA	\$1,600.00	\$6,400.00	\$1,800.00	\$7,200.00
50	HYDRANT		1	EA	\$5,400.00	\$5,400.00	\$5,650.00	\$5,650.00
51	6" GATE VALVE AND BOX		1	EA	\$1,900.00	\$1,900.00	\$1,815.00	\$1,815.00
52	2" CORPORATION STOP		1	EA	\$890.00	\$890.00	\$905.00	\$905.00
53	2" DRAINBACK CURB STOP AND BOX		1	EA	\$1,100.00	\$1,100.00	\$1,325.00	\$1,325.00
54	CONNECT TO EXISTING WATERMAIN		3	EA	\$900.00	\$2,700.00	\$1,785.00	\$5,355.00
55	2" PE SERVICE PIPE		300	LF	\$34.00	\$10,200.00	\$41.00	\$12,300.00
56	6" WATERMAIN		106	LF	\$54.00	\$5,724.00	\$53.50	\$5,671.00
57	WATERMAIN FITTINGS		165	LB	\$19.00	\$3,135.00	\$19.00	\$3,135.00
58	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020		11.98	LF	\$680.00	\$8,146.40	\$400.00	\$4,792.00
59	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022		16.36	LF	\$700.00	\$11,452.00	\$495.00	\$8,098.20
60	MH PIPE SKIMMER		2	EA	\$1,800.00	\$3,600.00	\$1,665.00	\$3,330.00
61	TRENCH DRAIN		100	LF	\$190.00	\$19,000.00	\$437.00	\$43,700.00
62	CLEANOUT		1	EA	\$212.00	\$212.00	\$565.00	\$565.00
63	CASTING ASSEMBLY (SANITARY)		3	EA	\$900.00	\$2,700.00	\$1,260.00	\$3,780.00
64	CASTING ASSEMBLY (STORM)		16	EA	\$1,210.00	\$19,360.00	\$1,655.00	\$26,480.00
65	INSTALL MANHOLE (SANITARY)		9.2	LF	\$940.00	\$8,648.00	\$655.00	\$6,026.00
66	CONSTRUCT DRAINAGE STRUCTURE (2'X3' CATCHBASIN)		20.56	LF	\$550.00	\$11,308.00	\$605.00	\$12,438.80
67	ADJUST DRAINAGE STRUCTURE SPECIAL 1	(2)	1	EA	\$1,200.00	\$1,200.00	\$1,600.00	\$1,600.00
68	ADJUST DRAINAGE STRUCTURE SPECIAL 2	(3)	2	EA	\$2,700.00	\$5,400.00	\$1,960.00	\$3,920.00
69	6" CONCRETE WALK (PEDESTRIAN RAMP)		750	SF	\$16.50	\$12,375.00	\$20.00	\$15,000.00
70	4" CONCRETE WALK		4000	SF	\$6.50	\$26,000.00	\$8.00	\$32,000.00
71	CONCRETE CURB AND GUTTER (B618)		1450	LF	\$30.00	\$43,500.00	\$36.00	\$52,200.00
72	CONCRETE CURB AND GUTTER (SURMOUNTABLE)		450	LF	\$27.60	\$12,420.00	\$33.00	\$14,850.00
73	CONCRETE CURB AND GUTTER (V-CURB)		420	LF	\$51.00	\$21,420.00	\$33.00	\$13,860.00
74	8" CONCRETE DRIVEWAY PAVEMENT		290	SY	\$88.00	\$25,520.00	\$82.00	\$23,780.00
75	8" VALLEY GUTTER		380	LF	\$46.00	\$17,480.00	\$39.50	\$15,010.00
76	TRUNCATED DOMES		236	SF	\$69.00	\$16,284.00	\$60.00	\$14,160.00
77	BENCH TYPE 1, 6' BACKLESS		5	EA	\$1,300.00	\$6,500.00	\$1,300.00	\$6,500.00
78	BENCH TYPE 2, 6' WITH BACK		2	EA	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00
79	BENCH TYPE 3, 8' WITH BACK		2	EA	\$1,600.00	\$3,200.00	\$1,650.00	\$3,300.00
80	LIMESTONE BENCH, 18"X18"X4'		5	EA	\$1,110.00	\$5,550.00	\$1,100.00	\$5,500.00
81	LIMESTONE BLOCK, 18"X18"X18"		24	EA	\$650.00	\$15,600.00	\$650.00	\$15,600.00
82	WASTE RECEPTACLE		3	EA	\$1,600.00	\$4,800.00	\$1,600.00	\$4,800.00
83	WAYFINDING KIOSK		1	EA	\$31,800.00	\$31,800.00	\$19,125.00	\$19,125.00
84	UPLIGHT ON CONCRETE BASE		6	EA	\$1,550.00	\$9,300.00	\$1,575.00	\$9,450.00
85	2" NON-METALLIC CONDUIT	(1)	925	LF	\$5.00	\$4,625.00	\$3.25	\$3,006.25
86	FENCE DESIGN SPECIAL (TYPE A)		450	LF	\$212.00	\$95,400.00	\$158.00	\$71,100.00
87	TRAFFIC CONTROL		1	LS	\$6,400.00	\$6,400.00	\$9,750.00	\$9,750.00
88	SIGN TYPE C		15.25	SF	\$160.00	\$2,440.00	\$160.00	\$2,440.00
89	DECIDUOUS TREE, 2.5" CAL. B&B		17	TREE	\$470.00	\$7,990.00	\$485.00	\$8,245.00
90	DECIDUOUS TREE, 6' HT. B&B		6	TREE	\$403.00	\$2,418.00	\$410.00	\$2,460.00
91	DECIDUOUS SHRUB, #5 CONT.		76	SHRB	\$51.00	\$3,876.00	\$52.00	\$3,952.00
92	VINE, #1 CONT.		45	VINE	\$34.00	\$1,530.00	\$34.00	\$1,530.00
93	ORNAMENTAL GRASS, #1 CONT.		358	PLT	\$23.00	\$8,234.00	\$23.00	\$8,234.00
94	PERENNIAL, #1 CONT.		216	PLT	\$18.00	\$3,888.00	\$18.50	\$3,996.00
95	TREE GRATE WITH FRAME		7	EA	\$2,700.00	\$18,900.00	\$2,400.00	\$16,800.00
96	STORM DRAIN INLET PROTECTION		21	EA	\$117.00	\$2,457.00	\$118.00	\$2,478.00
97	RAPID STABILIZATION METHOD 3		3000	SY	\$1.75	\$5,250.00	\$1.80	\$5,400.00

# ABSTRACT OF BIDS

DOWNTOWN RIVERFRONT IMPROVEMENTS PHASE 1  
 BMI PROJECT NO. D15.116888

\* bid amount changed due to found calculation/addition error

CITY OF FERGUS FALLS, MN

BID DATE: 4/20/2021  
 TIME: 2:00 PM

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	1 Comstock Construction Fergus Falls, MN		2 Sellin Brothers Hawley, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
98	STABILIZED CONSTRUCTION EXIT		2	EA	\$2,600.00	\$5,200.00	\$750.00	\$1,500.00
99	SILT FENCE		400	LF	\$2.00	\$800.00	\$2.00	\$800.00
100	SEDIMENT CONTROL LOG TYPE COMPOST		800	LF	\$2.30	\$1,840.00	\$2.30	\$1,840.00
101	SHREDDED HARDWOOD MULCH, TYPE 6		40	CY	\$80.00	\$3,200.00	\$80.00	\$3,200.00
102	PAVT MSSG - TEMP PAINT (HANDICAP)		6	EA	\$80.00	\$480.00	\$80.00	\$480.00
103	PAVT MSSG - TEMP PAINT (BIKE)		1	EA	\$96.00	\$96.00	\$95.00	\$95.00
104	4" BROKEN YELLOW-TEMP PAINT		35	LF	\$1.10	\$38.50	\$1.10	\$38.50
105	4" SOLID LINE WHITE-TEMP PAINT		3350	LF	\$0.60	\$2,010.00	\$0.65	\$2,177.50
106	PAVT MSSG - PREF THERMO (GR IN) (HANDICAP)		6	EA	\$360.00	\$2,160.00	\$350.00	\$2,100.00
107	PAVT MSSG - PREF THERMO (GR IN) (BIKE)		1	EA	\$425.00	\$425.00	\$420.00	\$420.00
108	4" BROKEN YELLOW-EPOXY		35	LF	\$3.00	\$105.00	\$2.75	\$96.25
109	4" SOLID LINE WHITE-EPOXY		3350	LF	\$2.00	\$6,700.00	\$1.85	\$6,197.50
110	TOPSOIL BORROW (SPECIAL)	(LV)	150	CY	\$27.00	\$4,050.00	\$60.00	\$9,000.00
111	DONOR INTERPRETIVE COLUMN WITH PLAQUE		1	LS	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
112	LIMESTONE BOULDER, NATURAL STACKING		10	EA	\$1,300.00	\$13,000.00	\$1,285.00	\$12,850.00
113	ENTRY ARCHWAY		2	EA	\$77,500.00	\$155,000.00	\$78,500.00	\$157,000.00
114	NATIVE SEED MIX		1500	SY	\$2.00	\$3,000.00	\$2.10	\$3,150.00
115	STRING LIGHTS W/ POLES		1	LS	\$37,100.00	\$37,100.00	\$37,850.00	\$37,850.00
116	SITE ELECTRICAL		1	LS	\$18,700.00	\$18,700.00	\$19,000.00	\$19,000.00
117	MARKET STRUCTURE WITH RESTROOM/STORAGE BUILDING		1	LS	\$935,774.00	\$935,774.00	\$1,200,000.00	\$1,200,000.00
						\$3,028,400.00		\$3,059,340.75
118	PICNIC TABLE	ADD	4	EA	\$2,775.00	\$11,100.00	\$2,550.00	\$10,200.00
119	ELECTRICAL (3 SEASON PORTION OF THE STRUCTURE)	ADD	1	LS	\$26,000.00	\$26,000.00	\$24,000.00	\$24,000.00
120	MARKET STRUCTURE OVERHEAD GARAGE DOOR	ADD	7	EA	\$9,300.00	\$65,100.00	\$9,300.00	\$65,100.00
121	WATER SYSTEM (3 SEASON OVERHEAD WATER SYSTEM)	ADD	1	LS	\$16,000.00	\$16,000.00	\$9,000.00	\$9,000.00
122	HEAT SOURCE (3 SEASON HEAT SYSTEM)	ADD	1	LS	\$30,000.00	\$30,000.00	\$25,000.00	\$25,000.00
123	DUMPSTER PAD & SCREEN FENCE	ADD	5	EA	\$5,000.00	\$25,000.00	\$3,100.00	\$15,500.00
124	IRRIGATION SYSTEM	ADD	1	LS	\$12,000.00	\$12,000.00	\$10,100.00	\$10,100.00
						\$185,200.00		\$158,900.00
TOTAL INCLUDING ADD'S						\$3,213,600.00		\$3,218,240.75





## Nurses Month 2021 Mayoral Proclamation

**Whereas**, registered nurses in the United States constitute our nation's largest health care profession, and

**Whereas**, the depth and breadth of the registered nursing profession meets the different and emerging health care needs of the American population in a wide range of settings, and

**Whereas**, the American Nurses Association, as the voice for registered nurses in this country, is working to chart a new course for a healthy nation that relies on increasing access to primary and preventive health care, and

**Whereas**, a renewed emphasis on primary and preventive health care will require better utilization of all our nation's registered nursing resources, and

**Whereas**, professional nursing is an indispensable component of the safety and quality of care of hospitalized patients, and

**Whereas**, the demand for registered nursing services will be greater than ever because of the aging of the American population, the continuing expansion of life-sustaining technologies, and the explosive growth of home health care services, and

**Whereas**, more qualified registered nurses are needed in the future to meet the increasingly complex needs of health care consumers in this community, and

**Whereas**, the cost-effective, safe, and high-quality health care services provided by registered nurses will be an increasingly important component of the United States health care delivery system in the future, and

**Whereas**, along with the American Nurses Association, the Minnesota Nurses Association has declared May as Nurses Month, with the theme "You Make a Difference," a nod to nurses' sheer numbers, their unparalleled impact during the pandemic and health care, and an open invitation to #ThankaNurse for enriching our lives and the world we live in, therefore be it

**Resolved**, that I, the Honorable Benjamin T. Schierer, ask that all residents of Fergus Falls join me in honoring the registered nurses who care for all of us, and be it further

**Resolved**, that the residents of Fergus Falls celebrate registered nurses' accomplishments and efforts to improve our health care system and show our appreciation for the nation's registered nurses not just during this month, but at every opportunity throughout the year.

City Council Minutes  
April 19, 2021

The Fergus Falls City Council held a regular meeting on Monday April 19, 2021 at 5:30 pm in the City Council Chambers. Pastor David Foss gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:33 pm. Council members in attendance were Rufer, Thompson, Arneson, Gustafson, Hicks, Fish, Hagberg and Kvamme.

**Approval of Agenda**

A motion and second were made by Fish and Gustafson to approve tonight's agenda with the addition of authorization for Pedal Fergus Falls to apply for a grant (consent) and a resolution of support for Vector Windows to apply for a Job Creation Fund Application (new business) and the motion carried.

**Landmark Designation: 126 W Lincoln Avenue**

The Heritage Preservation Commission and Planning Commission have recommended the Victor Lundeen Building located at 126 W Lincoln Avenue be considered a local historic landmark. A public hearing for this designation opened at 5:34 pm. As no one appeared, the hearing was closed. Hagberg offered [Resolution #69-2021](#) designating the property located at 126 W Lincoln Avenue as a local historic landmark, which was seconded by Thompson and was adopted.

**Landmark Designation: 423 S Cascade Street**

The Heritage Preservation Commission and Planning Commission have recommended the Northern Pacific Depot located at 423 S Cascade Street be considered a local historic landmark. A public hearing for this designation opened at 5:35 pm. As no one appeared, the hearing was closed. Kvamme offered [Resolution #70-2021](#) designating the property located at 423 S Cascade Street as a local historic landmark, which was seconded by Gustafson and was adopted.

**Highland Vacation Petition Hearing**

A vacation petition has been received for the platted Highland Avenue right of way. This land will be a part of the Otter Tail Power solar farm and no objections have been submitted. A public hearing for this vacation opened at 5:37 pm. As no one appeared, the hearing was closed. A motion and second were made by Hicks and Arneson directing the City Attorney to draft an ordinance for the vacation of the North/South Highland Avenue right of way on Highland Avenue from Main Street to the North Terminus and the motion carried.

**CP 5955 Preliminary Hearing**

CP 5955 is the reconstruction of the sanitary sewer, water main, storm sewer, sewer & water services and the bituminous street improvements on Bancroft: Cascade Street to Whitford Street and Whitford Street: Alcott Avenue to Channing Avenue. The total project cost is estimated at \$577,433.97. The special assessments are not to exceed a 5% interest rate and would be assessed over 15 years. The hearing was opened at 5:40 pm. As no one appeared, the hearing was closed. Hagberg offered [Resolution #71-2021](#) ordering the plans and specifications and authorizing the advertising of bids, which was seconded by Rufer and was adopted.

**Proclamation: Arbor Day**

Mayor Schierer read a proclamation declaring April 30 as Arbor Day and the month of May as Arbor Month.

## **Proclamation: Dollars for Scholars**

Mayor Schierer read a proclamation declaring April 28 as Dollars for Scholars Day.

## **Consent Agenda**

The following items were approved under **Resolution #72-2021** by Rufer: Motion approving the minutes from the April 5, 2021 City Council meeting and the April 14, 2021 Committee of the Whole meeting. A motion approving a fireworks license for Walmart/TNT Fireworks. A motion exempting the Fergus Falls Youth Soccer Association from field use fees. **Resolution #73-2021** authorizing the transfer of FFM Airport Entitlement Funds to the Red Wing Regional Airport. **Resolution #74-2021** authorizing the solicitation of quotes and authorizing staff to execute a storm water drainage easement for the property located at 1222 N Tower Road. **Resolution #75-2021** initiating PI 5337, the 2021 mill and overlay improvement project and ordering the plans and specifications for this project. **Resolution #76-2021** initiating PI 5338, the 2021 seal coat project and ordering the plans and specifications for this project. **Resolution #77-2021** revoking MSAS Route No. 120 and 140. **Resolution #78-2021** authorizing Pedal Fergus Falls to submit a grant. The resolution was seconded by Fish and was adopted.

## **Ordinance 12 Highland Vacation**

Ordinance 12, Eighth Series, Ordering the vacation of the Highland Avenue right-of-way in the Guttenberg Addition and a part of Pioneer Road in the Village Cooperative Addition was introduced by Hicks and was declared to have its first reading.

## **Resolution of Accounts**

Fish offered a resolution authorizing the payments and claims in the amount of \$2,823,966.52, which was seconded by Hagberg and was adopted.

## **Vector Windows Job Creation Fund Application**

Vector Windows is proposing the construction of a new facility and they are seeking a portion of the financing through the Minnesota Department of Employment and Economic Development Job Creation Fund. Their project would expand their operations within the city limits and position the company to hire 10-35 employees over the next few years. A resolution of support from the city is a necessary component of the application. Jeff Ackerson of Vector Windows commented on their excitement to continuing building their business in Fergus Falls and his appreciation for the city's consideration with this application. NeTia Baumann of Greater Fergus Falls spoke about the opportunity to support a local business and provide additional jobs in our community. Hicks offered **Resolution #79-2021** providing a resolution of support for a Job Creation Fund application in connection with Vector Windows, which was seconded by Fish and was adopted.

After congratulating the Waste Water Treatment Plant staff on their commendation for meeting MPCA standards and the Water Plant's staff for completing the 2020 Water Quality Report, the council adjourned to closed meeting at 5:51 pm to consider a real estate offer pursuant to MN State Sec 13d.05.

*Lynne Olson*

Committee of the Whole  
April 28, 2021

The Fergus Falls City Council met as a Committee of the Whole on April 28, 2021 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order and the following council members were in attendance: Thompson, Arneson, Gustafson, Hicks, Fish, Hagberg and Kvamme. Rufer was absent.

### **MS4 Annual Meeting**

The city is annually required to hold a stormwater management education session with its elected officials. The goal of the stormwater permit is reducing the pollutant levels in discharges and protecting water quality. The MS4, or municipal separate storm sewer system, is a system of roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels and storm drains operated by a public entity. The City of Fergus Falls, being a community of 10,000 or more, must comply with the standards associated with the collection of stormwater that drains into the Otter Tail River. There are six minimum control measures required by this federally mandated program including:

- Public Education and Outreach
- Public Participation/Involvement
- Illicit Discharge, Detection and Elimination
- Construction Site Stormwater Runoff Control
- Post Construction, Stormwater Management
- Pollution Prevention/Good housekeeping for Municipal Operations

In 2020, the city inspected 81 commercial sites weekly or within 24 hours of 1/2 inch rain event on sites an acre or greater; conducted 454 residential sites inspections; issued 92 verbal warnings for compliance with MS4; inspected 52 of the city's 246 outfalls and mapped 58.27 miles in the city's GIS system. The city's goal is to be reasonable, educational, and fair to all parties. Matt Harrington is the city's MS4 Manager and can be contacted for questions or more information.

### **Permit for Sales in City Parks**

The city has been fielding calls for food trucks and vendors and staff is proposing a permit to allow such sales in city parks. City Code 92.05 allows two days of sales in parks and a \$15.00 fee has been recommended for those needing utilities such as water, sewer and electricity. Vendors wishing to provide food, must also get a permit from the county to ensure food safety standards are being met. The council was reminded of the code regulation of food trucks within the city limits. A motion and second were made by Thompson and Gustafson to recommend the council add a vendor permit for city parks into the fee schedule and the motion carried.

### **Dog Park Name and Update**

The city is proceeding with the construction of a dog park on East Channing Avenue this spring. The fencing and water line will soon be installed and the facility is expected to be opened in June. The parkland on which the dog park is being placed was deeded to the city by the Adams family and their heirs were consulted on the name of the park. They suggested the city name the park Higgins, after the Adam's family pet. A motion and second were made by Kvamme and Fish to recommend the council approve the naming of the park as Higgins Dog Park and the motion carried.

**Equipment Purchase**

A 2006 Case loader has reached 7700 hours of operation and repairs have become costly. Staff is recommending this equipment be replaced with a new CASE 821G model from Titan Machinery off the Minnesota State Contract. The new equipment price is \$233,510 and a trade-in of \$50,000 for the 2006 model would bring the overall purchase price of \$183,510. The purchase would be funded from the 2021 equipment fund budget. A motion and second were made by Fish and Hicks to recommend the council authorize the purchase of a CASE 821G wheel loader and authorizing the trade-in of the 2006 loader and the motion carried.

**Announcements**

Yesterday was the softball field number five dedication ceremony at Delagoon Park. Park Board and City Council members were recognized for their contribution and partnership with the Fergus Falls School District for the construction of this field.

The meeting adjourned at 7:19 am

*Lynne Olson*



FOR COUNCIL MEETING—MAY 3, 2021

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

Excavator

Cityside Improvements  
Ben Wolden Landscaping, LLC  
Paul Haarstad Excavating

Paving/Sidewalk

Robert Nordick Construction

Minnesota Lawful Gambling Permit

Pheasants Forever-Otter Tail County Chapter for raffle on September 11, 2021 at Fleet Farm



# Council Action Recommendation

---

Page 1 of 1

**Meeting Date:** 4-28-21

**Subject:** Vendors in city parks

**Recommendation:** Implement a \$15.00 charge for mobile vendors that request and obtain a permit to conduct their business in a city park and have need to utilize utility services. (This will be included on the current fee schedule, if acceptable)

**Background/Key Points:** The city has fielded a few inquiries into vending in city parks and currently, there is not a formal process in place. The code allows for vending activities, provided the vendor has been issued a permit from the city, for 2 day periods. The fee that is being recommended is only for those vendors that need utility services.

**Budgetary Impact:** None

**Originating Department:** Public Works

**Respectfully Submitted:** Len Taylor

**Attachments:**



## Permit Authorizing Sales in Parks

Permit is good for two days

\$15.00 per permit issued if using city utilities

No fee, only registration required if not using city utilities

Name: \_\_\_\_\_  
Company/ Contact/ Responsible Person

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Park You Wish to Sell In: \_\_\_\_\_

Dates \_\_\_\_\_ Hours \_\_\_\_\_ am / pm to \_\_\_\_\_ am / pm

Utilities Requested: Water \_\_\_\_\_ Sewer \_\_\_\_\_ Electric \_\_\_\_\_ None \_\_\_\_\_

I agree to follow all city rules as outlined in City Code 94.02 and I have received permission to sell food products from the Department of Health. **A copy of the Ag or Health Department license must be attached in order to receive a permit.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FOR OFFICE USE ONLY:**

Date Received \_\_\_\_\_ Fee Received (for utilities) \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Works Director

**Meeting Date:** 4-28-21

**Subject:** Dog Park Name

**Recommendation:** Name the Fergus Falls Dog Park “Higgins” Dog Park

**Background/Key Points:** A deed dated, December 2, 1938 documents a donation to the City by the Adams family for land to the “City of Fergus Falls for use only as a park, parks, playgrounds, and purposes incidental to the enjoyment thereof as such, and this conveyance is made upon the express condition that, in case the above described lands shall ever cease to be used by said City for said purposes, then and in that case the above described lands shall revert back to the party of the first part, its successors or assigns with the same force and effect as if this conveyance had not been made”. With this in mind and to honor and show gratefulness to the family for this gift to the City, the Park and Recreation Board thought the city should see if the family wanted to give input into naming of the dog park that will be located on a portion of the donated parcel. Rick Schara, a neighbor and family friend to Virginia Adams for years was asked to inquire of her heirs if they wished to provide input into naming the dog park that will be located on part of the parcel that was given to the City by their family. Rick made that inquiry and the suggestion for the name “Higgins” be the name given to the City of Fergus Falls Dog Park for the family’s pet beagle.



Construction of the park will be happening within the next month and a half or so. A water line for a drinking fountain will be put into the land, other amenities such as a “faux” hydrant or two will be added as well as some large tires and other “playground” items for the dogs. Fencing will be put up in mid-May and a ribbon cutting will be held once the park is complete.

**Budgetary Impact:** None

**Originating Department:** Public Works

**Respectfully Submitted:** Len Taylor

**Attachments:**



## Council Action Recommendation

---

Page 1 of 1

**Meeting Date:** 4-28-21

**Subject:** Authorize the purchase of a front end loader

**Recommendation:** Purchase a CASE 821G wheel loader from Titan Machinery off of the MN State Contract.

**Background/Key Points:** As part of the 2021 fleet equipment replacement program, a 2006 CASE model 821 C with 7,702 hours is proposed to be traded for the new loader.

**Budgetary Impact:** The 2006 model was purchased for \$87,416.55 and we are being given \$50,000 trade-in allowance for it. List price for the new loader is 204,555.00, with options, price is 233,510.00. The purchase price with trade-in is \$183,510.00. This will be paid for out of the 2021 Equipment fund budget.

**Originating Department:** Public Works

**Respectfully Submitted:** Len Taylor

**Attachments:** Titan Machinery proposal



# TITAN MACHINERY

Titan Machinery  
4001 38th St. S.  
Fargo, ND 58104  
Phone: 701-237-3333  
Fax: 701-237-3336

TO:		DATE	April 8, 2021
	City of Fergus Falls	Equipment Sales	Mike Ludwig
		Consultant	C: 701-388-4993

Here is the quotation on the goods named, subject to the conditions noted below

Code	Spec. Number	DESCRIPTION	PRICE
<b>Contract 185723 Vendor 0000251892</b>			
	3.1.1	Case 821G Wheel Loader Base Unit	204,555.00
734152	4.1.2	Enhanced Cab Comfort - Air ride Seat, Radio, Noise Package	836.00
782511	4.1.7	LH & RH Steps & Full Coverage Fenders	730.00
734154	4.1.9	Enhanced Visibility Bundle - Heated Mirros, LED Lights, BU Camera	1,634.00
424225	4.2.2	5 Speed Transmission	2,663.00
782122	4.2.3	Limited Slip Differentials - Front & Rear	Std
	4.2.5	Hydraulic Oil Cooler and Reversing Fan	Std
482322	4.2.7	Cold Weather Package - HD Batteries, Low Temp Hyd Oil	Std
424223	4.2.9	Ejector Type Pre-Cleaner	263.00
	4.3.1	Remote Jump Start Terminals	Std
482595	4.4.1	No Tire Brand Preference	Std
	4.4.9	23.5 x 25 L2 Bias Ply Tires	Std
	4.5.1	Return To Travel, Height Control, and Return To Dig	Std
734054	4.5.3	Loader Joystick w/ 1 Auxiliary Function	Std
782503	4.5.5	Ride Control	Std
734011	4.6.8	Case - ACS Style Coupler w/ 4.0 cu yd Bucket	11,975.00
734066	4.7.*	Integrated CNH Scale	3,876.00
734038	4.7.2	3yr/2,000 hr. Preventative Maintenance	Std
734168	4.7.3	3 yr Case Sitewatch Subscription (Case's Telematics Solutdion)	Std
	5	Delivery From Fargo, ND	250.00
	4.14	Service Manual	850.00
	4.14	Service Manual (engine)	150.00
	4.8.4	60 Month/5,000 hr Premier warranty	5,478.00
		Minimum Delivery Fee	250.00
		Subtotal	233,510.00
		Less Trade 821C sn JEE0157397 (optional)	-50,000.00
		<b>Total Trade Price</b>	<b>183,510.00</b>

Customer (signed) \_\_\_\_\_ Company Name \_\_\_\_\_ Date \_\_\_\_\_

Customer(printed) \_\_\_\_\_

Equipment Sales Consultant (signed) \_\_\_\_\_ Date \_\_\_\_\_

\*



## Council Action Recommendation

---

Page 1 of 1

**Meeting Date:** May 3, 2021

**Subject:** 2021 Budget Adjustments

**Recommendation:** Please approve a budget adjustment to reallocate funds to the 2021 Planning Department budget.

**Background/Key Points:**

The City has been contracting with Sourcewell for the provision of planning services. Sourcewell is terminating the contract as of May 14, 2021.

The City budgeted for planning services through Sourcewell for 2021. As the entire professional services budget will no longer be required, \$20,000 will be reallocated to wages and benefits. An additional budget adjustment in the range of \$35,000 - \$50,000 will be required to fund the City Planner position.

At the time a City Planner is hired, the budget adjustment will be posted for the amount required to fund the position within the aforementioned range.

**Budgetary Impact:** 2021 budgets will be adjusted accordingly.

**Originating Department:** Finance

**Respectfully Submitted:** Bill Sonmor, Finance Director

**Attachments:**

None

## PLANNING COMMISSION MINUTES

April 26, 2021

The Fergus Falls Planning Commission held a regular meeting on April 26, 2021 in the Council Chambers of City Hall. The meeting was opened at 5:30 PM. Members present were: (√√ indicates those present in the Council Chambers, √ indicates those present by phone / video connections due to the outbreak of COVID-19).

√√ Jeff Stanislawski  
√ Laurel Kilde  
√ Craig Gantner  
Don Suiter  
Kelsee Macintosh-Ellig  
√√ Scott Rachels  
√ Vern Johnson

City staff in attendance included Darrin Welle, Sourcewell Planner, Klara Beck, Community Development Manager, and Jill Hanson who took minutes for the meeting.

### APPROVAL OF MINUTES

The minutes of the March 22, 2021 meeting were reviewed and Chair Stanislawski entertained a motion to approve the minutes. It was so moved by Commissioner Rachels and seconded by Commissioner Kilde. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nays: None

Absent: Macintosh-Ellig, Suiter

### PUBLIC HEARING TO CONSIDER A REQUEST FOR AN CONDINATIONAL USE PERMIT (CUP) TO EXPAND AN EXISTING HOSPITAL IN AN R-2 ZONE LOCATED AT 712 CASCADE STREET SOUTH. REQUESTED BY LAKE REGION HEALTHCARE MEDICAL PROPERTIES LLC.

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that there is currently a medical clinic or hospital on site. The applicate, LRH Medical Properties LLC, is requesting a CUP to expand their building so that they can enclose another cancer treatment vault. The proposed addition does not get any closer to the lot line then the existing building. The proposed building is 1,135 sq.ft. but would only have a single person capacity in the machine. The addition will be no closer to the alley then the existing building, which is 50' away from the neighboring parcels. Darrin explained a some maps and diagrams of the site plan.

Darrin stated that the seven Proposed Findings listed in the staff report were created with the idea of approval of the CUP request with the conditions listed. If the commission does not agree with any of the findings, then the commission should look at are there conditions to help to create a positive finding or look at a denial finding and create a set of findings to support denial.

Darrin stated a condition for the LRH Medical Properties Conditional Use Permit:

1. Must abide by all local and state laws pertaining to the expansion. Including any conditions of prior permits must be followed.

Darrin mentioned that he received an email from Buzz & Ann Lundeen, 117 Channing Avenue East. Are south of the hospital. The Lundeens have concerns about LRH driving pilings into the ground for the expansion of the cancer treatment center. This process can causes a lot of noise and create ground movement that can shake the neighboring houses and cause damage. The Lundeens wanted to make sure that LRH would reimburse neighboring homeowners for any damages to their homes or garages caused by the expansion.

Public Hearing to consider a request for a CUP to Expand an Existing Hospital in an R-2 Zone located at 712 Cascade Street South was opened to the public at 5:35 PM

Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at 5:36 PM, and brought the meeting back to the Planning Commission for discussion. There was some discussion about liability insurance for the contractor. Commissioner Rachels mentioned it would be a civil matter between the Hospital and property owners.

Commissioner Kilde made a motion to recommend to approve the Conditional Use Permit request by LRH Medical Properties LLC to expand the existing hospital located at 712 Cascade Street South with the condition and the proposed findings as presented. It was seconded by Commissioner Johnson.

Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nays: None

Absent: Macintosh-Ellig, Suiter

PUBLIC HEARING TO CONSIDER A REQUEST FOR VARIANCE TO PLACE A DETACHED ACCESSORY GARAGE WITHIN THE FRONT AND SIDE YARD OF A PROPERTY LOCATED AT 421 FRIBERG AVENUE IN AN R-1 ZONE. REQUESTED BY TERRY & RHONDA CRAFT.

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that Terry & Rhoda Craft are asking for a variance to place a detached approximate 10' x 16' accessory garage within the front yard of their property located at 421 Friberg Avenue. As this property sits, there is no "rear yard" to place a structure due to the hill on the back of this house. This house was built before city zoning regulations and does not lend itself to detached accessory construction the way the code requires today. This shed was moved on to the property already, but did not require a building permit to move on due to being under 200 sq.ft. in size. The applicant submitted a letter with their application

Darrin explained the ordinances and zoning codes that apply to this variance request in an R-4 Zone.

Front yard regulations:

- a) There shall be a front yard having a depth of not less than 30 feet.
- b) There shall be a front yard having a depth of not less than 35 feet on a lot or plot that abuts a thoroughfare as shown on the adopted city thoroughfare plan.
- c) There shall be a front yard on each street side of a corner lot. No accessory building shall project into the required front yard bordering either street.

Accessory Buildings:

- a) A detached accessory building shall not be located in any required front or side yard.
- b) A detached accessory building not over one story and not exceeding 19 feet in height shall have matching facade of the primary structure and shall occupy not more than 30% of the area of any rear yard.

Darrin explained a map of the area and the setbacks required. Darrin stated that Minnesota Statute Section 462.357, SUBD. 6 provides:

- Variances shall only be permitted (a) when they are in harmony with the general purposes and intent of the ordinance and (b) when the variances are consistent with the comprehensive plan.
- Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality.

Darrin stated that the six Proposed Findings listed in the staff report were created with the idea of approval of the variance request. If the commission does not agree with any of the findings, then the commission should look at are there conditions to help to create a positive finding or look at a denial finding and create a set of findings to support denial.

Public Hearing to Consider a Request for a Variances to Place a Detached Accessory Garage with the front yard of the property located at 421 Friberg Avenue in an R-1 Zone. Requested by Terry & Rhonda Craft was open to the public at 5:41 PM

Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at 5:42 PM, and bought the meeting back to the Planning Commission for discussion. There was some discussion about the type of shed and siding on the shed. Commission Johnson stated that there is no rear yard to place a structure because of the hill on the lot.

Commissioner Kilde made a motion to recommend to approve the Variance request by Terry & Rhonda Craft to place a detached accessory garage within their front and side yard, including the proposed findings as presented. It was seconded by Commissioner Rachels. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nayes: None

Absent: Macintosh-Ellig, Suiter

PUBLIC HEARING TO CONSIDER A REQUEST FOR VARIANCE TO ESTABLISH TWO LOTS NOT MEETING THE MINIMUM LOT AREA AND SIDE/REAR SETBACKS LOCATED AT 1901 & 2001 WEST LINCOLN AVENUE IN AN B-6 ZONE. REQUESTED BY WESTRIDGE MALL PARTNERSHIP LLC.

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that the mall owners are asking for a variance to deviate from the minimum lot area and setbacks of the B-6 zone. Splitting off the stand-alone building will be similar to the area that the tire store operates next door. This will require some parking around the building, but we do not know the intended use of the building yet. There is parking around the structure. Darrin explained a site diagram.

Darrin explained the ordinances and zoning codes that apply to this variance request in a B-5 & B-6 Zones.  
Setback regulations:

- In a B-5 or B-6, Shopping Center District, there shall be front, side and rear setbacks of not less than 50 feet from all property lines.

Lot area regulations:

- The area of land to be included in a B-5 or B-6, Shopping Center Business District, shall be: more than four acres in a B-6, Sub-Regional Shopping Center.

Darrin explained a map of the area and the setbacks required. Darrin stated that Minnesota Statute Section 462.357, SUBD. 6 provides:

- Variances shall only be permitted (a) when they are in harmony with the general purposes and intent of the ordinance and (b) when the variances are consistent with the comprehensive plan.
- Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality.

Darrin stated that the six Proposed Findings listed in the staff report were created with the idea of approval of the variance request. If the commission does not agree with any of the findings, then the commission should look at are there conditions to help to create a positive finding or look at a denial finding and create a set of findings to support denial.



Public Hearing to Consider a Request for a Variances to Establish two lots not meeting the minimum lot area and side/rear setbacks located at 1901 & 2001 West Lincoln Avenue in an B-6 Zone. Requested by Westridge Mall Partnership LLC was open to the public at 5:45 PM  
Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at 5:47 PM, and bought the meeting back to the Planning Commission for discussion.

Commissioner Kilde made a motion to recommend to approve the Variance request by Westridge Mall Partnership LLC, including the proposed finding as presented. It was seconded by Commissioner Johnson. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nayes: None

Absent: Macintosh-Ellig, Suiter

PUBLIC HEARING TO CONSIDER A REQUEST FOR THE PRELIMINARY PLAT TO SUBDIVIDE TWO PARCELS OF PROPERTY LOCATED AT 1901 & 2001 WEST LINCOLN AVENUE. REQUESTED BY WESTRIDGE MALL LIMITED PARTNERSHIP

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that an application has been submitted to the City of Fergus Falls by Interstate Engineering on behalf of the property owner, Westridge Mall Limited Partnership, to plat two parcels of land located at 1901 & 2001 Lincoln Avenue West in Fergus Falls for the proposed sale of the newly subdivided parcel. The property being platted is zoned B-6 (Sub-Regional Shopping Center District). The proposed plat subdivides the parcel into three parcels, one containing the footprint of the retail store “Dollar Store”, some adjacent floor space and adjacent parking area, A standalone building along the frontage road that use to be a “Napa”, and the other containing the remainder of the existing Westridge Mall footprint and parking lots. Darrin briefly explained some maps and a plat for the request.

Darrin stated that the proposed plat includes the subdivision of two parcels of property currently owned by the Westridge Mall Limited Partnership. The parcel includes both the existing floorplan of Dollar Store and the area to the west of the store as well as planned shared parking, entrances, walkways, hallways, and walls. The other lots contains a stand-alone building along the frontage road that was used as a Napa store. The store is currently vacant. Interstate Engineering has prepared the proposed plat on behalf of the Westridge Mall Limited Partnership, who is proposing to sell the subdivided parcel. There is a 50-foot wide ingress/egress utility easement that wraps around the front.

Darrin explained the ordinances and zoning codes at apply to this request, and the proposed finding:

1. The plat meets all of the requirements for a preliminary plat and no new development is proposed/needed.
2. The plat would be serviced by utilities that are already in the area.
3. The plat will not be detrimental to the health, safety, or welfare to the community since the area will remain a retail use and not be changed with the new lot created.

Darrin stated a condition for the Westridge Mall Preliminary Plat request:

1. The applicants enter into a developer’s agreement, to be approved by the city attorney. This shall address things such as, but not limited to, needed updates to utilities and infrastructure.

Public Hearing to Consider a Request for a Preliminary Plat to subdivide two parcels of property located at 1901 & 2001 West Lincoln Avenue. Requested by Westridge Mall Limited Partnership was open to the Public at 5:50 PM

Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at **5:51 PM**, and bought the meeting back to the Planning Commission for discussion. There was no discussion.

Commissioner Kilde made a motion to approve the Preliminary Plats to subdivide two parcels of property located at 1901 & 2001 West Lincoln Avenue requested by Westridge Mall Limited Partnership with the findings as presented and all the conditions mentioned. It was seconded by Commissioner Rachels. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nays: None

Absent: Macintosh-Ellig, Suiter

#### UPCOMING APPLICATIONS

Darrin Welle informed the PC of a Public Hearing coming before the PC in the future:

- Variance Request – Accessory Structure in the Side/Front Yard

#### OLD BUSINESS - ORDINANCE UPDATES DISCUSSION:

Commissioner Kilde made motion to table the ordinance discussion this evening and bring it back to the PC at the next meeting. It was seconded by Commissioner Rachels. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Rachels, Gantner

Nays: None

Absent: Macintosh-Ellig, Suiter

#### CITY PLANNER UPDATES

Chair Stanislawski asked for updates from the City Planner. Darrin had none. Commission Kilde asked for an update on the hiring of a new planner. Klara Beck stated that the City has been interviewing some candidates and hopes to hire someone soon. Commissioner Kilde thanked Darrin Welle for all his hard work as the Planning Consultant for the City. It was noted that Darrin hopes to be able to be here for the May PC meeting to wrap up some of the ordinance discussions.

#### CITY COUNCIL UPDATES

Chair Stanislawski asked if there were any Council updates. There were none.

The next regular meeting will be on May 24, 2021 at 5:30 PM.

The meeting adjourned at 5:54 pm.

---

Darrin Welle  
Sourcewell Planner

RESOLUTION #\_\_-2021  
LOCAL LANDMARK DESIGNATION  
AUTHORIZED BY THE CITY

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota to authorize the Heritage Preservation Commission to begin the process of designating Broken Down Dam as a local landmark.

The above and foregoing resolution was offered at a regular meeting of the City Council held on May 3, 2021 by Council Member     who moved 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

**ORDINANCE NO. 7, EIGHTH SERIES**

**AN ORDINANCE OF THE CITY OF FERGUS FALLS, MINNESOTA,  
AMENDING CITY CODE CHAPTER 31.08 INTERIM EMERGENCY  
SUCCESSION.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 31.08, Interim Emergency Succession, is hereby amended to read as follows:

§31.08 INTERIM EMERGENCY SUCCESSION.

(A) *Purpose.* Due to the existing possibility of a **catastrophic event** ~~nuclear attack~~ or a natural disaster requiring a declaration of a state of emergency, it is found urgent and necessary to ensure the continuity of duly elected and lawful leadership of the city to provide for the continuity of the government and the emergency interim succession of key governmental officials by providing a method for temporary emergency appointments to their offices.

(B) *Succession to local offices.* In the event of a **catastrophic event** ~~nuclear attack upon the United States~~ or a natural disaster affecting the vicinity of the city, the Mayor, Council and City Administrator shall be forthwith notified by any one of **these** persons, and by any means available, to gather at the City Hall. In the event that safety or convenience dictate, an alternative place of meeting may be designated. **In the event the Mayor and Council are unable to be present, the Charter Commission shall be notified by any means available to gather at the City Hall or other designated meeting location.** ~~Those gathered shall proceed as follows.~~

(C) *Those gathered shall proceed as follows:*

(1) By majority vote of those persons present, regardless of number, they shall elect a Chairperson and Secretary to preside and keep minutes, respectively.

(2) They shall review and record the specific facts relating to the **catastrophic event** ~~nuclear attack~~ or natural disaster and injuries to persons or damage to property already done, or the imminence thereof.

(3) They may, based on facts, declare a state of emergency. **If a state of emergency is thus declared, then the following provisions in (a) and (b) will be enacted:**

(a) By a majority vote of those persons present, regardless of the number, they shall fill all positions on the Council (including the office of Mayor) of those persons upon whom notice could not be served or who are unable to be present.

(b) Interim successors shall serve until a time as the duly elected official is again available and returns to his or her position, or the state of emergency has passed and a successor is designated and qualifies as required by law, whichever shall occur first.

(D) *Duties of the Interim Emergency Council.* The Interim Emergency Council shall exercise the powers and duties of its offices and appoint other key government officials to serve during the emergency.

Section 2. Effective date. The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

THIS ORDINANCE was introduced on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Mayor

Published in the Fergus Falls Daily Journal on \_\_\_\_\_.

## **ORDINANCE NO. 12, EIGHTH SERIES**

AN ORDINANCE AMENDING CITY CODE TABLE OF SPECIAL ORDINANCES VI VACATIONS, BY ORDERING VACATION OF HIGHLAND AVENUE RIGHT-OF-WAY IN GUTTENBERG ADDITION AND PART OF PIONEER ROAD IN VILLAGE COOPERATIVE ADDITION, ALL LOCATED IN THE CITY OF FERGUS FALLS, MINNESOTA.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. Pursuant to due notice, the hearing was held on April 19, 2021, upon the changes herein described and all parties desiring to be heard thereon were afforded such opportunity.

Section 2. That the following tracts should be and are hereby vacated:

### **HIGHLAND AVENUE**

That part of the South Half (S½) of Section 36, Township 133 North, Range 43 West, GUTTENBERG ADDITION, Otter Tail County, Minnesota, described as follows:

All of the 75' Highland Avenue Right-of-Way located in Guttenberg Addition, beginning at the north Right-of-Way line of Main Street and continuing to its North Terminus at the north line of said Guttenberg Addition, and there ending. Containing 3.44 Acres +/-

Section 3. Duties of Abutting Property Owners. That after such vacation goes into force and effect, the abutting property owners shall assume and be responsible for the care of said areas vacated consistent herein, and it is hereby made their bounden duty to fill any depression contained in said vacated areas and remove any and all hazards therefrom, and in the event an action is brought against the City of Fergus Falls for damages or injuries resulting from depressions or excavations and conditions of said vacated areas, the property owner or owners shall be liable to the City of Fergus Falls for any damages suffered by it as a result of the failure to make said vacated areas safe from anyone who might be using same or traveling thereon. That it is the duty of the owner of said vacated areas to place suitable warnings to the public of such vacation to the end that the traveling public may know that it is no longer a public avenue or road but a vacated avenue or road. That the owners of said vacated areas shall be responsible for all costs incidental to the closing of the vacated areas.

Section 4. Recording. After all of the conditions and requirements of this ordinance have been fulfilled, the City Administrator of the City of Fergus Falls is hereby ordered to file for record in the office of the County Recorder of Otter Tail County, Minnesota, a certified copy of the within ordinance after the same has been published according to the correct copy of the original and in addition thereto setting forth in such certificate the date and newspaper in which

said ordinance was published and the above filing shall be performed by the City Administrator when the benefited parties have paid the expenses of this proceeding.

Section 5. Effective date. The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

The following summary is approved by the City council and shall be published in lieu of publishing the entire ordinance pursuant to Minnesota Statutes Section 412.191:

PUBLIC NOTICE

WHEREAS, the Table of Special Ordinances of the Fergus Falls City Charter has been amended by Ordinance No. 12, Eighth Series, which ordinance has been duly adopted by the City Council; and,

WHEREAS, the Council has determined that, pursuant to City Charter Section 4.04, Subd. 2, publication of the title and summary of said ordinance would clearly inform the public of the intent and effect of the ordinance; and,

WHEREAS, The Council, by at least four-fifths of its members, has directed that only the title of the ordinance and a summary be published and that printed copies of the ordinance be available for inspection by any person during regular office hours at the office of the City Administrator and also at the public library where the entire text of said ordinance is posted.

NOTICE IS HEREBY GIVEN, that the title of Ordinance No. 12, Eighth Series, is as follows:

AN ORDINANCE AMENDING CITY CODE TABLE OF SPECIAL ORDINANCES VI VACATIONS, BY ORDERING VACATION OF HIGHLAND AVENUE RIGHT-OF-WAY IN GUTTENBERG ADDITION LOCATED IN THE CITY OF FERGUS FALLS, MINNESOTA.

NOTICE IS FURTHER GIVEN, that a summary of Ordinance No. 12, Eighth Series, is as follows:

A part of Highland Avenue in Guttenberg Addition in the City of Fergus Falls, Minnesota, is hereby vacated.

NOTICE IS FURTHER GIVEN, that the Council has approved the text of the foregoing summary and determines that it clearly informs the public of the intent and effect of the ordinance.



THIS ORDINANCE was introduced on \_\_\_\_\_, 2021, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Mayor

Published in the Fergus Falls Daily Journal on \_\_\_\_\_, 2021.

barb/clients/city/ordnacs/eighth series/ord12



## Council Action Recommendation

---

Page 1 of 1

**Meeting Date:**

5/3/21

**Subject:**

Introduction of a land sale on Southview Dr. adjacent to the City's water reservoirs

**Recommendation:**

Resolution introducing a land sale of approximately 2.06 acres of City property to Lonnie and Danielle Ballweg on Southview Drive

**Background/Key Points:**

The Ballweg's who reside at 2306 Southview Drive approached the City about purchasing some of the undeveloped City-owned property between their home and the City's water reservoirs for the construction of a private garage/shop.

The City has asked a local realtor to perform a market analysis, which supports the proposed purchase price of \$35,000 for this parcel. The Ballwegs have paid for a survey of this area, so a boundary and legal description have been established. If the transaction proceeds, this parcel will be combined with the existing residential parcel to create a large parcel. Any future use of this property will have to comply with City Zoning ordinances for this area.

If the City Council wishes to proceed with this transaction, a resolution introducing this land sale should take place tonight and then at our next meeting, additional action can make this official. Per the City Charter, selling City property requires action at two separate meetings, with 10 days in between, allowing the public ample opportunity to comment on the proposed action.

The City does not have any future plans for this undeveloped property. There are some utility challenges in this area, with no sewer main extensions serving this area. The buyers will be responsible for utility extension costs.

**Budgetary Impact:**

\$35,000 would be paid to the City from the Ballwegs

**Originating Department:**

Administration

**Respectfully Submitted:**

Andrew Bremseth, City Administrator

**Attachments:**

## RESOLUTION ALLOWING CLAIMS &amp; 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

ARC DOCUMENT SOLUTIONS LLC	BASE MAINT. CANON,HP DESIGN	199.70
ADMINISTRATOR'S CONTINGENCY FD	MARCH ANALYSIS SVC CHARGE	101.18
ADMINISTRATOR'S CONTINGENCY FD	MARCH 2021 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	REFUND PARK SHELTER/OLSON FUNE	50.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-STENDER	145.00
SEAN ANDERSON	CLEANING WEEKS OF APRIL 12-18	410.78
AVESIS THIRD PARTY ADMIN INC	MAY VISION INSURANCE	6.54
BEYER BODY SHOP, INC.	TOW FORD TAURUS/21012265	75.00
BEYER BODY SHOP, INC.	TOW SATURN ION/21011223	100.00
CHARTER COMMUNICATIONS	APRIL INTERNET ACCESS	84.99
CHARTER COMMUNICATIONS	CABLE 4/18-5/17	32.97
CHARTER COMMUNICATIONS	MARCH INTERNET ACCESS	84.99
COLLABORATIVE DESIGN GROUP INC	JANUARY PROFESSIONAL SERVICES	3,520.00
COMM OF FINANCE, TREAS DIV	FORF SHARE/ROBINSON/19038571	100.00
COOPERS TECHNOLOGY GROUP	APRIL DOOR COAT HOOK	8.05
COOPERS TECHNOLOGY GROUP	APRIL SUPPLIES-CALCULATOR	233.76
COOPERS TECHNOLOGY GROUP	APRIL/ELECTRIC SHARPENER	20.16
DACOTAH PAPER CO	17" RED BUFFING PAD	15.39
THE EMBLEM AUTHORITY	ANNIVERSARY FFPD KEY CHAINS	337.00
EQUIPMENT FUND	MAY EQUIPMENT RENT	107,900.91
FASTENAL COMPANY	APR PARK SAFETY VENDING	93.58
FASTENAL COMPANY	APR STREET SAFETY VENDING	132.20
FASTENAL COMPANY	APR 1/4-20X1 TRX FLOOR	1.57
FASTENAL COMPANY	APR 3/8" SIGN BOLTS/NUTS	22.87
F.F. CHAMBER OF COMMERCE	ECONOMIC DEVELOPMENT SERVICES	435.00
FERGUS FALLS CONVENTION &	FEB 2021 LODGING TAX	5,824.51
FERGUS FALLS CONVENTION &	FEB 2021 LODGING TAX ADMIN	174.74-
FERGUS FALLS CONVENTION &	MAR 2021 LODGING TAX	6,905.45
FERGUS FALLS CONVENTION &	MAR 2021 LODGING TAX ADMIN	207.16-
FERGUS FALLS FLIGHT CENTER INC	REIMB. FINAL DEVICE FEE	20.00
FERGUS HOME & HARDWARE	TORDON RTU QUARTS	77.97

## General

FIRE SAFETY USA, INC	APRIL/BASKET FOR RANGER	930.00
FULL COMPASS SYSTEMS LTD	CABLE,XLR TO XLR 25' BLACK	216.00
FULL COMPASS SYSTEMS LTD	COLORSOURCE PAR, BLK, EDISON	5,800.00
FULL COMPASS SYSTEMS LTD	COLORSOURCE 20 CONSOLE, FADERS	2,625.00
FULL COMPASS SYSTEMS LTD	CONDENSER CARDIOID	656.00
FULL COMPASS SYSTEMS LTD	DIRECT BOX PASSIVE	88.56
FULL COMPASS SYSTEMS LTD	EXPANSION CARD-TF SERIES CONSO	418.00
FULL COMPASS SYSTEMS LTD	HANDHELD DYN CARD MIC	179.44
FULL COMPASS SYSTEMS LTD	LOUDSPEAKER, 12" POWERED	1,952.00
FULL COMPASS SYSTEMS LTD	MEGA-CLAW, BLACK	207.76
FULL COMPASS SYSTEMS LTD	MIC STAND ROUND BASE BLACK	384.00
FULL COMPASS SYSTEMS LTD	POWERCON TO EDISON 25' 14G	33.99
FULL COMPASS SYSTEMS LTD	POWERCON TO POWERCON 6' 14G	181.93
FULL COMPASS SYSTEMS LTD	SAFETY CABLE, BLACK	86.40
FULL COMPASS SYSTEMS LTD	STAGEBOX,16 LINE IN/8 LINE OUT	1,964.00
FULL COMPASS SYSTEMS LTD	100', 5 PIN, PRO, DMX CABLE	74.19
FULL COMPASS SYSTEMS LTD	18" ACTIVE SUBWOOFER, 3600W	2,544.00
FULL COMPASS SYSTEMS LTD	3 E835 MICS W/3 CARRYING PCHS	499.90
FULL COMPASS SYSTEMS LTD	5-PIN DMX CABLE, 5 FT	65.52
GALLS LLC	MATTSON RETURN CREDIT	45.00-
GALLS LLC	MATTSON UNIFORM PURCHASE	305.19
GAMETIME	SWING HANGERS 3 1/2" O.D.	806.12
GRAND FORKS FIRE EQUIPMENT LLC	APRIL/FIREFIGHTING GLOVES	264.04
GREAT PLAINS FIRE	APRIL/ENGINE 2 PUMP CONNECTION	218.19
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	576.86
GUARDIAN	MAY DENTAL PREMIUM	3,858.05
HOME DEPOT CREDIT SERVICES	APRIL STOP RUST, WOOD SCREW	22.69
HOME DEPOT CREDIT SERVICES	APRIL WOOD SCREW ZINC PHL FLT	7.08
HOME DEPOT CREDIT SERVICES	PAINT	149.52
HOME DEPOT CREDIT SERVICES	TOUCH UP PAINT, PICTURE STRAPS	12.44
INTL CITY/COUNTY MGMT ASSN	07/01/21-06/30/22 DUES	1,110.00
INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	457.29
LAKE REGION ELECTRIC COOP	MARCH ELECTRICITY EXPENSE	1,882.03
LAKE REGION ELECTRIC COOP	MARCH/SNOW REMOVAL/EQUIP BLDG	67.76
LAKES COUNTRY SERVICE COOP	MARCH RANDOM DRUG SCREEN	29.50
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 WORKERS' COMP INS	310,775.00-
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	220,404.09
LEE WELL DRILLING INC	DELAGOON PARK PRESS.TANK WORK	5,278.11
LEE WELL DRILLING INC	2-5" PVC WELLS SEALED	3,835.00
LEE WELL DRILLING INC	4" STEELWELL CAMPGROUND WELL	1,392.50
LEE WELL DRILLING INC	4" STEELWELL DELAGOON FARMSITE	1,952.50
LOCATORS & SUPPLIES INC	APR 28" TRAFFIC CONES	799.50
M-R SIGN COMPANY INC	APR LOW CLEARANCE SIGN 36"	78.70

## General

M-R SIGN COMPANY INC	APR 4' SIGN BASES	431.25
MARCO-FARGO	COPIER CONTRACT 4/15-5/15	355.63
NYCKLEMOE & ELLIG, P.A.	MAY RETAINER FEE/OFFICE ALLOW	6,825.00
OTTER ELECTRIC LLC	LED LIGHTS CHANNING RINK	6,250.00
OTTER ELECTRIC LLC	LED LIGHTS CLEVELAND RINK	8,550.00
OTTER ELECTRIC LLC	LED LIGHTS LAKE ALICE RINK	3,280.00
OTTER TAIL COUNTY TREASURER	FORF SHARE/ROBINSON/19038571	200.00
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	896.00
OTTER TAIL COUNTY TREASURER	2021 PROPERTY TAXES	100.00
PEMBERTON LAW, P.L.L.P.	MARCH LEGAL FEES	52.00
POLICE DEPT CONTINGENCY FUND	ELDIEN UNIFORM PURCHASE CK3701	1,159.64
POLICE DEPT CONTINGENCY FUND	FORFEITURE FORMS	22.00
POLICE DEPT CONTINGENCY FUND	LIEN UNIFORM PURCHASE	600.00
POLICE DEPT PETTY CASH	MILLER UNIFORM PURCHASE	30.93
POSTAGE BY PHONE	POSTAGE BY PHONE	3,000.00
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	1,686.26
REAL VISION SOFTWARE INC	ANNUAL RVI SOFTWARE SUPPORT	3,000.00
LOGAN SOLBERG	2021 SAFETY BOOT REIMBURSEMENT	214.99
SPEE DEE DELIVERY SERVICE INC	APR SHIPPING	31.77
SPEE DEE DELIVERY SERVICE INC	MAR SHIPPING	31.62
SPEE DEE DELIVERY SERVICE INC	MAR SHIPPING FEES	31.77
SWANSTON EQUIPMENT CO	APR STIHL CHOP SAW FILTERS	43.36
USABLE LIFE	MAY LIFE INSURANCE	81.40
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	395.65-
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	89.08-
	F U N D   T O T A L	114,540.39

## P.A. General

CITY OF FERGUS FALLS	CBHH CHARGE-REPLACE TOTE DISPO	316.75
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	451.85
UGSTAD PLUMBING, INC.	BOILER/GEN CK 03/30/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 04/07/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 04/14/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 04/22/21	85.00
UGSTAD PLUMBING, INC.	INSTALLED 2 NEW TOILETS SEATS	480.00
UGSTAD PLUMBING, INC.	MAY RETAINER FEE	125.00
UGSTAD PLUMBING, INC.	MONTHLY MAINT -PLBG & HGT MAR	170.00
UGSTAD PLUMBING, INC.	REPLACED DRAIN IN RM 153	85.00

## P.A. General

F U N D   T O T A L	1,968.60
---------------------	----------

## Regional Treatment Center-City Operated

FASTENAL COMPANY	APR N100 AIR MASKS	21.04
FASTENAL COMPANY	APR 3M RESPIRATOR USED AT RTC	66.34
OTTER TAIL COUNTY TREASURER	2021 PROPERTY TAXES	84.00
F U N D   T O T A L		171.38

## Public Library

ARAMARK	APRIL LINEN SUPPLY	33.41
BAKER & TAYLOR INC	ADULT BOOKS	2,531.46
BAKER & TAYLOR INC	JUVENILE BOOKS	229.96
BAKER & TAYLOR INC	OFFICE SUPPLIES	191.15
BLACKSTONE PUBLISHING	AUDIO BOOKS ON CD	357.47
CENTER POINT LARGE PRINT	ADULT LARGE PRINT NON-FICTION	180.00
DEMCO EDUCATIONAL CORP	OFFICE SUPPLIES	444.85
HOOPLA	DIGITAL ITEMS	1,600.86
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	4,144.46
LIBRARY PETTY CASH FUND	ADULT NON-FICTION	62.00
LIBRARY PETTY CASH FUND	REFUND FOR LOST LIBRARY BOOK	11.75
LIBRARY PETTY CASH FUND	REFUND ON LOST BOOK	15.00
LIBRARY FURNITURE INTL INC	MEDIA RACK HANGER	254.29
LIBRARY FURNITURE INTL INC	POSTAGE	97.94
VICTOR LUNDEEN COMPANY	OFFICE SUPPLIES	328.18
NO-LOAD FUND INVESTOR, INC.	1 YEAR RENEWAL	129.00
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	140.00
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	263.31
VIKING LIBRARY SYSTEM	ITEM BARCODES	46.00
F U N D   T O T A L		11,061.09

## Bigwood Event Center

## Bigwood Event Center

GALLAGHER BENEFIT SERVICES INC	APRIL JOB EVALUATION	400.00
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	590.27
	F U N D   T O T A L	990.27

## CDBG/HUD Revolving Loan

ADMINISTRATOR'S CONTINGENCY FD	OVERPAYMENT FILE #5002	524.22
	F U N D   T O T A L	524.22

## Capital Improvement

BOLTON & MENK INC	DOWNTOWN RIVERFRONT IMP PH I	1,872.00
BOLTON & MENK INC	UNION AVE MILL/OVERLAY PED.IMP	16,000.00
HOUSTON ENGINEERING INC	PROF SERV AND WELL SAMPLING	151.50
INTERSTATE ENGINEERING INC.	SERVICES FROM 9/20/20-4/3/21	3,150.00
ULINE	CREDIT	134.77-
ULINE	SAFETY FENCE FIELD 5	134.77
ULINE	SAFETY FENCE/GREEN	124.93
	F U N D   T O T A L	21,298.43

## Airport Capital Improvement

OTTER ELECTRIC LLC	PAY APP. NO. 1 RUNWAY LIGHTING	161,193.53
	F U N D   T O T A L	161,193.53

## Liquor Store



## Liquor Store

ASHBY BREWING COMPANY	APRIL/BEER	120.00
ALEXANDRIA FREIGHT SERVICE INC	APRIL/FREIGHT	88.20
THE AMERICAN BOTTLING COMPANY	APRIL/MIX	256.04
APPRIZE TECHNOLOGY SOLUTIONS	APRIL ADMIN FEE	113.14
ARTISAN BEER COMPANY	APRIL/BEER	2,001.00
BELLBOY CORPORATION	APRIL/LIQUOR	2,447.96
BELLBOY CORPORATION	APRIL/MISC PURCHASE-COOLERS	106.00
BELLBOY CORPORATION	APRIL/MIX	552.05
BEVERAGE WHOLESALERS INC	APRIL/BEER	25,584.27
BEVERAGE WHOLESALERS INC	APRIL/MIX	438.90
BEVERAGE WHOLESALERS INC	APRIL/WINE	20.80
BRAUN VENDING INC	APRIL/SUPPLIES-WATER	25.00
BREAKTHRU BEVERAGE MINNESOTA	APRIL/BEER	656.35
BREAKTHRU BEVERAGE MINNESOTA	APRIL/FREIGHT	218.95
BREAKTHRU BEVERAGE MINNESOTA	APRIL/LIQUOR	10,731.82
BREAKTHRU BEVERAGE MINNESOTA	APRIL/MIX	470.30
BREAKTHRU BEVERAGE MINNESOTA	APRIL/WINE	1,032.00
C&L DISTRIBUTING	APRIL/LIQUOR	966.00
CARLOS CREEK WINERY	APRIL/WINE	2,312.00
CAYAN	APRIL 2021 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	APRIL/MIX	294.10
COPPER TRAIL BREWING CO	APRIL/BEER	257.76
DACOTAH PAPER CO	APRIL/SUPPLIES-BAGS	182.40
DISGRUNTLED BREWERY LLC	APRIL/BEER	240.00
FERGUS BREWING COMPANY LLC	APRIL/BEER	705.60
FORESTEDGE WINERY	APRIL/WINE	378.00
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	109.03
H BOYD NELSON INC	APRIL/BEER	65,267.28
H BOYD NELSON INC	APRIL/MIX	496.95
JOHNSON BROTHERS LIQUOR CO	APRIL/FREIGHT	645.32
JOHNSON BROTHERS LIQUOR CO	APRIL/LIQUOR	5,260.99
JOHNSON BROTHERS LIQUOR CO	APRIL/MIX	84.70
JOHNSON BROTHERS LIQUOR CO	APRIL/WINE	19,241.35
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	18,996.49
NICE THREADS CUSTOM EMBROIDER	APRIL/FERGUS LIQUOR LOGOS	150.00
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	826.00
PAUSTIS & SONS	APRIL/WINE	1,739.00
PEPSI BEVERAGE COMPANY	APRIL/MIX	254.82
PHILLIPS WINE AND SPIRITS CO	APRIL/FREIGHT	295.68
PHILLIPS WINE AND SPIRITS CO	APRIL/LIQUOR	12,892.03
PHILLIPS WINE AND SPIRITS CO	APRIL/MIX	72.00
PHILLIPS WINE AND SPIRITS CO	APRIL/WINE	4,186.78
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	410.77

## Liquor Store

SMALL LOT WINE	APRIL/FREIGHT	15.00
SMALL LOT WINE	APRIL/WINE	528.00
SOUTHERN GLAZER'S OF MN	APRIL/FREIGHT	332.54
SOUTHERN GLAZER'S OF MN	APRIL/LIQUOR	20,524.27
SOUTHERN GLAZER'S OF MN	APRIL/MIX	115.00
SOUTHERN GLAZER'S OF MN	APRIL/WINE	1,112.00
TOTAL REGISTER SYSTEMS	APRIL/RECEIPT PRINTERS	1,152.43
TOTAL REGISTER SYSTEMS	05/01/21-04/30/22 TOTAL CARE	2,442.48
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	51.58
VINOCOPIA INC	APRIL/FREIGHT	5.00
VINOCOPIA INC	APRIL/WINE	192.00
WINE MERCHANTS INC	APRIL/FREIGHT	19.00
WINE MERCHANTS INC	APRIL/WINE	1,446.60
	F U N D   T O T A L	209,224.47

## Refuse Disposal

APPRIZE TECHNOLOGY SOLUTIONS	APRIL ADMIN FEE	113.15
AUTO VALUE - FERGUS FALLS	APR PROPANE TORCH (SCOTT)	61.00
AUTO VALUE - FERGUS FALLS	APR 14.1 OZ PROPANE CYLINDER	9.99
EQUIPMENT FUND	MAY EQUIPMENT RENT	40,231.42
FASTENAL COMPANY	APR REFUSE SAFETY VENDING	82.37
HOUSTON ENGINEERING INC	2021 FALL GW SW-184 GAS MONITO	3,964.40
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	33,342.54
LIBERTY TIRE SERVICES LLC	APR CAR TIRE TON OFF RIM	512.55
LOCATORS & SUPPLIES INC	APR KINCO LEATHER PALM GLOVES	50.97
OTTER TAIL COUNTY TREASURER	2021 PROPERTY TAXES	42.00
OVERHEAD DOOR CO	APR END HINGES CLAIM CP109561	35.52
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	6,210.80
	F U N D   T O T A L	84,656.71

## Sewage Treatment

APPRIZE TECHNOLOGY SOLUTIONS	APRIL ADMIN FEE	113.15
CARTER PUMP LLC	APR GASKET COVER-ALL MODELS	1,258.79

## Sewage Treatment

EQUIPMENT FUND	MAY EQUIPMENT RENT	12,843.84
FASTENAL COMPANY	APR SEWER SAFETY VENDING	49.73
GOODIN COMPANY	APR RELIEF, SPRING CHK KITS	344.31
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	1,027.50
HAWKINS INC	APR BKF TUBING CONNECTOR	653.64
HAWKINS INC	APR BLACK LDPE	88.22
HOME DEPOT CREDIT SERVICES	APR 20V RECIP SAW/BATTERY	92.66
LAKE REGION ELECTRIC COOP	MARCH ELECTRICITY EXPENSE	223.94
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	13,989.12
MN VALLEY TESTING LABS INC	APR SLUDGE ANALYSIS	361.25
MOTION INDUSTRIES INC	APR SHEAR PINS	105.92
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	140.00
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	1,984.37
RMB ENVIRONMENTAL LABORATORIES	APR ANALYSIS	863.00
SPEE DEE DELIVERY SERVICE INC	APR SHIPPING	37.47
SPEE DEE DELIVERY SERVICE INC	APR SHIPPING FEES	72.93
SPEE DEE DELIVERY SERVICE INC	MAR SHIPPING FEES	27.67
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	122.98
	F U N D   T O T A L	34,400.49

## Water

ADMINISTRATOR'S CONTINGENCY FD	APRIL UTILITIES REFUND	.70
ADMINISTRATOR'S CONTINGENCY FD	APRIL/LICENSE RENEWAL-HAGE	23.00
ADMINISTRATOR'S CONTINGENCY FD	APRIL/3 RECERTIFICATIONS	135.00
APPRIZE TECHNOLOGY SOLUTIONS	APRIL ADMIN FEE	113.16
COOPERS TECHNOLOGY GROUP	APRIL INDEX CARD FILE	4.84
COOPERS TECHNOLOGY GROUP	APRIL/COLOR PAPER, HIGHLIGHTERS	26.35
COOPERS TECHNOLOGY GROUP	APRIL/SUPPLIES-COLOR PAPER	11.33
COOPERS TECHNOLOGY GROUP	APRIL/SUPPLIES-INDEX CARDS	1.07
CORE & MAIN LP	APR BUSHINGS/COUPLING TRAVIS O	232.84
CORE & MAIN LP	APR C900 PIPE/HYMAX/REPAIR CLP	2,519.73
CORE & MAIN LP	JAN CREDIT FOR RETURNED PARTS	733.89-
CORE & MAIN LP	JAN EXCHANGE REPAIR CLAMPS	559.03-
EQUIPMENT FUND	MAY EQUIPMENT RENT	3,956.50
FASTENAL COMPANY	APR WATER SAFETY VENDING	75.54
FERGUSON WATERWORKS #2516	APR PACER LWR VLV WASHER	60.10
FERGUSON WATERWORKS #2516	APR WATER BREAK MATERIALS PER	1,958.52
FERGUSON WATERWORKS #2516	APR 2" DOUBLE CHECK VALVE	1,369.41

## Water

FERGUSON WATERWORKS #2516	APR 3/4" COUPLERS (TRAVIS)	319.42
FERGUSON WATERWORKS #2516	APR 5/8 METER FROST PLATES	67.23
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	1,379.30
HAWKINS INC	APR CHLORINE	659.00
HOME DEPOT CREDIT SERVICES	APR STOCK 4" PVC FITTINGS	112.61
HOME DEPOT CREDIT SERVICES	APR 20V RECIP SAW/BATTERY	92.66
HOME DEPOT CREDIT SERVICES	APR 3" COUPLINGS (CAR MART)	20.44
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	11,309.21
LOCATORS & SUPPLIES INC	APR SHOE COVERS UTILITY SERVIC	124.95
MIDWEST PRINTING COMPANY	FEB RED DOORHANGERS/EMERGENCY	195.00
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	203.00
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	166.93
RMB ENVIRONMENTAL LABORATORIES	APR 1ST 1/2 BACT. MONITORING	125.00
RMB ENVIRONMENTAL LABORATORIES	APR 2ND 1/2 BACTERIA MONITOR	110.00
SHERWIN WILLIAMS CO	APR BOOT COVERS UTILITIES	14.37
SHERWIN WILLIAMS CO	APR PAINT/SUPPLIES WATER PLANT	197.40
STRUCTURAL BLOCK INC	APR TYPE S SPEC MIX UTILITIES	21.45
THEIN WELL COMPANY, INC.	APR ANNUAL INSP. PUMP & WELL	195.00
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	103.06
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	89.08
TERI L WHOOLERY	BOOSTER PUMP 1524 SOMERSET RD	1,000.00
	F U N D   T O T A L	25,700.28

## Storm Water

EQUIPMENT FUND	MAY EQUIPMENT RENT	8,449.08
FASTENAL COMPANY	APR SS HARDWARE ST CHARLES PUM	25.84
FASTENAL COMPANY	APR STORM SAFETY VENDING	26.60
HOME DEPOT CREDIT SERVICES	APR 20V RECIP SAW/BATTERY	92.66
LEAGUE OF MN CITIES	MN CITIES STORM WATER CONTRIB.	780.00
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	570.00
OTTER TAIL COUNTY TREASURER	2021 PROPERTY TAXES	10.00
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	35.01
	F U N D   T O T A L	9,989.19

## Equipment

## Equipment

AMERICAN WELDING & GAS, INC	APR 75% ARGON 25% CARBON DIOXI	43.80
AUTO VALUE - FERGUS FALLS	APR AIR COMP FILTERS U-453,455	35.07
AUTO VALUE - FERGUS FALLS	APR BLACK TRIM RETAINERS SHOP	4.49
AUTO VALUE - FERGUS FALLS	APR CASE BRAKE CLEAN	35.88
AUTO VALUE - FERGUS FALLS	APR FRONT BRAKE PADS UNIT 42	48.99
AUTO VALUE - FERGUS FALLS	APR MOBIL 1 0W20 OIL U-2091	24.36
AUTO VALUE - FERGUS FALLS	APR OIL FILTER UNIT 2091	3.23
AUTO VALUE - FERGUS FALLS	APR ORANGE THREADLOCKER (SHOP)	10.99
AUTO VALUE - FERGUS FALLS	APR PARTS RETURN CREDIT	259.29-
AUTO VALUE - FERGUS FALLS	APR ROTARY BARREL PUMP (SHOP)	46.99
AUTO VALUE - FERGUS FALLS	APR STICK ON REFLECTORS U-270	11.96
AUTO VALUE - FERGUS FALLS	APR STOCK AIR FILTER	25.34
AUTO VALUE - FERGUS FALLS	APR STOCK AIR FILTERS	35.07
AUTO VALUE - FERGUS FALLS	APR STOCK ORDER	80.33
AUTO VALUE - FERGUS FALLS	APR STOCK PARTS ORDER	89.65
AUTO VALUE - FERGUS FALLS	APR 0W20 OIL UNIT 2091	36.54
AUTO VALUE - FERGUS FALLS	APR 12" CONVEX MIRROR UNIT 259	54.99
AUTO VALUE - FERGUS FALLS	APR 16 GAUGE 2 WIRE (SHOP)	79.00
DSI AUTOMOTIVE PRODUCTS	APR NERF BARS UNIT 63	205.00
EQUIPMENT FUND	MAY EQUIPMENT RENT	1,688.67
EQUIPMENT FUND	RECEIPT MAY EQUIPMENT RENT	175,070.42-
FASTENAL COMPANY	APR FLEET SAFETY VENDING	39.12
FASTENAL COMPANY	APR SHOP SUPPLY VENDING	90.93
FASTENAL COMPANY	APR VENDING SHOP SUPPLIES	97.61
NAPA AUTO PARTS - FERGUS FALLS	APR BATTERIES UNIT 3013	599.98
NAPA AUTO PARTS - FERGUS FALLS	APR BATTERY CORE CREDIT U-3013	72.00-
NAPA AUTO PARTS - FERGUS FALLS	APR 1 5/16" IMPACT SOCKET	17.49
GROWMARK INC	APR STOCK 0W20.ISO32.ATF OIL	859.35
HOLIDAY COMPANIES	2092 GAS- LEMA GEISZLER	38.92
HOME DEPOT CREDIT SERVICES	APR 10' CLEAR 3/4" HOSE (SHOP)	22.39
INTERSTATE BATTERY SYSTEM	APR GROUP 34 BATTERY U-957	103.95
INTERSTATE BATTERY SYSTEM	APR STOCK BATTERIES (SHOP)	220.90
LEAGUE OF MN CITIES INS. TRUST	2021 WORKERS' COMP INSURANCE	8,137.24
LOCATORS & SUPPLIES INC	APR BLACK NITRILE GLOVES SHOP	60.00
LOCATORS & SUPPLIES INC	APR N95 MASK (FAB SHOP)	24.95
LOCATORS & SUPPLIES INC	APR POLY FACE SHIELDS (SHOP)	25.98
MCMMASTER-CARR SUPPLY CO	APR CONTAINER MOUNT GREASE DIS	167.51
MCMMASTER-CARR SUPPLY CO	APR 1.5" RED LOCK OUT/TAG OUT	118.27
MINNESOTA MOTOR COMPANY	APR FRONT MUDFLAPS UNIT 60	46.75
NELSON AUTO CENTER	APR SEAT RECLINE HANDLE U-2089	19.98
OLSON OIL COMPANY INC	APR #2 PREM RED DIESEL FUEL	16,701.49
OTTER TAIL COUNTY TREASURER	1ST HALF 2021 PROPERTY TAXES	385.00
OTTER TAIL TIRE INC	2094 TIRE REPAIR	49.32

## Equipment

PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	638.20
ROYAL TIRE INC	APR FS TRANS A/T2 LT245/70R17	488.64
ROYAL TIRE INC	APR FS TRANS HT2 LT245/75R17	503.84
ROYAL TIRE INC	APR REPAIR FLAT LOADER TIRE	457.59
SYN-TECH SYSTEMS INC	APR FUELMaster LIMITED MAINTEN	550.00
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	83.02
WALLWORK TRUCK CENTER F.F.	APR BRAKE SHOES UNIT 240	164.52
WALLWORK TRUCK CENTER F.F.	APR EXH CLAMP/FITTINGS U-270	77.29
WALLWORK TRUCK CENTER F.F.	APR MUFFLER BAND CLAMP U-270	29.90
	F U N D   T O T A L	142,021.23-

## Employees Insurance

HILDI INC USI	01/01/21 GASB 75 ACTUARIAL RPT	3,700.00
LAKES COUNTRY SVC COOP	MAY HEALTH INSURANCE	160,341.00
SUN LIFE FINANCIAL	MAY LIFE INSURANCE	2,946.90
	F U N D   T O T A L	166,987.90

## Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	4,311.16
	F U N D   T O T A L	4,311.16

## Fergus Falls Convention and Visitor's Bureau, Inc.

FERGUS FALLS CONVENTION &	FEB 2021 LODGING TAX	5,824.51-
FERGUS FALLS CONVENTION &	FEB 2021 LODGING TAX ADMIN	174.74
FERGUS FALLS CONVENTION &	MAR 2021 LODGING TAX	6,905.45-
FERGUS FALLS CONVENTION &	MAR 2021 LODGING TAX ADMIN	207.16
SPRINT	APRIL CELL PHONE EXPENSE	262.56
	F U N D   T O T A L	12,085.50-

5/03/2021

R E S O L U T I O N   R E C O R D

T O T A L   A L L   F U N D S

692,911.38



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 03 DAY OF MAY 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

5/03/2021

R E S O L U T I O N   R E C O R D

ASHBY BREWING COMPANY	120.00
ARC DOCUMENT SOLUTIONS LLC	199.70
ADMINISTRATOR'S CONTINGENCY FD	979.08
ALEXANDRIA FREIGHT SERVICE INC	88.20
THE AMERICAN BOTTLING COMPANY	256.04
ARAMARK	33.41
AMERICAN WELDING & GAS, INC	43.80
SEAN ANDERSON	410.78
APPRIZE TECHNOLOGY SOLUTIONS	452.60
ARTISAN BEER COMPANY	2,001.00
AUTO VALUE - FERGUS FALLS	434.58
AVESIS THIRD PARTY ADMIN INC	6.54
BAKER & TAYLOR INC	2,952.57
BELLBOY CORPORATION	3,106.01
BEVERAGE WHOLESALERS INC	26,043.97
BEYER BODY SHOP, INC.	175.00
BLACKSTONE PUBLISHING	357.47
BOLTON & MENK INC	17,872.00
BRAUN VENDING INC	25.00
BREAKTHRU BEVERAGE MINNESOTA	13,109.42
C&L DISTRIBUTING	966.00
CARLOS CREEK WINERY	2,312.00
CARTER PUMP LLC	1,258.79
CAYAN	160.74
CENTER POINT LARGE PRINT	180.00
CHARTER COMMUNICATIONS	202.95
VIKING COCA-COLA BOTTLING CO	294.10
COLLABORATIVE DESIGN GROUP INC	3,520.00

TOTAL OTHER VENDORS 77,561.75

COMM OF FINANCE, TREAS DIV	100.00
COOPERS TECHNOLOGY GROUP	305.56
COPPER TRAIL BREWING CO	257.76
CORE & MAIN LP	1,459.65
DSI AUTOMOTIVE PRODUCTS	205.00
DACOTAH PAPER CO	197.79
DEMCO EDUCATIONAL CORP	444.85
DISGRUNTLED BREWERY LLC	240.00
THE EMBLEM AUTHORITY	337.00

TOTAL OTHER VENDORS 81,109.36

FASTENAL COMPANY	825.34
FERGUS BREWING COMPANY LLC	705.60

435.00

TOTAL OTHER VENDORS 83,075.30

CITY OF FERGUS FALLS	316.75
FERGUS FALLS FLIGHT CENTER INC	20.00
FERGUS HOME & HARDWARE	77.97
FERGUSON WATERWORKS #2516	3,774.68
FIRE SAFETY USA, INC	930.00
FORESTEDGE WINERY	378.00
FULL COMPASS SYSTEMS LTD	17,976.69
GALLAGHER BENEFIT SERVICES INC	400.00
GALLS LLC	260.19
GAMETIME	806.12
NAPA AUTO PARTS - FERGUS FALLS	545.47
GOODIN COMPANY	344.31
GRAND FORKS FIRE EQUIPMENT LLC	264.04
GREAT PLAINS FIRE	218.19
GREAT PLAINS NATURAL GAS CO	3,682.96
GROWMARK INC	859.35
GUARDIAN	3,858.05
H BOYD NELSON INC	65,764.23
HAWKINS INC	1,400.86
HILDI INC USI	3,700.00
HOLIDAY COMPANIES	38.92
HOME DEPOT CREDIT SERVICES	625.15
HOOPLA	1,600.86
HOUSTON ENGINEERING INC	4,115.90
INTL CITY/COUNTY MGMT ASSN	1,110.00
INNOVATIVE OFFICE SOLUTIONS	457.29
INTERSTATE BATTERY SYSTEM	324.85
INTERSTATE ENGINEERING INC.	3,150.00
JOHNSON BROTHERS LIQUOR CO	25,232.36
LAKE REGION ELECTRIC COOP	2,173.73
LAKES COUNTRY SERVICE COOP	29.50
LAKES COUNTRY SVC COOP	160,341.00
LEAGUE OF MN CITIES	780.00
LEE WELL DRILLING INC	12,458.11
LIBERTY TIRE SERVICES LLC	512.55
LIBRARY PETTY CASH FUND	88.75
LIBRARY FURNITURE INTL INC	352.23
LOCATORS & SUPPLIES INC	1,086.35
VICTOR LUNDEEN COMPANY	328.18
MII LIFE INCORPORATED	4,311.16
M-R SIGN COMPANY INC	509.95
MARCO-FARGO	355.63

5/03/2021

R E S O L U T I O N   R E C O R D

MCMASTER-CARR SUPPLY CO	285.78
MIDWEST PRINTING COMPANY	195.00
MINNESOTA MOTOR COMPANY	46.75
MN VALLEY TESTING LABS INC	361.25
MOTION INDUSTRIES INC	105.92
NELSON AUTO CENTER	19.98
NICE THREADS CUSTOM EMBROIDER	150.00
NO-LOAD FUND INVESTOR, INC.	129.00
NYCKLEMOE & ELLIG, P.A.	6,825.00
OLSON OIL COMPANY INC	16,701.49
OTTER ELECTRIC LLC	179,273.53

TOTAL OTHER VENDORS 612,729.33

OTTER TAIL COUNTY TREASURER	3,596.00
OTTER TAIL TIRE INC	49.32
OVERHEAD DOOR CO	35.52
PAUSTIS & SONS	1,739.00
PEMBERTON LAW, P.L.L.P.	52.00
PEPSI BEVERAGE COMPANY	254.82
PHILLIPS WINE AND SPIRITS CO	17,446.49
POLICE DEPT CONTINGENCY FUND	1,781.64
POLICE DEPT PETTY CASH	30.93
POSTAGE BY PHONE	3,000.00
PUBLIC UTILITIES DEPARTMENT	11,360.64
RMB ENVIRONMENTAL LABORATORIES	1,098.00
REAL VISION SOFTWARE INC	3,000.00
ROYAL TIRE INC	1,450.07
SHERWIN WILLIAMS CO	211.77
SMALL LOT WINE	543.00
LOGAN SOLBERG	214.99
SOUTHERN GLAZER'S OF MN	22,083.81
SPEE DEE DELIVERY SERVICE INC	233.23
SPRINT	262.56
STRUCTURAL BLOCK INC	21.45
SUN LIFE FINANCIAL	2,946.90
SWANSTON EQUIPMENT CO	43.36
SYN-TECH SYSTEMS INC	550.00
THEIN WELL COMPANY, INC.	195.00
TOTAL REGISTER SYSTEMS	3,594.91
UGSTAD PLUMBING, INC.	1,200.00
ULINE	124.93
USABLE LIFE	81.40
VIKING LIBRARY SYSTEM	46.00
VINOCOPIA INC	197.00
WALLWORK TRUCK CENTER F.F.	271.71

5/03/2021

R E S O L U T I O N   R E C O R D

TERI L WHOOLERY

1,000.00

WINE MERCHANTS INC

1,465.60

TOTAL OTHER VENDORS

692,911.38

TOTAL ALL VENDORS

692,911.38

