



City Council Agenda
June 7, 2021
5:30 pm in the City Council Chambers

Invocation – Eric Uggerud, Cornerstone Church
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
 - 1. Public hearing for housing tax rebates at 1337 Lenore Way, 1353 Lenore Way, and 608 Ann Street
 - a. Resolution approving housing tax rebate for 1337 Lenore Way as requested by Fergus Falls Habitat for Humanity
 - b. Resolution approving housing tax rebate for 1353 Lenore Way as requested by Fergus Falls Habitat for Humanity
 - c. Resolution approving housing tax rebate for 608 Ann Street as requested by Brad and Paula Christenson (NCS Homes)
- E. Awarding of Bids
- F. Petitions and Communications
 - 1. NP Park presentation from Sarah Duffy and Tami Vigessa
 - 2. Proclamation declaring June 9, 2021, as “School Nurse Day” in the City of Fergus Falls
 - 3. Introduction of new City Planner, Karin Flom
- G. Consent Agenda
 - 1. Motion approving the minutes from the May 17, 2021 City Council meeting and the June 2, 2021 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution approving a variance for an accessory structure in the front yard, not meeting front setbacks for the property located at 640 W Birch Street as requested by Leroy Thompson
 - 4. Resolution approving a variance for an accessory structure in the side yard, not meeting side setbacks for the property located at 720 E Mt Faith Avenue as requested by Sherri Easterday
 - 5. Resolution accepting the project plans and specifications and authorizing the advertising of bids for PI 5337, the 2021 mill and overlay projects
 - 6. Resolution accepting the project plans and specifications and authorizing the advertising of bids for PI 5338, the 2021 seal coat projects
 - 7. Resolution accepting the professional services agreement from Bolton & Menk Inc. in the amount of \$640,000 for construction administration and observation
 - 8. Resolution authorizing the renewal of the Joint Cooperative Agreement for the use of emergency operations personnel and equipment with the City of Moorhead

9. Resolution authorizing the purchase of a street sweeper and declaring Unit #259 as surplus equipment
10. Resolution accepting a donation from Partnership 4 Health for a bicycle fix it station and bike rack
11. Resolution authorizing the Mayor and City Administrator to execute the appropriate documents related to a \$25,000 façade loan for Danner Holding LLC
12. Motion directing the City Attorney to draft ordinance changes to the Industrial and Business Zones and Accessory Buildings and Fences as requested by the Planning Commission

H. Ordinance and Resolutions

1. First Reading, Ordinance 14, Eighth Series, Code of Ethics
2. Resolution adopting a contract between the City of Fergus Falls and Greater Fergus Falls
3. Resolution approving a land sale and entering into a purchase agreement with Lonnie and Danielle Ballweg for a parcel of land on Southview Drive

I. Presentation of Claims \$2,963,402.53

J. Board, Committee and Department Reports

K. Reports from Staff and Administrative Officers

L. Old Business/Unfinished Business

M. New Business

N. Miscellaneous Announcements

June 7 4:30 pm Council Work Session: 2020 Audit presentation

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 1

Meeting Date:

June 7, 2021 – City Council

Subject: Tax Abatement Agreement- Housing Rebate Program

Recommendation: Following separate public hearings, approve the following tax rebates at 1337 and 1353 Lenore Way and allow staff to sign tax abatement agreements with Fergus Falls Area Habitat for Humanity.

Background/Key Points: This memo references two separate lots (1337 and 1353 Lenore Way), each to contain a single family home. Neither home will be made available for rent during the life of the tax abatement but will instead house families in need through Habitat for Humanity.

The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. The tax abatement agreement anticipates valuation by Otter Tail County in 2021 for tax abatements payable in 2022.

Budgetary Impact: Any person who files application materials for new primary residence single and two-family housing units between Jan 1, 2020 and Dec 31, 2022 may be eligible to receive a 100% tax rebate of Fergus Falls' share of increased real estate taxes as a result of building a new home for a period of up to 5 years or up to \$5,000, whichever is met first.

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Application(s)

OTTER TAIL COUNTY - MINNESOTA HOUSING TAX REBATE APPLICATION

(Application Period 1/1/2020 through 12/31/2022)

Property Owner / Applicant: _____

Current Address: _____

Telephone: _____ E-Mail: _____

Are property taxes current? Yes No

Proposed Project: New Construction Replacement of housing unit

Project Type: Single Family Two Family

Project Address (if available): _____

Parcel Number: _____ Estimated Project Valuation: \$ _____

Applicant Statement:

(Please provide a statement as to why you are requesting a rebate of property taxes.)

Attach site plan with location of house, parcel information and parcel number. (Include letter of consent from property owner if subject to purchase agreement.)

I / We as applicant(s) for the Housing Tax Rebate certify that no construction has begun or will begin prior to the taxing authority's decision on my/our application. For the purposes of this provision, construction shall include the installation of footings, slab, foundation, posts, walls or other portions of a building. Site preparation, land clearing or the installation of utilities shall not constitute construction.

I / We as applicant(s) for the Housing Tax Rebate submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes and the abatement is awarded following full payment of real estate taxes due annually.

Construction Certification Signature

Date

Signature of Applicant(s)

Date

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.

FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Otter Tail County _____ Date: _____

City or Township of _____ Date: _____

Disclaimer: Each taxing entity makes its own decision on approval or denial of application for tax rebate. Applications must comply with all requirements of the policy/program as outlined in the policy/program guidelines and build within allotted timeframe or tax rebate offer will be automatically terminated. Building cannot start until such time as all taxing entities have approved and written authorization is provided.

Please submit completed application with attachments to:

Otter Tail County Community Development
520 West Fir Ave, Fergus Falls, MN 56537 or:
abaldwin@co.ottertail.mn.us



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Property Owner / Applicant: _____

Current Address: _____

Telephone: _____ E-Mail: _____

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Council Action Recommendation

Page 1 of 1

Meeting Date:

June 7, 2021 – City Council

Subject: Tax Abatement Agreement- Housing Rebate Program

Recommendation: Following a public hearing, approve the following tax rebate at 608 Ann St and allow staff to sign a tax abatement agreement with Brad and Paula Christenson via NCS Homes, Inc.

Background/Key Points: An application for 608 Ann St was initially rejected from the tax rebate program at the request of the city building department based on a permitting issue, which has since been resolved. Construction is now complete and the home has been purchased by Brad and Paula Christenson. At the request of the home's developer and the current homeowners, city staff has agreed to submit the application for a tax rebate to council. Submitting the rebate to council is recognition of NCS Homes, Inc's dedication to building housing in Fergus Falls.

The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. The tax abatement agreement anticipates valuation by Otter Tail County in 2021 for tax abatements payable in 2022.

Budgetary Impact: Any person who files application materials for new primary residence single and two-family housing units between Jan 1, 2020 and Dec 31, 2022 may be eligible to receive a 100% tax rebate of Fergus Falls' share of increased real estate taxes as a result of building a new home for a period of up to 5 years or up to \$5,000, whichever is met first.

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Application and image of new home on site

OTTER TAIL COUNTY - MINNESOTA HOUSING TAX REBATE APPLICATION

(Application Period 1/1/2020 through 12/31/2022)

Property Owner / Applicant: Joseph Bieniek / Edward Newman Jr. - NCS Homes, Inc.

Current Address: 550 Guttenberg Hts, Fergus Falls, MN 56537

Telephone: (218)531-1714 E-Mail: ncshomes.inc@gmail.com

Are property taxes current? Yes No

Proposed Project: New Construction Replacement of housing unit

Project Type: Single Family Two Family

Project Address (if available): 608 Ann St, Fergus Falls, MN 56537

Parcel Number: 71002990300903 Estimated Project Valuation: \$ 240,000.00

Applicant Statement:

(Please provide a statement as to why you are requesting a rebate of property taxes.)

To encourage the growth and development of Otter Tail County by providing new construction homes

Attach site plan with location of house, parcel information and parcel number. (Include letter of consent from property owner if subject to purchase agreement.)

I / We as applicant(s) for the Housing Tax Rebate certify that no construction has begun or will begin prior to the taxing authority's decision on my/our application. For the purposes of this provision, construction shall include the installation of footings, slab, foundation, posts, walls or other portions of a building. Site preparation, land clearing or the installation of utilities shall not constitute construction.

I / We as applicant(s) for the Housing Tax Rebate submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes and the abatement is awarded following full payment of real estate taxes due annually.

[Signature] 7-30-20 [Signature] 7-30-20
Construction Certification Signature Date Signature of Applicant(s) Date

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FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

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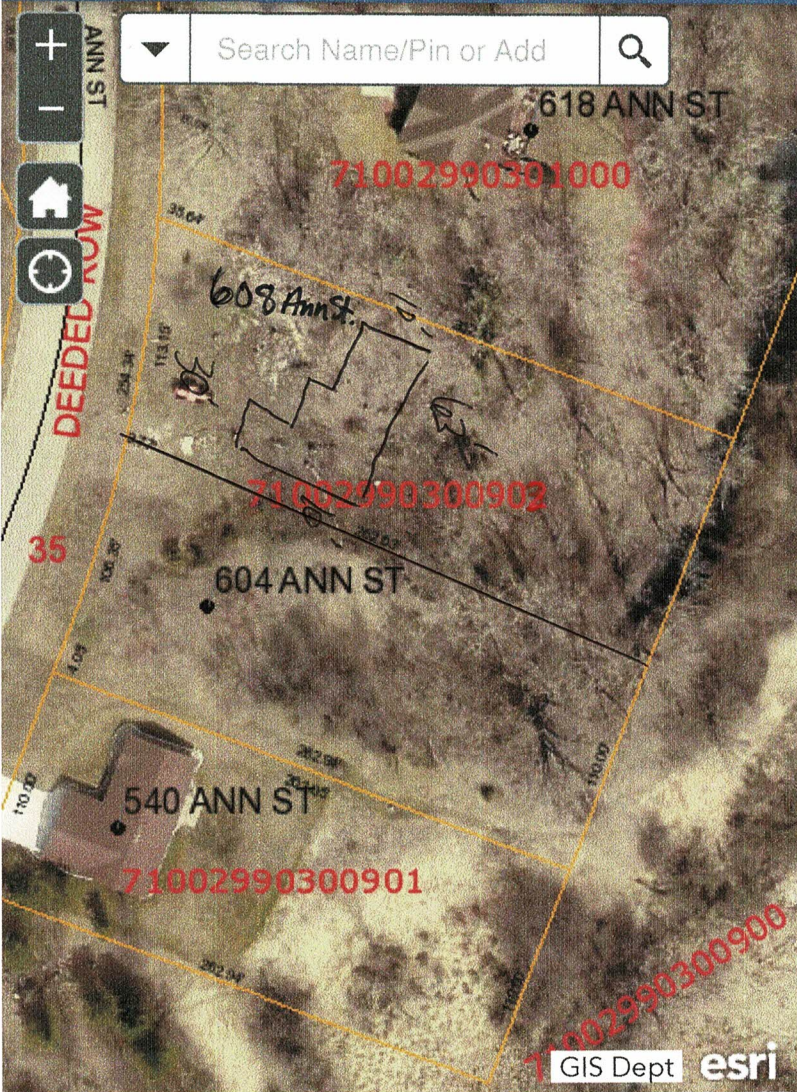
City or Township of _____ Date: _____

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Proclamation

School Nurse Day in Fergus Falls, Minnesota

Whereas, students are the future and, by investing in them today, we are ensuring our world for tomorrow; and

Whereas, families deserve to feel confident that their children will be cared for when they are at school; and

Whereas, all students have a right to have their physical and mental health needs safely met while in the school setting; and

Whereas, students today face more complex and life-threatening health problems requiring care in school; and

Whereas, school nurses have served a critical role in improving public health and ensuring students' academic success for more than 100 years in our country; and

Whereas, school nurses address the home and community factors (e.g., social determinants) that impact students' health; and

Whereas, school nurses act as a liaison to the school community, families, and healthcare providers on behalf of children's health by promoting wellness and improving health outcomes for our children; and

Whereas, school nurses support the health and educational success of children and youth by providing access to care when children's cognitive development is at its peak; and

Whereas, the COVID-19 pandemic has emphasized the essential role school nurses play in student health and academic success while placing extraordinary demands on our school nurses to which they have responded with unparalleled professionalism and compassion; and

Whereas, school nurses understand the link between health and learning and make a positive difference for our children every day.

Therefore, Be It Resolved, that the City of Fergus Falls, Minnesota, celebrates and acknowledges the accomplishments of school nurses in our community and their efforts to meet the needs of today's students by improving the delivery of health care in Fergus Falls schools and offers gratitude for our school nurses, who contribute to our community by helping students stay healthy, in school, and ready to learn, and keeping parents and guardians at work.

NOW, THEREFORE, I, Ben Schierer, Mayor of the City of Fergus Falls, State of Minnesota, do hereby proclaim Wednesday, June 9, 2021, as "School Nurse Day" in the City of Fergus Falls, Minnesota, and commend its observance to all our citizens.

City Council Minutes
May 17, 2021

The Fergus Falls City Council held a regular meeting on Monday May 17, 2021 at 5:30 pm in the City Council Chambers. Pastor Lee Kantonen 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 Arneson, Gustafson, Hicks, Fish, Hagberg, Kvamme, Rufer and Thompson.

Approval of the Agenda

A motion and second were made by Rufer and Hagberg approving tonight's agenda with the following additions: Resolution accepting the quote for PI 7766, the storm sewer improvement for 1220 N Tower Road (consent); Resolution awarding a 2021-2023 hayland lease agreement (new business) and Resolution declaring community festivals (consent) and the motion carried.

Proclamation: Public Works Week

Mayor Schierer read a proclamation of appreciation for our Public Works employees and declared May 16-22 as Public Works Week. Public Works Director Len Taylor thanked the council for their recognition of our public works employees and the vital services they provide for our community.

Consent Agenda

The following items were approved under **Resolution #92-2021** by Thompson: Motion approving the minutes from the May 3, 2021 City Council meeting and the May 12, 2021 Committee of the Whole meeting. Motion approving the following licenses: Demo/Hauler of Building Waste Rachel Contracting; Mechanical All Seasons Heating & A/C; Chickens Cindy Jensen 544 W Summit Avenue (renewal), Callie Shea and Alex Lais 615 S Woodland Drive (new); Minnesota Lawful Gambling Permit Elizabeth Lions Club for Bingo at the W Otter Tail County Fair July 21-24. **Resolution #93-2021** accepting the conveyance of a stormwater pond (Outlot A) to the city contingent upon the authorization for the City Engineer and City Attorney to prepare the Storm Water Maintenance Agreement and the preparation of the ingress/egress easement to allow city access to Outlot A. **Resolution #94-2021** initiating PI 7767, the Pebble Lake Golf Course delineation and drainage improvement project and accepting Stantec's professional services proposal for wetland delineation in the amount of \$8,050. **Resolution #95-2020** setting a final cost hearing for CP 5955, the 2021 street and utility improvement project for Whitford Street and the Bancroft Avenue area for June 21, 2021. **Resolution #96-2021** approving the consent to assignment of the investment management agreement between the City of Fergus Falls and Galliard Capital Management Inc. to GRCR LLC and Reverence Capital Partners LP. **Resolution #97-2021** accepting the quote for PI 7766, the storm sewer improvement for 1220 N Tower Road, the West Tool & Design expansion project, to Leitch Excavating Inc. in the amount of \$47,669.27. **Resolution #98-2021** declaring SummerFest, the Over the River Festival and Shop, Move and Groove as 2021 community festivals. The resolution was seconded by Gustafson and was adopted.

Ordinance 7 Eighth Series

Ordinance 7, Eighth Series, Interim Emergency Succession was adopted by a roll call vote.

Land Purchase on Southview Drive

On May 3, the council introduced a land sale of approximately two acres to Lonnie and Danielle Ballweg on Southview Drive. The City Charter states at least ten days must separate the introduction

and final sales of city property. A number of neighbors have come forward saying they were not aware the city was considering this land sale and asked the city to slow down the process and not approve the final sale this evening. A letter from Amanda Saint and Andrew Kutzke was submitted into record and their concerns how a private shop would adversely affect how they use their land and their request for the further dialogue to see how a sale would affect the neighborhood were relayed. Mike Robertson, 2312 Lakeview Drive said this request blindsided the neighbors and he was concerned about access points for a driveway and the effect on property values if a shop was constructed in a wooded area. He advocated other neighbors be allowed an opportunity to purchase the land and also requested the council slow down their process and provide more information to the neighborhood.

A motion and second were made by Rufer and Fish to table this discussion so a meeting can be held with the neighborhood to gather their input. Hicks stated he was fine with a short delay, but he believes the city needs to be careful with setting a precedence of having a contract and then opening up a property for other buyers. The City Attorney said there technically is no contract. Selling city owned property is done by the council's discretion and if they want to finalize the land transaction tonight, they should take action to enter into a purchase agreement. Arneson spoke about the process laid out in the City Charter and how the time between the introduction and final sales offer this very type of opportunity for others to add input, but he would like to see a deadline for this issue to come back before the council in light of the rising construction costs. Rufer said he has heard requests from the neighbors to delay this process and he did not feel gathering their input would set a bad precedence. He agreed having this matter come back to the council in a timely manner would be in everyone's best interest and said he would coordinate a meeting with the neighborhood as soon as possible. The motion to table the final land sale carried with Hicks voting in opposition.

Airport Manager/FBO

A working group comprised of Council Members Arneson and Hagberg, City Engineer Brian Yavarow, Human Resources Director Mike Hartwell, City Attorney Rolf Nycklemoe and Airport Advisory Board members Andrew Yaggie and Robbie Olson has met four times to help select a new Airport Manager/Fixed Based Operator (FBO). Justin Arneson reviewed context of each of these meetings and said they have made a recommendation for the council to select Sky Crew Services. A motion and second were made by Arneson and Hagberg directing the City Attorney to draft an Airport Management and FBO contract with Sky Crew Services. Thompson said he would be voting in opposition to appointing Sky Crew Services. He referenced rumors and petitions being spread about Alexandria Aviation to the Alexandria City Council and his belief the rumors were spread by friends and associates of Sky Crew Services to sway the city's decision. He did not feel the city should hand over an airport to candidates who do not have experience or formal training with MnDOT or the FAA when the proposal from Alexandria Aviation clearly shows a candidate with more experience and a proven track record in his mind. Mayor Schierer said he spoke to the Alexandria Mayor who confirmed there were communications from people in Fergus Falls with their City Council members, but these conversations did not influence any decision making. Kvamme said the word local has been used often in this hiring process and he shared his opinion that the Fergus Falls Airport is a regional asset as it serves a broad area and the original consultant's recommendation to select Alexandria Aviation is the direction the city should be taking. Clarification was provided that the city was not making a final selection at this time as the draft agreement, including the length of the contract, would be reviewed by the working group. This group would also be making a recommendation on the length of time considered in the contract. The motion was called to a vote and carried on a 5-3 vote. Voting

in favor were Arneson, Gustafson, Hicks, Hagberg and Rufer while Thompson, Fish and Kvamme voted in opposition.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$3,509,244.52, which was seconded by Hagberg and was adopted after explaining the use and need for a charge for sewer cameras.

Franchise Fees

At the May 12 Committee of the Whole meeting, staff reviewed the city's pavement management plan and suggested the city consider franchise fees to create a dedicated funding source for street improvements. City Administrator Andrew Bremseth explained how cities have the statutory ability to adopt an ordinance that charges a fee to utility companies for using the city's right of way. These nominal fees are monthly passed onto the customers and the proceeds are dedicated to funding street improvement projects. Bremseth said he has already had brief conversations with Otter Tail Power Company and Great Plains Natural Gas to give them a heads up this conversation may be coming. He was reminded that Lake Region Electric also serves customers within the city limits. The city would continue to set aside levy funding for chip seal and mill and overlay projects. Kvamme asked if cable and telephone companies could also be sources of franchise fees. Bremseth said the city already collects franchise fees from Park Region Telephone and Spectrum and those funds help fund PEG Access. The city could charge above and beyond those fees, but with so many competitive streaming services, this would likely be detrimental to these businesses in our community. Hicks asked if the city is making Great Plains Natural Gas and Otter Tail Power the "bad guys" if they are the ones asking for the additional taxes. There was discussion about how this funding mechanism has everyone paying their fair share for road improvements. A motion and second were made by Rufer and Gustafson to direct staff to begin the process of looking into franchise fees as a funding source for street improvements and the motion carried.

Hayland Lease Agreement

Staff recommended awarding a two year hayland lease to Daryl Tysdal. He provided the only bid and has leased this land in the past. Tysdal's bid on Parcel 1, 14.5 acres, is \$312.50 and his bid on Parcel 2, 1.4 acres, is \$36.35. Tysdal would be responsible for paying the taxes. The lease payments would be credited to the city's water fund. Staff explained the location and layout of the land noting the Otter Tail Power feeder line that goes through the property. Kvamme offered **Resolution #99-2021** awarding a two year hayland lease to Daryl Tysdal, which was seconded by Fish and was adopted.

Emergency Powers

Hicks felt it was time to lift the city's emergency powers declaration due to the COVID-19 pandemic. Bremseth said the city has not used the emergency powers for over a year and the main reason for enacting the powers was to seek FEMA reimbursement for covid related expenses. CARES funding and the American Rescue Plan have provided funding sources for the city to access and use. He commented on the usefulness and flexibility the declaration provided the city in allowing businesses outdoor seating and carry-out signage that normally would not be allowed. He did not believe the powers were abused and that they were put to good use. Hicks offered **Resolution #100-2021** lifting the city's emergency powers declaration, which was seconded by Arneson and was adopted. Bremseth said as of June 1, the city plans to go back to all in person meetings. This will include City

Council, Committee of the Whole, Port Authority and all meetings of the city's various boards and commissions. The public will be invited to participate in the meetings in public or to view the meetings on the city's You Tube channel or PEG Access.

The meeting adjourned at 6:18 pm

Lynne Olson

DRAFT

Committee of the Whole Meeting
June 2, 2021

The Fergus Falls City Council met as a Committee of the Whole on June 2, 2021 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order at 7:00 am and the following members were in attendance: Arneson, Gustafson, Hicks, Fish, Hagberg, Kvamme, and Thompson. Rufer was absent.

PI 5337

PI 5337 is the 2021 mill and overlay project, which encompasses Vernon Avenue: Union to Oak; Vasa: Union to Vine and Vine: Vernon to Alcott. The estimated project cost is \$209,000 and if bids are favorable, additional work would be done. The bids will be opened on June 29 and work would be completed by the fall. A motion and second were made by Fish and Gustafson to recommend the council accept the project plans and specifications for PI 5337 and authorize the advertising of bids for the project and the motion carried.

PI 5338

PI 5338 is the 2021 seal coat project, which encompasses Cascade: Hwy 210 bypass to Summit Avenue; Summit Avenue: Union to Friberg; Alcott Avenue: Union to Westside Drive. The estimated project cost is \$186,000 and the bids will be opened on June 29, with the work to be completed by the fall of 2021. A motion and second were made by Fish and Kvamme to recommend the council accept the project plans and specifications for PI 5338 and authorize the advertising of bids for the project and the motion carried.

PI 9768

Bolton & Menk Inc. has provided a professional services agreement for the Downtown Riverfront project in the amount of \$640,000. They would be responsible for the construction administration, observation, special inspection testing, and construction staking and architectural services. The fee could be lower if the Union Avenue resurfacing and pedestrian improvement project can be constructed at the same time. A motion and second were made by Hagberg and Arneson to recommend the council accept the Bolton & Menk Inc. professional services agreement in the amount of \$640,000 for construction administration and observation and the motion carried with Hicks voting in opposition. Hicks requested staff provide the council with a summary of how much the city has paid Bolton & Menk to date.

Fire Department Cooperative Agreement

The city's joint cooperative agreement for mutual aid fire services with the City of Moorhead is expiring. There has been a cooperative agreement with Moorhead for the past 15 years and the agreement has been reviewed by both departments who have consented to the addition of a fee schedule for emergency incidents with a duration of 6 or more hours. Fergus Falls has been requested to provide mutual aid to Moorhead three times over the past 15 years. This contract would only represent the agreement with Moorhead as the city has approximately 20 separate mutual aid agreements with surrounding towns and townships. A motion and second were made by Hicks and Thompson to recommend the council renew the Joint Powers Agreement for the use of emergency operations personnel and equipment with the City of Moorhead and the motion carried.

Equipment Purchase

Unit 259 is a street sweeper that has been in service since 2010 and is scheduled to be replaced. It is been proposed to be replaced by a Tymco sweeper model 500X street sweeper. The purchase price of the new equipment is \$302,965 and Unit 259 has a trade-in allowance of \$55,000 for a total price of \$247,965 from the state contract. Funding for the sweeper would come out of the equipment fund. This purchase would exhaust the 2021 budget allowance and there are still equipment needs within the fleet this year. A budget adjustment from \$670,000 to \$750,000 is being requested. A motion and second were made by Hicks and Thompson to recommend the council declare Unit 259 as surplus equipment and authorize its disposal; to authorize the purchase of a Tymco sweeper Model 500X street sweeper from the equipment fund and authorize the budget increase to \$750,000 and the motion carried.

Library Annual Report

Library Director Gail Hedstrom provided an annual update on the library's 2020 activities. Their staff had to adapt to a new way of conducting business through the pandemic and were able to offer curbside service and they removed the barrier of late fines. Their library visits were down, but they still offered 6,888 reference transactions, checked out nearly 177,000 print and digital items and nearly 5,300 people participated in person and virtual events. The library was an important resource during the pandemic to help provide internet connectivity to many residents for a variety of reasons. The library is planning for a busy summer and will conduct programming for children, teen and adults in different formats. They have added a vinyl record collection and patrons can check out passes to Minnesota state parks. They have 78 children signed up for summer reading tutor services and the library staff will be active at community events. Their Saturday hours will be expanding to 4 pm October-March. The library staff was commended for their flexibility to run the community food shelf during the pandemic when their regular volunteers were unable to operate the facility.

Contract between the City of Fergus Falls and Greater Fergus Falls

Over the past few months council members Karoline Gustafson and Krista Hagberg have met with representatives of Greater Fergus Falls to discuss an agreement between the City and Greater Fergus Falls. During that timeframe, a transition occurred in the Greater Fergus Falls leadership. Gustafson said the agreement language states the city's appropriation of funds is not a donation or grant dollars, but funds dedicated to economic development services to the city. A memorandum of understanding (MOU) has been suggested to be a separate document to the agreement that will allow for mutual adjustments over time. Hicks felt the MOU should be completed prior to the council approving the contract, so the city is not signing an open ended document. He also believed payments should be made quarterly and there should be a stipulation Greater Fergus Falls needs to maintain an office in Fergus Falls. It was confirmed payments are being made monthly. Kvamme asked why a MOU would need to be a separate item and Gustafson replied an MOU would be more flexible as things change over time and it would ensure a good working relationship. Mayor Schierer felt this has become more complicated as the city is giving \$50,000 to leverage against community dollars to help spur economic development within the city. He felt it would show a lack of trust if the city tried micromanaging their budget and professional expertise. A motion and second were made by Gustafson and Hagberg to recommend the council discuss the agreement further at the June 7 meeting.

RTC Phase II Bonding Dollars

During the 2018 Minnesota State legislative session, the city was awarded \$3.5 million for use on the RTC campus. The approved bonding language was read and states the funds must be used by

December 31, 2022 and they cannot be used to demolish the central tower or the U shaped building connected to the central tower. The city has expended \$1,778,558.92 of the bonding dollars leaving a balance of \$1,721,441.08. All of the buildings behind the complex, with the exception of a storage shed and the Memorial building have already been removed. Kvamme spoke about the RTC Master Plan Committee's work and their goal to increase awareness for the redevelopment and preservation of the RTC. The consultant is about to release their 172 page report and has concluded the building is structurally sound and a housing project is the most viable reuse option. The committee prepared a handout of the possible redevelopment options to SummerFest attendees as the event will take place on the RTC grounds. The consultants were recently made aware of the remaining \$1.7 million and they have come up with a list of recommendations on how to expend the funds. The list includes roofing and flashing repairs, dehumidification, life safety and building security issues, mold abatement, debris removal, and tuck pointing. The final report is due in July and it was suggested the council hold a work session to determine how the city should proceed prior to the December 31, 2022 deadline. If the city proceeds with spending these bonding dollars, they would not have to be run through the city's Capital Improvement Plan process. City Administrator Andrew Bremseth said time will be of the essence, but many of the suggested projects could be done inside the building, which extends the construction season. The council's current course of action is to demolish the structure, and they are not obligated to use these funds. The council could return the money, get the language amended to allow more demolition or seek additional funding.

Arneson said housing redevelopment projects have not been successful in the past due to their reliance on housing tax credits and the stringent process used to allocate those funds. Thompson felt if the city were to expend any funds, they would be best used to provide external security due to the extensive damage caused by vandalism over the years. He was concerned with the city's liability of someone getting serious harmed in the building. Thompson asked if the city's exposure would be if the paid for roof repairs and a storm damaged the work. Bill Sonmor said the city has liability, but not property insurance on the RTC, as this is a vacant building the city would not rebuild the structure if it were damaged. A council work session will be set up to discuss this matter further after the master plan has been completed.

The meeting adjourned at 7:51 am

Lynne Olson

FOR COUNCIL MEETING—JUNE 7, 2021

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

Fireworks

TNT Fireworks/3302 W Hwy 210

SummerFest fireworks show for June 11, 2021 at Kirkbride Park at dusk

Chicken

Andrew Nelson 1402 S Vine – Renewal

Kisha Bailey, 918 N Vine-Renewal

Minnesota Lawful Gambling Permit

Church of Our Lady of Victory for BINGO at 207 N Vine Street on Sunday September 19

PLANNING COMMISSION MINUTES

May 24, 2021

The Fergus Falls Planning Commission held a regular meeting on May 24, 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. Also present were LeRoy Thompson and RC Drews. Commissioner Vern Johnson joined the meeting at 5:33 PM.

APPROVAL OF MINUTES

The minutes of the April 26, 2021 meeting were reviewed and Chair Stanislawski entertained a motion to approve the minutes. It was so moved by Commissioner Kilde and seconded by Commissioner Suiter. Passed by the following vote:

Ayes: Stanislawski, Kilde, Macintosh-Ellig, Suiter

Nays: None

Absent: Rachels, Gantner, Johnson

PUBLIC HEARING TO CONSIDER A REQUEST FOR VARIANCE TO PLACE A DETACHED ACCESSORY STRUCTURE WITHIN THE FRONT AND SIDE YARD OF A PROPERTY LOCATED AT 640 WEST BIRCH AVENUE IN AN R-2 ZONE. REQUESTED BY LEROY THOMPSON.

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that Leroy & Carol Thompson are asking for a variance to place a detached 8 x 10' accessory garage within the front yard of two streets, not meeting front setbacks. This is defined as the area from the road right-of-way to the front of the primary structure. The structure is about 5' off of the right-of-way to both Birch Avenue and Buse Street. As this property sits there is no "rear yard" to place a structure 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 place it due to being under 200 sq. ft. in size. The shed may sit a little farther off of Birch Avenue than 5 feet, but is closer to Buse than Birch.

Darrin explained the ordinances and zoning codes that apply to this variance request in an R-2 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 revisit the conditions to help to create a positive finding or establish findings that support denial.

Public Hearing to Consider a Request for a Variance to Place a Detached Accessory Structure with the front yard of the property located at 640 West Birch Avenue in an R-2 Zone. Requested by LeRoy & Carol Thompson was open to the public at 5:37 PM

Chair Stanislawski asked if anyone wished to speak to this request. LeRoy Thompson, 640 West Birch Avenue, stated there was no room for a shed in the backyard or the east side of the property.

Chair Stanislawski closed the Public Hearing to the Public at 5:38 PM, and brought the meeting back to the Planning Commission for discussion. There was no discussion.

Commissioner Kilde made a motion to recommend to approve the Variance request by LeRoy & Carol Thompson to place a detached accessory structure within their front and side yard, including the proposed findings as presented. It was seconded by Commissioner Johnson. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Macintosh-Ellig, Suiter

Nayes: None

Absent: Rachels, Gantner

PUBLIC HEARING TO CONSIDER A REQUEST FOR VARIANCE TO PLACE A DETACHED ACCESSORY STRUCTURE WITHIN THE SIDE YARD AND SIDE YARD SETBACK OF A PROPERTY LOCATED AT 720 EAST MOUNT FAITH AVENUE IN AN R-1 ZONE. REQUESTED BY SHERRI EASTERDAY.

Chair Stanislawski asked City staff to explain the request. Darrin Welle explained that Sherri Easterday has asked for a variance to place a detached approximately 8 x 10' accessory garage within the side yard and within 5' of the neighboring property line (a 0' setback is proposed). The structure is about 25' off the road right of way, the same distance as the house from the street. As this property sits there is not much of a "rear yard" to place a structure 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 place it due to being under 200 sq. ft. in size. The shed is placed the same distance off the road as the house. Darrin explained some photos of the property and mentioned there were no comments from the neighbors on the request.

Darrin explained the ordinances and zoning codes that apply to this variance request in an R-1 Zone.

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 revisit the conditions to help to create a positive finding or establish findings that support denial.

Darrin stated a recommended condition for the variance request:

1. The structure be painted to match the primary structure facade.

Public Hearing to Consider a Request for a Variance to Place a Detached Accessory Structure with the front yard & side yard setback of the property located at 720 East Mount Faith Avenue in an R-1 Zone. Requested by Sherri Easterday open to the public at 5:42 PM

Chair Stanislawski asked if anyone else wished to speak to this request. Seeing no one, Chair Stanislawski closed the Public Hearing to the Public at 5:43 PM and brought the meeting back to the Planning Commission for discussion. There was some discussion about the location of the shed and how it should match the primary structure's facade.

Commissioner Kilde made a motion to recommend to approve the Variance request by Sherri Easterday to place a detached accessory structure within her front yard/ side yard with the setback discussed, including the proposed findings as presented, and the recommendation that the shed should be painted to match the primary structure. It was seconded by Commissioner Macintosh-Ellig. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Macintosh-Ellig, Suiter

Nays: None

Absent: Rachels, Gantner

Sherri Easterday joined the meeting after the PC made a recommendation to approve her variance request. Klara Beck explained to her the request would be going before the City Council for final approval, noting the conditions that the PC made on the recommendation.

CONSIDER A RECOMMENDATION FROM THE HERITAGE PRESERVATION COMMISSION TO DESIGNATE BROKEN DOWN DAM LOCATED AT 600 BROKEN DOWN DAM ROAD TO THE FERGUS FALLS REGISTER OF HISTORIC PLACES.

Chair Stanislawski asked City staff to explain the request. Klara Beck stated that the HPC voted to recommend local historic designation for Broken Down Dam and its site, located at 600 Broken Down Dam Road. It was noted that the City of Fergus Falls is the owner of the property and had recently passed a resolution consenting to allow the application to occur. At the invitation of Chair Stanislawski, RC Drews from the HPC provided the history of Broken Down Dam and the future clean up plans for the site.

It was explained that per City Code and State Statute, Planning Commission is being asked to review the recommendation from the HPC and make a recommendation to the City Council to designate Broken Down Dam and its site located at 600 Broken Down Dam Road as a locally designated landmark. SHPO will review the application and approve it prior to it being sent to the City Council. The City Council would then hold a

public hearing on the request and then decide if the property should be placed on the Fergus Falls Register of Historic Places.

Commissioner Kilde made motion to recommend the local designation requests of Broken Down Dam and the site to the City Council. It was seconded by Commissioner Johnson. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Macintosh-Ellig, Suiter

Nays: None

Absent: Rachels, Gantner

WESTRIDGE MALL FINAL PLAT

There was some discussion about the how the Westridge Mall Final Plat was not ready to come to the PC for a recommendation yet.

UPCOMING APPLICATIONS

Klara mentioned Public Hearing(s) coming before the PC in the future:

- Westridge Mall Final Plat

ORDINANCE UPDATES:

Chair Stanislawski opened the ordinance discussion. Commissioner Kilde stated that she felt the Ordinance updates looked good, noting there have been many discussions with Darrin Welle over the last few months and he drafted the changes that the PC discussed. Darrin explained that if the PC is okay with these ordinance updates for additions in uses permitted or conditionally permitted uses in the I-1 zone, B-2 zone, and B-3 zone, and replacement language in the ordinances for accessory buildings and fencing, the PC can make a recommendation to the City Council for the ordinance changes. The ordinance updates would be forwarded to the City Attorney, and the City Council would then hold a public hearing on the ordinance updates.

Commissioner Kilde made motion to recommend the updated Ordinance changes for the Industrial & Business Zones and Accessory Buildings & Fences to the City Council as presented. It was seconded by Commissioner Macintosh-Ellig. Passed by the following vote:

Ayes: Stanislawski, Kilde, Johnson, Macintosh-Ellig, Suite

Nays: None

Absent: Rachels, Gantner

CITY PLANNER UPDATES

Chair Stanislawski asked for updates from the City Planner. Klara Beck stated that the new City Planner will start on June 1. Her name is Karin Flom and she will be a full time planner for the City. Chair Stanislawski and the other Commissioners thanked Darrin Welle for all his hard work as the Planning Consultant for the City over the past few years.

CITY COUNCIL UPDATES

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

The next regular meeting will be on June 28, 2021 at 5:30 PM.

The meeting adjourned at 6:10 pm.

City Planner



Council Action Recommendation

Page 1 of 1

Meeting Date:

June 2, 2021 – Committee of the Whole

June 7, 2021 – City Council

Subject:

PI 5337 – 2021 Mill & Overlay Improvement Project

Recommendation:

- 1) Accept the project plans and specifications for PI 5337
- 2) Authorize the Advertisement for Bids for PI 5337

Background/Key Points:

City staff has substantially completed the project plans and specifications for the above referenced project. Please refer the attached project location map for the proposed street locations.

The Estimated Probable Construction Cost is \$209,000. Therefore, the City must publicly advertise for bids pursuant to the “Competitive Bidding Requirements” monetary thresholds for a minimum 10-day publication. The bid opening date is tentatively scheduled for June 29, 2021.

If the City receives favorable bid prices, additional street segments evaluated. I will prepare a recommendation for this Council to consider if this occurs. This work is scheduled to be completed by this fall.

Budgetary Impact:

The City’s 2021 budget levy amounts for bituminous mill & overlay is \$244,800. This budget amount includes general engineering and contingency costs.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Project Location Map

CITY OF FERGUS FALLS, MINNESOTA

2021 MILL AND BITUMINOUS OVERLAY PROJECT

SPECIFICATIONS REFERENCE

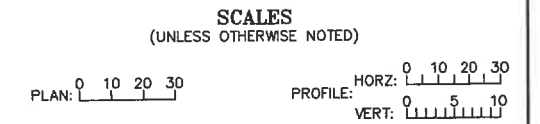
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ENGINEERING DEPARTMENT
CONSTRUCTION PLANS FOR
CONCRETE, CURB & GUTTER,
MILL & BITUMINOUS

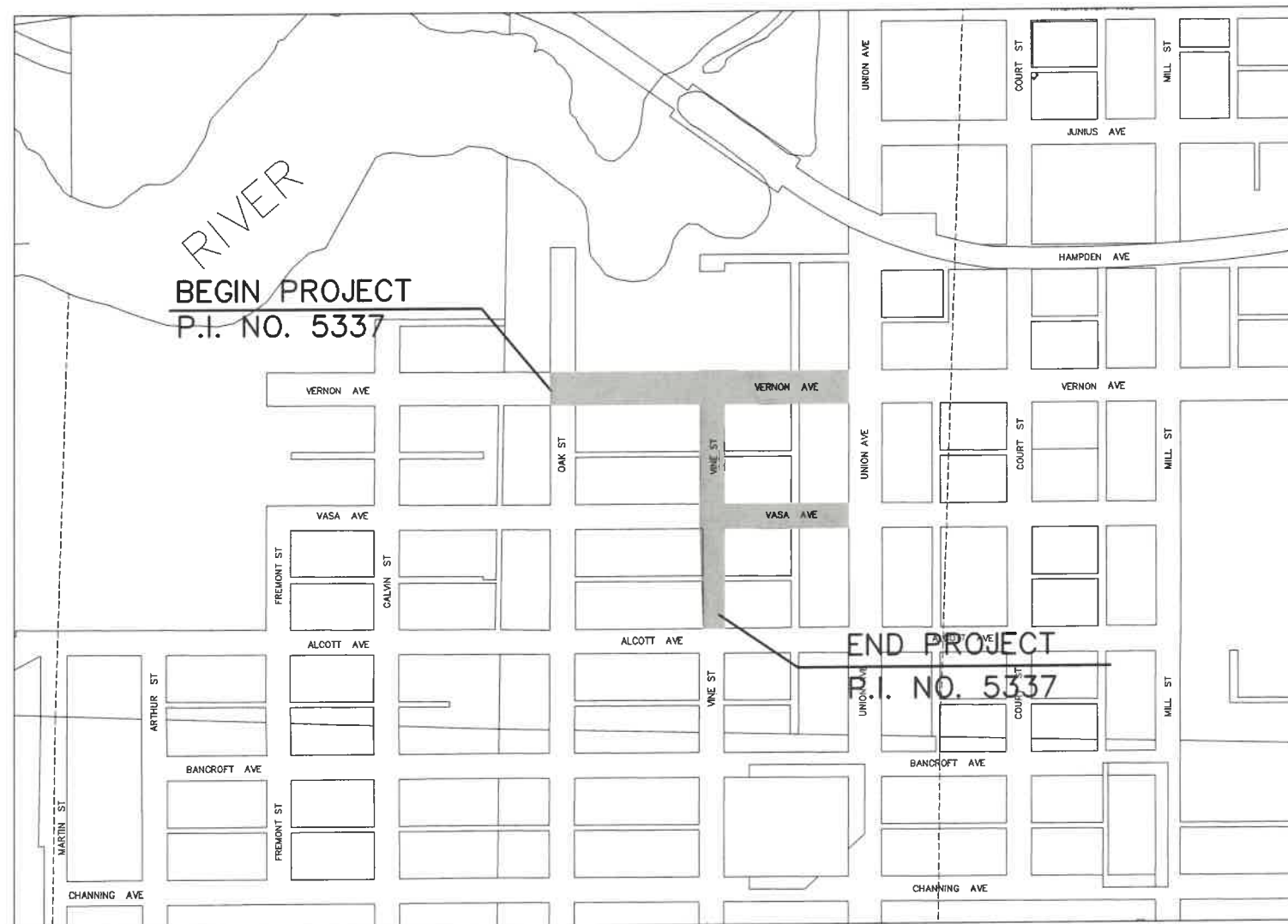
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CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD SPECIFICATION 2018 EDITION, SHALL GOVERN THE CONTRACT.

PUBLIC IMPROVEMENT NO. 5337

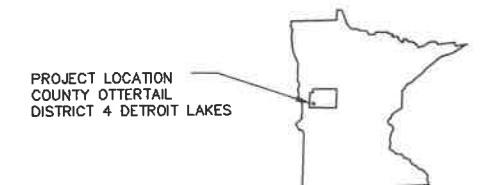


INDEX OF SHEETS		
PI. NO.	DESCRIPTION	SHEET
5337	TITLE SHEET	1
5337	ESTIMATED QUANTITIES & STANDARD PLATES	2
5337	TYPICAL SECTION & TRAFFIC CONTROL SCHEDULE	3
5337	ADA SHEETS	4-9
5337	SWPPP NOTES & SHEETS	10
5337	MILL & OVERLAY PLAN SHEET	11



CONVENTIONAL SYMBOLS

- RIGHT OF WAY LINE
- PROPERTY LINE
- VACATED PROPERTY
- RAILROAD
- R.R. RIGHT OF WAY
- POWER POLE
- TELEPHONE POLE
- WATER VALVE BOX
- WIRE FENCE
- HEDGE
- WATER MAIN
- SANITARY SEWER IN PLACE
- STORM SEWER IN PLACE
- TREES
- MANHOLE
- FIRE HYDRANT
- STREET LIGHT
- GAS MAIN
- UNDERGROUND TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELEVISION



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE _____ 20____ CITY ENGINEER
REG. NO. 48363



Council Action Recommendation

Page 1 of 1

Meeting Date:

June 2, 2021 – Committee of the Whole

June 7, 2021 – City Council

Subject:

PI 5338 – 2021 Seal Coat Improvement Project

Recommendation:

- 1) Accept the project plans and specifications for PI 5338
- 2) Authorization to solicit for quotes for PI 5338

Background/Key Points:

City staff has substantially completed the project plans and specifications for the above referenced project. Please refer the attached project location maps illustrating the proposed street locations.

The Estimated Probable Construction Cost is \$186,000. Therefore, the City must publicly advertise for bids pursuant to the “Competitive Bidding Requirements” monetary thresholds for a minimum 10-day publication. The bid opening date is tentatively scheduled for June 29, 2021.

This work is scheduled to be completed in fall, 2021.

Budgetary Impact:

A portion of the total project costs will be funded through the 2021 annually budgeted (levy) fund in the amount of \$129,600.00. This budgeted amount includes engineering staff time and project contingencies. General MSA maintenance funds will be utilized to supplement all remaining project costs.

Originating Department:

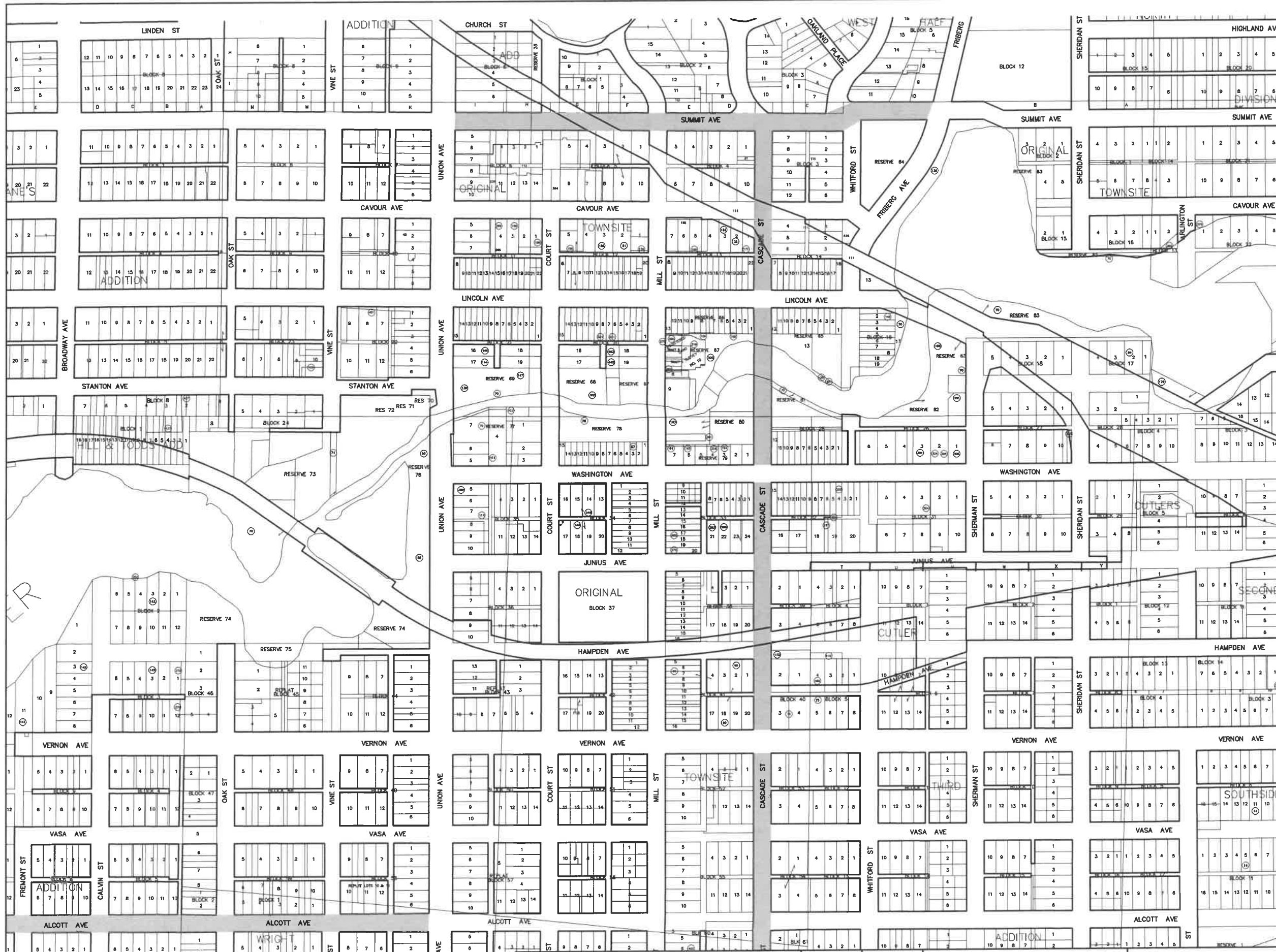
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

PI 5338 – 2021 Seal Coat Location Map



NOTES

1. INLET PROTECTION FOR ALL EXISTING CATCH BASINS SHALL BE IN PLACE PRIOR TO SEAL COAT.
2. ALL CONSTRUCTION RELATED TRAFFIC CONTROL SHALL BE IN PLACE PRIOR OF SEAL COATING.

= SEAL COAT STREETS

REVISION			
No.	Date	By	Description

CITY PROJ. NO. _____ PUB. IMP. NO. **5338**

DESIGN BIT. AREA = _____ DATE _____ 2021

CITY ENGINEER REG. NO. 48363

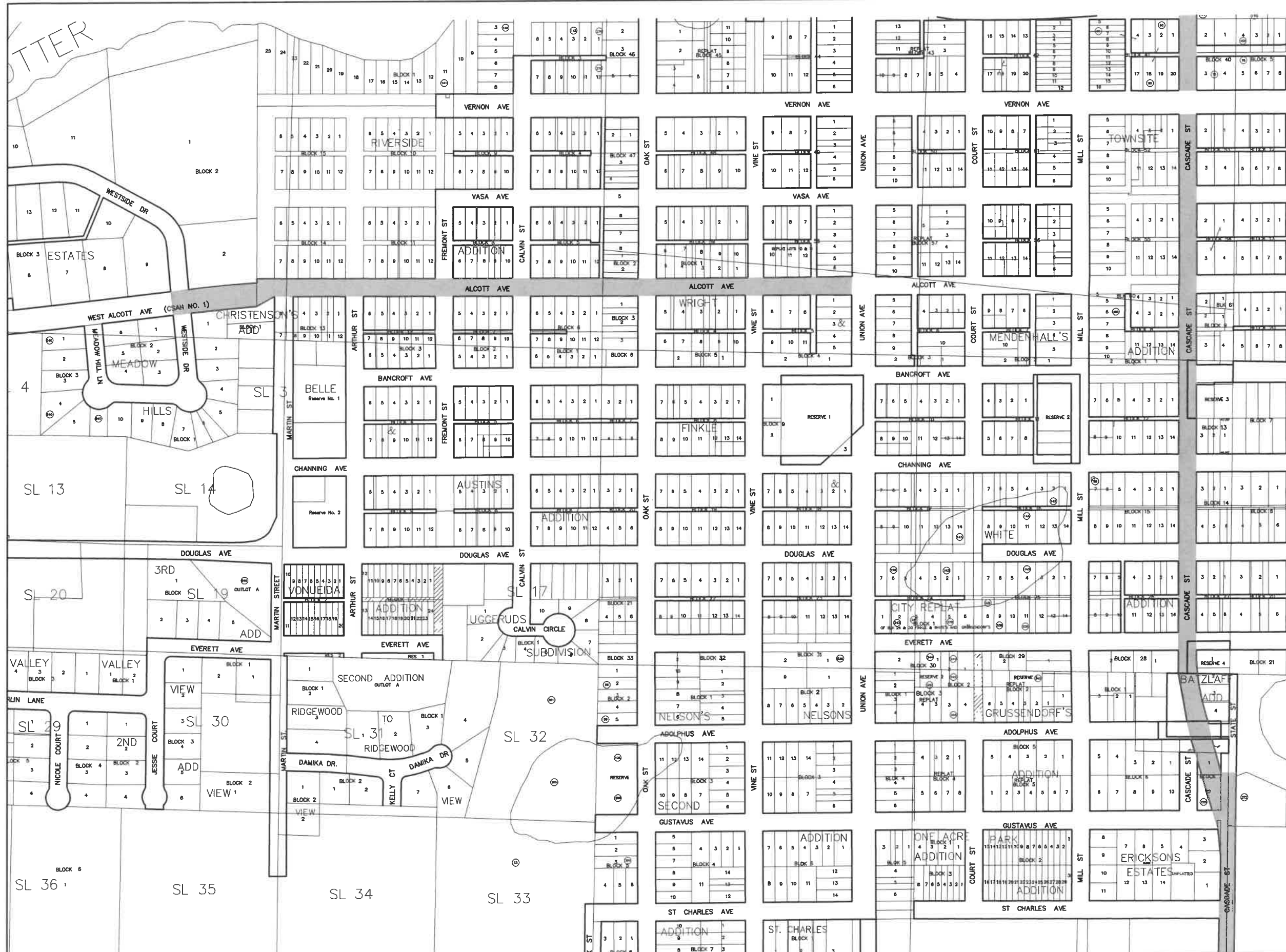
CHECKED BY: _____ DRAWN BY: _____

CITY OF FERGUS FALLS, MINNESOTA
ENGINEERING DEPARTMENT

SEAL COAT LOCATIONS
Sheet No. of Sheets

State Proj. No.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.



NOTES

1. INLET PROTECTION FOR ALL EXISTING CATCH BASINS SHALL BE IN PLACE PRIOR TO SEAL COAT.
2. ALL CONSTRUCTION RELATED TRAFFIC CONTROL SHALL BE IN PLACE PRIOR OF SEAL COATING.

= SEAL COAT STREETS

REVISION			
No.	Date	By	Description

CITY PROJ. NO. _____ PUB. IMP. NO. **5338**

DESIGN BIT. AREA = _____ DATE _____ 2021

CHECKED BY _____ DRAWN BY _____

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

CITY ENGINEER REG. NO. 48363

CITY OF FERGUS FALLS, MINNESOTA
ENGINEERING DEPARTMENT

SEAL COAT LOCATIONS

Sheet No. _____ of _____ Sheets

State Proj. No.



NOTES

1. INLET PROTECTION FOR ALL EXISTING CATCH BASINS SHALL BE INPLACE PRIOR TO SEAL COAT.
2. ALL CONSTRUCTION RELATED TRAFFIC CONTROL SHALL BE IN PLACE PRIOR OF SEAL COATING.

= SEAL COAT STREETS

REVISION			
No.	Date	By	Description

CITY PROJ. NO.	PUB. IMP. NO.	I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
	5338	
DESIGN	DATE	CITY ENGINEER
CHECKED BY	DRAWN BY	State Proj. No.

CITY OF FERGUS FALLS, MINNESOTA
ENGINEERING DEPARTMENT

SEAL COAT LOCATIONS



Council Action Recommendation

Page 1 of 1

Meeting Date:

June 2, 2021 – Committee of the Whole

June 7, 2021 – City Council

Subject:

PI No. 9768 - Downtown & Riverfront Balcony and River Bank Enhancement and Stabilization Project, Phase 1

Recommendation:

- Accept Bolton & Menk Inc. professional services agreement in the amount of \$640,000.00 for construction administration and observation

Background/Key Points:

The Downtown & Riverfront Project, Phase 1 construction services contract was awarded to Comstock Construction on May 3, 2021. The preconstruction meeting took place on Thursday, May 27, 2021 in these Council Chambers. Comstock intends on starting the market place foundation excavation in coming week(s) contingent on securing all the necessary contract bonds. Bolton & Menk and City staff has begun contacting the local business owners to discuss the project and provide contact information during construction.

The next procedure step is to accept Bolton & Menk's professional services agreement for construction administration and observation. The proposed hourly rate, not to exceed, fee is estimated at \$640,000.00. This fee includes contract administration, observation, special inspection testing (Braun), construction staking, and architectural services by EAPC.

Depending on the Union Avenue resurfacing and pedestrian improvement project schedule, we anticipate a lower fee (above) if both projects happen to be constructed at the same time the upcoming months.

Budgetary Impact:

This amount for construction administration and observation was included in the budget cost presentation at the May 3, 2021 City Council meeting.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date: June 2, 2021 Committee of the Whole

Subject: Fire Department Join Cooperative Agreement (Mutual Aid)

Recommendation: Renew the expiring Joint Cooperative Agreement for use of Emergency Operations Personnel and Equipment with the City of Moorhead

Background/Key Points: The Fire Department has had a Mutual Aid Agreement with the City of Moorhead for the past 15 years, which is expiring in July. The ability to respond to and call upon surrounding fire departments is a critical component for department and incident operations throughout our region. The written Cooperative Agreement has been reviewed and updated by both the Fergus Falls and Moorhead Fire Department, as well as both Cities Administrators and attorneys.

The significant change was the addition of the Fee Schedule Table (Appendix A), which applies to emergency incidents with a duration of 6 hours or more.

Budgetary Impact: On average we respond to 10-15 mutual aid responses per year and the cost of our personnel's hourly wage and fuel for the first several hours of an incident are factored into our yearly operating budget. Our department has been requested by Moorhead 3 times in 15 years.

Originating Department: Fire Department

Respectfully Submitted: Ryan Muchow

Attachments: 2021 Updated Cooperative Agreement

**JOINT COOPERATIVE AGREEMENT FOR USE OF
EMERGENCY OPERATIONS PERSONNEL AND EQUIPMENT**

THIS JOINT COOPERATIVE AGREEMENT (this “Agreement”) is entered into this ____ day of _____, 2021, (the “Effective Date”), by and between the City of Moorhead, Minnesota, a political subdivision of the State of Minnesota (“Moorhead”); and the City of Fergus Falls, a political subdivision of the State of Minnesota (“Fergus Falls”); collectively, the Parties.

RECITALS

WHEREAS, Fergus Falls has fire equipment and personnel capable of responding to emergency situations in Fergus Falls and the surrounding area, including Moorhead; and

WHEREAS, Moorhead has fire equipment and personnel capable of responding to emergency situations in Moorhead and the surrounding area, including Fergus Falls; and

WHEREAS, the Parties believe it will be mutually beneficial to provide emergency operation response services to each other or surrounding areas according to the terms and conditions provided under this Agreement.

NOW THEREFORE, in consideration of the mutual terms and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties hereby agree as follows:

AGREEMENT

I. PURPOSE. This Agreement is made pursuant to Minnesota Statute § 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties. The law of the States of Minnesota provides that political subdivisions and municipal corporations are empowered to make and enter into mutual aid agreements with other political subdivisions and municipal corporations in order to more effectively respond and provide public safety services during emergency situations. The intent of this Agreement is to make equipment, personnel, and other resources available to Fergus Falls and Moorhead.

II. DEFINITIONS.

- a. “Party” means Fergus Falls or Moorhead.
- b. “Requesting Official” means the person designated by a Party who is responsible for requesting assistance from the other Party.
- c. “Requesting Non-Official” means an emergency dispatch operator or a county sheriff, or his designee.
- d. “Requesting Party” means the Party that requests assistance from the other Party.

- e. “Responding Official” means the person designated by either Party who is responsible to determine whether and to what extent that Party should provide assistance to the Requesting Party.
- f. “Responding Party” means the Party that provides assistance to the Requesting Party.
- g. “Assistance” means fire and/or emergency medical services personnel and equipment.
- h. “Specialized Activity” means non-emergency assistance to include, but not be limited to, fire investigators, fire educators, fire instructors, training personnel, and associated equipment and facilities.

III. PARTIES. The Parties shall consist of Moorhead and Fergus Falls. Upon the adoption of a resolution by its governing body, an executed copy of this Agreement shall be forwarded by each Party to both the City Manager of Moorhead and the City Administrator of Fergus Falls.

IV. PROCEDURE.

Subdivision 1. Request for Assistance. Whenever, in the opinion of a Requesting Official or Requesting Non-Official, there is a need for assistance from other parties, the Requesting Official, or Requesting Non-Official, may call upon the Responding Official to furnish assistance. Specialized activity of a non-emergency nature may be requested and/or provided by the Parties to this Agreement.

In order to invoke assistance under this Agreement, the Requesting Official or Requesting Non-Official shall be required to contact the Responding Official by voice communication system, in writing, or through a message relay provided by an emergency dispatch center. Any request for aid hereunder shall include a statement of the amount and type of equipment and personnel requested and shall specify the location to which the equipment and personnel are to be dispatched.

Subdivision 2. Response to Request. Upon the request for assistance from the Requesting Party, the Responding Official may authorize and direct his/her Party’s personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of resources. The Responding Official may request information as is necessary to confirm the emergency situation and to assess the types and amounts of such assistance that shall be provided.

Subdivision 3. Recall of Assistance. The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.

Subdivision 4. Command of Scene. The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance. The Responding Party’s personnel and equipment shall be released by the Requesting Party when the resources are no longer required or when the Responding Party is needed within the area for which it normally provides services. The Responding Party may also withdraw its personnel and equipment when deemed to be in the best interest of the Responding Party and following notice

provided to the Requesting Party of the intended action. The Responding Party may withdraw resources if it determines response conditions are beyond acceptable risk.

Subdivision 5. Command of Scene by Requesting Non-Official. In the event that a request is made by a Requesting Non-Official due to a Requesting Party's lack of available personnel, the personnel and equipment of the Responding Party shall be under the direction and control of the Responding Party until such time as a Requesting Party has personnel able to assume command of the scene under the previous subdivision.

Subdivision 6. National Incident Management System. The Parties agree to implement the National Incident Management System during all emergency responses in accordance with NFPA 1561.

V. WORKERS' COMPENSATION.

Subdivision 1. Workers' Compensation Coverage. The Parties shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each Party waives the right to sue the other Party to this Agreement for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of the other party or its officers, employees, or volunteers.

Subdivision 2. Workers' Compensation Coverage. In the event that a Party responds to a call made by a Requesting Non-Official, that Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each Party waives the right to sue the other Party to this Agreement for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of the other party or its officers, employees, or volunteers.

Subdivision 3. Automobile Liability Coverage. The Parties will be responsible for its own actions and those of its employees and is responsible for complying with the motor vehicle financial responsibility laws of the State while they are providing assistance pursuant to this Agreement.

VI. DAMAGE TO EQUIPMENT. The Parties shall be responsible for damages to or loss of its own equipment. The Parties waive the right to sue the other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of the other Party or its officers, employees, or volunteers.

VII. LIABILITY.

Subdivision 1. The Parties agree to waive all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. The Parties agree to hold the other Party harmless for all damages arising out of the provisions of assistance in accordance with the terms of this Agreement, even if

the loss, damage, personal injury, or death was caused wholly or partially by the negligence of the other Party or its officers, employees, or volunteers.

Under no circumstances shall a Party be required to pay on behalf of itself and the other Party, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466, applicable to any one (1) party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for each Party. For purposes of determining total liability for damages, the participating governmental units, are considered a single governmental unit and the total liability for the participating governmental units shall not exceed the limits on governmental liability for a single governmental unit.

Subdivision 2. No Party to this Agreement, nor any officer of either Party, shall be liable to the other Party or to any other person for failure of either Party to furnish assistance to the other Party, or for recalling assistance, both as described in this Agreement.

VIII. CHARGES TO THE REQUESTING PARTY.

Subdivision 1: A Responding Party to this Agreement will not levy charges for assistance rendered to a Requesting Party under the terms of this Agreement unless that assistance continues for a period of more than six (6) hours. The Requesting Party shall, regardless of the length of time of assistance, reimburse the Responding Party for supplies used. If assistance provided under this Agreement continues for more than six (6) hours, the Responding Party will submit to the Requesting Party, an itemized invoice for the actual cost of any assistance provided after the initial six (6) hour period. The REIMBURSEMENT RATE TABLE, attached as **Appendix A**, will be used to determine the amount to charge for equipment, personnel, and supplies. The itemized invoice for equipment, personnel, and supplies shall be delivered to the Requesting Party within fifteen (15) days of the request for assistance. Charges for assistance are not contingent upon the availability of federal or state government funds.

Subdivision 2: The Requesting Party agrees to submit reimbursement to the Responding Party within thirty (30) days' receipt of the itemized invoice. If there are any disputes regarding the itemized invoice, the Requesting Party will pay the undisputed portion of the itemized invoice and the parties will arrange a meeting to discuss the disputed portion of the itemized invoice. Failure to resolve the dispute at the meeting may result in mediation proceedings or the pursuit of other legal remedies.

IX. DURATION. This Agreement will be in force from the Effective Date and notification of both the City Manager of Moorhead and the City Administrator of Fergus Falls. This Agreement will be in force for a period of fifteen (15) years from the Effective Date. The Parties may withdraw from this Agreement upon thirty (30) days' written notice to the other Party to this Agreement.

X. MISCELLANEOUS.

Subdivision 1. Regular Meetings. The Parties agree to meet on a regular basis, at least annually, to review interagency assistance plans and the provisions of this Agreement.

Subdivision 2. Similar Agreements. Nothing in this Agreement shall prevent the Parties herein from entering into similar agreements with another entity.

Subdivision 3. Written Amendment Required. No amendment, modification, or waiver of any condition, provision, or term will be valid or of any effect unless made in writing signed by the Party or Parties to be bound, or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by either Party of any default of the other Party will not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the Parties thereto under and pursuant to this Agreement.

Subdivision 4. Grammatical Construction. Whenever the singular member is used herein, the same includes the plural where appropriate, and the words of any gender include any other genders where appropriate.

Subdivision 5. Third Party Beneficiaries. The execution of this Agreement shall not give rise to any liability or responsibility for failure to respond to any request for assistance made pursuant to this Agreement. This Agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause of action.

Subdivision 6. Default. Upon the occurrence of any non-performance of either Party's obligations under this Agreement which has not been cured within thirty (30) days after written notice to the breaching Party, the non-breaching Party may take any one (1) or more of the following remedial steps: (a) terminate this Agreement; (b) suspend the non-breaching Party's performance under this Agreement until it receives assurances from the breaching Party satisfactory to the non-breaching Party that the breaching Party will cure such event of default and perform its obligations under this Agreement; and/or (c) commence legal or administrative proceedings for the collection of any amounts due hereunder or the enforcement of any covenant, agreement, or obligation of the breaching Party.

Subdivision 7. Termination. The Parties to this Agreement may terminate this Agreement, upon written notice to the other Party. Such notice shall be effective thirty (30) days after receipt.

Subdivision 8. Severability Clause. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, or word hereof is held by a court with jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity will not affect the validity of the remainder of this Agreement.

Subdivision 9. Force Majeure. Neither Party will be liable to the other Party during any period in which its performance is delayed or prevented, in whole or in part, by circumstances beyond its reasonable control. Circumstances include, but are not limited to, the following: act of God (e.g., flood, earthquake, wind), fire, war, act of a public enemy or terrorist, act of sabotage, strike, or other labor dispute, riot, misadventure of the sea, inability to secure materials and/or transportation, or a restriction imposed by legislation, an order or a rule or regulation of a governmental entity. If such circumstance occurs, the Party claiming the delay must undertake reasonable action to notify the other Party of the same.

City of Fergus Falls

Date: _____, 2021

Ben Schierer, Mayor

Attest:

Date: _____, 2021

Andrew Bremseth, City Administrator

[Signatures continue on the following page.]

City of Moorhead

Date: _____, 2021

Michelle (Shelly) Carlson, Mayor

Attest:

Date: _____, 2021

Dan Mahli, City Manager

APPENDIX A
REIMBURSEMENT RATE TABLE

The following table establishes reimbursement rates for fire department equipment, personnel, and supplies utilized in responding to requests for assistance under the JOINT COOPERATIVE AGREEMENT FOR USE OF EMERGENCY OPERATIONS PERSONNEL AND EQUIPMENT AGREEMENT.

REIMBURSEMENT RATE TABLE

Type of Equipment:	Cost per Hour*:
Aerial Ladder Truck	\$375
Type 1 and 2 Engine	\$275
Type 3-7 Engine	\$150
Tender (Type S1, S2, S3 & T1, T2)	\$200
Rescue Truck	\$200
UTV (pump and/or patient capability)	\$75
Firefighter w/o Truck	\$15
Consumable Supplies	Replaced with like supplies

* Parties are encouraged to use MN DNR equipment rates to aid in determining costs of equipment and personnel.



Council Action Recommendation

Page 1 of 2

Meeting Date: 6-2-21

Subject: Declare equipment surplus/Authorize purchase of a Street Sweeper.

Recommendation:

- Declare unit #259, a 2009 “Tymco” Street sweeper Model 500X, with 7,557 hours “surplus” and authorize its disposal via trade in.
- Authorize the purchase of a “Regenerative Air” “Tymco” Sweeper-Model 500X Street sweeper from Environmental Equipment.
- Authorize budget increase to \$750,000.00

Background/Key Points:

Unit 259 has been in service since 2010 sweeping streets and keeping debris from entering the storm sewer system and is scheduled to be replaced.

We run 2 types of sweepers, this “regenerative air” type and a “mechanical” type. The application/uses are different for each type of sweeper but can also crossover. The regenerative air type sweeper works best picking up leaves and smaller debris, while the mechanical sweeper works best picking up wet leaves and the sand/gravel material left on the roadways from the winter.

The sweeper will be used in the fleet for a minimum of 7 years and at that time operational costs will be evaluated before it is considered for replacement.

Budgetary Impact:

- The purchase price is \$302,965.00. Factoring in a trade-in allowance of \$55,000 for unit #259, the out of pocket purchase price off of the state contract is \$247,965.00.
- The purchase will come from the 2021 Equipment fund budget.
- With the increased prices we are seeing in equipment, this purchase will exhaust the 2021 budget allowance, while there are still needs within the Fleet. To cover the basic replacements that are still identified, I am requesting a budget adjustment from the approved \$670,000.00 increased up to \$750,000.00.

Originating Department: Public Works/Equipment

Respectfully Submitted: Len Taylor, Public Works Dir.

Attachments: Sweeper quote



27365 Zachary Avenue • Elko, MN 55020
Office 952-461-3650 • Fax 952-461-3689

May 7, 2021

Dan Gaines, Fleet Coordinator
City of Fergus Falls
1127 E. Washington Ave.
Fergus Falls, Minnesota 56537

Dear Dan,

Thank you for the opportunity to quote a new TYMCO 500X mounted on an International Chassis. The Minnesota State contract number is S-843(5), #190617.

Base Price:	\$289,150.00
Air Horn	\$350.00
Electric Heated West Coast Mirrors	Standard
12" Parabolic Mirrors	Standard
2 Cameras, Color Monitor	\$2,650.00
Cloth High Back Air Ride Seats	Standard
AM / FM / Aux Input	Standard
Abrasion Protection Package	Standard
Automatic Sweep Interrupt (ASI)	\$1,950.00
Auxiliary Hydraulic System	\$1,700.00
Gutter Broom Tilt Adjuster (Left & Right)	\$2,800.00
Reverse Pick-Up Head System	\$650.00
Hydraulic Curtain Lifter System	\$1,400.00
Hopper Vibrator, Electric	Standard
Air Dryer Brakes	Standard
Hopper Deluge System	\$1,450.00
High Output Water System	\$865.00
Base Price Includes Factory Training for 4 People in Waco, TX	Standard

Price:	\$302,965.00
Less Trade-in of TYMCO 500X:	<u>-\$55,000.00</u>
	\$247,965.00

The City of Fergus Falls is responsible for 6.5% MN Vehicle Sales Tax, Titling/Registration fees.

Thank you once again for your interest. Please feel free to contact me with any further questions.

Sincerely,

Alan D. Walford, Vice President



Council Action Recommendation

Page 1 of 1

Meeting Date:

6/7/21

Subject:

Grant from PartnerSHIP 4 Health for a bicycle repair station and bike rack

Recommendation:

Resolution accepting a grant in the amount of \$1,973.87 for the purchase of a bike repair station and a bike rack and approving the related budget adjustments

Background/Key Points:

The City was approached by Wayne Hurley with Pedal Fergus Falls about a potential grant opportunity for the purchase of an additional bicycle repair station and bike rack. Wayne took the lead on filling out the application and we recently learned that the application was successful.

Prior to submitting the application, the former BJ's location (potential future trailhead) was identified as a good location for a bicycle repair station. The bike rack to be purchased will be located downtown near an ice cream shop. Both of these assets will be consistent with existing assets.

The grant will fully cover the purchase of these items and Public Works staff will install them.

I ask that the Council formally accept the grant funding and thank PartnerSHIP 4 Health for the contribution.

Budgetary Impact:

Grant will cover all expenses other than staff time

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

N/A

Contractor Addendum (to be completed by PartnerSHIP 4 Health) #

PartnerSHIP 4 Health Request for Funding

Organization Name:

Date:

Person Submitting Request:

E-mail:

Please complete the following:

1. Please provide a brief summary of your request.

2. Indicate whether the request supports or leads to sustainable policy (change within an organizations procedures, practices, protocols or regulations), systems (change within an organizations structure, methods or behaviors), and/or environmental (change within an organizations atmosphere, surroundings or setting) change. Links between the expense and the policy, systems or environmental change must be clear and significant.

Type of Change(s)	Details
Policy Change	
Systems Change	
Environmental Change	

3. What population does the item/expense reach?

4. Will the item/expense impact a significant proportion of at-risk or high-risk populations?

5. Is the item or request reasonable and cost-efficient? If yes, please explain.

6. Is the request sustainable if SHIP funds aren't available to support the effort? If the expense is not sustainable without SHIP funds, what are the plans for future sustainability?

7. How is it a good use of public funds?

8. Funding Breakdown - Contact PartnerSHIP 4 Health if you need additional lines in the table below:

Description:	Cost
Please estimate shipping and handling and taxes	
Total funding amount Requested (Click within Table to Sum)	
Minimum 10% Match Required: (Cash or In-Kind, i.e. Staff planning time, Implementation, installation, materials, etc.)	
Please Describe:	
Please reenter numbers below to calculate Total Cost	
Total Funding Requested	
Minimum 10% Match	
Total Cost of Project(Click Within Table to Sum)	

9. Name of financial contact person:

Phone:

E-mail:

Address:

City:

State:

Zip:

For PartnerSHIP 4 Health Staff Only

Approved Funding Amount: \$ _____

Approval Date: _____

PS4H Signature: _____

Grant - Strategy selection

SHIP (5850)

School	Community	Workplace	Healthcare
<input type="checkbox"/> Active Living/ Healthy Eating	<input type="checkbox"/> Active Living/ Healthy Eating	<input type="checkbox"/> Active Living/ Healthy Eating	<input type="checkbox"/> Active Living/ Healthy Eating
<input type="checkbox"/> Well-being	<input type="checkbox"/> Well-being	<input type="checkbox"/> Well-being	<input type="checkbox"/> Well-being
<input type="checkbox"/> Tobacco	<input type="checkbox"/> Tobacco	<input type="checkbox"/> Tobacco	<input type="checkbox"/> Tobacco



Council Action Recommendation

Page 1 of 1

Meeting Date:

June 7, 2021 – City Council

Subject:

\$25,000 Facade Loan – Danner Holding LLC

Recommendation:

Authorize the Mayor and City Administrator to execute the appropriate documents related to the Danner Holding LLC Facade Loan.

Background/Key Points:

Danner Holding LLC has asked for the City's participation in financing the resurfacing of their parking lot and updates to their building and property, including a new door, awning, painting, and landscaping. The total cost for the listed updates are estimated at \$25,000. Danner Holding LLC purchased the building in December 2020 with financing from Farmers State Bank. The property owner has contributed \$6,000 personal financing towards various upgrades to the property thus far and is seeking reasonable financing through the BDFE-managed Facade Loan Program to complete the work. Matt Danner will maintain an office for his transportation business out of the updated building and will also maintain a small used-car lot called Riverside Autos.

City Staff and BDFE have reviewed financial information submitted by Danner Holding LLC and are recommending approval of a 7 year \$25,000 Facade Loan with an interest rate of 2%. These terms are consistent with other City loans for similar projects.

The collateral for the loan will be a second position on the real estate located at 507 South Sheridan Street, Fergus Falls, MN.

- 1) First position, Farmers State Bank
- 2) Second position, City of Fergus Falls - \$25,000 Facade Loan

Matt & Erika Danner are willing to sign corporate and personal guaranties on the \$25,000 loan.

The City will request a 1% application fee on the loan amount. Because the Loan is under \$75,000, a public hearing by the City is not necessary.

Budgetary Impact:

The City will be receiving interest on the loan, and these improvements to the property would be providing needed updates to a neglected building along a business district thoroughfare.

Originating Department:

BDFE & Community Development

Respectfully Submitted:

BDFE & Community Development

ORDINANCE NO. 14, EIGHTH SERIES

AN ORDINANCE OF THE CITY OF FERGUS FALLS,
MINNESOTA, AMENDING CITY CODE CHAPTER 33
ENTITLED "GOVERNMENT ETHICS" RELATING TO A CODE
OF ETHICS COVERING PUBLIC OFFICIALS, CITY
EMPLOYEES AND ITS VOLUNTEERS, WHICH AMONG
OTHER THINGS, CONTAINS PENALTY PROVISIONS.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. The City Council of the City of Fergus Falls determines Fergus Falls government exists to serve the people of Fergus Falls, and to do so effectively, the people of Fergus Falls must have confidence and trust in the integrity of their local government. The public judges its government by the way its public officials and employees conduct themselves. City officials and employees hold positions of public trust under the scrutiny of public opinion, and their actions must be above suspicion. The public deserves its public officials maintain the highest ethical principles and avoid misconduct and conflicts of interest, apparent or real. The public has the right to expect its public officials to act in a manner that preserves public confidence in and respect for its government. Effective democracy depends on a government that is fair, ethical and accountable to the people it serves. Therefore, this Code of Ethics for public officials is adopted to provide an ethical guide and specific rules which reflect the ethical values of the City of Fergus Falls and its residents. The Code of Ethics is both inspirational and a basis for disciplinary action and defines levels of conduct below which no public official or city employee may fall without being subject to disciplinary action. The Code of Ethics is designed to promote high ethical standards and conduct, and foster a healthy culture throughout City government. It is the touchstone for all who work with and for the benefit of the City and to assist in fulfilling those important responsibilities to the people of Fergus Falls.

Section 2. City Code Chapter 33, Government Ethics, is hereby amended so as to read as follows:

§ 33.01 ETHICS IN GOVERNMENT.

Public officials must put the public's interest ahead of their own personal advancement and financial interests. Public officials must disclose and refrain from participating in decisions where they may have a conflict of interest. Public officials must avoid misconduct and actions that might impair independence of judgment or give the appearance of impropriety or a conflict of interest. Public officials must not use their position to gain privileges or special treatment or use public property for private or personal purposes.

§ 33.02 PUBLIC OFFICIAL.

In the performance of official duties public officials shall act for the benefit of the City. The term "public official", as used in this chapter 33, includes elected officials (the city council and the mayor), appointed officials (persons that serve on city boards, committees, and commissions, including the Charter Commission and the Port Authority), and city employees.

§ 33.03 CONFLICTS OF INTEREST.

(A) *Definition of Conflicts of Interest and Financial Interest.* A public official shall avoid any situation that might give rise to a conflict of interest. The term "conflict of interest", as used in this chapter 33, is present when, in the discharge of official duties, a public official participates in a governmental decision, action or transaction in which:

- (1) he or she has a financial interest,

(2) a business, organization, corporation, or association which he or she serves as an officer, director or board member has a financial interest or other interest which may conflict with the responsibilities owed to the public as a public official,

(3) his or her employer has a financial interest, or

(4) his or her spouse, domestic partner, or dependent has a financial interest.

The term “financial interest”, as used in this Chapter 33, is any interest, including loans, which may yield, directly or indirectly, a monetary or other material benefit

(B) *Participating with a Conflict of Interest.*

(1) *No Participation.* A public official must not participate in making or attempt to use his or her position to influence any City governmental decision, action, or transaction in which the public official knows or has reason to know that he or she has a conflict of interest. To participate or participation as used in this paragraph (B) means making a decision, taking action, entering into a transaction, providing advice or a recommendation, introducing, sponsoring, debating, voting on, approving, and investigating the decision, action, or transaction. Participation includes the direct and active supervision of the participation of a subordinate in the matter. Participation is more than official responsibility, knowledge, perfunctory involvement, or involvement on an administrative or peripheral basis.

(2) A public official may participate in a City governmental decision, action, or transaction involving an organization or entity if the public official or his or her spouse, domestic partner, or dependent is an officer, director, board member, or trustee of the organization and the organization does not have a financial interest or other interest which may conflict with the responsibilities owed the public as a public official. However, the public official must disclose his or her affiliation with the organization or entity as though it were a conflict of interest.

(3) A public official may participate in a City governmental decision involving a related person, other than his or her spouse, domestic partner or dependent, if the related person does not have a financial interest in the governmental decision, action, or transaction. However, the public official must disclose his or her relationship with the related person as though it were a conflict of interest.

(C) *Disclosure of Conflicts of Interest.* If a public official, in the discharge of his or her official duties, recognizes that his or her participation may create a conflict of interest, the public official shall disclose the conflict of interest as follows:

(1) The Mayor and members of the City Council shall disclose conflicts of interest to each other as soon as they become aware of the conflict, orally at or during a meeting of the City Council, or one of its committees.

(2) A department head shall disclose a conflict of interest to the Mayor, the City Council, and the City Administrator, either orally or by a written statement describing the matter requiring action or decision and the nature of his or her conflict of interest.

(3) Employees of the city shall disclose a conflict of interest to their supervisor and to the City Administrator and shall also be disclosed to the Mayor and City Council.

(4) Public officials who are not covered by paragraphs (1), (2) and (3) above shall disclose conflicts of interest as soon as they become aware of the conflict, orally to the committee chair at or during a meeting of the committee or commission.

§ 33.04 SOLICITING OR ACCEPTING PERSONAL GIFTS.

(A) A public official shall not solicit or accept any gift from any interested person, lobbyist, or principal who has a direct financial interest in a decision the public official is authorized to make.

(B) Exceptions. The prohibitions in this section do not apply if the gift is:

- (1) A campaign contribution as defined in Minnesota Statutes, Section 10A.01, Subd. 11;
- (2) A service to assist an official in the performance of official duties, including, but not limited to, providing advice, consultation, information and communication in connection with legislation, or services to constituents;
- (3) A service of insignificant monetary value; A service is of an insignificant monetary value if the monetary value of said service is less than \$50.00 (Fifty Dollars).
- (4) A plaque or similar memento recognizing services in a field of specialty or to a charitable cause;
- (5) A trinket or memento of insignificant value;
- (6) Informational material of unexceptional value;
- (7) Food or a beverage given at a reception, meal, or meeting away from the recipient's place of work by an organization before whom the recipient appears to make a speech or answer questions as part of a program;
- (8) Given because of the recipient's membership in a group, a majority of whose members are not officials, and an equivalent gift is given to the other members of the group; or
- (9) Given by an interested person, lobbyist, or principal who is a related person to the recipient, unless the gift is given on behalf of someone who is not a related person.

(C) A public official who receives any gift prohibited by this section shall return, dispose of, or request that the City Council accept the gift on behalf of the City.

§ 33.05 USE OF OFFICIAL POSITION TO SOLICIT PRIVILEGES OR SPECIAL TREATMENT.

A public official shall not use his or her official position to solicit privileges or special treatment, unless the privileges or special treatment are for the benefit of the City.

§ 33.06 CITY PROPERTY.

A public official shall not engage in or permit the unauthorized use or destruction of City property.

§ 33.07 REQUIRED REPORTING OF FRAUD; UNLAWFUL USE OF PUBLIC FUNDS OR PROPERTY.

A public official that discovers evidence of fraud, theft, embezzlement, forgery, or unlawful use of public funds or property shall promptly report the discovery to the City Administrator.

§ 33.08 DISCRIMINATION OR HARASSMENT.

A public official shall not engage in discrimination or harassment in the workplace based on race, color, creed, religion, national origin, sex, affectional preference, marital status, status with regard to public assistance, disability, sexual orientation or age.

§ 33.09 USE OR DISCLOSURE OF INFORMATION.

(A) A public official shall not use or disclose any information gained in the course of or by reason of his or her official position in any way that violates his or her fiduciary duty to the City of Fergus Falls or the Minnesota Government Data Practices Act.

(B) A current or former public official shall not use or disclose privileged, nonpublic, confidential, private or proprietary information gained by reason of being a public official in any way that could result in financial gain for the public official, or for their spouse, domestic partner, or dependents or for a person in a committed relationship with the public official, or for any associated business or organization that the public official is either an employee of or a volunteer for.

§ 33.10 AVOIDING BIAS OR FAVORITISM.

When making decisions or recommendations on behalf of the City of Fergus Falls, a public official shall always act for the benefit of the City of Fergus Falls, avoid bias or favoritism, and shall respect cultural differences.

§ 33.11 INAPPROPRIATE INFLUENCE.

(A) The role of a public official is to exercise his or her judgment to further the best interests of the City of Fergus Falls. For an appointed public officials and city employees this includes making recommendations and provide policy options to elected public officials. Once the City Council sets policy, the job of a appointed public official and city employee is to implement the policy in good faith, regardless of his or her personal views.

(B) A public official or an employee or business associate of a public official shall not inappropriately influence or attempt to influence the exercise of professional judgment of any employee of the City of Fergus Falls. Examples of inappropriate influence by a public official include asking or ordering a city employee to:

- (1) Violate this Code of Ethics or an applicable code of professional responsibility under which the employee operates; or
- (2) Do a special favor or make an exception for a constituent or other individual or organization contrary to existing law or adopted City policy; or
- (3) Misrepresent a recommendation to other public officials.

§ 33.12 CODE OF ETHICS VIOLATIONS.

(A) A public official must report any conduct by other public officials that he or she believes violates this Code of Ethics to the City Administrator or, if the alleged violator is the City Administrator, the alleged violation must be reported to the City Attorney.

(B) Once a violation is reported under the above clause, the City Administrator or City Attorney, whichever is applicable, must immediately investigate the alleged violation and make appropriate recommendations to the Mayor, Council and/or the City Administrator.

§ 33.13 SANCTIONS - ENFORCEMENT.

(A) Any person who violates any provision of this chapter shall be guilty of a misdemeanor. The City Administrator shall monitor compliance with this chapter and shall report all suspected violations to the City Attorney. The City Attorney shall review the report of the City Administrator and determine the validity of the complaint, and, if warranted, prosecute the action against any person who violates any provision of this chapter, on behalf of the City of Fergus Falls. It shall not be a conflict of interest for the City Attorney's Office to prosecute a public official for any alleged Code of Ethics violations that constitute a crime pursuant to this chapter. If the City Attorney or a member of the City Attorney's office is suspected of having violated this chapter, the City Administrator shall employ outside special counsel to review the complaint and, if warranted, prosecute the action on behalf of the City of Fergus Falls.

(B) In addition to criminal sanctions, a public official who violates this Code of Ethics may also be subject to disciplinary action including termination of City employment or removal from appointed position.

Section 3. City Code Chapter 2 entitled "Ethics In Government" including penalty for violation is hereby adopted in its entirety, by reference, as though repeated verbatim herein.

Section 4. 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, Certain sections of City Code Chapter 33 have been amended by Ordinance No. 14, Eighth Series, which ordinance has been duly adopted by the City Council; and,

WHEREAS, Said ordinance is lengthy and the Council has therefore determined that, pursuant to City Charter Chapter 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. 14, Eighth Series, is as follows:

AN ORDINANCE OF THE CITY OF FERGUS FALLS,
MINNESOTA, AMENDING CITY CODE CHAPTER 33
ENTITLED "GOVERNMENT ETHICS" RELATING TO A CODE
OF ETHICS COVERING PUBLIC OFFICIALS, CITY
EMPLOYEES AND ITS VOLUNTEERS, WHICH AMONG
OTHER THINGS, CONTAINS PENALTY PROVISIONS.

NOTICE IS FURTHER GIVEN, that a summary of Ordinance No. 14, Eighth Series, is as follows:

Section 1: Introduction.

Section 2: City Code Chapter 33, Government Ethics, is replaced by the following sections:

- § 33.01 ETHICS IN GOVERNMENT.
- § 33.02 PUBLIC OFFICIAL.
- § 33.03 CONFLICTS OF INTEREST.
- § 33.04 SOLICITING OR ACCEPTING PERSONAL GIFTS.
- § 33.05 USE OF OFFICIAL POSITION TO SOLICIT PRIVILEGES OR SPECIAL TREATMENT.
- § 33.06 CITY PROPERTY.
- § 33.07 REQUIRED REPORTING OF FRAUD; UNLAWFUL USE OF PUBLIC FUNDS OR PROPERTY.
- § 33.08 DISCRIMINATION OR HARASSMENT.
- § 33.09 USE OR DISCLOSURE OF INFORMATION.
- § 33.10 AVOIDING BIAS OR FAVORITISM.
- § 33.11 INAPPROPRIATE INFLUENCE.
- § 33.12 CODE OF ETHICS VIOLATIONS.
- § 33.13 SANCTIONS – ENFORCEMENT.

Section 3 provides for penalty.
 Section 4 provides for the effective date.

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:

ABSENT:

ATTEST:

APPROVED:

 City Administrator

 Mayor

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF FERGUS FALLS
AND GREATER FERGUS FALLS
REGARDING ECONOMIC DEVELOPMENT

(It is suggested that this be separate from the above agreement to allow for mutual adjustments over time,
not only to be determined by the terms of the above agreement)

If this is truly going to be a partnership it is recommended that City Staff and Greater Fergus Falls create this memorandum of understanding together in a joint working session. City Council members and GFF Board might be invited to join in the conversation, should City and GFF choose to include them.

PURCHASE AGREEMENT

THIS AGREEMENT ("**Agreement**") made and entered into as of the 18th day of May 2021, by and between the **City of Fergus Falls**, a Minnesota municipal corporation, whose address is 112 West Washington Avenue, Fergus Falls, MN 56537 (the "**Seller**"), and **Lonnie Ballweg and Danielle Ballweg**, whose address is 2306 Southview Drive, Fergus Falls, Minnesota 56537 (the "**Buyer**").

1. **Real Property.** Seller agrees to sell, and Buyer agrees to purchase, upon the terms and conditions hereinafter set forth, real property located in Fergus Falls, Otter Tail County, Minnesota, and legally described on **Exhibit A**, together with all improvements and appurtenances belonging thereto (the "**Real Property**").

2. **Purchase Price.** The purchase price shall be Thirty-Five Thousand Dollars and No/00 (\$35,000.00) payable in cash or certified funds at closing.

3. **Contingencies.** The terms of this Agreement are contingent upon certain conditions, referred to as "contingencies", being met on or before the date of closing, which contingencies are set forth as follows:

There are no contingencies.

4. **Title, Liens and Encumbrances.** At closing, Seller shall transfer title to the Real Property to the Buyer by a Quit Claim Deed conveying Seller's title to the Buyer. The sale and transfer by Quit Claim Deed shall be free of all liens and encumbrances except for the following:

(a) Building and zoning laws, ordinances, including local, state and federal regulations.

5. **Title Examination.** The Buyer may procure its own expense a title insurance commitment and final owner's policy and shall provide a copy of the commitment within 7 days of it being issued. If the commitment shows that title to the Real Property is unmarketable, the Seller may elect (at Seller's sole discretion) to either terminate this Agreement or correct title to the Real Property and make it marketable. If the title to the Real Property cannot be made marketable within 90 days of being provided a copy of the commitment this Agreement shall be wholly null, void, and unenforceable, unless the Buyer waives its objections and proceeds to close. If Buyer proceeds to closing with or without title insurance commitment or final owner's policy, Buyer shall be deemed to waive any objections to title. The closing may be extended by agreement of the Seller to permit the Seller a sufficient time to correct any title defects. However, if title defects cannot be corrected within that timeframe, this Agreement shall terminate. The cost of the title insurance commitment and final policy shall be paid for by Buyer.

6. **Closing.** Closing of this transaction shall take place and possession of said premises shall be delivered to the Buyer on or before the 15th day of June 2021 (the "**Closing**").

Date”), subject to the extension of time heretofore granted if title to such premises shall be found unmarketable. The closing shall be handled by the law office of Nycklemoe & Ellig, P.A. located at 106 East Washington Avenue, Fergus Falls, Minnesota 56537. No in person closing shall be required as closing documents shall be transmitted by mail, email, or fax and money shall be wired between the parties.

7. **Real Estate Taxes and Assessments.** The Seller agrees to pay all real estate taxes and assessments for special improvements levied or assessed for the year prior to closing and prior years. Real estate taxes, and assessments for special improvements for the year of closing shall be prorated between the Buyer and the Seller, and in the event the exact amount of the taxes and assessments for the year of closing are not yet known, the amount to be prorated shall be based on the real estate taxes and assessments for special improvements for the year prior to closing. Buyer agrees to pay the real estate taxes and assessments for special improvements accruing after closing and all subsequent years.

8. **Buyer Representations.** Buyer hereby represents to Seller that Buyer has the full and complete authority to enter into this Agreement, and that the individuals executing this Agreement on behalf of Buyer have the legal and organizational authority to execute this Agreement on behalf of Buyer and to bind Buyer.

9. **Seller Covenants, Warranties and Representations.** Seller provides the following warranties, covenants, and representations, which shall be effective as of the date of this Agreement and as of the date of closing:

- (a) Seller has the legal and organizational authority to enter into this Agreement and to sell the Real Property, and that the individuals executing this Agreement on its behalf have the legal and organizational authority to execute this Agreement on behalf of Seller and to bind Seller.
- (b) No consent or approval of any person, entity, or governmental agency or authority is required with respect to the execution and delivery of this Agreement by Seller and, as of the Closing Date, no such consent or approval will be required with respect to the sale by Seller of the Real Property to Buyer.
- (c) Seller has not received notice from any governmental authority of any violation affecting any portion of the Real Property.
- (d) There are no outstanding, pending, or, to the best of Seller's knowledge and belief, threatened suits, judgments, condemnation proceedings, zoning changes, or any other proceedings pending or of record in any court of any nature respecting the Real Property;

- (e) As of the Closing Date, there will be no recorded or unrecorded liens, mortgages, security interests, security agreements, or UCC financing statements, against the Real Property or any part thereof.
10. **Well Disclosure.** Seller certifies that there are no wells on the Real Property.
11. **Public Utilities, City Water and Sewer Disclosure.** Seller discloses there are no public utilities, including water or sewer, serving the Real Property.
12. **Title and Real Property sold "AS IS" "WHERE IS".** The Real Property is sold without warranty or representation as to title and Buyer accepts the property in its "AS IS" and "WHERE IS" condition including all faults known or unknown.
13. **Documents and Deliverables for Closing.**
- (a) Seller shall furnish the following documents at the time of closing:
- i. Quit Claim Deed.
 - ii. Any Certificate of Real Estate Value or Fair Consideration required by the applicable state agencies.
 - iii. Any documents required which are necessary to convey good and marketable title, free of any encumbrances or liens, and otherwise consistent with this Agreement.
- (b) Buyer shall deliver the following at Closing:
- i. Purchase price payable in cash or certified funds.
 - ii. Any other document required by this agreement.
14. **Possession.** At closing, Seller will deliver possession of the Real Property to Buyer.
15. **Allocation of Closing Expenses.** The parties shall apportion the Closing expenses in the following manner:
- (a) Seller's expenses - Seller shall be responsible for:
- i. Transfer tax, if any, connected with the recording of the Quit Claim Deed;
 - ii. The recording fees for any corrective instruments;

- iii. Its own attorney's fees;
- iv. One-half of the total anticipated \$400.00 closing fee charged by the Closing Agent, and
- v. All other costs specifically allocated to the Seller as set forth in this Agreement.

(b) Buyer's expenses - Buyer shall be responsible for:

- i. Recording fees for the Quit Claim Deed;
- ii. Its own attorney's fees, including fees for title opinions;
- iii. The cost of an owner's title insurance policy;
- iv. One-half of the total anticipated \$400.00 closing fee charged by the Closing Agent, and
- v. All other costs specifically allocated to the Buyer as set forth in this Agreement, including but not limited to, ALTA survey costs, lender fees and appraisals, and environmental site assessments, if any.

16. **Real Property to permanently attach to adjacent land.** Buyer is the current owner of real property described in that Warranty Deed dated February 28, 2020, filed March 4, 2020 and recorded in the Office of the County Recorder, Otter Tail County, Minnesota as Document #1234277, which is adjacent to the Real Property described in Exhibit A. Buyer agrees that the Real Property described in Exhibit A shall be permanently attached to the real property described in Document #1234277 as if to make one lot which shall not be subdivided at any time after closing.

17. **Default.** If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may, at Seller's option, declare this Agreement terminated or have this Agreement specifically enforced. Likewise, if Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may declare this Agreement terminated or Buyer may have this Agreement specifically enforced. The rights and remedies granted to the parties in this Section are intended to be cumulative to all other rights and remedies available to the parties (whether under this Agreement, at law, in equity or otherwise); accordingly, the exercise by either party of any such right or remedy shall not preclude it from exercising any other such right or remedy.

18. **Time of the Essence.** Time is of the essence of each provision of this entire Agreement and all of the conditions thereof.

19. **Modification.** No change or modification of this Agreement shall be valid unless the same be in writing and signed by all the parties to this Agreement.

20. **Persons Bound by this Agreement.** This Agreement shall be binding upon the parties, their heirs, devisees, and legal representatives., This Agreement may not be assigned by the either party without each party's prior written consent. The rights and obligations of any party to this Agreement may be exercised or satisfied by that party's legal representative.

21. **Governing Law.** The provisions of this Agreement shall be governed by the laws of the state of Minnesota.

22. **Condemnation.** If prior to the Date of Closing, a public or private entity with the power of eminent domain commences condemnation proceedings against all or any part of the Real Property, Seller will promptly notify Buyer, and Buyer may, at Buyer's sole option, terminate this Agreement.

23. **Casualty Loss.** Until the Date of Closing, the risk of loss for the Real Property is on Seller.

24. **Mutual Indemnification.** Seller will indemnify and hold Buyer harmless from all liabilities (including reasonable attorneys' fees in defending against claims) arising out of claims by third parties relating to acts or occurrences on, at or with respect to the Real Property which occur prior to the closing, unless such claims relate to acts by Buyer or its agents. Buyer will indemnify and hold Seller harmless from all liabilities (including reasonable attorney fees in defending against claims) arising out of claims by third parties relating to acts or occurrences on, at or with respect to the Real Property which occur on or after the closing unless such claims relate to acts by Seller or its agents.

25. **Signature in Counterparts.** This Agreement may be signed in counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. The parties hereto confirm that any facsimile or scanned copy of another party's executed counterpart of this Agreement (or its signature page thereof) will be deemed to be an executed original thereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

(Signatures appear on next page.)

SELLER: CITY OF FERGUS FALLS

By: _____
Ben Schierer
Its Mayor

By: _____
Andrew Bremseth
Its City Administrator

BUYER

By: _____
Lonnie Ballweg

By: _____
Danielle Ballweg

Exhibit A

PARCEL A

All that part of Lot 4 of the State Subdivision of the North Half of the Northeast Quarter of Section 36, Township 133 North, Range 43 West, Otter Tail County, Minnesota, according to the recorded plat thereof, described as follows:

Beginning at the northwest corner of Lot 6, CITY REPLAT OF PARTS OF SUBLOTS THREE AND FOUR, according to the recorded plat thereof; thence South 89 degrees 51 minutes 59 seconds West (bearing is based on Otter Tail County coordinates – 2011 adjustment) along the southerly right-of-way line of County State Aid Highway No. 1, a distance of 240.00 feet; thence South 00 degrees 01 minutes 48 seconds West a distance of 377.38 feet; thence North 89 degrees 53 minutes 53 seconds East a distance of 150.15 feet to the northerly line of Lakeview Drive, as dedicated in said CITY REPLAT OF PARTS OF SUBLOTS THREE AND FOUR; thence easterly, on a non-tangential curve along said northerly line, concave to the south, having a radius of 70.00 feet, a delta angle of 79 degrees 51 minutes 09 seconds and a chord bearing of North 89 degrees 53 minutes 53 seconds East, for an arc distance of 97.56 feet to the west line of Lot 5, said CITY REPLAT OF PARTS OF SUBLOTS THREE AND FOUR; thence North 00 degrees 01 minutes 48 seconds East along said west line of Lot 5 and the west line of said Lot 6, a distance of 377.51 feet to the point of beginning.

Containing 2.06 acres more or less.

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

ARC DOCUMENT SOLUTIONS LLC	CANON,HP DESIGNJET MAINTENANCE	199.70
ADMINISTRATOR'S CONTINGENCY FD	DELAGOON CONCESSIONS MONEY	200.00
ADMINISTRATOR'S CONTINGENCY FD	PICNIC TABLES REFUND/ARENDS	60.00
ADMINISTRATOR'S CONTINGENCY FD	RECORD ORDINANCE #92	46.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-HAUGE	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-KOECKERITZ	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-KOLLE	25.00
ADMINISTRATOR'S CONTINGENCY FD	2021 SAFETY BOOT REIMBURSEMENT	50.00
SEAN ANDERSON	CLEANING WEEKS OF MAY 10 - 17	428.64
AURDAL TOWNSHIP	2021 ANNEX PMT 79.06 ACRES	10,000.00
AUTO VALUE - FERGUS FALLS	MAY AA BATTERIES (PARK PAUL)	17.99
AUTO VALUE - FERGUS FALLS	MAY 7" WIRE TIES (ANDY)	15.70
AUTO VALUE - FERGUS FALLS	MAY 8 GALLON OIL LIFT DRAIN	137.99
AVESIS THIRD PARTY ADMIN INC	JUNE VISION INSURAAANCE	6.54
BANKCARD CENTER	A.NELSON-CONST.INSTALLER CLASS	130.00
BANKCARD CENTER	ADOBE CREATIVE CLOUD	52.99
BANKCARD CENTER	AMAZON MONTHLY SHIPPING SUBSCR	14.00
BANKCARD CENTER	APRIL APPY PIE LLC	60.00
BANKCARD CENTER	APRIL BACK FLOW PREVENTER	518.22
BANKCARD CENTER	APRIL CHEST WADERS	49.00
BANKCARD CENTER	APRIL CREDIT TOOL REPAIR	30.00-
BANKCARD CENTER	APRIL E1 EXHAUST DIVERTER	217.95
BANKCARD CENTER	APRIL HELMET PADDING	11.31
BANKCARD CENTER	APRIL K12 BLADES	76.78
BANKCARD CENTER	APRIL LARGE RUBBER BANDS	26.97
BANKCARD CENTER	APRIL LIGHT BULBS	19.88
BANKCARD CENTER	APRIL MAGNETS, DOT LABELS	35.66
BANKCARD CENTER	APRIL POST-IT NOTES, TONER	50.46
BANKCARD CENTER	APRIL POSTAGE-BOOT RETURN	13.68
BANKCARD CENTER	APRIL POSTAGE-INSTRUCTOR I TES	3.40
BANKCARD CENTER	APRIL RANGER TIE DOWN	9.99

General

BANKCARD CENTER	APRIL REPAIR MAIL BOX	77.11
BANKCARD CENTER	APRIL REPLACE WALL CLOCK	25.88
BANKCARD CENTER	APRIL SAWZALL REPAIR	30.00
BANKCARD CENTER	APRIL 10 BOXES FACE MASKS	193.92
BANKCARD CENTER	APRIL/PROFESSIONAL SERVICES	42.75
BANKCARD CENTER	BERGREN UNIFORM PURCHASE	150.92
BANKCARD CENTER	BLDG SUBSCRIPTION	79.00
BANKCARD CENTER	DEPT OF LABOR LICENSE FEES	65.00
BANKCARD CENTER	DUENOW FTO SCHOOL	550.00
BANKCARD CENTER	GOLF COURSE PVC/ADAPTERS	17.07
BANKCARD CENTER	GOLF COURSE ROOF PATCH	99.27
BANKCARD CENTER	INVESTIGATION SUPPLIES	17.37
BANKCARD CENTER	INVESTIGATION 21008785	11.86
BANKCARD CENTER	MAR/BRUSHLESS COMBO KIT, STARTE	435.76
BANKCARD CENTER	MARCH/TRAINING SUPPLIES	4.32
BANKCARD CENTER	MATTSON UNIFORM PURCHASE	55.49
BANKCARD CENTER	MILLER UNIFORM PURCHASE	114.98
BANKCARD CENTER	MONTHLY ADOBE MEMBERSHIP	10.78
BANKCARD CENTER	MOULTRIE MOBILE MONTHLY	9.99
BANKCARD CENTER	PDFESCAPE PREMIUM/BREMSETH	35.88
BANKCARD CENTER	PLUMBING TRAINING CONF ROOM	100.00
BANKCARD CENTER	RENEW QUARTERLY EXPRESS LICENS	4.32
BANKCARD CENTER	RENNER FTO SCHOOL	550.00
BANKCARD CENTER	RENNER UNIFORM PURCHASE	294.76
BANKCARD CENTER	RENNER UNIFORM RETURN	25.37-
BANKCARD CENTER	SONSTEBO CREDIT UNIFORM PURCHA	26.58-
BANKCARD CENTER	SQUAD CLEANER	9.98
BANKCARD CENTER	SQUAD PHONE CASE	14.99
BANKCARD CENTER	THUMB DRIVES	26.67
BANKCARD CENTER	WEST DMT REFRESHER CLASS FEE	75.00
BANKCARD CENTER	04/24/21-04/24/2022 TECHREPubL	99.00
BANKCARD CENTER	1ST QTR 2021 FILING FORM 941	8.50
BEYER BODY SHOP, INC.	TOW CHEVY IMPALA/21014550	250.00
BEYER BODY SHOP, INC.	TOW JEEP CHEROKEE/21014246	100.00
BEYER BODY SHOP, INC.	TOW MOTORCYCLE/21016313	100.00
BUSE TOWNSHIP	2021 ANNEX PMT-280.99 ACRES	13,500.22
TRAVIS CARLSON	LESS LOCAL TAX	.10-
TRAVIS CARLSON	LESS OTC TAX	.10-
TRAVIS CARLSON	LESS STATE TAX	1.34-
CHARTER COMMUNICATIONS	CABLE 5/18-6/17	32.97
CHARTER COMMUNICATIONS	MAY INTERNET	89.99
VIKING COCA-COLA BOTTLING CO	MAY CONCESSION SUPPLIES	895.25
COMMISSIONER OF TRANSPORTATION	BITUMINOUS ASPHALT EMULSION	1,904.83

General

COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	7.20
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	13.43
COOPERS TECHNOLOGY GROUP	MAY/STORAGE FILES	28.36
DACOTAH PAPER CO	CLEANER, DAWN LQ	233.25
DACOTAH PAPER CO	SQUEEGEE, CAN LINER, TOWEL, CLORA	792.93
DACOTAH PAPER CO	T.BOWL CADDY, TISSUE, TOWEL, SOAP	257.64
DIAMOND VOGEL PAINTS	MAY WHITE STREET PAINT	4,610.00
EQUIPMENT FUND	JUNE EQUIPMENT RENT	107,900.91
4M FUND	MAY 2021 SERVICE CHARGE	55.64
FASTENAL COMPANY	MAY DOWNTOWN BANNER HARDWARE	61.61
FASTENAL COMPANY	MAY PARK SAFETY VENDING	64.47
FASTENAL COMPANY	MAY SIGN BOLTS/NUTS	27.34
FASTENAL COMPANY	MAY STREET SAFETY VENDING	90.31
FASTENAL COMPANY	RETURNED MATERIALS	58.97-
FERGUS FALLS SKATING CLUB INC	REFUND 11/21-11/30/20 FEES	2,495.00
FERGUS FALLS SKATING CLUB INC	REFUND 12/01-12/31/20 FEES	7,486.00
FERGUS FALLS SKATING CLUB INC	2020 ARENA COST RECONCILIATION	3,205.45-
FERGUS FALLS HOCKEY ASSN	REFUND 11/21-11/30/2020 FEES	8,246.00
FERGUS FALLS HOCKEY ASSN	REFUND 12/01-12/31/2020 FEES	24,737.00
FERGUS FALLS HOCKEY ASSN	2020 ARENA COST RECONCILIATION	10,591.94-
F F UMPIRES ASSOCIATION	2021 LEAGUE GAMES	7,250.00
FERGUS HOME & HARDWARE	MAY STRAIGHT CUT TIN SNIP	29.99
FIRST CHOICE FOOD & BEVERAGE	MAY/CONCESSION SUPPLIES	82.80
FULL COMPASS SYSTEMS LTD	MIXER, DIGITAL 32CH	2,595.00
FULL COMPASS SYSTEMS LTD	PADDED DUST COVER FOR TF5	51.46
FULL COMPASS SYSTEMS LTD	50' CAT6 ETHERCON CABLE	75.98
GENERAL FUND	MAY COPIER USE	249.74
GENERAL FUND	MAY LONG DISTANCE CHARGES	39.27-
GENERAL FUND	MAY POSTAGE USE	306.08
GENERAL FUND	TRANSFER MAY COPIER USE	383.62-
GENERAL FUND	TRANSFER MAY POSTAGE USE	1,566.98-
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	446,417.13-
GRAND FORKS FIRE EQUIPMENT LLC	MAY FIRE BOOTS	929.48
GRANITE ELECTRONICS	MAY PAGERS	1,006.00
GREAT PLAINS FIRE	MAY INTAKE CAP FOR E2	78.54
GREAT PLAINS NATURAL GAS CO	MAY NATURAL GAS EXPENSE	308.61
GUARDIAN	JUNE DENTAL PREMIUM	3,824.77
HENRY'S FOODS INC.	MAY/CONCESSION SUPPLIES	1,076.91
HENRY'S FOODS INC.	MAY/CREDIT CONCESSION SUPPLIES	8.85-
HOME DEPOT CREDIT SERVICES	MAY BOILER DRAINS, COUPLERS	42.14
HOME DEPOT CREDIT SERVICES	MAY CITY HALL BATHROOM PROJECT	144.34
HOME DEPOT CREDIT SERVICES	MAY GALV NIPPLE/BLACK CAP STRE	36.96
HOME DEPOT CREDIT SERVICES	MAY MAILBOX REPAIR WEST SIDE D	43.74

General

HOME DEPOT CREDIT SERVICES	MAY PLUMBING PARTS BROADWAY PA	21.26
HOME DEPOT CREDIT SERVICES	MAY SLEEVE ANCHOR, SHOCKWAVE CA	24.67
HOME DEPOT CREDIT SERVICES	MAY STREET PAINTING BASE BOARD	23.00
HOME DEPOT CREDIT SERVICES	MAY SUPPLIES-POULTRY NET	25.00
HOME DEPOT CREDIT SERVICES	MAY 4" SEWER PIPE MAINTANENCE	253.90
HOME DEPOT CREDIT SERVICES	MAY/DWV PIPE, FITTING	16.24
HOME DEPOT CREDIT SERVICES	MIC MATERIALS FOR BANNERS	250.34
ISD #544	REFUND 11/21-11/30/2020 FEES	7,160.00
ISD #544	REFUND 12/01-12/31/2020 FEES	21,482.00
ISD #544	2020 ARENA COST RECONCILIATION	9,198.26-
LANDRUM & BROWN, INCORPORATED	PROF SERV AIRPORT MGMT RFP DEV	1,787.50
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 AUTO INSURANCE	55,631.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 DATA SECURITY	950.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 EMPLOYMENT LIAB	27,451.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 EQUIPMENT BREAKDN	16,870.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 GENERAL LIABILITY	47,561.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 LIQUOR LIABILITY	6,582.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 MUNICIPALITY INS	12,173.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 POLICE DEPT LIAB	52,157.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 PROPERTY INSUR	154,315.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2021 SEWER BACKUP	12,634.00-
LEAGUE OF MN CITIES INS. TRUST	2021 AUTO INSURANCE	4,820.00
LEAGUE OF MN CITIES INS. TRUST	2021 BOND INSURANCE	1,311.00
LEAGUE OF MN CITIES INS. TRUST	2021 DATA SECURITY COVERAGE	190.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	16,770.18
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	5,960.85
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	20,434.55
LEAGUE OF MN CITIES INS. TRUST	2021 POLICE DEPT LIABILITY	52,157.00
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	100,795.00
MTI DISTRIBUTING INC	MAY 2" PLUMBING PARTS ORDER	46.49
MARCO TECHNOLOGIES LLC	CISCO SMARTNET TECH SUPPORT	79.00
MARCO TECHNOLOGIES LLC	10 DIGIT DIALING PROGRAMMING	225.00
MARCO-FARGO	COPIER CONTRACT 5/15-6/15	355.63
MEDTOX LABORATORIES INC	APRIL PRE-EMPLOY DRUG SCREENS	596.79
MIDWEST PRINTING COMPANY	KEY ENVELOPES	100.00
MIDWEST PRINTING COMPANY	2020 AUDIT REPORT COVERS	30.00
MINNESOTA ASA/USA SOFTBALL	MAY ADULT TEAM REGISTRATION	725.00
MN DEPT OF NATURAL RESOURCES	MAY/WILDLAND HEADLAMP, BACKPACK	137.43
MINNKOTA ENVIROSERVICES INC	DOC SHREDDING APRIL	30.00
MOTOROLA SOLUTIONS INC	MAY RADIO BATTERIES	550.00
NICE THREADS CUSTOM EMBROIDER	MAY/KIDS KAMP SUPPLIES	234.80
NICE THREADS CUSTOM EMBROIDER	MAY/MAINTENANCE SUPPLIES	269.75
NICE THREADS CUSTOM EMBROIDER	MAY/YOUTH SOFTBALL SUPPLIES	357.85

General

NYCKLEMOE & ELLIG, P.A.	JUNE RETAINER FEE/OFFICE ALLOW	6,825.00
OTC HUMANE SOCIETY INC	APR ANIMAL BOARDING	286.00
OTTER TAIL POWER COMPANY	RETURN ADDRESS LABELS	103.02
OTTER TAIL POWER COMPANY	2021 RENTAL/PARKING SPACES	2,400.00
OTTER TAIL TELCOM	JUNE ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	JUNE TELEPHONE LINES	201.96
OTTER TAIL TELCOM	MAY LONG DISTANCE	9.86
OTTER TAIL TELCOM	MAY TELEPHONE LINES	2,420.26
PLUMBERS INC	FITTINGS/DELAGOON	16.00
POLICE DEPT CONTINGENCY FUND	DUENOW TRAVEL TRNG MEALS	112.88
POLICE DEPT CONTINGENCY FUND	LAWNMOWER REPAIR-RANGE	53.00
POLICE DEPT CONTINGENCY FUND	RENNER TRNG MEAL/CK#3709	39.00
POLICE DEPT CONTINGENCY FUND	YOUNG UNIFORM PURCHASE	434.89
POLICE DEPT PETTY CASH	ESTEP - BCA LAB RUN MEAL	13.25
POLICE DEPT PETTY CASH	ESTEP TRAVEL MEAL-FRAUD CASE	12.89
POLICE DEPT PETTY CASH	RENNER TRNG MEAL	35.00
POLICE DEPT PETTY CASH	RENNER/DUENOW FTO SCHL TRNG ML	165.99
PRO HYDRO-TESTING LLC	MAY HYDRO TEST SCBA	1,801.00
PRO-WEST & ASSOCIATES, INC	GIS TECH SUPPORT SERVICES	842.10
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	3,820.28
SHERWIN WILLIAMS CO	MAY YELLOW CURB PAINT	250.50
SIGNWORKS SIGNS & BANNERS INC	DOG PARK SIGNS, RULES	310.00
SOURCEWELL	APRIL PLANNING & ZONING	1,710.00
STENERSON BROTHERS LUMBER CO	MAY TAPE MEASURE (BEN)	20.99
SWANSTON EQUIPMENT CO	MAY CHAINSAW TENSION SPRING	3.72
SWANSTON EQUIPMENT CO	MAY MOWER TRANS ASSY (JASON)	76.27
3 D SPECIALTIES	MAY KLEEN BREAK SIGN MOUNTS	955.36
3 D SPECIALTIES	MAY KLEEN BREAK SIGN POST MOUN	955.36
USABLE LIFE	JUNE LIFE INSURANCE	81.40
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	39.77
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	491.08
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F020653	878,858.55-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/35563PSEO	121.84-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620AUSK1	.01-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620A7UTO	4.22-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CBL4	740,981.46-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVESTMENTS - MAY	3,239,932.16
WIMACTEL INC	MAY TELEPHONE EXPENSE	132.00
	F U N D T O T A L	1,231,788.49

P.A. General

P.A. General

GENERAL FUND	MAY COPIER USE	29.74
GENERAL FUND	MAY LONG DISTANCE CHARGES	4.99
GENERAL FUND	MAY POSTAGE USE	.51
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC MAY	926.08
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	242.48
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	621.08
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	598.11
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	4,627.00
OTTER TAIL TELCOM	MAY TELEPHONE LINES	6.72
RUSS' REMODELING	CLEANED OUT 2 DRYER VENTS	40.00
SUMMIT COMPANIES	MONTHLY MONITORING -MAY	32.50
UGSTAD PLUMBING, INC.	BOILER/GEN CK 05/06/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 05/12/21	85.00
UGSTAD PLUMBING, INC.	JUNE RETAINER FEE	125.00
UGSTAD PLUMBING, INC.	MONTHLY MAINT -PLBG & HTG APR	170.00
	F U N D T O T A L	7,594.21

Regional Treatment Center-City Operated

BANKCARD CENTER	CUDDEBACK DIGITAL RTC	20.00
COSSETTE ELECTRIC LLC	TEMP PANEL ON N SIDE OF RTC	547.33
FASTENAL COMPANY	MAY DOOR HARDWARE AT RTC (JIM)	49.38
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	8.50
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	235.00
	F U N D T O T A L	860.21

Public Library

ARAMARK	MAY LINEN SUPPLY	33.41
BAKER & TAYLOR INC	ADULT BOOKS	716.65
BAKER & TAYLOR INC	JUVENILE BOOKS	673.08
BAKER & TAYLOR INC	OFFICE SUPPLIES	80.48
BANKCARD CENTER	APRIL BOOKS	426.85
BANKCARD CENTER	APRIL DIGITAL MATERIALS	651.07
BANKCARD CENTER	APRIL DVDS	338.14

Public Library

BANKCARD CENTER	APRIL OPERATING SUPPLIES	150.85
BANKCARD CENTER	APRIL STAMPS	187.00
BANKCARD CENTER	MARCH BOOKS	26.97
BANKCARD CENTER	MARCH FACEBOOK ADS	5.00
BANKCARD CENTER	MARCH ZOOM.US	16.16
BLACKSTONE PUBLISHING	ADULT AUDIO BOOK	38.95
GENERAL FUND	MAY LONG DISTANCE CHARGES	12.29
GENERAL FUND	MAY POSTAGE USE	68.85
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	599.25
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	1,667.06
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	1,035.83
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	1,397.11
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	6,062.00
VICTOR LUNDEEN COMPANY	OFFICE SUPPLIES	18.98
MIDWEST PRINTING COMPANY	REGULAR ENVELOPES	95.00
MIDWEST PRINTING COMPANY	WINDOW ENVELOPES	110.00
MIDWEST TAPE EXCHANGE	DVD'S	59.98
NICE THREADS CUSTOM EMBROIDER	EMPLOYEE AWARD-MCCUNE	21.00
OTTER TAIL TELCOM	MAY TELEPHONE LINES	73.92
POPULAR SUBSCRIPTION SERVICE	PIANO MAGAZINE	29.44
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	259.79
	F U N D T O T A L	14,855.11

Bigwood Event Center

GENERAL FUND	MAY LONG DISTANCE CHARGES	.01
GREAT PLAINS NATURAL GAS CO	MAY NATURAL GAS EXPENSE	240.86
JB ELECTRIC	BIGWOOD FLOOR BOXES	2,932.00
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	529.35
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	61.35
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	2,899.00
OTTER TAIL TELCOM	JUNE INTERNET	101.59
OTTER TAIL TELCOM	MAY TELEPHONE LINES	6.72
VINTAGE VOLTAGE ENGINEERING	TROUBLESHOOTING SOUND SYSTEM	350.00
	F U N D T O T A L	7,120.88

T.I. #IV-10/CDS Development, LLC

6/07/2021

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

T.I. #IV-10/CDS Development, LLC

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	148.96
	F U N D T O T A L	148.96

T.I. #4-11 H9, LLC

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	46.75
	F U N D T O T A L	46.75

Tax Abatement - Platte Properties

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	27.96
	F U N D T O T A L	27.96

T.I. #IV-12 Aura Fabricators

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	128.30
	F U N D T O T A L	128.30

Tax Abatement - Fergus Care Center LLC

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	23.30
	F U N D T O T A L	23.30

Tax Abatement - Northstar Behavioral Health, LLC

Tax Abatement - Northstar Behavioral Health, LLC

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	59.02
	F U N D T O T A L	59.02

T.I. #IV-8/Eisenhower Property

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	6.76
	F U N D T O T A L	6.76

T.I. IV-9/Lutheran Brethren Homes Inc

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	25.01
	F U N D T O T A L	25.01

T.I. #IV-7/Kaddatz Hotel

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	8.39
	F U N D T O T A L	8.39

MIF/Small Cities Grant

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	6.52
	F U N D T O T A L	6.52

IRP Revolving Loan

IRP Revolving Loan

GENERAL FUND	MAY COPIER USE	.08
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	10.48
	F U N D T O T A L	10.56

Small Cities Development Program

FERGUS FALLS HRA	CDAP-18-0049-O-FY19 INVOICE #2	59,875.00
FERGUS FALLS HRA	CDAP-18-0049-O-FY19 INVOICE #3	5,534.95
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	446.57
	F U N D T O T A L	65,856.52

CDBG/HUD Revolving Loan

GENERAL FUND	MAY COPIER USE	22.62
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	29.72
N.F. FIELD ABSTRACT LLC	O&E REPORT-DANNER HOLDINGS LLC	85.00
	F U N D T O T A L	137.34

T.I. #VIII-1

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	24.54
	F U N D T O T A L	24.54

G.O. Sales Tax Rev. Bonds, Series 2017

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	216.91
	F U N D T O T A L	216.91

G.O. Equipment Certificates, Series 2020A

LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	21.12
	F U N D T O T A L	21.12

Capital Improvement

ADMINISTRATOR'S CONTINGENCY FD	PLAN REVIEW FEE/PI #5955	150.00
BANKCARD CENTER	LIBRARY BREAKROOM SS SINK	585.01
BOLTON & MENK INC	DOWNTOWN RIVERFRONT PHASE I	208.00
BOLTON & MENK INC	UNION AVE MILL & OVERLAY	16,000.00
CENTRAL SPECIALTIES, INC.	ACCRUED RETAINAGE	60,853.26
CENTRAL SPECIALTIES, INC.	PAY APP. NO. 5 (FINAL)	24,563.39
FORUM COMMUNICATIONS	ADVERTISEMENT FOR BIDS.LEGAL	138.73
HOISINGTON KOEGLER GROUP INC	APRIL GLACIAL EDGE TRAIL -2021	977.50
HOISINGTON KOEGLER GROUP INC	FEBRUARY GLACIAL EDGE TRAIL	382.50
HOISINGTON KOEGLER GROUP INC	OVERPAYMENT IN NOVEMBER 2020	382.50-
HOUSTON ENGINEERING INC	PROF SERV AND WELL SAMPLING	1,863.00
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	5,505.14
OTTER TAIL POWER COMPANY	MAY ELECTRICITY EXPENSE	23.11
OTTER TAIL VALLEY RAILROAD INC	R.R.CROSSING REHAB-3 LOCATIONS	248,000.00
PATCHIN MESSNER DODD & BRUMM	PROFESSIONAL SERVICES	9,950.00
PRODUCTIVE ALTERNATIVES INC.	LATH,STAKES	591.00
	F U N D T O T A L	369,408.14

Airport Capital Improvement

CENTRAL SPECIALTIES, INC.	PAY APPLICATION NO. 2	59,265.32
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	1.13
	F U N D T O T A L	59,266.45

Liquor Store

Liquor Store

ALEXANDRIA FREIGHT SERVICE INC	MAY/FREIGHT	40.00
ALEXANDRIA FREIGHT SERVICE INC	MAY/FREIGHT #63733	40.00
ALEXANDRIA FREIGHT SERVICE INC	MAY/FREIGHT #63786	40.00
THE AMERICAN BOTTLING COMPANY	MAY/MIX	408.34
APPRIZE TECHNOLOGY SOLUTIONS	MAY ADMIN FEE	114.96
ARCTIC GLACIER USA INC	JUNE/ICE	82.40
ARCTIC GLACIER USA INC	MAY/ICE	833.00
ARTISAN BEER COMPANY	MAY/BEER	4,179.35
BANKCARD CENTER	APRIL MISC PURCHASES	800.52
BANKCARD CENTER	APRIL MOOD PANDORA	58.12
BANKCARD CENTER	APRIL/MISC PURCHASE-CAN SLEEVE	35.76
BANKCARD CENTER	APRIL/SUPPLIES-FLEECE JACKETS	662.87
BELLBOY CORPORATION	MAY/LIQUOR	3,014.73
BELLBOY CORPORATION	MAY/MISC PURCHASE	136.00
BELLBOY CORPORATION	MAY/MISC PURCHASES-COOLERS	106.00
BELLBOY CORPORATION	MAY/MIX	444.55
BELLBOY CORPORATION	MAY/WINE	250.00
BEVERAGE WHOLESALERS INC	JUNE/BEER	9,413.55
BEVERAGE WHOLESALERS INC	JUNE/WINE	411.60
BEVERAGE WHOLESALERS INC	MAY/BEER	65,506.32
BEVERAGE WHOLESALERS INC	MAY/MIX	946.56
BEVERAGE WHOLESALERS INC	MAY/WINE	1,398.40
PATRICIA DILLON	MAY OFFICE SUPPLIES	10.79
BRAUN VENDING INC	JUNE WATER COOLER RENT	7.00
BRAUN VENDING INC	MAY/SUPPLIES-WATER	43.75
BREAKTHRU BEVERAGE MINNESOTA	MAY/FREIGHT	330.23
BREAKTHRU BEVERAGE MINNESOTA	MAY/LIQUOR	18,754.61
BREAKTHRU BEVERAGE MINNESOTA	MAY/MIX	355.16
BREAKTHRU BEVERAGE MINNESOTA	MAY/WINE	2,738.23
C&L DISTRIBUTING	MAY/LIQUOR	1,050.00
CARLOS CREEK WINERY	MAY/WINE	1,335.00
CAYAN	MAY 2021 CR CD FEES	14,037.72
CAYAN	MAY 2021 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	MAY/MIX	1,642.26
COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	3.50
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	6.44
COPPER TRAIL BREWING CO	MAY/BEER	269.73
DCR BREWING CO	MAY/BEER	374.13
DACOTAH PAPER CO	MAY/SUPPLIES-BAGS	305.25
DEFIANT DISTRIBUTORS, LLC	MAY/LIQUOR	648.00
MARGO DENBROOK	MAY/LIQUOR STORE SUPPLIES	18.07
MARGO DENBROOK	MAY/OFFICE SUPPLIES	8.63
DISGRUNTLED BREWERY LLC	MAY/BEER	374.40

Liquor Store

FERGUS BREWING COMPANY LLC	MAY/BEER	345.60
GENERAL FUND	MAY LONG DISTANCE CHARGES	.93
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	197,659.50
GREAT PLAINS NATURAL GAS CO	MAY NATURAL GAS EXPENSE	47.42
H BOYD NELSON INC	JUNE/BEER	16,341.64
H BOYD NELSON INC	JUNE/MIX	126.60
H BOYD NELSON INC	MAY/BEER	80,165.58
H BOYD NELSON INC	MAY/MIX	1,462.70
JOHNSON BROTHERS LIQUOR CO	JUNE/FREIGHT	25.33
JOHNSON BROTHERS LIQUOR CO	JUNE/LIQUOR	135.00-
JOHNSON BROTHERS LIQUOR CO	JUNE/WINE	768.95
JOHNSON BROTHERS LIQUOR CO	MAY/BEER	204.80
JOHNSON BROTHERS LIQUOR CO	MAY/FREIGHT	1,796.15
JOHNSON BROTHERS LIQUOR CO	MAY/LIQUOR	52,928.91
JOHNSON BROTHERS LIQUOR CO	MAY/MIX	139.95
JOHNSON BROTHERS LIQUOR CO	MAY/WINE	31,140.34
LEAGUE OF MN CITIES INS. TRUST	2021 DATA SECURITY COVERAGE	190.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	2,753.17
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	590.54
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	8,906.44
LEAGUE OF MN CITIES INS. TRUST	2021 LIQUOR LIABILITY	6,582.00
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	9,999.00
MAVERICK WINE LLC	MAY/LIQUOR	1,563.84
MAVERICK WINE LLC	MAY/WINE	152.04
THE MCKINNON COMPANY INC	JUNE/MIX-RED BULL	35.90
THE MCKINNON COMPANY INC	MAY/MIX-RED BULL	35.90
MEDTOX LABORATORIES INC	APRIL PRE-EMPLOY DRUG SCREENS	62.82
OTTER TAIL TELCOM	MAY TELEPHONE LINES	77.20
PEPSI BEVERAGE COMPANY	MAY/MIX	204.83
PHILLIPS WINE AND SPIRITS CO	JUNE/FREIGHT	2,028.49
PHILLIPS WINE AND SPIRITS CO	JUNE/WINE	744.00
PHILLIPS WINE AND SPIRITS CO	MAY/FREIGHT	319.65
PHILLIPS WINE AND SPIRITS CO	MAY/LIQUOR	16,326.92
PHILLIPS WINE AND SPIRITS CO	MAY/MIX	162.00
PHILLIPS WINE AND SPIRITS CO	MAY/WINE	2,380.75
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	454.03
SOUTHERN GLAZER'S OF MN	JUNE/FREIGHT	20.35
SOUTHERN GLAZER'S OF MN	JUNE/LIQUOR	1,876.60
SOUTHERN GLAZER'S OF MN	JUNE/WINE	3,116.40
SOUTHERN GLAZER'S OF MN	MAY/FREIGHT	104.71
SOUTHERN GLAZER'S OF MN	MAY/LIQUOR	3,328.07
SOUTHERN GLAZER'S OF MN	MAY/MIX	52.00
SOUTHERN GLAZER'S OF MN	MAY/WINE	720.00

Liquor Store

TOTAL REGISTER SYSTEMS	FTP MONTHLY SERVICE	32.36
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	51.58
WINE MERCHANTS INC	MAY/FREIGHT	67.05
WINE MERCHANTS INC	MAY/WINE	5,783.00
	F U N D T O T A L	583,137.71

Refuse Disposal

APPRIZE TECHNOLOGY SOLUTIONS	MAY ADMIN FEE	114.98
BANKCARD CENTER	APR POSTAGE	12.68
BANKCARD CENTER	APRIL ROLL OFF COMPACTOR 227	1,257.52
COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	2.38
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	4.41
COSSETTE ELECTRIC LLC	JUNE REMOTE ADDED AT LANDFILL	380.58
WASTE MANAGEMENT	05/01-05/15/21 PRO SERVICES	5,447.55
EQUIPMENT FUND	JUNE EQUIPMENT RENT	40,231.42
FASTENAL COMPANY	MAY REFUSE SAFETY VENDING	17.95
GENERAL FUND	MAY LONG DISTANCE CHARGES	1.15
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	61,075.00
HOUSTON ENGINEERING INC	2020 SPRING GW SW-184 MONITOR	5,822.00
HOUSTON ENGINEERING INC	2020 SPRING GW SW-184 TESTING	1,226.61
HOUSTON ENGINEERING INC	2020 SPRING GW SW-572 MONITOR	337.50
LEAGUE OF MN CITIES INS. TRUST	2021 DATA SECURITY COVERAGE	190.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	2,106.05
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	159.55
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	4,750.52
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	1,576.00
OLYMPIC SALES	MAY 1.5 YARD RL DUMPSTER	4,650.00
OLYMPIC SALES	MAY 3 YARD RL DUMPSTER	3,150.00
OTTER TAIL POWER COMPANY	APRIL/SERVICE-MAIL BILLS	74.97
OTTER TAIL TELCOM	MAY TELEPHONE LINES	26.88
U.S. POSTMASTER	MAY POSTAGE	3,000.00
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	8,509.41
JEFFERY WALVATNE	2021 SAFETY BOOT REIMBURSEMENT	190.05
WASTEWATER TREATMENT FUND	MAY ASH CELL LEACHATE	415.80
WASTEWATER TREATMENT FUND	MAY DEMO CELL LEACHATE	1,935.00
	F U N D T O T A L	146,665.96

Sewage Treatment

ADMINISTRATOR'S CONTINGENCY FD	MAY/MPCA-CERTIFICATE RENEWAL	15.00
AMWELL	MAY LOT OF MISC PARTS	1,909.79
APPRIZE TECHNOLOGY SOLUTIONS	MAY ADMIN FEE	114.98
BANKCARD CENTER	APR DISTILLED WATER	8.75
BANKCARD CENTER	APR N.SLETTEN BIOSOLIDS SCHOOL	333.33
BANKCARD CENTER	APR PVC, COUPLING, BUSHINGS	3.38
BANKCARD CENTER	MAR FITTINGS	39.21
BANKCARD CENTER	MAR PRIMER, PVC CEMENT, LIGHT	33.10
BANKCARD CENTER	MAR RETURN FITTINGS	16.37-
BANKCARD CENTER	MAR TRAVEL/LODGING	460.89
BANKCARD CENTER	MAR 4" SEWER DRAIN, COUPLING	13.70
BANKCARD CENTER	MAR/BRUSHLESS COMBO KIT, STARTE	217.88
BERGANKDV, LTD	2020 AUDIT EXPENSE	7,902.00
COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	3.84
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	7.13
CORE & MAIN LP	MAY STOCK FERNCO ORDER TRAVIS	516.51
CORE & MAIN LP	MAY 6X4 STRONGBACK FERNCO'S	400.97
COSSETTE ELECTRIC LLC	JUNE REPAIR BROKEN PIPE	337.65
COSSETTE ELECTRIC LLC	MAY INSTALL CORD END ST CHARLE	142.92
DELZER CONSTRUCTION	JUNE SEWER REPAIR 2 SERVICES	6,571.42
DELZER CONSTRUCTION	JUNE SEWER REPAIR 415 W VERNON	3,576.58
ENVIRONMENTAL RESOURCE ASSOC	MAY TESTING RESIDUAL CHLO	229.32
EQUIPMENT FUND	JUNE EQUIPMENT RENT	12,843.84
FERGUS POWER PUMP, INC.	MAY DUST CONTROL	541.20
FERGUSON WATERWORKS #2516	MAY 26" MANHOLE LIDS	1,126.60
GENERAL FUND	MAY LONG DISTANCE CHARGES	3.29
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	68,046.63
GOPHER STATE ONE CALL	MAY BILLABLE TICKETS	86.85
GRANICUS LLC	GOVACCESS ADD-ON - GEO FINDER	666.67
GREAT PLAINS NATURAL GAS CO	MAY NATURAL GAS EXPENSE	577.86
HAWKINS INC	MAY SODIUM HYPOCHLORITE/DRUM	309.00
LEAGUE OF MN CITIES INS. TRUST	2021 DATA SECURITY COVERAGE	190.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	1,501.88
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	4,550.65
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	2,150.40
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	13,347.00
LEAGUE OF MN CITIES INS. TRUST	2021 SEWER CONNECTIONS/BACKUP	12,634.00
LIGHTING OF MINNESOTA	JUNE ETH-T8-4F T8 LAMP	259.95
LOCATORS & SUPPLIES INC	MAY AERVOE MARKING STICK	25.99
MCMASTER-CARR SUPPLY CO	MAY TANK-LEVEL FOLDING RULER	55.12
N.D. SEWAGE PUMP & LIFT STAT.	MAY ACCESS HATCH LOCK BARS	291.49
OTTER TAIL POWER COMPANY	APRIL/SERVICE-MAIL BILLS	74.98
OTTER TAIL TELCOM	MAY TELEPHONE LINES	26.88

Sewage Treatment

PLUNKETT'S PEST CONTROL INC.	MAY SPRING/FALL EXTERIOR SERV.	378.00
U.S. POSTMASTER	MAY POSTAGE	3,000.00
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	2,343.30
RMB ENVIRONMENTAL LABORATORIES	JUNE ANALYSIS	246.00
RMB ENVIRONMENTAL LABORATORIES	MAY ANALYSIS	628.00
SPEE DEE DELIVERY SERVICE INC	MAY SHIPPING	55.20
SPEE DEE DELIVERY SERVICE INC	MAY SHIPPING FEES	71.26
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	268.11
WASTEWATER TREATMENT FUND	RECEIPT TO MAY LEACHATE	2,350.80-
	F U N D T O T A L	146,771.33

Water

ADMINISTRATOR'S CONTINGENCY FD	JUNE/UTILITIES REFUND	209.57
ADMINISTRATOR'S CONTINGENCY FD	MAY/UTILITIES REFUND	56.62
AMERICAN PAYMENT CENTERS	QUARTERLY BOX RENTAL	93.00
APPRIZE TECHNOLOGY SOLUTIONS	MAY ADMIN FEE	114.98
BANKCARD CENTER	APR DISTILLED WATER	6.24
BANKCARD CENTER	APR GV 24PK	24.12
BANKCARD CENTER	APRIL LED LIGHT BULBS	29.50
BANKCARD CENTER	MAR/BRUSHLESS COMBO KIT, STARTE	217.88
BARRY CONST OF FERGUS FALLS	APR WESTERN AVE MAIN BREAK	1,850.00
BERGANKDV, LTD	2020 AUDIT EXPENSE	7,725.00
TRAVIS CARLSON	LESS METER RENT \$1.39 X 7 DAYS	9.37-
TRAVIS CARLSON	LESS WATER 2,790 GAL. @3.52	9.82-
TRAVIS CARLSON	METER DEP. (REC.221086)	60.00
COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	3.48
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	6.46
CORE & MAIN LP	MAY HYDRANT/GLAND/VALVE BOXES	5,248.95
COSSETTE ELECTRIC LLC	MAY TROUBLESHOOT POWER ISSUE	84.00
EQUIPMENT FUND	JUNE EQUIPMENT RENT	3,956.50
ETHANOL PRODUCTS, LLC	MAY C02	2,827.60
FASTENAL COMPANY	MAY TRENCHBOX CHAIN/HOOK	83.24
FASTENAL COMPANY	MAY WATER SAFETY VENDING	35.02
FERGUSON WATERWORKS #2516	MAY CREDIT ON RETURNED PARTS	1,113.38-
FERGUSON WATERWORKS #2516	MAY LF 3/4" RED WATTS RPZ	356.67
FERGUSON WATERWORKS #2516	MAY PIPE LUBRICANT	69.96
FERGUSON WATERWORKS #2516	MAY STOCK WATER PARTS PER TRAV	510.14
FERGUSON WATERWORKS #2516	MAY 1"X 3/4" METER ANGLE VALVE	1,124.40

Water

FERGUSON WATERWORKS #2516	MAY 26" MANHOLE LIDS	901.28
FERGUSON WATERWORKS #2516	MAY 3/4" CLOSE NIP/BRS BUSHING	16.12
FERGUSON WATERWORKS #2516	MAY 6" HYMAX COUPLERS	538.92
GENERAL FUND	MAY COPIER USE	65.86
GENERAL FUND	MAY LONG DISTANCE CHARGES	3.25
GENERAL FUND	MAY POSTAGE USE	230.80
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	60,856.13
GOIN' POSTAL FERGUS FALLS	MAY POSTAGE	14.60
GOIN' POSTAL FERGUS FALLS	MAY POSTAL FEE	12.68
GOPHER STATE ONE CALL	MAY BILLABLE TICKETS	86.85
GOV. FINANCE OFFICERS ASSOC.	08/01/21-07/31/22 DUES	150.00
GRANICUS LLC	GOVACCESS ADD-ON - GEO FINDER	666.66
GRAYMONT (WI) LLC.	MAY HIGH CALCIUM QUICKLIME	5,402.07
GREAT PLAINS NATURAL GAS CO	MAY NATURAL GAS EXPENSE	922.17
HOME DEPOT CREDIT SERVICES	MAY IMPACT SOCKETS/HEX SET	34.41
HOME DEPOT CREDIT SERVICES	MAY QUIKRETE ADHE/16" CRESCENT	54.65
HOME DEPOT CREDIT SERVICES	MAY UTILITIES MAINT SUPPLIES	59.05
HOME DEPOT CREDIT SERVICES	MAY 50' RUBBER HOSE/NOZZLE	49.95
LEAGUE OF MN CITIES INS. TRUST	2021 DATA SECURITY COVERAGE	190.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	1,505.92
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	2,819.72
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	2,095.61
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	7,863.00
MN DEPARTMENT OF HEALTH	2ND QTR 2021 WATER CONNECTIONS	12,030.00
OTTER TAIL POWER COMPANY	APRIL/SERVICE-MAIL BILLS	74.97
OTTER TAIL POWER COMPANY	APRIL/WATER QUALITY INSERT	213.27
OTTER TAIL TELCOM	MAY TELEPHONE LINES	26.88
PLUMBERS INC	BACKFLOW PREVENTOR HOSE CONN.	63.20
POLLARDWATER	MAY 1 3/4" CARBIDE CUTTER	50.00
U.S. POSTMASTER	MAY POSTAGE	3,000.00
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	166.93
RMB ENVIRONMENTAL LABORATORIES	MAY 2ND 1/2 BACT. MONITORING	110.00
SHERWIN WILLIAMS CO	MAY WATERPROOF BOOT COVERS	54.33
USA BLUEBOOK	MAY STABLICAL AMPULE CAL KIT	229.21
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	89.16
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	103.06
VESSCO INC.	MAY 20% NEW LIME SLAKER	31,620.00
	F U N D T O T A L	155,931.47

Storm Water

Storm Water

BANKCARD CENTER	APR REGISTRATION SWPPP RECERT	155.00
COSSETTE ELECTRIC LLC	MAY WIRE NEW PUMP BROADWAY STO	168.00
EQUIPMENT FUND	JUNE EQUIPMENT RENT	8,449.08
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	22,477.88
GOPHER STATE ONE CALL	MAY BILLABLE TICKETS	86.85
GRANICUS LLC	GOVACCESS ADD-ON - GEO FINDER	666.67
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	74.25
LEAGUE OF MN CITIES INS. TRUST	2021 GENERAL LIABILITY	430.33
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	226.00
MOORE ENGINEERING INC	2021 PERMIT RENEWAL ASSISTANCE	605.00
OTTER TAIL POWER COMPANY	APRIL/EROSION CONTROL	459.77
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	35.01
	F U N D T O T A L	33,833.84

Equipment

AMERICAN WELDING & GAS, INC	MAY ACETYLENE (FAB SHOP)	109.06
AMERICAN WELDING & GAS, INC	MAY ARGON/PROPANE/ARGON-CARBON	165.23
AMERICAN WELDING & GAS, INC	MAY CLEAR FACE SHIELD/RATCHET	76.94
AMERICAN WELDING & GAS, INC	MAY SQUARE WAVE TIG 200 WELDER	1,824.61
AUTO VALUE - FERGUS FALLS	MAY AAS VALVE ADAPTER	3.49
AUTO VALUE - FERGUS FALLS	MAY AIR/FUEL FILTER UNIT 952	22.66
AUTO VALUE - FERGUS FALLS	MAY ATC 20AMP FUSE (STOCK)	3.49
AUTO VALUE - FERGUS FALLS	MAY ATR-20 AMP FUSE	4.49
AUTO VALUE - FERGUS FALLS	MAY BATTERY TERMINAL LUGS	9.98
AUTO VALUE - FERGUS FALLS	MAY CABIN AIR FILTER (STOCK)	22.06
AUTO VALUE - FERGUS FALLS	MAY CARB/CHOKE CLEANER	11.99
AUTO VALUE - FERGUS FALLS	MAY DEF FLUID FILTER U-266	63.69
AUTO VALUE - FERGUS FALLS	MAY ENGINE BREAK IN/LEAD SUBST	49.40
AUTO VALUE - FERGUS FALLS	MAY FINISH CUT PAD (SHOP)	9.69
AUTO VALUE - FERGUS FALLS	MAY FUEL FILTERS UNIT 1158	8.38
AUTO VALUE - FERGUS FALLS	MAY FUEL LINE/FILTER UNIT 3005	3.59
AUTO VALUE - FERGUS FALLS	MAY GATES FEMALE HYD FITTING	8.79
AUTO VALUE - FERGUS FALLS	MAY GRAY PRIMER (SHOP)	10.98
AUTO VALUE - FERGUS FALLS	MAY GREASE GUN COUPLERS	18.97
AUTO VALUE - FERGUS FALLS	MAY HC134A FREON	14.98
AUTO VALUE - FERGUS FALLS	MAY OIL FILTER UNIT 280	14.39
AUTO VALUE - FERGUS FALLS	MAY OIL 10W30 PARK & REC SHOP	61.99
AUTO VALUE - FERGUS FALLS	MAY PLASTICWELD EPOXY (SHOP)	5.49

Equipment

AUTO VALUE - FERGUS FALLS	MAY RAVEN NITRILE GLOVE	19.83
AUTO VALUE - FERGUS FALLS	MAY SHOP ZIP TIES	18.23
AUTO VALUE - FERGUS FALLS	MAY STARTER SOLENOID U-1190	67.08
AUTO VALUE - FERGUS FALLS	MAY STOCK AIR FILTER	48.81
AUTO VALUE - FERGUS FALLS	MAY STOCK AIR FILTERS	48.34
AUTO VALUE - FERGUS FALLS	MAY STOCK CABIN AIR FILTERS	22.06
AUTO VALUE - FERGUS FALLS	MAY STOCK DEF FLUID FILTER	63.69
AUTO VALUE - FERGUS FALLS	MAY STOCK HYD FITTINGS	17.78
AUTO VALUE - FERGUS FALLS	MAY STP OIL TREATMENT (SHOP)	8.98
AUTO VALUE - FERGUS FALLS	MAY THICKSTER GLOVES (SHOP)	26.16
AUTO VALUE - FERGUS FALLS	MAY TOGGLE SWITCH UNIT 710	4.99
AUTO VALUE - FERGUS FALLS	MAY TOUCH UP PAINT (CODY)	5.99
AUTO VALUE - FERGUS FALLS	MAY VULCANIZING CEMENT	7.49
AUTO VALUE - FERGUS FALLS	MAY WIRE CONNECTOR W/5/16 RING	2.99
AUTO VALUE - FERGUS FALLS	MAY 1" SPLIT WIRE LOOM	45.54
AUTO VALUE - FERGUS FALLS	MAY 1" WIRE CLAMPS (SHOP)	23.00
AUTO VALUE - FERGUS FALLS	MAY 10 GAUGE BLACK & RED WIRE	10.98
AUTO VALUE - FERGUS FALLS	MAY 10W30 MOTOR OIL (STOCK)	27.93
AUTO VALUE - FERGUS FALLS	MAY 16 GAUGE RED & BLACK WIRE	98.00
AUTO VALUE - FERGUS FALLS	MAY 16OZ ENGINE BREAK IN	12.99
AUTO VALUE - FERGUS FALLS	MAY 24" ZIP TIES (SHOP)	89.70
AUTO VALUE - FERGUS FALLS	MAY 24"/14" ZIP TIES (SHOP)	41.14
AUTO VALUE - FERGUS FALLS	MAY 40' CONTOUR CREEPER	53.99
AUTO VALUE - FERGUS FALLS	MAY 41" BUNGEE CORDS	17.96
BANKCARD CENTER	APR HYDRAULIC DECK LIFT CYLIND	43.10
BANKCARD CENTER	APRIL AIR FILTER	5.94
BANKCARD CENTER	APRIL CITY SHOP SINK PARTS	61.61
BANKCARD CENTER	APRIL ELECTRIC SWITCHES	17.98
BANKCARD CENTER	APRIL HYDRAULIC SEAL KIT&ADAPT	122.40
BANKCARD CENTER	APRIL SAW BLADE UNIT 425	319.00
BANKCARD CENTER	APRIL SUPPLIES-CLEANER	31.16
BANKCARD CENTER	APRIL SUPPLIES-TUBE	26.29
BANKCARD CENTER	2097/2089/2088 SQUAD WRAP	1,060.50
BENCO EQUIPMENT CO	MAY INSTALL 10K BENDPAK HOIST	870.60
BERGANKDV, LTD	2020 AUDIT EXPENSE	373.00
CERTIFIED LABORATORIES	MAY PREMALUBE GREASE (SHOP)	909.60
COOPERS TECHNOLOGY GROUP	MAY LEAD REFILLS, ENVELOPES	1.95
COOPERS TECHNOLOGY GROUP	MAY/STAPLER, PAGE FLAGS	3.61
CRYTEEL TRUCK EQUIPMENT INC	MAY BRINE PUMP REPAIR KIT U265	508.28
ENVIRONMENTAL EQUIP & SERVICES	MAY HYD FILTERS UNIT 259	196.20
EQUIPMENT FUND	JUNE EQUIPMENT RENT	1,688.67
EQUIPMENT FUND	RECEIPT JUNE EQUIPMENT RENT	175,070.42-
FARGO FREIGHTLINER	MAY DEF LINE CLIPS UNIT 266	30.13

Equipment

FARGO FREIGHTLINER	MAY DEF LINE ELBOW FITTING 266	21.10
FARGO FREIGHTLINER	MAY DOSER INJ/GASKETS U-266	535.82
FARGO FREIGHTLINER	MAY HOOD STRUT UNIT 226	216.38
FARGO FREIGHTLINER	MAY LEAF-SPRING/HARDWARE	620.78
FARGO FREIGHTLINER	MAY QUICK CONNECT DRAIN	33.82
FARGO FREIGHTLINER	MAY RAD QUICK CONNECT DRAIN	33.82
JOHN DEERE FINANCIAL	MAY CONTROL MODULE UNIT 953	801.89
JOHN DEERE FINANCIAL	MAY DEF FLUID FILL	393.00
FASTENAL COMPANY	MAY FLEET SAFETY VENDING	16.12
FASTENAL COMPANY	MAY GLOSS BLACK PAINT	21.51
FASTENAL COMPANY	MAY MISC STOCK RUBBER STRAPS	37.93
FASTENAL COMPANY	MAY SHOP SUPPLY VENDING	49.84
FERGUSON WATERWORKS #2516	MAY 1.5" BALL VALVE UNIT 494	158.83
GENERAL FUND	MAY LONG DISTANCE CHARGES	8.18
GENERAL FUND	2ND QTR 2021 FIXED EXPENDITURE	35,702.74
NAPA AUTO PARTS - FERGUS FALLS	APRIL RETURN BATTERY CORE	72.00-
NAPA AUTO PARTS - FERGUS FALLS	MAY FLOOR DRY (SHOP)	87.92
NAPA AUTO PARTS - FERGUS FALLS	MAY STARTING FLUID (SHOP)	6.58
NAPA AUTO PARTS - FERGUS FALLS	MAY 90WT GEAR OIL UNIT 3005	91.96
GRAINGER INC	MAY BALL VALVE UNIT 494	109.43
HOME DEPOT CREDIT SERVICES	MAY TOTES/CORD END/SODIUM BICA	42.66
HOME DEPOT CREDIT SERVICES	MAY UTILITY SINK IN SHOP AREA	42.98
HOME DEPOT CREDIT SERVICES	MAY 3/4" X 12" OUTDOOR FAUCET	38.36
HOTSY EQUIPMENT COMPANY	MAY REPAIR 555SS PRESSURE WASH	972.15
INTERSTATE BATTERY SYSTEM	MAY GROUP 58 BATTERY	107.95
INTERSTATE BATTERY SYSTEM	MAY GROUP 65 BATTERY	133.95
LAKES AREA TRAILERS	MAY LOAD TRAIL 14' TRAILER	4,121.00
LAKEWAY EXPRESS LLC	MAY NON OXYGEN FUEL (JASON)	112.45
LAKEWAY EXPRESS LLC	MAY NON OXYGENATED FUEL JASON	62.70
LAWSON PRODUCTS INC	MAY FAB ROOM SUPPLY ORDER	87.57
LEAGUE OF MN CITIES INS. TRUST	2021 AUTO INSURANCE	50,811.00
LEAGUE OF MN CITIES INS. TRUST	2021 EMPLOYMENT LIABILITY	904.26
LEAGUE OF MN CITIES INS. TRUST	2021 EQUIPMENT BREAKDOWN	519.68
LEAGUE OF MN CITIES INS. TRUST	2021 MOBILE PROPERTY INSURANCE	10,862.00
LEAGUE OF MN CITIES INS. TRUST	2021 PROPERTY INSURANCE	6,686.00
MTI DISTRIBUTING INC	MAY DECK WHEEL CASTER CAP	128.30
MTI DISTRIBUTING INC	MAY REPAIR PARTS UNIT 957	491.26
MACQUEEN EQUIPMENT INC	MAY 8" QUICK CLAMPS U-262	221.94
MCMASTER-CARR SUPPLY CO	MAY EXPANSION PLUGS U-239	47.98
MCMASTER-CARR SUPPLY CO	MAY EXPANSION PLUGS UNIT 239	30.45
MCMASTER-CARR SUPPLY CO	MAY M24X2 THREADED ROD U-227	55.26
MINNESOTA MOTOR COMPANY	MAY CAR WASHES	55.00
MINNESOTA MOTOR COMPANY	MAY WIRE TERMINAL UNIT 953	11.19

Equipment

NELSON AUTO CENTER	MAY LF DOOR LATCH UNIT 25	72.31
NELSON AUTO CENTER	MAY SPARK PLUGS UNIT 2084	31.20
NORTH CENTRAL INTERNATIONAL	MAY HEATER RETURN TUBE U-240	95.49
OLSON OIL COMPANY INC	MAY PREMIUM UNLEADED SEWER CAM	7.19
O'REILLY AUTOMOTIVE INC	MAY RED KOTE TANK LINER	74.99
OTTER TAIL TELCOM	MAY TELEPHONE LINES	60.48
OTTER TAIL TIRE INC	2091 TIRE REPAIR	24.66
POLICE DEPT PETTY CASH	2082 FUEL	34.01
PUBLIC UTILITIES DEPARTMENT	MAY PUBLIC UTILITIES	627.64
SANITATION PRODUCTS INC	MAY INLET HEAD RUBBER SEAL 262	406.04
SANITATION PRODUCTS INC	MAY LABRIE GRIPPER PADS	285.45
SANITATION PRODUCTS INC	MAY PIPE INLET SEAL UNIT 262	198.57
SHERWIN WILLIAMS CO	MAY FILTER KIT UNIT 495	380.00
SIGNWORKS SIGNS & BANNERS INC	APR CAUTION DECAL	125.00
SWANSTON EQUIPMENT CO	MAY BEARING UNIT 239	173.53
SWANSTON EQUIPMENT CO	MAY MAIN BROOM PARTS UNIT 239	2,470.65
SWANSTON EQUIPMENT CO	MAY SHAFT UNIT 239	161.61
SWANSTON EQUIPMENT CO	MAY SHOCK ABSORBER/BEARINGS	424.14
VERIZON WIRELESS	MAY CELL PHONE EXPENSE	83.02
WALLWORK TRUCK CENTER F.F.	MAY BRAKE SHOE CORE CREDIT	36.40-
WALLWORK TRUCK CENTER F.F.	MAY CORE CREDIT ON BRAKE SHOES	72.80-
WALLWORK TRUCK CENTER F.F.	MAY DRIVE AXLE DRUM/SHOES U216	341.02
WALLWORK TRUCK CENTER F.F.	MAY TAG AXLE BEARING/SEALS	126.93
WALLWORK TRUCK CENTER F.F.	MAY 4" HOLD DOWN STRAP W/CHAIN	58.36
ZIEGLER INC.	MAY OIL PRESSURE SENSOR T-8	168.63
ZIEGLER INC.	MAY OIL SAMPLE TEST KITS	174.00
ZIEGLER INC.	MAY WASHER/NUT/COTTER PIN U296	280.24
	F U N D T O T A L	43,294.71-

Employees Insurance

LAKES COUNTRY SVC COOP	JUNE HEALTH INSURANCE	164,241.00
SUN LIFE FINANCIAL	JUNE LIFE INSURANCE	2,985.10
	F U N D T O T A L	167,226.10

Flexible Benefit Agency

Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	6,289.72
	F U N D T O T A L	6,289.72

PEG Access

BANKCARD CENTER	RENEW QUARTERLY EXPRESS LICENS	4.32
BANKCARD CENTER	1ST QTR 2021 FILING FORM 941	8.50
	F U N D T O T A L	12.82

Fergus Falls Convention and Visitor's Bureau, Inc.

BANKCARD CENTER	APRIL SHIP VISITOR GUIDES	21.20
BANKCARD CENTER	APRIL SHIP 5 CASES OF GUIDES	108.20
BANKCARD CENTER	BICYCLE ALLIANCE OF MN	100.00
BANKCARD CENTER	MARCH MEETING-MEALS	15.00
BANKCARD CENTER	MONTHLY ZOOM.US	16.16
BANKCARD CENTER	RENEW QUARTERLY EXPRESS LICENS	4.31
BANKCARD CENTER	1ST QTR 2021 FILING FORM 941	8.50
A CENTER FOR THE ARTS	2021 OUTDOOR SUMMER CONCERTS	1,000.00
COOPERS TECHNOLOGY GROUP	MAY CATALOG ENVELOPES 9 X 12	146.32
FERGUS FALLS NOON KIWANIS	QUARTERLY DUES/BOWMAN	40.00
FERGUS FALLS NOON KIWANIS	QUARTERLY MEALS/BOWMAN	93.00
GENERAL FUND	MAY COPIER USE	15.58
GENERAL FUND	MAY LONG DISTANCE CHARGES	5.18
GENERAL FUND	MAY POSTAGE USE	960.74
MEREDITH CORPORATION	MAY/JUNE 2021 MIDWEST LIVING	3,250.00
MEREDITH CORPORATION	2021 LIVING BEST OF THE MIDWES	1,400.00
OTTER TAIL TELCOM	MAY TELEPHONE LINES	20.16
PINE TO PRAIRIE BIRD TRAIL	2021 COMMUNITY CONTRIBUTION	1,000.00
SPRINT	MAY CELL PHONE EXPENSE	262.49
TAG UP	MAY 15 BANNERS	720.00
	F U N D T O T A L	9,186.84

6/07/2021

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 2,963,402.53

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 07 DAY OF JUNE 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

6/07/2021

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

ARC DOCUMENT SOLUTIONS LLC	199.70
ADMINISTRATOR'S CONTINGENCY FD	862.19
ALEXANDRIA FREIGHT SERVICE INC	120.00
THE AMERICAN BOTTLING COMPANY	408.34
ARAMARK	33.41
AMERICAN PAYMENT CENTERS	93.00
AMERICAN WELDING & GAS, INC	2,175.84
AMWELL	1,909.79
SEAN ANDERSON	428.64
APPRIZE TECHNOLOGY SOLUTIONS	459.90
ARCTIC GLACIER USA INC	915.40
ARTISAN BEER COMPANY	4,179.35
AURDAL TOWNSHIP	10,000.00
AUTO VALUE - FERGUS FALLS	1,303.83
AVESIS THIRD PARTY ADMIN INC	6.54
BAKER & TAYLOR INC	1,470.21
BANKCARD CENTER	13,154.21
BARRY CONST OF FERGUS FALLS	1,850.00
BELLBOY CORPORATION	3,951.28
BENCO EQUIPMENT CO	870.60
BERGANKDV, LTD	16,000.00
BEVERAGE WHOLESALERS INC	77,676.43
BEYER BODY SHOP, INC.	450.00
BLACKSTONE PUBLISHING	38.95
BOLTON & MENK INC	16,208.00
PATRICIA DILLON	10.79
BRAUN VENDING INC	50.75
BREAKTHRU BEVERAGE MINNESOTA	22,178.23

TOTAL OTHER VENDORS 177,005.38

BUSE TOWNSHIP	13,500.22
C&L DISTRIBUTING	1,050.00
CARLOS CREEK WINERY	1,335.00
TRAVIS CARLSON	39.27
CAYAN	14,198.46
A CENTER FOR THE ARTS	1,000.00
CENTRAL SPECIALTIES, INC.	144,681.97
CERTIFIED LABORATORIES	909.60
CHARTER COMMUNICATIONS	122.96
VIKING COCA-COLA BOTTLING CO	2,537.51

TOTAL OTHER VENDORS 356,380.37

COMMISSIONER OF TRANSPORTATION 1,904.83

6/07/2021

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

COOPERS TECHNOLOGY GROUP	238.51
COPPER TRAIL BREWING CO	269.73
CORE & MAIN LP	6,166.43
COSSETTE ELECTRIC LLC	1,660.48
CRYSTEEL TRUCK EQUIPMENT INC	508.28
DCR BREWING CO	374.13
DACOTAH PAPER CO	1,589.07
WASTE MANAGEMENT	5,447.55
DEFIANT DISTRIBUTORS, LLC	648.00
DELZER CONSTRUCTION	10,148.00
MARGO DENBROOK	26.70
DIAMOND VOGEL PAINTS	4,610.00
DISGRUNTLED BREWERY LLC	374.40
ENVIRONMENTAL EQUIP & SERVICES	196.20
ENVIRONMENTAL RESOURCE ASSOC	229.32

TOTAL OTHER VENDORS 390,772.00

ETHANOL PRODUCTS, LLC	2,827.60
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TOTAL OTHER VENDORS 393,599.60

4M FUND	55.64
FARGO FREIGHTLINER	1,491.85
JOHN DEERE FINANCIAL	1,194.89
FASTENAL COMPANY	495.75
FERGUS BREWING COMPANY LLC	345.60
FERGUS POWER PUMP, INC.	541.20

TOTAL OTHER VENDORS 397,724.53

FERGUS FALLS HRA	65,409.95
FERGUS FALLS NOON KIWANIS	133.00
FERGUS FALLS SKATING CLUB INC	6,775.55
FERGUS FALLS HOCKEY ASSN	22,391.06
F F UMPIRES ASSOCIATION	7,250.00
FERGUS HOME & HARDWARE	29.99
FERGUSON WATERWORKS #2516	3,689.54
FIRST CHOICE FOOD & BEVERAGE	82.80
FORUM COMMUNICATIONS	138.73
FULL COMPASS SYSTEMS LTD	2,722.44

TOTAL OTHER VENDORS 506,347.59

6/07/2021

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

NAPA AUTO PARTS - FERGUS FALLS	114.46
GOIN' POSTAL FERGUS FALLS	27.28
GOPHER STATE ONE CALL	260.55
GOV. FINANCE OFFICERS ASSOC.	150.00
GRAINGER INC	109.43
GRAND FORKS FIRE EQUIPMENT LLC	929.48
GRANICUS LLC	2,000.00
GRANITE ELECTRONICS	1,006.00
GRAYMONT (WI) LLC.	5,402.07
GREAT PLAINS FIRE	78.54
GREAT PLAINS NATURAL GAS CO	2,096.92
GUARDIAN	3,824.77
H BOYD NELSON INC	98,096.52
HAWKINS INC	309.00
HENRY'S FOODS INC.	1,068.06
HOISINGTON KOEGLER GROUP INC	977.50
HOME DEPOT CREDIT SERVICES	1,203.65
HOTSY EQUIPMENT COMPANY	972.15
HOUSTON ENGINEERING INC	9,249.11
ISD #544	19,443.74
INTERSTATE BATTERY SYSTEM	241.90
JB ELECTRIC	2,932.00
JOHNSON BROTHERS LIQUOR CO	86,869.43
JOHNSON CONTROLS INC	926.08
LAKES AREA TRAILERS	4,121.00
LAKES COUNTRY SVC COOP	164,241.00
LAKEWAY EXPRESS LLC	175.15
LANDRUM & BROWN, INCORPORATED	1,787.50
LAWSON PRODUCTS INC	87.57
LIGHTING OF MINNESOTA	259.95
LOCATORS & SUPPLIES INC	25.99
VICTOR LUNDEEN COMPANY	18.98
MII LIFE INCORPORATED	6,289.72
MTI DISTRIBUTING INC	666.05
MACQUEEN EQUIPMENT INC	221.94
MARCO TECHNOLOGIES LLC	304.00
MARCO-FARGO	355.63
MAVERICK WINE LLC	1,715.88
THE MCKINNON COMPANY INC	71.80
MCMASTER-CARR SUPPLY CO	188.81
MEDTOX LABORATORIES INC	659.61
MEREDITH CORPORATION	4,650.00
MIDWEST PRINTING COMPANY	335.00
MIDWEST TAPE EXCHANGE	59.98
MINNESOTA ASA/USA SOFTBALL	725.00
TOTAL OTHER VENDORS	931,596.79

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

MN DEPARTMENT OF HEALTH	12,030.00
MN DEPT OF NATURAL RESOURCES	137.43
MINNESOTA MOTOR COMPANY	66.19
MINNKOTA ENVIROSERVICES INC	30.00
MOORE ENGINEERING INC	605.00
MOTOROLA SOLUTIONS INC	550.00
NELSON AUTO CENTER	103.51
N.F. FIELD ABSTRACT LLC	85.00
NICE THREADS CUSTOM EMBROIDER	883.40
NORTH CENTRAL INTERNATIONAL	95.49
N.D. SEWAGE PUMP & LIFT STAT.	291.49
NYCKLEMOE & ELLIG, P.A.	6,825.00
OLSON OIL COMPANY INC	7.19
OLYMPIC SALES	7,800.00
O'REILLY AUTOMOTIVE INC	74.99
OTC HUMANE SOCIETY INC	286.00
OTTER TAIL POWER COMPANY	3,424.09
OTTER TAIL TELCOM	3,069.51
OTTER TAIL TIRE INC	24.66
OTTER TAIL VALLEY RAILROAD INC	248,000.00
PATCHIN MESSNER DODD & BRUMM	9,950.00
PEPSI BEVERAGE COMPANY	204.83
PHILLIPS WINE AND SPIRITS CO	21,961.81
PINE TO PRAIRIE BIRD TRAIL	1,000.00
PLUMBERS INC	79.20
PLUNKETT'S PEST CONTROL INC.	378.00
POLICE DEPT CONTINGENCY FUND	639.77
POLICE DEPT PETTY CASH	261.14
POLLARDWATER	50.00
POPULAR SUBSCRIPTION SERVICE	29.44
U.S. POSTMASTER	9,000.00
PRODUCTIVE ALTERNATIVES INC.	591.00
PRO HYDRO-TESTING LLC	1,801.00
PRO-WEST & ASSOCIATES, INC	842.10
PUBLIC UTILITIES DEPARTMENT	16,181.38
RMB ENVIRONMENTAL LABORATORIES	984.00
RUSS' REMODELING	40.00
SANITATION PRODUCTS INC	890.06
SHERWIN WILLIAMS CO	684.83
SIGNWORKS SIGNS & BANNERS INC	435.00
SOURCEWELL	1,710.00
SOUTHERN GLAZER'S OF MN	9,218.13
SPEE DEE DELIVERY SERVICE INC	126.46
SPRINT	262.49
STENERSON BROTHERS LUMBER CO	20.99
SUMMIT COMPANIES	32.50
SUN LIFE FINANCIAL	2,985.10

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

SWANSTON EQUIPMENT CO	3,309.92
TAG UP	720.00
3 D SPECIALTIES	1,910.72
TOTAL REGISTER SYSTEMS	32.36
UGSTAD PLUMBING, INC.	465.00
USABLE LIFE	81.40
USA BLUEBOOK	229.21
VERIZON WIRELESS	1,160.79
VESSCO INC.	31,620.00
VINTAGE VOLTAGE ENGINEERING	350.00
WALLWORK TRUCK CENTER F.F.	417.11
JEFFERY WALVATNE	190.05

TOTAL OTHER VENDORS 1,336,831.53

WELLS FARGO - INVESTMENTS	1,619,966.08
WIMACTEL INC	132.00
WINE MERCHANTS INC	5,850.05
ZIEGLER INC.	622.87

TOTAL OTHER VENDORS 2,963,402.53

TOTAL ALL VENDORS 2,963,402.53

