



City Council Agenda
January 3, 2022
5:30 pm in the City Council Chambers

Invocation –Pastor Isaiah Bai, North Immanuel (Pelican Rapids)
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
- F. Petitions and Communications
- G. Consent Agenda
 - 1. Motion approving the minutes from the December 20, 2021 City Council meeting
 - 2. Motion approving licenses
 - 3. Resolution designating the Daily Journal as the 2022 legal publication
 - 4. Resolution designating the 2022 depositories
 - 5. Resolution delegating the City Administrator, Finance Director and Assistant Finance Director the authority to make 2022 electronic fund transfers on behalf of the City of Fergus Falls
 - 6. Resolution adopting the 2022 Elected Officials Out of State Travel Policy
 - 7. Resolution declaring SummerFest, Over the River Festival and Shop Move and Groove as 2022 community festivals
 - 8. Resolution authorizing the submission of a Workforce Housing Development Program application on behalf of the Campus View Estates housing project and if the project is awarded, allowing the city (as the recipient) to enter into a Grant Contract with Minnesota Housing in an amount not to exceed \$195,000
 - 9. Resolution approving the 2022 Transportation Agreement with Productive Alternatives
 - 10. Resolution providing a letter of support to the Fergus Falls School District for an application to the 2022-2023 Safe Routes to School Boost Grant program
- H. Ordinance and Resolutions
 - 1. First reading of Ordinance 23, Eighth Series, Establishing a 90 day study period and moratorium on the construction, enlargement or expansion of motels, hotels and apartment hotels
 - 2. Discussion on letters of intent for the city owned property behind the West Liquor Store
 - 3. Resolution decertifying TIF District VIII-1, Somerset Apartments
 - 4. Resolution supporting the submission of a project proposal from the City of Fergus Falls to the AGRI Urban Agricultural Grant Program

- I. Presentation of Claims \$828,143.06
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
- M. New Business
 - 1. Motion appointing the 2022 Acting Mayor
 - 2. Motion approving the 2022 Mayor's council appointments

O. Miscellaneous Announcements

January 5	Christmas tree pickup
January 12	7:00 am Committee of the Whole meeting
January 17	Most city offices and facilities closed for Martin Luther King Jr. Day
January 18	5:30 pm City Council Meeting

P. 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.

City Council Minutes
December 20, 2021

The Fergus Falls City Council held a regular meeting on Monday December 20, 2021 at 5:30 pm in the City Council Chambers. Pastor Eric Uggerud of Cornerstone Church gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:34 pm. Council members in attendance were Rufer, Thompson, Gustafson, Hicks, Fish, Hagberg and Kvamme. Arneson was absent.

Approval of Agenda

A motion and second were made by Hagberg and Rufer to approve tonight's agenda with the exceptions of removing item #5 off the consent agenda and moving the old business to earlier in the meeting and the motion carried.

Campus View Addition Preliminary Hearing

CP 5958 is the Campus View Estates Development. The city has received a 100% petition for the construction of a street (bituminous pavement, 5 ton design) with curb and gutter. The project will also have new sanitary sewer and water main, new storm sewer piping with drainage structures and a permanent storm water treatment basin. There will be miscellaneous removals and grading and concrete sidewalk and driveway approaches will be installed as needed. The project will take place in Block 1, Lots 1-9, Block 2, Lots 1-14, and Block 3, Lots 1-14 of Campus View Estates (the area boundaries are N Park, N Union and Patterson Loop). Tonight is the preliminary project hearing. The assessments would be 15 years at an interest rate not to exceed 5%. The City Engineer reviewed the estimated special assessment rates and the total project cost is estimated at \$1,796,644.86. The project is proposed to be funded by General Obligation Tax Increment Bonds (Special Assessments). The funding will be collected by levying special assessments to the benefitting properties. The collection of Tax Increment Financing will replace the special assessments to finance the bonds. The hearing was declared open at 5:38 pm. As no one appeared, the hearing was closed. Thompson offered **Resolution #275-2021** ordering project plans and specifications, which was seconded by Hicks. Kvamme asked if the project could move forward if the property owner drops their request for tax increment financing. The City Engineer and Finance Director said the property owner, Prairie View Development, would need to make that known by the final cost hearing and at that time, the Development Agreement would be finalized. If the proposed financing were to fall through, the city would pay for the improvements through PIR bonds and charge all of the assessments to the new property owners. The final cost hearing and Development Agreement will come before the council in March of 2022. The resolution was called to a vote and was adopted.

Boards and Commissions

Community Development Manager Klara Beck asked the council for their input on how staff should proceed with our city's boards and commissions. The boards and commissions are advisory bodies to the council. Many of them are unable to meet as scheduled due to a lack of a quorum and members are unsure of their role. Staff have been working on a plan to utilize the city's volunteers in an effective and meaningful way while preserving staff time. Plans to roll some of the boards together have been met with opposition as each board would like to remain autonomous. Staff have proposed reducing the number of required board members on some of the commissions from 5 to 3 to help obtain a quorum. Term limits would be enforced to keep openings available to other community members interested in serving. The council discussed the number of people they would like to see serving in

these volunteer roles. Patrick Hollister of the Bicycle and Pedestrian Advisory Commission (BPAC) requested their committee remain a stand-alone commission and expressed the committee's excitement to work on the city's bicycle master plan. Staff are open to suggestions from the council but did ask that those interested in serving follow the application process so staff is aware of who is serving and has proper contact information for each member.

Consent Agenda

The following items were approved under **Resolution #276-2021** by Rufer: Motion approving the open and closed minutes from the December 6, 2021 City Council meetings. Motion approving the following licenses: Full Liquor Grey Duck Grill (Country Inn & Suites), Don Pablos; Excavator and Building Waste Demo Earl Strande Excavating, Paul Haarstad Excavating, LLC; Mechanical License for Heating, Ventilation and Air Conditioning Plumbers Inc., All Seasons Heating and AC, LLC, BDT Mechanical, LLC, John's Heating and AC, Inc., Esser Plumbing & Heating Inc., G & R Controls, Inc.; Paving Contractor Doug Stigen Concrete LLC; Taxicab Town and Country Services LLC; Demo/Hauler of Building Waste Rachel Contracting, LLC; Wine with Strong Beer Authorization I-94 Speedway, Inc.; Brewer License, Taproom and Growler Outstate Brewing Company, LLC. **Resolution #277-2021** authorizing the Mayor and City Administrator to sign the Joint Powers Agreement with the State of Minnesota. **Resolution #278-2021** authorizing the Mayor and City Administrator to sign the Court Data Services Subscriber Amendment Agreement. **Resolution #279-2021** approving budget adjustments. **Resolution #280-2021** approving \$65,000 in redevelopment funds (\$50,000 economic development loan and \$15,000 facade loan) for Double Tree Properties, LLC. **Resolution #281-2021** approving a \$25,000 facade loan for Endurance LLC. The resolution was seconded by Thompson and was adopted.

Hicks asked an item to be pulled from the consent agenda so he could abstain from voting. Fish offered **Resolution #282-2021** accepting a \$2,000 donation from Green Plains Otter Tail for Fire Department equipment purchases. The resolution was seconded by Hagberg and was adopted with Hicks abstaining. Green Plains Otter Tail was thanked for their generous donation.

Tax Abatement Agreement Dental Specialists

On November 1, 2021 the council adopted a resolution approving property tax abatements for Dental Specialists. They are proposing the redevelopment of the vacant Hedahl's building into a multi-tenant facility for orthodontia, pediatric dentistry and oral/maxillofacial surgery services. Redevelopment of the site would require environmental remediation and solid waste hazardous mitigation by eliminating the current onsite septic system and connecting into city utility services. The city has been asked to participate in the tax abatement request for an amount of \$110,612 collected over 9.5 years. Several council members expressed their support for this project, the impact the services will have on the community and how the lack of city utilities have prevented redevelopment of this property. Fish offered **Resolution #283-2021** authorizing the execution of a tax abatement agreement, which was seconded by Gustafson and was adopted.

Ad Valorem Tax Exemption Nurses Cottage

Good Neighbors, The Cottage LLC has completed their renovation of the Nurses Cottage on the former Regional Treatment Center campus into assisted living. Prior to starting this project, they expressed their interest in receiving the 15 year ad valorem tax exemption and they are now requesting the council approve the exemption and start the clock. The first 12 years would be tax exempt, while the exemption for the estimated market value of the property in the third to last year of the assessment

would be 75%. The second to last year of the assessment would be 50% and the exemption in the last year of the duration is 25%. The ad valorem exemption is possible through the special legislation found in State Statute 272.02, Subd 88 for buildings on the RTC campus. Thompson offered **Resolution #284-2021** granting a 15 year ad valorem tax exemption to Good Neighbors, The Cottage, LLC for the Nurses Cottage at the Regional Treatment Center campus, which was seconded by Kvamme and was adopted.

Purchase Agreement Extension for Dairy Property

The purchase agreement between the City of Fergus Falls and the Port Authority has been granted three extensions to date. A fourth extension has been requested as the appraisal report from the DNR's office has not yet been received. The report is a necessary component to receive the LCCMR funding. The deadline for that funding is June of 2022. Staff requested a fourth extension to the Purchase Agreement to allow the state agencies to complete their work. Gustafson offered **Resolution #285-2021** extending the Purchase Agreement between the City of Fergus Falls and the Fergus Falls Port Authority for the 11.57 acres of land on the former dairy site, which was seconded by Rufer and was adopted.

Moratorium for Hotel/Motel Permits

City Planner Karin Flom explained the Motel 7 is for sale and their department has been receiving calls wishing to convert the hotel into apartments or an extended stay hotel. Our current City Code would not allow for these uses in this zone. Flom asked for a 90 day moratorium so staff can work with the Planning Commission to update our definitions and code language. This 90 day study period would not affect the upcoming project at the former mill, nor would it affect a sale of this property. It would however prevent someone from receiving a building permit to renovate the property into something not allowed by code until the moratorium is complete. A motion and second were made by Hagberg and Fish to direct the City Attorney to draft an ordinance adopting a ninety-day study period and moratorium on the construction, enlargement, or expansion of motels, hotels and apartment hotels and permits for the same and the motion carried.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$892,525.42, which was seconded by Hagberg and was adopted.

Franchise Fees

City Administrator Andrew Bremseth provided an update on the city's plans to implement franchise fees that would provide the city with an additional revenue source for street improvement projects. Franchise fees are allowed by state statute and approximately 40% of cities in Minnesota cities use franchise fees as a way to make improvements without increasing taxes or assessing properties. The city would implement franchise fees through agreements with the three utility companies that provide services within the city right-of-ways: Otter Tail Power Company, Lake Region Electrical Cooperative and Great Plains Natural Gas. These companies would assess a monthly fee to their customers and pass the revenue onto the city. The city maintains 116 miles of paved city streets and spends \$988,000 annually on street maintenance projects such as seal coating, mill and overlay. This additional funding could support more of this type of work as well as more reconstruction work. Home and business owners are assessed 25-40% of the cost of a street reconstruction project and the city uses municipal state aid, bonds and general property taxes to pay for the remaining cost of street improvements. Franchise fees would provide additional funding without increasing property taxes or

imposing additional assessments. Franchise fees could also be used for street lighting projects. The city currently has an agreement with Otter Tail Power for the replacement and ongoing maintenance of street lighting. Phase I is complete and is annually paid from the General Fund. Phase II is budgeted for annual payments in 2021 and 2022 from the General Fund. Phase III is estimated at \$215,000 and does not yet have a funding source. Franchise fees could be used to fund Phase III rather than increasing taxes to cover the costs.

Franchise fees spread the costs of improvements to everyone who benefits. All utility users would pay for the improvements, not just property owners. The fees would apply to all accounts within the city, including renters, non-profits and governmental entities. New construction would contribute immediately rather than one to two years later as is the case with property taxes. Now, property owners are assessed for a portion of street reconstruction improvements on existing streets. The expected life of a street is 35-45 years. Typically, property owners will have one type of street improvement on a property every 20 years. Recent assessments range from \$95-\$110 per front footage. A 75 foot lot would expect to pay \$7,125 to \$8,250 for an improvement. Franchise fees could be used to reduce or replace assessments and offer smaller monthly fees instead of one large assessment when the work is done. Franchise fees are less expensive and less complicated to administer than assessments. Franchise fees keep maintenance and reconstruction on a proactive and timely schedule as a result of the predictability of the revenue street and they are more equitable to people who move into, out of or within the city.

If the city were to implement a 5% franchise fee, it would raise approximately \$970,000 annually. \$215,000 would be designated for street lighting and \$755,000 would be for street maintenance. This would nearly double the amount of street construction work the city could complete annually. A 5% franchise fee would cost the average resident using Otter Tail Power services approximately \$50 per year. These approximations will change as the city has not yet received the estimates from Lake Region Electric Cooperative. Other cities including Bemidji and Crookston use 5% as their franchise fees and this level has been blessed by the PUC.

Bremseth asked the council for their blessing on staff continuing with the franchise fee analysis. Staff would need to validate the estimated franchise fee revenues with each of the three service providers, determine the impact of franchise fees on the assessment process and develop the timeline for the implementation of the fees. Once this information has been established, staff would ask the council to direct the City Attorney to draft a franchise fee ordinance. Hicks asked how franchise fees would affect current assessment agreements. Bremseth acknowledged this will be a delicate subject that will need the council's input. Kvamme asked about options to phase in the current assessments over time and he was in favor of implementing a percentage rather than a flat dollar amount. Hicks said the number one concern he gets from residents is the condition of the streets and he was supportive of the city pursuing franchise fees as they could nearly double the city's impact on street work. Franchise fees are a direct response to identify ways to raise revenues and take a bigger bite out of the street improvement problems. Thompson also expressed his support and agreed this was a better way to balance out the charges to more people who use the city streets. A motion and second were made by Kvamme and Rufer directing staff to continue moving forward with a franchise fee analysis and the motion carried.

After a number of miscellaneous announcements, the meeting adjourned at 6:33 pm.

Lynne Olson

FOR COUNCIL MEETING— JANUARY 3, 2022

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

Tobacco

Lincoln Vapors

Mechanical

A & E Plumbing & Heating

Bjorn's Heating & A/C

Air Mechanical

Mission Mechanical

Ugstad Plumbing

E&H Enterprises of Alexandria dba Ellingson Plumbing, Heating, A/C & Electrical

St Cloud Refrigeration dba SCR

Metal Recycler

Northern Metal Recycling

Excavator

Comstock Construction

Ripley's Inc.

Paving/Sidewalk

Comstock Construction

Minnesota Lawful Gambling Permit

Fergus Falls Sertoma Club for raffle on May 22, 2022 at West Otter Tail County

Fairgrounds

RESOLUTION # -2022
DESIGNATION OF DAILY JOURNAL
AS LEGAL PUBLICATION FOR 2022

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, that the Fergus Falls Daily Journal be designated as the official publication for legal notices for 2022.

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 3, 2022 by Council Member who offered its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

RESOLUTION # -2022
DESIGNATE DEPOSITORIES FOR 2022

NOW THEREFORE BE IT RESOLVED by the City of Fergus Falls, Minnesota to designate the following as official depositories for the City of Fergus Falls:

Galliard Capital Management
League of Minnesota Cities 4M Fund
US Bank
Wells Fargo

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 3, 2022 by Council Member who offered its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

RESOLUTION # -2022
ELECTRONIC FUND TRANSFERS

WHEREAS, Minnesota Statutes 471.38 Subd. 3, Subd. 3a requires the City Council annually delegates the authority to make electronic fund transfers and,

WHEREAS, it has been recommended the City Administrator, Finance Director and Assistant Finance Director be granted the authority to make these transfers and,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota to delegate the City Administrator, Finance Director and Assistant Finance Director the authority to make electronic fund transfers on behalf of the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 3, 2022 by Council Member who offered its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

RESOLUTION # -2022
2022 COMMUNITY FESTIVALS

WHEREAS, SummerFest, the Over the River Festival and Shop, Move and Groove are community celebrations designed to bring residents of the community together and,

WHEREAS, by being declared a community festival by the City Council, these celebrations may be provided free or reduced prices for city services such as picnic tables, barricades, garbage cans etc... and,

WHEREAS, additionally, Minnesota Statutes 340A.404 (b) allows the governing body of a municipality may authorize a holder of a retail on-sale intoxicating liquor license issued by the municipality to dispense intoxicating liquor off premises at a community festival held within the municipality. The authorization shall specify the area in which the intoxicating liquor must be dispensed and consumed, and shall not be issued unless the licensee demonstrates that it has liability insurance as prescribed by section [340A.409](#) to cover the event,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota to declare SummerFest, the Over the River Festival and Shop, Move and Groove as 2022 community festivals.

The above and foregoing resolution was offered at a regular meeting of the City Council held on January 3, 2022 by Council Member who offered its adoption, was seconded by Council Member and adopted by the following vote:

AYES: Arneson, Gustafson, Hicks, Fish, Hagberg, Kvamme, Rufer, Thompson
NAYES: None

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor



Memo

Page 1 of 1

Meeting Date:

January 3, 2022- City Council

Subject:

Workforce Housing Development Program Resolution

Recommendation:

Support by resolution the submission of an application from the City of Fergus Falls on or by January 11, 2022 to the Workforce Housing Development Program on behalf of the Campus View Estates housing project, noting that Recipient (the City of Fergus Falls), if awarded, is authorized to enter into a Grant Contract with Minnesota Housing in an amount not to exceed \$195,000.

Background/Key Points:

The Workforce Housing Development Program (WHDP) was established by the Minnesota Legislature to provide funds for the direct development of market rate residential rental properties to increase the availability of rental housing in Greater Minnesota. Communities are required to secure matching funds of one dollar for every two dollars in funding offered through the program. A mix of market rate and income-restricted units is allowed.

The Campus View Estates Development Project, headed by Mr. Donovan Rogness, is underway, and a development agreement for Tax Increment Financing between the City of Fergus Falls and Mr. Rogness' development company is on hold in a draft form awaiting updated project bid amounts (possible receipt of bids in Feb 2022).

Market fluctuations have made financing the project, which would include up to 36 owner-occupied twin home units and approximately 10 row-home rental units, a moving target. Any and all assistance available is necessary to complete the project. The WHPD would be used to help fund the creation of the approximately 10 row-home rental units. The required match will come from special assessments levied against the properties.

Budgetary Impact:

If awarded, up to \$195,000 will be received by the City of Fergus Falls as a grant for use by Mr. Rogness toward the development of approximately 10 row-home rental units as part of his Campus View Estates development project.

Originating Department:

Community Development

Respectfully Submitted:

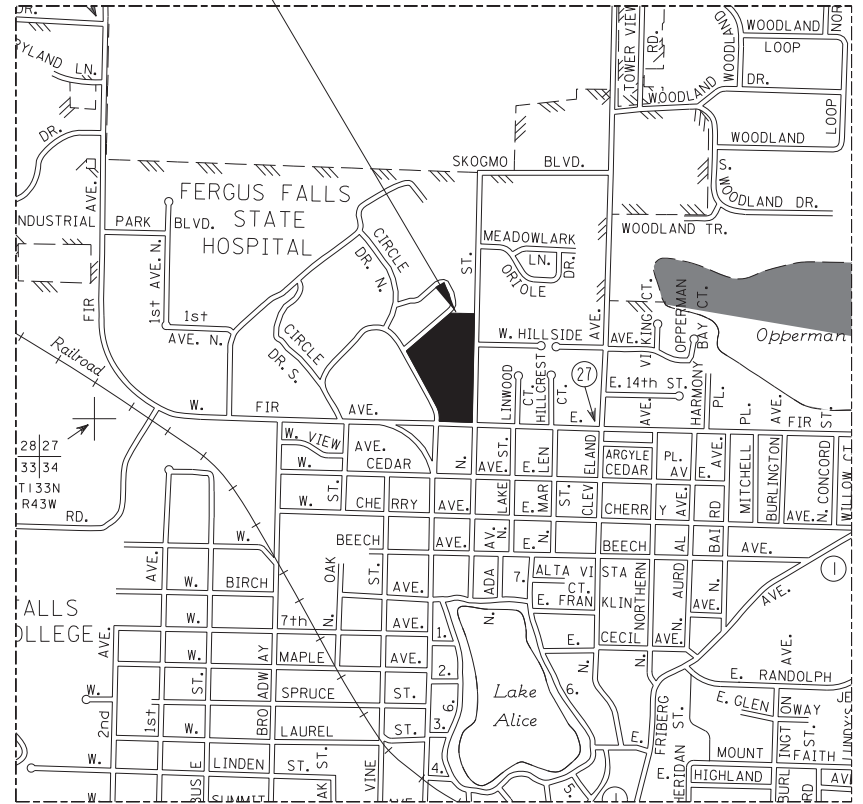
Klara Beck, Community Development Manager

Attachments:

- Map indicating project location
- Template resolution language from MHFA for City Council adoption



PROJECT
LOCATION



Location and Layout



Professionals you need... people you trust
P.O. Box 316, Fergus Falls, MN 56538-0316
(218) 756-6666

CERTIFIED COPY OF RESOLUTIONS ADOPTED BY THE

MEMBERS OF _____

I HEREBY CERTIFY, that I am the duly elected Secretary and keeper of the records of _____ {Insert Legal Name of Recipient}, a _____ {Insert Designation} ("Recipient"), that the following is a true and correct copy of Resolutions duly and unanimously adopted by all of the members of the [*city council*] of Recipient on _____, 20_____, all of the members being present and constituting a quorum for the transaction of business; further, that such meeting was called in compliance with all applicable laws and any other requirements of Recipient; that such Resolutions do not conflict with any laws of Recipient nor have such Resolutions been in any way altered, amended or repealed and are in full force and effect, unrevoked and unrescinded as of this day, and have been entered upon the regular Minute Book of Recipient, as of the aforementioned date, and that the members of the [*city council*] of Recipient have, and at the time of adoption of such Resolutions, had full power and lawful authority to adopt such Resolutions and to confer the powers thereby granted to the officer(s) therein named who has (have) full power and lawful authority to exercise the same:

WHEREAS, Recipient has submitted an application (the "Application") for a project (the "Project") pursuant to the Workforce Housing Development Program ("Program") in order to obtain funding from the Minnesota Housing Finance Agency ("Minnesota Housing").

WHEREAS, on this _____ day of _____, 20_____, there has been presented to the meeting of the [*city council*] of Recipient a proposal for Recipient, upon selection by Minnesota Housing, to enter in to a Grant Contract/Funding Agreement pursuant to the Program in order to obtain funding from Minnesota Housing .

NOW, THEREFORE, BE IT RESOLVED, that Recipient is authorized to enter into a Grant Contract/Funding Agreement, substantially in the form as attached to these Resolutions as **Exhibit A**, pursuant to the Program in order to obtain funding from Minnesota Housing in an amount not to exceed \$_____ (the "Grant/Loan").

BE IT FURTHER RESOLVED, that Recipient is an Eligible Project Area, as defined in Minnesota Statute Section 462A.39, subdivision 2, has the legal authority to apply for financial assistance, and has the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the Project for its design life.

BE IT FURTHER RESOLVED, that Recipient certifies that it will use the Grant/Loan for qualified expenditures for the Project to serve employees of business located in the _____ (eligible project area) or surrounding area.

BE IT FURTHER RESOLVED, that the Grant/Loan will be matched by _____ (local unit of government, business, or nonprofit organization) with at least \$1 for every \$2 provided.

BE IT FURTHER RESOLVED, that Recipient certifies that the average vacancy rate for rental housing located in _____ (eligible project area), and in any other city located within 15 miles or less of the boundaries of the area, has been five percent or less for at least the prior two-year period.

BE IT FURTHER RESOLVED, that the Grant/Loan will not exceed 25 percent of the Project costs.

BE IT FURTHER RESOLVED, that _____ (Title of First Authorized Official) and _____ (Title of Second Authorized Official), or their successors in office, are hereby authorized to execute the Grant Contract/Funding Agreement and such other agreements, and amendments thereto, as are necessary to implement the Project on behalf of Recipient.

BE IT FURTHER RESOLVED, that Minnesota Housing is authorized to rely on the continuing force and effect of these Resolutions until receipt by the Commissioner of Minnesota Housing at its principle office of notice in writing from Recipient of any amendment or alteration of such Resolutions.

ATTEST:

Secretary

Dated: _____, 20

(Seal)

TRANSPORTATION AGREEMENT

This Transportation Agreement (the "Agreement") is made to be effective January 1, 2022, and is by and among the City of Fergus Falls, Minnesota, a municipal organization (the "City") and Productive Alternatives, Inc., a Minnesota non-profit organization (the "Operator").

RECITALS

WHEREAS, the City is empowered and authorized by law to contract with private or public transportation providers for public transit services within the City; and

WHEREAS, The City is in need of public transportation services; and

WHEREAS, The Operator represents to the City that it is duly qualified and agrees to perform the "Services" described in this Agreement; and

WHEREAS, the City desires to contract with Operator for public transportation services within the limits of the City and the City has funds to support Operator's public transportation operations; and

WHEREAS, the Minnesota Department of Transportation has grant funds available for the Operator to provide the Services; and

WHEREAS, it is the resolution of the City that it is in the best interest of the citizens of the City to enter into this Agreement in order to provide funding for the Services and implementation of needed public transportation services within the City.

NOW, THEREFORE, it is agreed by the City and Operator as follows:

ARTICLE 1. TERM OF AGREEMENT AND SERVICES PROVIDED

- 1.1 Throughout the term of this Agreement, Operator, acting as an independent contractor, agrees to provide public transportation services to deliver and pick up members of the general public within the City desiring public transportation services pursuant to routes and schedules as developed by the Operator at its reasonable discretion (collectively, the "Services").
- 1.2 The Services shall be a continuance of the services begun on August 1, 2006.

ARTICLE 2. EQUIPMENT; DRIVERS.

- 2.1. In providing the Services contemplated hereunder, the Operator agrees:
 - a. To furnish appropriate vehicles to provide the Services that conforms to all the State and Federal laws and regulations relating to public transportation services.

- b. To have the vehicles used to provide the Services maintained by qualified mechanics so that they will be at all times in good mechanical condition, in working order, and will from time to time be equipped with such equipment and safety devices as may be required by any regulations of the state of Minnesota, or the federal government.
 - c. To require safety inspections of each vehicle used to provide the Services on at least an annual basis through an inspection program licensed by, or operated by, the state of Minnesota.
 - d. To furnish drivers over 18 years of age, in good health, and in possession of a valid, effective commercial driver's license ("CDL") issued by the Motor Vehicle Department of the state of Minnesota, which authorizes an individual driver to operate a class of commercial motor vehicles as includes the vehicle a driver will be operating if it is large enough to require a CDL.
 - e. To furnish drivers in adequate numbers and of proper qualifications to fulfill the requirements of this Agreement.
 - f. To establish and enforce internal rules and regulations relating to the conduct of drivers used to provide the Services.
 - g. To discipline, discharge, or replace any drivers violating rules of conduct or not meeting the qualifications or requirements as may be established herein in addition to any other applicable qualifications or requirements.
 - h. To furnish drivers that meet any physical, mental, and other requirements established under applicable law or regulations as necessary to perform job-related functions with any necessary reasonable accommodations to provide the Services.
 - i. To have in place an applicant review process for use in hiring drivers furnished to provide the Services which include provisions for specific background checks and criteria for rejection of unacceptable applicants.
- 2.2 Operator agrees that any accident involving vehicles used to provide the Services will be reported in accordance with applicable State requirements.

ARTICLE 3. ROUTES

- 3.1 Operator shall design and schedule its routes to deliver the Services at its reasonable discretion.
- 3.2 Operator will provide periodic updates outlining each individual route within the City.

ARTICLE 4. COMPENSATION FOR SERVICES

- 4.1. The City agrees to pay the Operator as base annual compensation for the Services the sum of \$50,000.00, subject to budget allocation of the city.

ARTICLE 5. INSURANCE; INDEMNITY

- 5.1. Operator agrees to keep in effect liability insurance coverage for each vehicle involved with providing the Services to insure against liabilities of not less than \$200,000.00 for each claimant and \$1,000,000.00 for each single occurrence.
- 5.2. Operator agrees to hold harmless and indemnify the City from any and all claims, demands, causes of action, and suits against the City caused by negligence or intentional acts of the officers, employees and agents of the Operator and the City shall pay or settle no claims or judgments arising out of such negligence or intentional acts of the officers, employees, or agents of the Operator, except as otherwise required by law, without approval of the Operator, or its insurer, in writing, and shall immediately give notice of all claims or suits to Operator.
- 5.3 City agrees to hold harmless and indemnify the Operator from any and all claims, demands, causes of action, and suits against the Operator caused by negligence or intentional acts of the officers, employees and agents of the City and the Operator shall pay or settle no claims or judgments arising out of such negligence or intentional acts of the officers, employees, or agents of the City, except as otherwise required by law, without approval of the City, or its insurer, in writing, and shall immediately give notice of all claims or suits to City.

ARTICLE 6. FORCE MAJEURE

- 6.1. It is agreed by the parties that in the event the Operator is unable to provide the Services because of acts of God, fire, riot, picketing, civil commotion, strikes, labor disputes or any other like or similar condition beyond the reasonable control of Operator, the City shall excuse the Operator from performance hereunder.

ARTICLE 7. TERMINATION; NOTICES

- 7.1 This Agreement shall terminate on December 31, 2023. This Agreement may be terminated earlier upon 30 days' prior written notice by Operator. Failure or refusal of either party to substantially perform the material conditions of this Agreement during its term will permit the non-breaching party to terminate the Agreement upon 30 days written notice to the breaching party, unless within such 30 day period the breaching party shall correct the performance to the satisfaction of the non-breaching party.
- 7.2 All notices required or permitted to be given under this Agreement shall be given by personal delivery or by United States Mail, postage prepaid, certified and return receipt requested, as follows:

To the City: City of Fergus Falls
Attn: City Administrator
112 West Washington
Fergus Falls, MN 56537

To the Operator: Productive Alternatives, Inc.

Attn: President

1205 North Tower Road
Fergus Falls, MN 56537

The address for notices may be changed from time to time by either party upon written notice.

ARTICLE 8. MISCELLANEOUS

- 8.1. Notice of Assignment. Operator shall give notice to the City within ten (10) days of the date Operator assigns or transfers any part or all of its interest in this Agreement.
- 8.2. Independent Parties. It is expressly acknowledged by the parties that Operator (and any agents, employees, or representatives of Operator) is an "Independent Operator". This Contract does not constitute a hiring of Operator or any of its employees, agents, or representatives as an employee of City. It is the parties' intention that Operator its employees, agents, or representatives shall be and remain an independent Operator and shall not be the City's employee. Operator shall retain control, discretion and judgment regarding the manner and means of providing the Services to the City. This Contract and the relationship of the parties shall not be construed as a partnership, agency, joint venture, or any other association whatsoever, and neither Operator nor City shall be liable for any obligations incurred by the other, and neither party shall have authority to bind the other in any manner whatsoever relative to third parties.
- 8.3 Arbitration. Any dispute between the parties with respect to this Agreement or the performance hereunder shall be resolved by a panel of the arbitrators in accordance with the American Arbitration Association Commercial Arbitration rules and proceedings.
- 8.4 Adjustments. Any adjustments or refunds under this Agreement shall be determined by mutual agreement of the parties.
- 8.5 Government Data Practices. The Operator and City must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the City under this Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Operator under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Operator or the City.

If the Operator receives a request to release the data referred to in this Clause, the Operator must immediately notify the City. The City will give the Operator instructions concerning the release of the data to the requesting party before the data is released.

- 8.6 Workers' Compensation. The Operator certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage, to the extent such act is applicable to Operator. The Operator's employees and agents will not be considered City employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any

third party as a consequence of any act or omission on the part of these employees or agents are in no way the City's obligation or responsibility.

8.7 Data Disclosure. The Operator consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, and to provide such information to the City, to federal and state agencies and state personnel involved in the payment of City obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring the Operator to file state tax returns, pay delinquent state tax liabilities, if any, or pay other state liabilities.

8.8 Minn. Stat. § 181.59. The Operator will comply with the provisions of Minn. Stat. § 181.59 which requires:

Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the Operator agrees: (1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Operator, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) That no Operator, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) That a violation of this section is a misdemeanor; and (4) That this Contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the Contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Contract.

8.9 Other Agreement. Nothing in this Agreement shall be deemed to prohibit Operator from entering into additional or alternative agreements or arrangements to provide services similar to the Services in other areas or with other municipalities.

8.10 Amendment. The City and Operator agree that no change, amendment, alteration, or modification of this Agreement shall be of any force or effect unless the change, amendment, modification or amendment is dated, reduced to writing, and is executed by representatives of both parties.

8.11 Severalability. The City and the Operator agree that if any provision of this Agreement is held invalid for any reason whatsoever, the remaining provision shall not be affected thereby such remainder would then continue to conform to the purposes, terms, and requirements of this Agreement and applicable law.

IN WITNESS WHEREOF, the parties have executed this agreement below:

CITY OF FERGUS FALLS:

By _____
Its Mayor

By _____
Its City Administrator

OPERATOR:

PRODUCTIVE ALTERNATIVES, INC.

By _____
Steve Skauge
Its President



To Whom It May Concern,

The City Council of the City of Fergus Falls supports ISD 544's application to the 2022-2023 Safe Routes to School Boost Grant Program and agrees that an upgraded bike fleet and higher level of *Walk! Bike! Fun!* curriculum implementation within the school district will result in:

- An increase in students biking safely during PE classes due to an increase in the use of the bike fleet and in use of the *Walk! Bike! Fun!* curriculum,
- An increase of usage by priority populations (students with disabilities, BIPOC, low income, rural, etc), and
- More demand for use of the bike fleet during co-curricular activity, extra curricular activity, and by groups outside the school district.

In the City of Fergus Falls, general safety concerns for children walking and biking to/from school and student proximity to schools has shifted transportation modes, increasing the number of students being transported to school by bus and parents and resulting in higher traffic volumes and more congestion near schools. Therefore, the City of Fergus Falls supports application to any program that empowers students to learn walking and biking safety. Please strongly consider granting ISD 544 an SRTS Boost Grant for 2022-2023.

Best,

A handwritten signature in black ink that reads "Klara Beck". The signature is written in a cursive style with a long, sweeping tail on the letter "K".

Klara Beck
Community Development Manager
klara.beck@ci.fergus-falls.mn.us





Memo

Page 1 of 1

Meeting Date:

January 3, 2022- City Council

Subject:

2022-2023 Safe Routes to School Boost Grant Application Letter of Support

Recommendation:

Provide a Letter of Support to the Fergus Falls School District for an application to the 2022-2023 Safe Routes to School Boost Grant program.

Background/Key Points:

Through Safe Routes to School Boost grants awards, the Minnesota Department of Transportation (MnDOT) will support communities with existing Safe Routes to School (SRTS) plans, or other comprehensive SRTS approaches, in advancing non-infrastructure strategies for schools that support making it safe, easy and fun for students to walk and bicycle to school.

Budgetary Impact:

N/A

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments:

- Draft Letter of Support

ORDINANCE NO. 23, EIGHTH SERIES

AN INTERIM ORDINANCE ESTABLISHING A 90-DAY STUDY PERIOD AND MORATORIUM ON THE CONSTRUCTION, ENLARGEMENT OR EXPANSION (AND PERMITS FOR THE SAME) OF MOTELS, HOTELS AND APARTMENT HOTELS.

THE CITY OF FERGUS FALLS DOES ORDAIN:

SECTION 1. PURPOSE AND INTENT.

The purpose and intent of this Ordinance is to adopt a 90-day moratorium and study period for the purpose of allowing staff and the Planning Commission to review the uses of hotel, motel and apartment hotel uses and provide suggested revisions to the zoning code to the City Council. By this Ordinance, the City intends to exercise its authority under Minnesota Statutes §462.355, Subd. 4, by the creation of an interim Ordinance which has the effect of creating a moratorium on construction, enlargement or expansion (and permits for the same) on motels, hotels and apartment hotels. The City is authorized to adopt a planning moratorium on uses while the City's Planning Commission is conducting studies or has authorized a study to be conducted.

SECTION 2. PRELIMINARY FINDINGS.

The City Council hereby makes the following preliminary findings to serve as the basis for the necessary study to be made during the moratorium. These preliminary findings serve as the reason why it is in the public's interest for the City to so declare a moratorium by virtue of this Ordinance:

1. The current regulations and controls of the City may not adequately address the unique needs and impact of motels, hotels or apartment hotels located within areas identified as Business Districts pursuant to City Code.
2. The City has not thoroughly studied the impacts of motels, hotels and apartment hotels within any of its business districts.
3. This moratorium will ensure that ordinance changes will not need to be rushed through and that all of the issues can be completely examined.

SECTION 3. MORATORIUM.

Until the City has completed a study related to the aforementioned findings, the City shall not accept or process applications, issue permits for or

allow any construction, enlargement or expansion of any motels, hotels or apartment hotels within the City.

Effective Date. This Interim Ordinance shall be in full force and effect from and after its passage and publication according to law.

THIS ORDINANCE was introduced on _____, 2022, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2022, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2022.

barb/clients/city/ordins/eighth series/ord23-motel moratorium

To: Fergus Falls City Council
From: Klara Beck, Community Development Manager
Date: January 3, 2022
Subject: Unused Portion of West Liquor Store Lot

MEMO

Council members,

As of the end of December 2021, Council has received 2 Letters of Interest/ Intent regarding the unused portion of the West Liquor Store Lot (PID 71003991812000), estimated to be approximately 0.90 acres.



The first LOI came from Riverbend Trail, LLC (Chris & Shawn Roberts) for development of a private clinic offering Physical, Occupational and Speech Therapy services. The building would include a large open gym area, private treatment rooms, and a therapy pool. Riverbend Trail, LLC offered \$60,000 to purchase the property. It was noted that Riverbend Trail, LLC had expressed interest in the use of City incentives to accomplish their goals.

Council heard the offer and discussed a market analysis of the site in a closed session. Ultimately, the offer of \$60,000 was deemed to be too far below market value. After learning Council wanted a higher offer, Riverbend Trail, LLC expressed that they would be unlikely to entertain a counter-offer, but lines of communication remain open.



Council discussion at a later meeting revolved around whether or not accepting an offer below market rate for City-owned land was acceptable. Based on discussion, Council seemed to lean toward rejection of offers below market rate.

Discussion also centered on how the use of incentives may reduce the up-front cost of the land (ex: price reduction of the land is the incentive) or be used to reduce cost on the back end of development (ex: tax abatement, tax increment financing, use of revolving loan programs).

A second LOI comes from Ashley McCauley of Pure Aesthetics for the expansion of her medical spa. Ms. McCauley proposes an offer of \$50,000 for the unused portion of the West Liquor Store Lot (PID 71003991812000). Her LOI is attached.

Obviously, two offers on the same parcel of land for which no plan of use is in place complicates the conversation. Therefore, City Council should consider the highest and best use of the land. An appropriate use will be:

- legally permissible
- physically possible
- financially feasible
- and maximally productive

At present, does either offer have the potential to fulfill all of the above criteria? What next steps should be taken to ensure the highest and best use of the land? Discuss.

Best,

A handwritten signature in black ink that reads "Klara Beck".

Klara Beck
Community Development Manager
City of Fergus Falls



Klara Beck

Community Development Manager

112 W. Washington Ave

Fergus Falls, MN 56537

I am writing with interest to purchase the northern portion of the city-owned lot with PID 71003991812000. I am the owner of Pure Aesthetics, a medical spa that I am looking to expand. I have been in business for two years. Currently, I am the only medical spa in town. I provide services such as botox, fillers, microdermabrasion, dermaplane, hydrafacial, laser treatments, chemical peels, and sell medical grade skincare and mineral make up.

My intent is to find a location to be considered a destination spa. Right now no medical spa exists within a 60 mile radius. I plan to expand my business and house similar specialities in one building. This would increase tax revenue, create jobs in Fergus Falls, and expand services that has yet to have offered in the area. The cosmetic industry is growing and I want to create a "one stop shop" for all luxury needs. For example massage, waxing, pedicures, eye brows, lashes, etc. My vision is to create self-love and there is no better way to do this than to have a spa in Fergus Falls.

I would like to propose an offer of \$50,000. Please feel free to reach out for further communication.

Ashley McCauley

Pure Aesthetics

210 W. Cavour Ave. Suite 1

Fergus Falls, MN 56537

(218) 955-0013

TIF DISTRICT VIII-1 Somerset Apartments

Receipt Date: 02-28-07

LOAN AMOUNT \$264,981.00
 INTEREST RATE 0.00%
 PERIODIC PAYMENT \$9,463.61
 PERIODS PER YEAR 0
 LENGTH OF FIRST PERIOD 0
 NUMBER OF PERIODS 28
 RATE PER PERIOD 0.00%

Effective for 2008 (1st year
 City received increment 06-09-08)

DUE DATE	PAYMENT	PRINCIPAL	INTEREST	ACTUAL INTEREST PAID	NEW BALANCE	DATE PAID
01-Jul-08	\$8,497.93	8,497.93	\$0.00		\$256,483.07	
31-Dec-08	\$8,497.93	8,497.93	0.00		247,985.14	
01-Jul-09	\$8,497.93	8,497.93	0.00		239,487.21	
31-Dec-09	\$8,497.93	8,497.93	0.00		230,989.28	
01-Jul-10	\$8,697.93	8,697.93	0.00		222,291.35	
31-Dec-10	\$8,497.93	8,497.93	0.00		213,793.42	
01-Jul-11	\$8,497.93	8,497.93	0.00		205,295.49	
31-Dec-11	\$8,497.94	8,497.94	0.00		196,797.55	
01-Jul-12	\$8,797.93	8,797.93	0.00		187,999.62	
31-Dec-12	\$8,647.93	8,647.93	0.00		179,351.69	
01-Jul-13	\$8,497.94	8,497.94	0.00		170,853.75	
31-Dec-13	\$8,497.94	8,497.94	0.00		162,355.81	
01-Jul-14	\$8,497.93	8,497.93	0.00		153,857.88	
31-Dec-14	\$8,497.94	8,497.94	0.00		145,359.94	
01-Jul-15	\$8,497.94	8,497.94	0.00		136,862.00	
31-Dec-15	\$8,497.93	8,497.93	0.00		128,364.07	
01-Jul-16	\$8,497.92	8,497.92	0.00		119,866.15	
31-Dec-16	\$8,897.92	8,897.92	0.00		110,968.23	
01-Jul-17	\$8,497.93	8,497.93	0.00		102,470.30	
31-Dec-17	\$8,497.93	8,497.93	0.00		93,972.37	
01-Jul-18	\$8,118.36	8,118.36	0.00		85,854.01	
31-Dec-18	\$8,118.36	8,118.36	0.00		77,735.65	
01-Jul-19	\$7,528.61	7,528.61	0.00		70,207.04	
31-Dec-19	\$8,028.61	8,028.61	0.00		62,178.43	
01-Jul-20	\$7,385.48	7,385.48	0.00		54,792.95	
31-Dec-20	\$7,785.48	7,785.48	0.00		47,007.47	
01-Jul-21	\$7,385.47	7,385.47	0.00		39,622.00	
31-Dec-21	\$7,385.47	7,385.47	0.00		32,236.53	
		<u>\$232,744.47</u>	<u>\$0.00</u>			

CHARGE TO: 281 47100 602 Principal



Memo

Page 1 of 1

Meeting Date:

January 3, 2022- City Council

Subject:

AGRI Urban Agriculture Grant Program Application

Recommendation:

Support by resolution the submission of a project proposal from the City of Fergus Falls to the AGRI Urban Agriculture Grant Program on or by January 13, 2022.

Background/Key Points:

The Agricultural Growth, Research, and Innovation (AGRI) Urban Agriculture Grant Program is designed to promote urban youth agriculture education and urban agriculture community development within city limits of peri-urban areas. It funds projects that help entities obtain materials and services necessary to successfully promote urban youth agricultural education and urban agriculture community development.

Council person Karoline Gustafson has conceived of an approximately 1-mile walking route encompassing NP Park, the Fergus Falls Public Library, and the LRH campus that expresses the five topics of THRIVE (expressing gratitude, kindness, finding your flow, social connections, and values) through wayfinding and healthful, creative interactive features like edible gardens. If a proposal from the City of Fergus Falls is successful, the AGRI Urban Agriculture Grant Program may provide funding for the inclusion of two accessible raised-bed gardens and various fruit and vegetable seeds/ plants/ trees for placement along the THRIVE walking route and elsewhere in town.

Budgetary Impact:

Up to \$50,000 for supplies and education related to the THRIVE walking route “edible garden” feature.

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

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

ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER ANALYSIS SVC CHARGE	101.23
ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER 2021 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	RECORD CUP/128 S TOWER ROAD	46.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/OVERPAYMENT	18.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/OVERPAYMENT ON PLAT FEE	140.00
ADVANCED CAPITAL GROUP INC	OCT-DEC 2021 INVESTMENT FEES	3,750.00
SEAN ANDERSON	CLEANING WEEKS OF DEC 6-12	392.92
AVESIS THIRD PARTY ADMIN INC	JANUARY VISION INSURANCE	18.42
BARRY CONST OF FERGUS FALLS	RESTORATION DEP RETURN #2940	500.00
BARRY CONST OF FERGUS FALLS	RESTORATION DEP RETURN #2944	500.00
BARRY CONST OF FERGUS FALLS	RESTORATION DEP. RETURN #2941	500.00
BARRY CONST OF FERGUS FALLS	RESTORATION DEP.RETURN #2945	500.00
BEYER BODY SHOP, INC.	TOW CHEVY CAPTIVA/21042670	100.00
BEYER BODY SHOP, INC.	TOW SUBARU IMPREZA/21041855	100.00
BEYER BODY SHOP, INC.	TOW TOYOTA TERCEL/21041980	100.00
BUDKE EXCAVATING	RESTORATION DEP RETURN #2939	300.00
CARR'S TREE SERVICE, INC.	PRIVATE TREE REMOVAL	3,655.65
A CENTER FOR THE ARTS	1ST QTR 2022 BUDGET ALLOCATION	1,875.00
CHARTER COMMUNICATIONS	CABLE 12/18-1/17	32.97
CHARTER COMMUNICATIONS	DEC. FIXED IP ADDRESS	14.99
CHARTER COMMUNICATIONS	DEC. INTERNET	119.99
CITYSIDE IMPROVEMENTS LLC	RESTORATION DEP. RETURN #2935	300.00
CGMC	2022 GENERAL DUES ASSESSMENT	28,481.00
COMM OF FINANCE, TREAS DIV	FORF SHARE/GILBERT 21027266	920.50
COMM OF FINANCE, TREAS DIV	FORF SHARE/HEHN 21010203	72.80
COMM OF FINANCE, TREAS DIV	FORF SHARE/KELLEY 20005510	7.90
COMM OF FINANCE, TREAS DIV	FORF SHARE/WEAVER 20021033	280.50
COOPERS TECHNOLOGY GROUP	DECEMBER/SUPPLIES-BINDER	4.25
COSSETTE ELECTRIC LLC	DEC REPLACE PHOTOCELL FOR FEED	178.75
COSSETTE ELECTRIC LLC	LAKE ALICE W.HOUSE DISC LIGHT	104.04
COSSETTE ELECTRIC LLC	SITE WORK PROF SERVICE	86.00

General

DACOTAH PAPER CO	CAN LINERS	74.05
DACOTAH PAPER CO	TOILET TISS.,ROLL TOWEL,CLNR	475.92
DACOTAH PAPER CO	ULTRA SCREEN URINAL	23.57
DAKOTA MAILING & SHIPPING	POSTAGE MACHINE SUPPLIES	243.22
EQUIPMENT FUND	JANUARY EQUIPMENT RENT	110,831.32
EQUIPMENT FUND	2021 BUILDING RENT	12,200.00
ESRI INC	QUOTE #Q-460160 UPGRADE	5,000.00
FASTENAL COMPANY	DEC PARK SAFETY VENDING	26.47
FASTENAL COMPANY	DEC STREET SAFETY VENDING	26.47
NAPA AUTO PARTS - FERGUS FALLS	DECEMBER REPLACE AIR COMPRESS	1,235.00
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	1,573.57
GREATER FERGUS FALLS CORP	1ST QTR 2022 BUDGET ALLOCATION	12,500.00
GUARDIAN	JANUARY DENTAL PREMIUM	3,848.08
HEPPNER CONSULTING, INC.	3573-L2U MAINTENANCE	3,186.38
HEPPNER CONSULTING, INC.	7042-CR0 MAINTENANCE	337.49
HEPPNER CONSULTING, INC.	7042-CR9 MAINTENANCE	1,069.98
HEPPNER CONSULTING, INC.	7216-1U2 MAINTENANCE	741.20
HOME DEPOT CREDIT SERVICES	DEC CEMENT TO PLUG SEWER LINE	17.64
HOME DEPOT CREDIT SERVICES	DEC RETURN RIDGID TWIST LOCKS	87.29-
HOME DEPOT CREDIT SERVICES	DECEMBER/SUPPLIES-LIGHT BULBS	47.76
HOME DEPOT CREDIT SERVICES	112 E WASHINGTON SEALER	31.90
ADAM KRAMVIK	2021 SAFETY BOOT REIMBURSEMENT	125.00
LAKE REGION ELECTRIC COOP	NOV/SNOW REMOVAL/EQUIP BLDG	113.70
LAKE REGION ELECTRIC COOP	NOVEMBER ELECTRICITY EXPENSE	965.39
LEITCH EXCAVATING INC	RESTORATION DEP. RETURN #2920	300.00
VICTOR LUNDEEN COMPANY	2021 TAX FORMS	131.10
M-R SIGN COMPANY INC	DEC 2.5" C BLACK 2,5,6,7	25.20
M-R SIGN COMPANY INC	DEC 4" B WHITE H.I.P 1,4	32.00
M-R SIGN COMPANY INC	DEC 4" WHITE LETTERS H.I.P	160.00
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 12/15-1/15	374.96
METRO SALES, INC	11/18-12/17/21 COPIER RENT	152.98
METRO SALES, INC	11/18-12/17/21 USAGE CHARGE	34.69
MN DEPT OF LABOR & INDUSTRY	NOVEMBER PRESSURE VESSEL	30.00
MN DEPT OF TRANSPORTATION	ASPHALT EMULSION	2,427.38
MINNKOTA ENVIROSERVICES INC	NOVEMBER SHREDDING	33.00
MOBOTREX INC	DEC SERVICE AGREEMENT FIELD	3,322.00
N.F. FIELD ABSTRACT LLC	222 E BEECH AVE	85.00
NOVA FIRE PROTECTION, LLC	DEC ANNUAL SPRINKLER INSPECT.	305.00
NOVA FIRE PROTECTION, LLC	DEC 5 YR SPRINKLER INSPECTION	200.00
NYCKLEMOE & ELLIG, P.A.	JAN/RETAINER FEE/OFFICE ALLOW	7,041.67
NYCKLEMOE & ELLIG, P.A.	1022 N CLEVELAND DEED SERVICES	643.65
OTTER ELECTRIC LLC	UNHOOK POLE LIGHTS ON CAVOUR	170.00
OTTER TAIL CO. HISTORICAL SOC.	1ST QTR 2022 BUDGET ALLOCATION	2,875.00

General

OTTER TAIL COUNTY TREASURER	GILBERT FORF SHARE/21027266	1,841.00
OTTER TAIL COUNTY TREASURER	HEHN FORF SHARE/21010203	145.60
OTTER TAIL COUNTY TREASURER	KELLEY FORF SHARE/2005510	15.80
OTTER TAIL COUNTY TREASURER	WEAVER FORF SHARE/20021033	561.00
OTTER TAIL POWER COMPANY	DEC ELECTRIC/TOWER & ALCOTT	202.33
OTTER TAIL POWER COMPANY	DEC ELECTRIC/TOWER & LINCOLN	63.10
OTTER TAIL TELCOM	DEC. ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	DEC. TELEPHONE LINES	199.32
OTTER TAIL TELCOM	NOV. LONG DISTANCE	7.77
POLICE DEPT CONTINGENCY FUND	JOHNSON FORF TITLE/20039198	35.00
POLICE DEPT CONTINGENCY FUND	MATTSON UNIFORM PURCHASE	229.99
POLICE DEPT CONTINGENCY FUND	RECORDS SHIRTS EMBROIDERED	280.00
POLICE DEPT CONTINGENCY FUND	2022 MN CHIEFS OF POLICE ASSN	406.00
PREMIER CARBIDE SAW & TOOL INC	SHIPPING	32.52
PREMIER CARBIDE SAW & TOOL INC	ZAMBONI BLADE SHARPEN	55.00
PRODUCTIVE ALTERNATIVES INC.	1ST QTR 2022 BUDGET ALLOCATION	12,500.00
PRO-WEST & ASSOCIATES, INC	SOFTWARE & APP UPGRADES	2,000.00
SHERWIN WILLIAMS CO	DEC TOUGHJOB REMOVER	6.35
SKY CREW SERVICES, LLC	AUG MOWING SERVICES / HR.	4,280.00
SKY CREW SERVICES, LLC	CONTRACT MAX/ADJUSTMENT	360.00-
SKY CREW SERVICES, LLC	NOV SNOW REMOVAL/HR	840.00
SKY CREW SERVICES, LLC	OCT MOWING SERVICES / HR	2,360.00
SKY CREW SERVICES, LLC	SEPT MOWING SERVICES/HR	2,880.00
SHI INTERNATIONAL CORP	VMWARE SUPPORT (PHONE SYSTEM)	1,252.00
STENERSON BROTHERS LUMBER CO	112 E WASHINGTON OSB	106.25
TRAFFIC CONTROL CORPORATION	OPTICOM INSTALL	4,000.00
USABLE LIFE	JANUARY 22 LIFE INSURANCE	79.20
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	1,753.91
BEN WOLDEN LANDSCAPING	RESTORATION DEP. RETURN #2915	300.00
	F U N D T O T A L	252,233.48

P.A. General

SUMMIT COMPANIES	QTRLY FIRE ALARM INSPECTION	104.00
UGSTAD PLUMBING, INC.	BOILER REPAIRS	262.50
UGSTAD PLUMBING, INC.	BOILER/GEN CK 11/23/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 12/08/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 12/14/21	85.00
UGSTAD PLUMBING, INC.	JANUARY RETAINER FEE	125.00

P.A. General

F U N D T O T A L	746.50
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P.A. T.I. #I-12/River Heights Estates

TAFT STETTINIUS HOLLISTER LLP	HOUSING TIF DISTRICT PLANNING	10,000.00
	F U N D T O T A L	10,000.00

Public Library

BAKER & TAYLOR INC	BOOK PROCESSING	20.25
BAKER & TAYLOR INC	BOOKS	3,382.77
BAKER & TAYLOR INC	PROCESSING BOOKS	130.72
DEMCO EDUCATIONAL CORP	LABEL PROTECTORS BOOK PROCESS	115.75
KRISTA KUGLER	2021 MILEAGE EXPENSE	126.90
VICTOR LUNDEEN COMPANY	BOOKS BY LOCAL AUTHORS	30.00
MN DEPT OF LABOR & INDUSTRY	NOVEMBER PRESSURE VESSEL	10.00
	F U N D T O T A L	3,816.39

Bigwood Event Center

A-1 LOCK & KEY LLC	DEC DUPLICATE GMK KEYS	40.16
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	2,114.06
NOVA FIRE PROTECTION, LLC	DEC ANNUAL SPRINKLER INSPECT.	165.00
NOVA FIRE PROTECTION, LLC	DEC 5 YR SPRINKLER INSPECTION	175.00
OTTER TAIL TELCOM	DEC. INTERNET	180.12
OTTER TAIL TELCOM	DEC INSTALL WIFI EQUIPMENT	4,896.74
	F U N D T O T A L	7,571.08

T.I. 4-14 Prairie View Development

T.I. 4-14 Prairie View Development

TAFT STETTINIUS HOLLISTER LLP	TIF 4-14 PLAN/DEV. AGREEMENT	5,000.00
	F U N D T O T A L	5,000.00

CDBG/HUD Revolving Loan

ADMINISTRATOR'S CONTINGENCY FD	RECORD E.D. LOAN/MORTGAGE TAX	46.97
ADMINISTRATOR'S CONTINGENCY FD	RECORD E.D. LOAN/REGISTRATION	46.00
ADMINISTRATOR'S CONTINGENCY FD	RECORD MORTGAGE TAX/MIF LOAN	460.00
ADMINISTRATOR'S CONTINGENCY FD	RECORD REGISTRATION TAX/MIF LN	46.00
CALLA LILY DESIGNS INC	205 E LINCOLN FLOORING-#506	2,602.02
ENDURANCE LLC	1916 COLLEGE WAY/LOAN #953	25,000.00
FERGUS HOME & HARDWARE	205 E LINCOLN WINDOWS-#954	9,766.66
OHREN ELECTRIC LLC	205 E LINCOLN/ELECTRIC-#506	23,705.86
ROERICK DRYWALL INC	205 E LINCOLN PAINTING-#506	2,270.00
STENERSON BROTHERS LUMBER CO	205 E LINCOLN MATERIALS-#506	6,555.86
WEST CENTRAL ABSTRACTING	O&E REPORT -DOUBLE TREE PROPER	85.00
WEST CENTRAL ABSTRACTING	O&E REPORT -ENDURANCE LLC	85.00
	F U N D T O T A L	70,669.37

Capital Improvement

BOLTON & MENK INC	PROF SERVICES UNION AVE MILL	2,455.50
JOEL CARLSON INC.	JANUARY LEGISLATIVE FEES	2,285.00
CENTRAL SPECIALTIES, INC.	PAY EST. NO. 2	2,204.42
COMSTOCK CONSTRUCTION INC	PAY APP NO. 8	107,410.41
COOPERS TECHNOLOGY GROUP	ADDITIONAL WORKSPACE AREA	866.60
COOPERS TECHNOLOGY GROUP	REPLACE ELECTRICAL DESK	53.73
COOPERS TECHNOLOGY GROUP	REPLACEMENT TABLES	1,150.27
	F U N D T O T A L	116,425.93

Liquor Store

Liquor Store

ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER VETS HOME PRODUCT	75.92
THE AMERICAN BOTTLING COMPANY	DECEMBER/MIX	197.15
APPRIZE TECHNOLOGY SOLUTIONS	DEC ADMIN FEE	114.06
ARTISAN BEER COMPANY	DECEMBER/BEER	4,331.20
BELLBOY CORPORATION	DECEMBER/FREIGHT	87.50
BELLBOY CORPORATION	DECEMBER/LIQUOR	5,866.45
BELLBOY CORPORATION	DECEMBER/MIX	542.45
BEVERAGE WHOLESALERS INC	DECEMBER/BEER	56,925.73
BEVERAGE WHOLESALERS INC	DECEMBER/MIX	668.30
BEVERAGE WHOLESALERS INC	DECEMBER/WINE	317.60
BRAUN VENDING INC	DECEMBER/SUPPLIES-WATER	56.00
BREAKTHRU BEVERAGE MINNESOTA	DECEMBER/FREIGHT	463.37
BREAKTHRU BEVERAGE MINNESOTA	DECEMBER/LIQUOR	31,220.52
BREAKTHRU BEVERAGE MINNESOTA	DECEMBER/MIX	492.80
BREAKTHRU BEVERAGE MINNESOTA	DECEMBER/WINE	1,655.01
CAYAN	DEC 2021 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	DECEMBER/MIX	644.20
D-S BEVERAGES, INC.	DECEMBER/BEER	36,176.29
D-S BEVERAGES, INC.	DECEMBER/LIQUOR	1,100.40
D-S BEVERAGES, INC.	DECEMBER/MIX	607.50
D-S BEVERAGES, INC.	DECEMBER/WINE	1,656.00
DACOTAH PAPER CO	DEC/CUP SHOT 10 OZ CLEARWARE	106.98
DACOTAH PAPER CO	DEC/TAPE, BAGS, ROLL THERMAL	323.75
DACOTAH PAPER CO	DECEMBER/ROLL THERMAL, BAGS	474.79
DACOTAH PAPER CO	DECEMBER/WINE GLASSES	86.67
DISGRUNTLED BREWERY LLC	DECEMBER/BEER	374.40
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	493.64
H BOYD NELSON INC	DECEMBER/BEER	22,861.05
H BOYD NELSON INC	DECEMBER/MIX	24.70
HOME DEPOT CREDIT SERVICES	DECEMBER 20" SNOW PUSHER SHOVE	47.42
HOME DEPOT CREDIT SERVICES	DECEMBER/SUPPLIES-BATTERIES	32.35
INDIGO SIGNWORKS, INC	INSTALL LED RETROFIT LIGHTING	1,897.50
JOHNSON BROTHERS LIQUOR CO	DECEMBER/BEER	25.60
JOHNSON BROTHERS LIQUOR CO	DECEMBER/FREIGHT	699.62
JOHNSON BROTHERS LIQUOR CO	DECEMBER/LIQUOR	8,475.69
JOHNSON BROTHERS LIQUOR CO	DECEMBER/MIX	268.25
JOHNSON BROTHERS LIQUOR CO	DECEMBER/WINE	21,630.25
PAUSTIS WINE COMPANY	DECEMBER/FREIGHT	30.00
PAUSTIS WINE COMPANY	DECEMBER/LIQUOR	360.50
PAUSTIS WINE COMPANY	DECEMBER/WINE	2,086.00
PEPSI BEVERAGE COMPANY	DECEMBER/MIX	394.00
PHILLIPS WINE AND SPIRITS CO	DECEMBER/FREIGHT	373.03
PHILLIPS WINE AND SPIRITS CO	DECEMBER/LIQUOR	11,068.82

Liquor Store

PHILLIPS WINE AND SPIRITS CO	DECEMBER/MIX	222.50
PHILLIPS WINE AND SPIRITS CO	DECEMBER/WINE	9,505.80
SOUTHERN GLAZER'S OF MN	DECEMBER/FREIGHT	300.61
SOUTHERN GLAZER'S OF MN	DECEMBER/LIQUOR	16,442.52
SOUTHERN GLAZER'S OF MN	DECEMBER/MIX	521.00
SOUTHERN GLAZER'S OF MN	DECEMBER/WINE	2,663.92
SUMMIT COMPANIES	QUARTERLY MONITORING SERVICE	75.00
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	488.51
	F U N D T O T A L	245,714.06

Refuse Disposal

ALBANY RECYCLING CENTER INC	DEC RECYCLING	2,280.21
APPRIZE TECHNOLOGY SOLUTIONS	DEC ADMIN FEE	114.06
WASTE MANAGEMENT	12/01-12/15/21 PRO SERVICES	6,787.84
EQUIPMENT FUND	JANUARY EQUIPMENT RENT	41,457.00
EQUIPMENT FUND	2022 BUILDING RENT	6,060.00
FASTENAL COMPANY	DEC REFUSE SAFETY VENDING	26.47
METRO SALES, INC	11/18-12/17/21 COPIER RENT	16.56
METRO SALES, INC	11/18-12/17/21 USAGE CHARGE	10.91
OLYMPIC SALES	DEC 300 GAL LH/RH BLUE LIDS	5,757.00
	F U N D T O T A L	62,510.05

Sewage Treatment

APPRIZE TECHNOLOGY SOLUTIONS	DEC ADMIN FEE	114.06
DACOTAH PAPER CO	DEC BATTERY PACK FOR EZ MOP	564.81
DACOTAH PAPER CO	DEC SCRUBBER EZ MOP BATTERY	3,619.53
DELZER CONSTRUCTION	SEWER REPAIR 227 E VERNON	1,269.00
EQUIPMENT FUND	JANUARY EQUIPMENT RENT	11,976.08
EQUIPMENT FUND	2022 BUILDING RENT	19,200.00
FASTENAL COMPANY	DEC SEWER SAFETY VENDING	26.47
FERGUSON WATERWORKS #2516	DEC FERNCO/PVC STOCK ORDER	405.14
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	1,722.69
HOME DEPOT CREDIT SERVICES	DEC BALL VALVE/NIPPLE/BUSHING	40.82

Sewage Treatment

HOME DEPOT CREDIT SERVICES	DEC SEWER PARTS ORDER (TRAVIS)	12.88
LAKE REGION ELECTRIC COOP	NOVEMBER ELECTRICITY EXPENSE	182.97
METRO SALES, INC	11/18-12/17/21 COPIER RENT	16.55
METRO SALES, INC	11/18-12/17/21 USAGE CHARGE	10.90
MN DEPT OF LABOR & INDUSTRY	NOVEMBER PRESSURE VESSEL	70.00
MINNESOTA PUMP WORKS	DEC APCO 1" SERVICE KITS TRAVI	447.00
MINNESOTA PUMP WORKS	DEC FLOAT LEVER, PLUG	1,074.00
RMB ENVIRONMENTAL LABORATORIES	DEC ANALYSIS	568.00
RMB ENVIRONMENTAL LABORATORIES	NOV ANALYSIS	92.00
SUNSHINE FILTERS OF	DEC FILTER ELEMENT, PREFILTER	1,227.85
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	117.56
	F U N D T O T A L	42,758.31

Water

APPRIZE TECHNOLOGY SOLUTIONS	DEC ADMIN FEE	114.07
CARR'S TREE SERVICE, INC.	DEC 422 W VERNON-TREE REMOVAL	425.00
COMSTOCK CONSTRUCTION INC	DEC DOOR HINGE REPAIR	1,898.78
CORE & MAIN LP	DEC 1 1/4" REPAIR (TRAVIS)	383.65
EQUIPMENT FUND	JANUARY EQUIPMENT RENT	4,575.25
EQUIPMENT FUND	2022 BUILDING RENT	18,950.00
FASTENAL COMPANY	DEC WATER SAFETY VENDING	26.47
FERGUSON WATERWORKS #2516	DEC MAIN BREAK PARTS (TRAVIS)	343.94
FERGUSON WATERWORKS #2516	DEC STOCK WATER PARTS ORDER	276.27
FERGUSON WATERWORKS #2516	DEC 1.5X1.25 BUSHINGS (TRAVIS)	18.08
GREAT PLAINS NATURAL GAS CO	DECEMBER NATURAL GAS EXPENSE	2,565.61
HOME DEPOT CREDIT SERVICES	DEC WATER PARTS ORDER (TRAVIS)	15.94
HOME DEPOT CREDIT SERVICES	DES WATER PLANT ORDER (TRAVIS)	332.80
LOCATORS & SUPPLIES INC	DEC ORANGE NITRILE GLOVES CORY	34.95
METRO SALES, INC	11/18-12/17/21 COPIER RENT	16.56
METRO SALES, INC	11/18-12/17/21 USAGE CHARGE	10.91
MN DEPT OF LABOR & INDUSTRY	NOVEMBER PRESSURE VESSEL	30.00
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	169.76
	F U N D T O T A L	30,188.04

Storm Water

Storm Water

EQUIPMENT FUND	JANUARY EQUIPMENT RENT	10,908.75
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	35.01
	F U N D T O T A L	10,943.76

Equipment

A-1 LOCK & KEY LLC	DEC CITY SHOP/QUOS.3 LOCK MAIN	90.00
AUTO VALUE - FERGUS FALLS	DEC BRAKE CALIPER CORE CREDITS	95.06-
AUTO VALUE - FERGUS FALLS	DEC BULB/FUSES STOCK ORDER	48.89
AUTO VALUE - FERGUS FALLS	DEC FEMALE ORING BOSS HYD FITT	9.78
AUTO VALUE - FERGUS FALLS	DEC FOG LIGHT BULB U-284	5.49
AUTO VALUE - FERGUS FALLS	DEC FRONT BRAKE ROTORS U-2088	289.98
AUTO VALUE - FERGUS FALLS	DEC IN LINE FUSE HOLDER	6.49
AUTO VALUE - FERGUS FALLS	DEC OIL FILTER UNIT 2082	5.04
AUTO VALUE - FERGUS FALLS	DEC OIL FILTER UNIT 2091	11.14
AUTO VALUE - FERGUS FALLS	DEC OIL FILTER UNIT 284	24.62
AUTO VALUE - FERGUS FALLS	DEC PRESS WASHER QUICK COUPLER	21.98
AUTO VALUE - FERGUS FALLS	DEC RETURN GREASE GUN	32.99-
AUTO VALUE - FERGUS FALLS	DEC RETURN PRESS WASHER QUICK	11.99-
AUTO VALUE - FERGUS FALLS	DEC STOCK FILTER ORDER	37.84
AUTO VALUE - FERGUS FALLS	DEC THERMOSTAT UNIT 40	10.99
AUTO VALUE - FERGUS FALLS	DEC UNDERBODY PLOW HYD FITTING	12.38
AUTO VALUE - FERGUS FALLS	DEC 11" WIRE TIE'S (SHOP)	10.38
AUTO VALUE - FERGUS FALLS	DEC 2 WIRE MALE/FEMALE CONNECT	11.98
AUTO VALUE - FERGUS FALLS	DEC 578 MINI BULB (SHOP)	6.99
AUTO VALUE - FERGUS FALLS	2085 HEADLIGHT BULB	12.99
CODE 4 SERVICES INC	SQUAD OPTICOM INSTALLATION	2,703.50
DSI AUTOMOTIVE PRODUCTS	DEC TRIPLE 7 ALL PURPOSE CLEAN	79.00
EQUIPMENT FUND	JANUARY EQUIPMENT RENT	1,089.27
EQUIPMENT FUND	RECEIPT JANUARY EQUIPMENT RENT	180,837.67-
EQUIPMENT FUND	RECEIPT 2022 BUILDING RENT	56,410.00-
JOHN DEERE FINANCIAL	DEC CHAIN GUIDE/SPROCKET/IDLER	407.01
JOHN DEERE FINANCIAL	DEC HYD FILTER UNIT 284	40.47
FASTENAL COMPANY	DEC PLOW BOLTS 5/8-11X5"	47.28
FASTENAL COMPANY	DEC SHOP SUPPLY VENDING	86.76
FASTENAL COMPANY	DEC 7/8" BOLTS/NUTS (SHOP)	25.16
NAPA AUTO PARTS - FERGUS FALLS	DEC PRESSURE WASHER HOSE SHOP	214.48
GROWMARK INC	DEC UNITED SUPER PREM 15W-40	1,052.70
H & L MESABI COMPANY INC	DEC CARBIDE WING CUTTING EDGES	1,098.78

Equipment

H & L MESABI COMPANY INC	DEC JOMA CUTTING EDGE U-207	1,935.00
H & L MESABI COMPANY INC	DEC 1X6 LH CURB RUNNER	267.90
HOME DEPOT CREDIT SERVICES	DEC PLUMBING FITTINGS UNIT 265	7.00
HOME DEPOT CREDIT SERVICES	DEC WAGNER FURNO 300 HEAT GUN	23.00
MCNEILUS TRUCK & MFG CO	DEC REEVING CABLE REAR LOADS	357.95
MN DEPT OF LABOR & INDUSTRY	NOVEMBER PRESSURE VESSEL	50.00
NORTHWEST TIRE INC	2084 TIRE REPAIR	29.85
OLSON OIL COMPANY INC	DEC #1 RED DIESEL (SHOP)	5,891.00
OLSON OIL COMPANY INC	DEC #1 RED DIESEL/COLD FLOW	2,466.99
OLSON OIL COMPANY INC	DEC #2 DIESEL/COLD FLOW ADDITI	11,261.30
ROYAL TIRE INC	DEC BD BHG 315/80R22.5 TIRES	693.48
SYN-TECH SYSTEMS INC	DEC FUEL RING/AIM MODULES	807.00
VERIZON WIRELESS	DECEMBER CELL PHONE EXPENSE	82.50
WALLWORK TRUCK CENTER F.F.	DEC WATER PUMP UNIT 226	191.77
	F U N D T O T A L	205,861.60-

Employees Insurance

LAKES COUNTRY SVC COOP	JANUARY 22 HEALTH INSURANCE	163,327.86
SUN LIFE FINANCIAL	JANUARY 22 LIFE INSURANCE	3,170.54
	F U N D T O T A L	166,498.40

Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	239.48
	F U N D T O T A L	239.48

PEG Access

BCBS OF MN & BLUE PLUS	FEBRUARY HEALTH INSURANCE	504.21
BCBS OF MN & BLUE PLUS	JANUARY HEALTH INSURANCE	504.21

PEG Access

BCBS OF MN & BLUE PLUS	MARCH HEALTH INSURANCE	504.21
CINCINNATI INSURANCE COMPANY	2021 WORKERS' COMP INSTALLMENT	102.00
SUMMIT COMPANIES	QUARTERLY MONITORING SERVICE	75.00
	F U N D T O T A L	1,689.63

Fergus Falls Convention and Visitor's Bureau, Inc.

ACUITY INSURANCE	2022 WORKERS' COMP RENEWAL	777.00
BCBS OF MINNESOTA	FEBRUARY HEALTH INSURANCE	1,415.73
BCBS OF MINNESOTA	JANUARY HEALTH INSURANCE	1,415.73
JEAN O. BOWMAN	NOVEMBER MILEAGE-MACVB	216.72
CENTRALLAKESTRAIL.COM	2022 PARTNERSHIP	2,000.00
F.F. CHAMBER OF COMMERCE	HOLIDAY CAMPAIGN PARTNER	300.00
GREENSPRING MEDIA GROUP	OCTOBER MNMO ONLINE AD	150.00
GREENSPRING MEDIA GROUP	SEPTEMBER MNMO ONLINE AD	300.00
MN ASSOC OF C.V.B.	2022 MEMBERSHIP DUES	425.00
	F U N D T O T A L	7,000.18

T O T A L A L L F U N D S	828,143.06
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BE IT FURTHER RESOLVED, THAT THE CITY ADMINISTRATOR BE, AND HE HEREBY IS AUTHORIZED AND DIRECTED TO DRAW WARRANTS FOR THE ABOVE CLAIMS FROM THE RESPECTIVE FUNDS AS HEREIN INDICATED, AND THAT THE MAYOR AND CITY ADMINISTRATOR BE, AND THEY HEREBY ARE, AUTHORIZED TO EXECUTE AND DELIVER SUCH WARRANTS.

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 03 DAY OF JANUARY BY ALDERMAN WHO MOVED ITS ADOPTION, WAS SECONDED BY ALDERMAN AND ADOPTED BY THE FOLLOWING VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

WHEREUPON THE ABOVE RESOLUTION WAS DULY DECLARED ADOPTED.

ATTEST:

APPROVED:

CITY ADMINISTRATOR

MAYOR

1/03/2022

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

COMM OF FINANCE, TREAS DIV	1,281.70
MN DEPT OF LABOR & INDUSTRY	190.00
MN DEPT OF TRANSPORTATION	2,427.38
OTTER TAIL COUNTY TREASURER	2,563.40
A-1 LOCK & KEY LLC	130.16
ACUITY INSURANCE	777.00
ADMINISTRATOR'S CONTINGENCY FD	980.10
ADVANCED CAPITAL GROUP INC	3,750.00
ALBANY RECYCLING CENTER INC	2,280.21
THE AMERICAN BOTTLING COMPANY	197.15
SEAN ANDERSON	392.92
APPRIZE TECHNOLOGY SOLUTIONS	456.25
ARTISAN BEER COMPANY	4,331.20
AUTO VALUE - FERGUS FALLS	386.92
AVESIS THIRD PARTY ADMIN INC	18.42
BAKER & TAYLOR INC	3,533.74
BARRY CONST OF FERGUS FALLS	2,000.00
BELLBOY CORPORATION	6,496.40
BEVERAGE WHOLESALERS INC	57,911.63
BEYER BODY SHOP, INC.	300.00
BCBS OF MN & BLUE PLUS	1,512.63
BCBS OF MINNESOTA	2,831.46
BOLTON & MENK INC	2,455.50
JEAN O. BOWMAN	216.72
BRAUN VENDING INC	56.00
BREAKTHRU BEVERAGE MINNESOTA	33,831.70
BUDKE EXCAVATING	300.00
CALLA LILY DESIGNS INC	2,602.02
JOEL CARLSON INC.	2,285.00
CARR'S TREE SERVICE, INC.	4,080.65
CAYAN	160.74
A CENTER FOR THE ARTS	1,875.00
CENTRALLAKESTRAIL.COM	2,000.00
CENTRAL SPECIALTIES, INC.	2,204.42
CHARTER COMMUNICATIONS	167.95
CINCINNATI INSURANCE COMPANY	102.00
CITYSIDE IMPROVEMENTS LLC	300.00
CGMC	28,481.00
VIKING COCA-COLA BOTTLING CO	644.20
CODE 4 SERVICES INC	2,703.50
COMSTOCK CONSTRUCTION INC	109,309.19
COOPERS TECHNOLOGY GROUP	2,074.85
CORE & MAIN LP	383.65
COSSETTE ELECTRIC LLC	368.79
D-S BEVERAGES, INC.	39,540.19
DSI AUTOMOTIVE PRODUCTS	79.00
DACOTAH PAPER CO	5,750.07

1/03/2022

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

WASTE MANAGEMENT	6,787.84
DAKOTA MAILING & SHIPPING	243.22
DELZER CONSTRUCTION	1,269.00
DEMCO EDUCATIONAL CORP	115.75
DISGRUNTLED BREWERY LLC	374.40
ENDURANCE LLC	25,000.00
ESRI INC	5,000.00
JOHN DEERE FINANCIAL	447.48
FASTENAL COMPANY	291.55
F.F. CHAMBER OF COMMERCE	300.00
FERGUS HOME & HARDWARE	9,766.66
FERGUSON WATERWORKS #2516	1,043.43
NAPA AUTO PARTS - FERGUS FALLS	1,449.48
GREAT PLAINS NATURAL GAS CO	8,469.57
GREATER FERGUS FALLS CORP	12,500.00
GREENSPRING MEDIA GROUP	450.00
GROWMARK INC	1,052.70
GUARDIAN	3,848.08
H & L MESABI COMPANY INC	3,301.68
H BOYD NELSON INC	22,885.75
HEPPNER CONSULTING, INC.	5,335.05
HOME DEPOT CREDIT SERVICES	522.22
INDIGO SIGNWORKS, INC	1,897.50
JOHNSON BROTHERS LIQUOR CO	31,099.41
ADAM KRAMVIK	125.00
KRISTA KUGLER	126.90
LAKE REGION ELECTRIC COOP	1,262.06
LAKES COUNTRY SVC COOP	163,327.86
LEITCH EXCAVATING INC	300.00
LOCATORS & SUPPLIES INC	34.95
VICTOR LUNDEEN COMPANY	161.10
MII LIFE INCORPORATED	239.48
M-R SIGN COMPANY INC	217.20
MARCO TECHNOLOGIES LLC	374.96
MCNEILUS TRUCK & MFG CO	357.95
METRO SALES, INC	270.06
MN ASSOC OF C.V.B.	425.00
MINNESOTA PUMP WORKS	1,521.00
MINNKOTA ENVIROSERVICES INC	33.00
MOBOTREX INC	3,322.00
N.F. FIELD ABSTRACT LLC	85.00
NORTHWEST TIRE INC	29.85
NOVA FIRE PROTECTION, LLC	845.00
NYCKLEMOE & ELLIG, P.A.	7,685.32
OHREN ELECTRIC LLC	23,705.86
OLSON OIL COMPANY INC	19,619.29
OLYMPIC SALES	5,757.00

1/03/2022

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

OTTER ELECTRIC LLC	170.00
OTTER TAIL CO. HISTORICAL SOC.	2,875.00
OTTER TAIL POWER COMPANY	265.43
OTTER TAIL TELCOM	5,293.95
PAUSTIS WINE COMPANY	2,476.50
PEPSI BEVERAGE COMPANY	394.00
PHILLIPS WINE AND SPIRITS CO	21,170.15
POLICE DEPT CONTINGENCY FUND	950.99
PREMIER CARBIDE SAW & TOOL INC	87.52
PRODUCTIVE ALTERNATIVES INC.	12,500.00
PRO-WEST & ASSOCIATES, INC	2,000.00
RMB ENVIRONMENTAL LABORATORIES	660.00
ROERICK DRYWALL INC	2,270.00
ROYAL TIRE INC	693.48
SHERWIN WILLIAMS CO	6.35
SKY CREW SERVICES, LLC	10,000.00
SHI INTERNATIONAL CORP	1,252.00
SOUTHERN GLAZER'S OF MN	19,928.05
STENERSON BROTHERS LUMBER CO	6,662.11
SUMMIT COMPANIES	254.00
SUN LIFE FINANCIAL	3,170.54
SUNSHINE FILTERS OF	1,227.85
SYN-TECH SYSTEMS INC	807.00
TAFT STETTINIUS HOLLISTER LLP	15,000.00
TRAFFIC CONTROL CORPORATION	4,000.00
UGSTAD PLUMBING, INC.	642.50
USABLE LIFE	79.20
VERIZON WIRELESS	2,647.25
WALLWORK TRUCK CENTER F.F.	191.77
WEST CENTRAL ABSTRACTING	170.00
TOTAL OTHER GOVERNMENT	6,462.48
TOTAL OTHER VENDORS	821,680.58
TOTAL ALL VENDORS	828,143.06