



**City Council Agenda  
December 19, 2022  
5:30 pm in the City Council Chambers**

Invocation – Pastor Rich Iverson, Bethel Church  
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
  - 1. Resolution awarding the HVAC equipment replacement project at the Pebble Lake Golf Course to Mission Mechanical
- F. Petitions and Communications
- G. Consent Agenda
  - 1. Motion approving the minutes from the December 5, 2022 City Council meeting
  - 2. Motion approving licenses
  - 3. Resolution approving a Transportation Agreement with Productive Alternatives for 2023
  - 4. Resolution authorizing the advertising of bids for PI 5314, the Union and Lincoln Avenue resurfacing project
- H. Ordinance and Resolutions
  - 1. First reading of Ordinance 35, Eighth Series, THC Product Sales
  - 2. Resolution authorizing staff to apply for a \$10,000 grant from the Otter Tail Lakes Country Association for a Welcoming Communities Assessment and Plan from the University of Minnesota Extension center for Community Vitality
  - 3. Resolution of support for the Minnesota State Active Transportation Infrastructure Program and authorizing the submission of the final application
  - 4. Resolution allowing city staff to retain the services of consultant(s) at Baker Tilly regarding an application for Tax Increment Financing from FM Bank.
- I. Presentation of Claims \$1,042,135.65
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
  - 1. Motion appointing and re-appointing board and commission members

M. New Business

N. Miscellaneous Announcements

December 26 All city offices and facilities closed for observance of Christmas  
January 2 All city offices and facilities closed for observance of New Year's Day  
Garbage and recycling normally picked up on Monday is moved to Tuesday  
Jan 3. Tuesday pickup is moved to Wednesday January 4  
January 3 5:30 pm City Council meeting

O. Adjournment

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

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



## Council Action Recommendation

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**Meeting Date:** 12-19-22

**Subject:** Fergus Falls Municipal Golf Course Club House Heating/Ventilation/Air Conditioning (HVAC)

**Recommendation:** Award HVAC equipment replacement project to Mission Mechanical

**Background/Key Points:** The air conditioning capabilities of the club house have shown to be inadequate since the opening of the restaurant. With the prospect of the restaurant being open year-round it increasingly apparent that it is inadequate. Pebble Lake Golf Club (PLGC) approached the city about replacing the equipment. The city received 2 quotes for the replacement of 4 furnace/AC units and the addition of a unit that would serve the kitchen area.

**Budgetary Impact:** The cost of the project is \$50,980. \$28,257.00 for the 4 furnaces/AC units and \$22,723 for the (roof top) unit that will serve the kitchen. There are sufficient funds available in the Park Dept./golf course budget to cover this project.

**Originating Department:** Public Works

**Respectfully Submitted:** Len Taylor

**Attachments:**

City Council Meeting  
December 5, 2022

The Fergus Falls City Council held a regular meeting on Monday December 5, 2022 at 5:30 pm in the City Council Chambers. Pastor Tim Molter gave the invocation and the following council members were in attendance: Kvamme, Rufer, Arneson, Thompson, Gustafson, Hicks and Fish. Hagberg was absent.

**Approval of Agenda**

A motion and second were made by Fish and Gustafson approving tonight's agenda as presented and the motion carried.

**Housing Tax Rebate 1026 Verlin Lane**

A public hearing was opened for a housing tax rebate for a single-family home at 1026 Verlin Lane valued at \$520,000. As no one appeared, the hearing was closed. Fish offered **Resolution #223-2022** approving a housing tax rebate for 1026 Verlin Lane as requested by David and Lynn Lunde, which was seconded by Rufer and was adopted with Hicks voting in opposition. Hicks requested an update on the housing tax rebate program and a discussion next year on whether the city should continue in the program.

**Consent Agenda**

The following items were approved under **Resolution #224-2022** by Hicks: Motion approving the minutes from the November 21, 2022 City Council meeting and the November 30, 2022 Committee of the Whole meeting. Motion approving the following licenses: Building Waste Hauler – 2022 Tom Kraemer Inc; Building Waste Hauler – 2023 Earl Strande Excavating, Tom Kraemer Inc, Sigelman Steel & Recycling, Denzel's Region Waste; Junk Dealer – 2023 Sigelman Steel & Recycling; Metal Recycling – 2023 Sigelman Steel & Recycling; Excavator – 2022 Drain Services Inc.; Excavator – 2023 Earl Strande Excavating, Comstock Construction, Drain Services Inc.; Paving/Sidewalk – 2023 Comstock Construction, Mark Lee Asphalt & Paving, Ferguson Asphalt Paving; Mechanical – 2023 John's Heating & A/C, Jerry's Heating & A/C, SCR, dba St. Cloud Refrigeration, A and E Plumbing and Heating, BDT Mechanical, G & R Controls, Ugstad Plumbing, Full Liquor-2023 Don Pablo's, Bigwood Event Center, Palmers Kitchen & Bar, Zens Steak & Seafood, Mabel Murphy's; Brewer, Taproom & Growler License-2023 Fergus Brewing Company, Outstate Brewing Company; Minnesota Lawful Gambling Someplace Safe for raffle on February 18, 2023 at M-State, Fergus Falls College Foundation for raffle on February 1, 2023 at M-State; 3.2% Malt Liquor and Wine (Strong Beer Authorization)-2023 A Center for the Arts; Tobacco-2023 Lincoln Vapors, Sugar High. **Resolution #225-2022** designating polling places for 2023; Motion increasing the rental unit fees for standard rental registration program from \$20 per unit to \$25 per unit; **Resolution #226-2022** authorizing the purchase of a new garbage truck; Motion directing the City Attorney to draft an ordinance amending Chapter 154.060-154.074, Shoreline Management; **Resolution #227-2022** approving the state airport grant for PI 9348, airport fuel system replacement; **Resolution #228-2022** accepting a professional services proposal from McCoy Environmental for the old wastewater treatment plant ESA Phase I; **Resolution #229-2022** accepting a \$13,000 donation from Nutrition Services Inc. for the replacement of the senior center kitchen cooling system and approving related revenue and expenditures budget adjustments. **Resolution #230-2022** declaring items as surplus property and authorizing their disposal. The resolution was seconded by Thompson and was adopted.

Hicks asked the motion directing the City Attorney to draft an ordinance addressing THC product sales be removed from the consent agenda for more discussion.

### **Ordinance 34, Shoreline Management**

Ordinance 34, Eighth Series, Shoreline Management was introduced by Hicks and declared to have its first reading.

### **Ordinance 35, THC Product Sales**

The State of Minnesota legalized the sale of THC products in the last legislative session. The city has already adopted Ordinance 32, Eighth Series regulating the zoning where these sales can take place. The city would need to take additional action to regulate the THC product sales. Otter Tail County has been discussing a possible moratorium and has indicated “in the absence of state licensing, cities that establish licensing and rules, sales management controls, checking identifications, enforcement, compliance checks, license fees and address other regulatory issues may, by resolution of the city council, be exempt from this moratorium”. The council has indicated their interest in adopting an ordinance allowing THC sales in the city, so the two businesses selling these products are not forced to shut down. At last week’s Committee of the Whole meeting, the council asked for law enforcement to comment on the issue. Chief Bergren commented on similar ordinances enacted in Moorhead and Alexandria and recommended Fergus Falls allow the sales with certain restrictions including the prohibition of THC sales online and off-site. He recommended no distribution of edible cannabinoid products be allowed free of charge or at a nominal cost, including on the licensed premise. No license would be issued to the holder of an on-sale or off-sale beer, wine or liquor licensed issued by the city to any restaurant. No on-site consumption or self-serve displays would be allowed. He recommended a license fee be established and suggested the fee be set somewhere between \$275 and \$750. Background checks would be required of each partner owning 10% of the business or more and a required check on the owner/manager. Like a liquor store, no one under the age of 21 would be allowed on the premise including all employees.

Sales on moveable places of business would be prohibited and liability insurance would be required. Penalties for individual violations for sales to those under 21 years of age would be \$100 for the first violation, \$200 for the second and \$400 for the third violation. Penalties for businesses were recommended as a \$500 fine for the first violation, \$1000 and a suspension of 5 - 30 days. A third violation would be a \$2000 fine and a suspension of 10 to 60 days, and a fourth violation would result in the revocation of their business license. If the ordinance is adopted, the business or LLC would have 90 days within passage to come into compliance. Bergren said there is a good chance the state will legalize marijuana and the adoption of this hemp derived THC product ordinance will be the foundation for future ordinances. Council members weighed in on the recommendations and felt a \$500 license fee would cover the licensing and background check costs. They agreed it would be easier to start with a more restrictive ordinance and be able to adjust if warranted. Thompson agreed with the Chief’s recommendations and asked if police reports on the calls related to THC product sales could be documented. City Administrator Andrew Bremseth clarified the license fee would not be part of the ordinance language, but instead be incorporated in the fee schedule. Due to the number of proposed changes, a motion and second were made by Hicks and Fish to direct the City Attorney to amend the ordinance language and incorporate the Chief’s suggested changes into a first reading of the ordinance at the next council meeting and the motion carried.

### **Resolution of Accounts**

Fish offered a resolution authorizing the payments and claims in the amount of \$3,457,546.84, which was seconded by Gustafson and was adopted.

There was a brief recess between 5:57 pm and 6:00 pm for the budget presentation to begin.

### **2023 Budget and Levy Presentation**

Finance Director Bill Sonmor presented the 2023 budget and levy. The 2023 proposed expenditures are \$50,899,563. The proposed tax levy was \$7,631,500, a \$573,000 or 8.12% increase from last year. The proposed revenues are \$51,253,693 and the tax capacity rate is 53.851%, a 8.77 % decrease. Sonmor reviewed the \$625,500 increases in fixed costs including contract negotiations, insurance, utilities, the new Communications Manager position, equipment rental and tax abatement programs. The city is planning for \$10,780,000 in capital improvement projects including Union and Lincoln, Stanton, Broadway, Summit/Linden/Laurel; the sidewalk program, RTC preservation project, and Phase II of the Riverfront. Kvamme asked about the large decrease in the sewer enterprise fund and Sonmor explained \$800,000 has been reserved for the 2023 demolition of the old sewer treatment plan. He asked how far the additional 10% the Tax Levy Committee recommended for street maintenance would go. Sonmor said the extra funding brings that fund total to \$452,920 and explained city's various funding sources and said without an additional funding source, the city would need to raise the levy to make significant increases in our street improvement budget. Hicks spoke about the misconception that property tax increases are the sole responsibility of the city and reminded residents the county provides the valuations on homes and properties. He explained the appeals process for these valuations. The public hearing was opened at 6:29 pm and as no one appeared, it was closed. Arneson offered **Resolution #231-2022** adopting the 2023 levy in the amount of \$7,631,550, which was seconded by Thompson and was adopted. Hicks offered **Resolution #232-2022** adopting the 2023 budget in the amount of \$50,899,563, which was seconded by Gustafson and was adopted.

### **Memorandums of Understanding**

Human Resources Director Mike Hartwell asked the council to authorize entering into Memorandums of Understanding with the various labor unions for the 2023 and 2024 wage scales within the budget and the phasing in of the compensation study. Hicks offered **Resolution #233-2022** entering a Memorandum of Understanding between the City of Fergus Falls and the Supervisors and Professionals Inc. bargaining unit, which was seconded by Gustafson and was adopted. Fish offered **Resolution #234-2022** entering into a Memorandum of Understanding between the City of Fergus Falls and the Minnesota Teamsters Public and Law Enforcement Employees Unit, Local 320, which was seconded by Rufer and was adopted. Gustafson offered **Resolution #235-2022** approving non-union employee wages for 2023 and 2024, which was seconded by Kvamme and was adopted.

The meeting adjourned at 6:33 pm

*Lynne Olson*

FOR COUNCIL MEETING— DEC 19, 2022

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

Tobacco-2023

Elevate

Paving - 2023

Taves Construction

Mechanical – 2023

Plumbers Inc.

CoolSys Light Commercial Solutions

Minnesota Lawful Gambling Permit

Fergus Falls Youth Baseball for raffle on May 2, 2023 at DeLagoon Park

Full Liquor License-2023

Socials

Wine and 3.2% On Sale Malt Liquor with Strong Beer Authorization-2023

I-94 Speedway

## **TRANSPORTATION AGREEMENT**

This Transportation Agreement (the "Agreement") is made to be effective January 1, 2023, 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



## Council Action Recommendation

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Page 1 of 2

**Meeting Date:**

December 19, 2022 – City Council

**Subject:**

PI 5314 – Union Avenue from Fir Avenue to Lincoln Avenue, Lincoln Avenue from Union Avenue to Friberg Avenue, Resurfacing Project  
State Transportation Improvement Program (STIP) SFY 2022 (MSAS  
104, 109)

**Recommendation:**

- Authorization to Advertise for Bids

**Background/Key Points:**

The revised project plans and specifications are substantially complete for the above referenced project. The revised Estimated Probable Construction Cost is \$1,625,000.00. The City must publicly advertise for bids pursuant to the “Competitive Bidding Requirements” monetary thresholds. Once MnDOT Central Office completes their review and approves the bidding documents, I will schedule the bid opening date.

The project work scope consists of approximately 1.45 miles of street resurfacing (mill & overlay), base patching, and ADA improvements as required throughout the project limits. Portions of curb and gutter and storm sewer will be replaced along Union Avenue to improve drainage. A traffic control plan will be utilized to facilitate traffic during construction. A temporary detour will be installed on Cavour during the Lincoln Avenue milling and paving operations. In general, one-way traffic and parking will be allowed while the contractor works on the opposite side. Once the contractor completes operations on either the north or south half of Lincoln, the traffic control will be repositioned accordingly. Please refer to the attached exhibit for additional detail.

In June, 2022 bids were opened. The lowest bid was approximately \$1.35 million higher than the estimated construction cost therefore, the bids were rejected. Since then, revisions were made to the bidding documents in efforts to receive more favorable bid prices. The revisions generally consists of:

- Longer working day contract duration for construction with a final completion date i.e. the contractor will have 50 working days to complete the project anytime during the summer months however, the construction must be completed by September 30, 2023.
- Alternate bid consisting of removing the deteriorated street paver bricks with concrete border and installing a full bituminous street section. This would apply to each intersection along Lincoln Avenue. Based on communication from the contractors, salvaging working around these street features was expensive. Please note, the State has not approved this Alternate method yet. Preliminary plane review discussion indicate the City may have to accept the lowest price regardless of the City’s desire.

**Budgetary Impact:**

This project is proposed be funded 100-percent thru Federal and State Aid funds. The preliminary cost shares are:

Federal Share: 80-percent for construction only (max. rate)

State Aid Share: 20-percent construction, 100-percent for engineering design and contract administration

**Originating Department:**

Engineering Department

**Respectfully Submitted:**

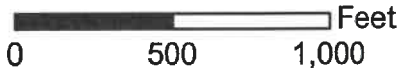
Brian Yavarow, P.E. – City Engineer

**Attachments:**

PI 5314 – Project Location Map

PI 5314- Traffic Detour Exhibit

# Otter Tail County

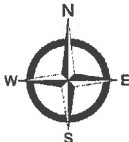


- Project Area
- Roads
- Railroad
- Water
- Parcels



## PROJECT AREA FERGUS FALLS, MINNESOTA

Created By: LH Date Created: 06/15/21 Date Saved: 6/15/2021 Date Plotted: Date Exported: 6/15/2021  
Plotted By: luke.henderson Parcel Date: County 2021 Aerial Image: N/A Elevation Data: N/A  
Spatial Reference: NAD 1983 HARN Adj MN Ottertail Feet  
W:\MN\_Regional\MN\_SiCloud\GIS\_SiCloud\Projects\_GIS\21702\_Fergus\_Falls\_Lincoln\_Union\21702\21702.aprx





# MINNESOTA DEPARTMENT OF TRANSPORTATION CITY OF FERGUS FALLS

CONSTRUCTION PLAN FOR BITUMINOUS MILL & OVERLAY WITH ADA IMPROVEMENTS

LOCATED ON M.S.A.S. 104 (UNION AVE) FROM LINCOLN AVE TO FIR AVE

LOCATED ON M.S.A.S. 109 (LINCOLN AVE) FROM UNION AVE TO FRIBERG AVE

SECTION(S) 34 & 35 TWP. 133N R. 43W

|   |                                       |
|---|---------------------------------------|
| S.P. NO. 126-104-006                      | S.P. NO. 126-109-017                  |
| GROSS LENGTH 4879.76 FEET 0.924 MILES     | GROSS LENGTH 1831.74 FEET 0.347 MILES |
| BRIDGES-LENGTH FEET MILES                 | BRIDGES-LENGTH FEET MILES             |
| EXCEPTIONS-LENGTH 247.75 FEET 0.047 MILES | EXCEPTIONS-LENGTH FEET MILES          |
| NET LENGTH 4632.01 FEET 0.877 MILES       | NET LENGTH 1831.74 FEET 0.347 MILES   |

FEDERAL PROJECT NUMBER STBG 5622(222)

## GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION 'STANDARD SPECIFICATIONS FOR CONSTRUCTION' SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM AND BE PLACED IN ACCORDANCE WITH THE 'MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES' (MN MUTCD) AND 'FIELD MANUAL' FOR TEMPORARY TRAFFIC CONTROL LAYOUTS.

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THIS PLAN CONTAINS 71 SHEETS

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.

PRINT NAME: LOGAN HANDYSIDE LICENSE #55889

DATE: 3-18-2022 SIGNATURE: *Logan Handyside*

PROJECT MANAGER NICK ANDERSON

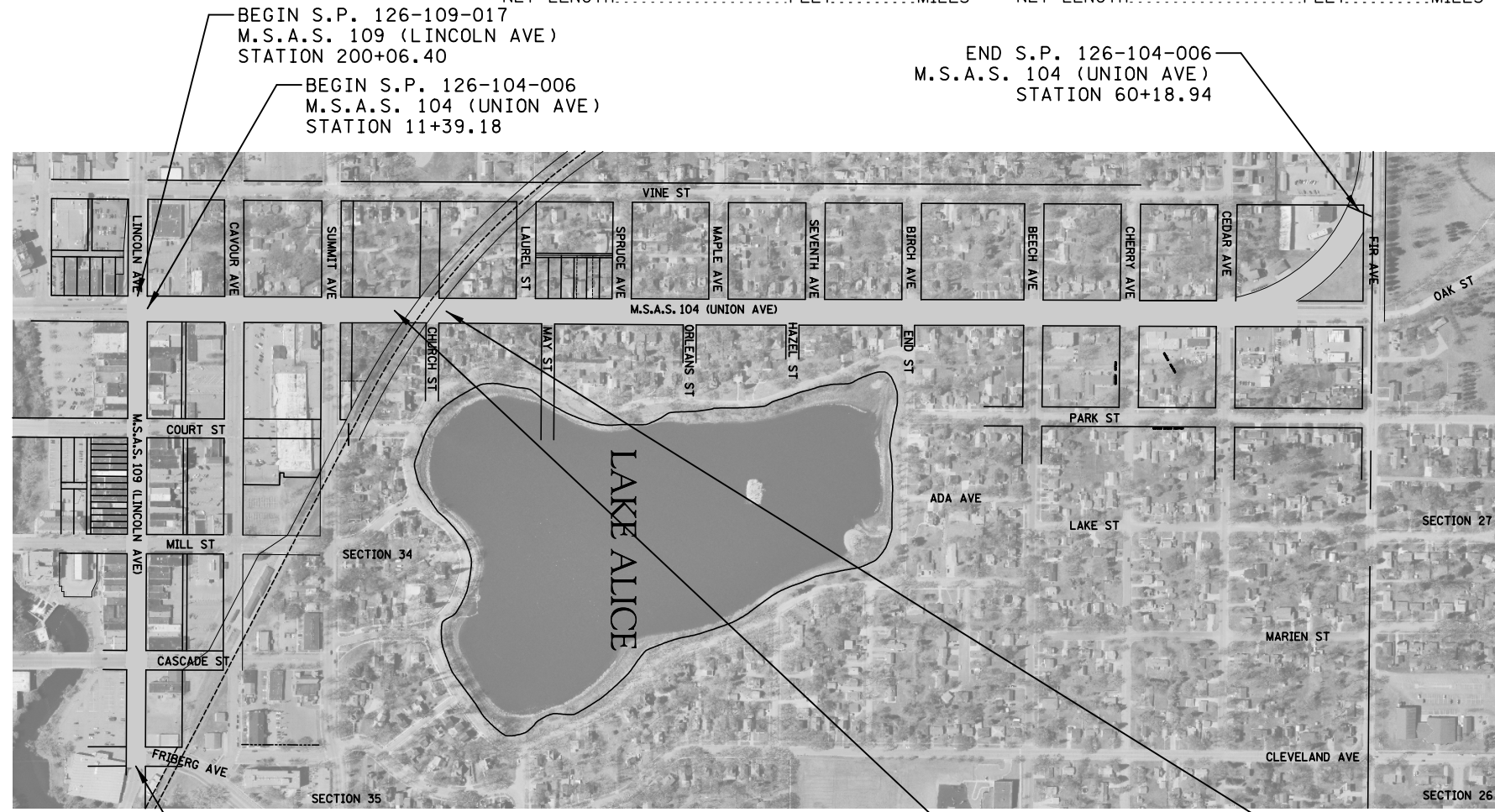
RECOMMENDED FOR APPROVAL BRIAN YAVAROW, FERGUS FALLS CITY ENGINEER DATE

REVIEWED FOR COMPLIANCE WITH DISTRICT STATE AID ENGINEER DATE  
STATE AND FEDERAL AID RULES/POLICY

APPROVED FOR STATE AID AND FEDERAL AID FUNDING STATE AID ENGINEER DATE

SCALES

|                |    |
|----------------|----|
| PLAN           | 50 |
| PROFILE        | NA |
| INDEX MAP      | NA |
| GENERAL LAYOUT | NA |



BEGIN S.P. 126-109-017  
M.S.A.S. 109 (LINCOLN AVE)  
STATION 200+06.40

BEGIN S.P. 126-104-006  
M.S.A.S. 104 (UNION AVE)  
STATION 11+39.18

END S.P. 126-104-006  
M.S.A.S. 104 (UNION AVE)  
STATION 60+18.94

END S.P. 126-109-017  
M.S.A.S. 109 (LINCOLN AVE)  
STATION 218+38.14

BEGIN EXCEPTION  
S.P. 126-104-006  
M.S.A.S. 104 (UNION AVE)  
STATION 21+01.15  
BRIDGE NO. 5453

END EXCEPTION  
S.P. 126-104-006  
M.S.A.S. 104 (UNION AVE)  
STATION 23+48.90  
BRIDGE NO. 5453

### DESIGN DESIGNATION

|   | M.S.A.S. 104 (UNION AVE)<br>S.P. 126-104-006 | M.S.A.S. 109 (LINCOLN AVE)<br>S.P. 126-109-017 |
|---|--|--|
| ADT (2022)                              | 8830   | 3960   |
| ADT (2042)                              | 9700   | 4350   |
| PROJECTED HCADT (2042)                  | <150   | <150   |
| STRUCTURAL DESIGN STRENGTH              | 9 TON  | 9 TON  |
| SOIL FACTOR                             | 120  | 120  |
| FUNCTIONAL CLASSIFICATION               | MINOR ARTERIAL                               | MAJOR COLLECTOR                                |
| NO. OF TRAFFIC LANES                    | 2  | 2  |
| WIDTH OF TRAFFIC LANES                  | 12'  | 10.5'-11'                                      |
| NO. OF PARKING LANES                    | 2  | 2  |
| DESIGN SPEED                            | 30 MPH                                       | 30 MPH   |
| BASED ON SIGHT DISTANCE                 | STOPPING                                     | STOPPING                                       |
| HEIGHT OF EYE                           | 3.5'   | 3.5'   |
| HEIGHT OF OBJECT                        | 2'   | 2'   |
| DESIGN SPEED NOT ACHIEVED AT CLEAR ZONE | NA   | NA   |
|   | NA   | NA   |

| PLAN REVISIONS |           |             |
|----------------|-----------|-------------|
| DATE           | SHEET NO. | APPROVED BY |
|                |           |             |
|                |           |             |
|                |           |             |
|                |           |             |

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES CI/ASCE 38-02. ENTITLED 'STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA'. THE EXACT LOCATION OF UNDERGROUND UTILITIES SUCH AS GAS, TELEPHONE, FIBER OPTIC, PIPELINES, ELECTRICAL, AND CABLE TV ARE UNKNOWN. THE CONTRACTOR SHALL CONTACT GOPHER ONE STATE CALL BEFORE COMMENCING EXCAVATION.



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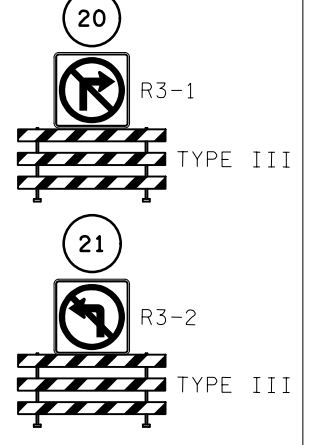
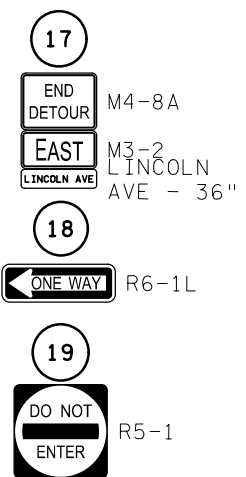
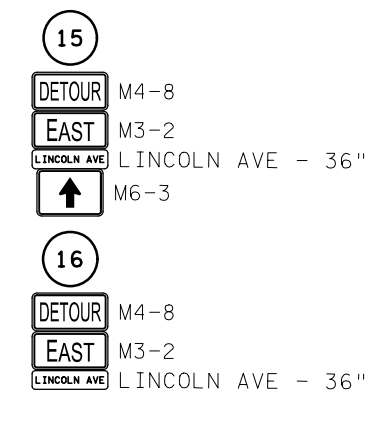
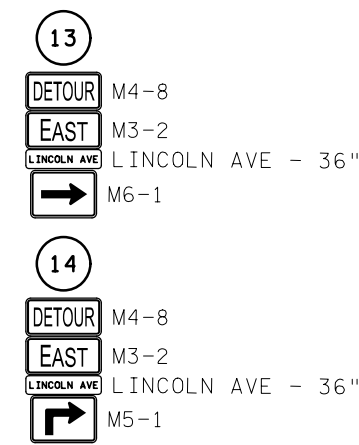
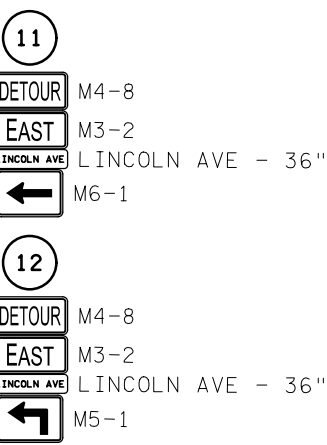
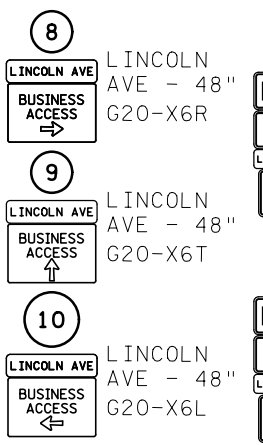
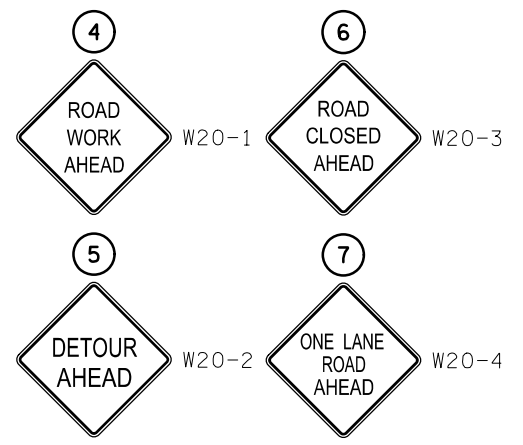
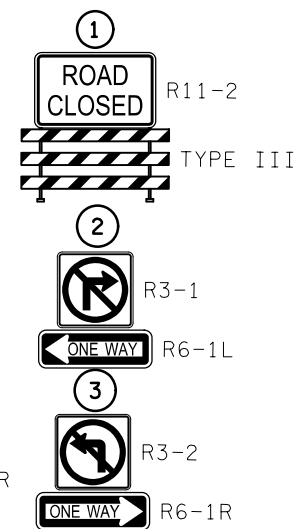
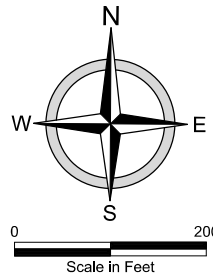
PROJECT LOCATION  
COUNTY : OTTER TAIL  
DISTRICT : 4

PLOTTED/REVISED: 18-MAR-2022

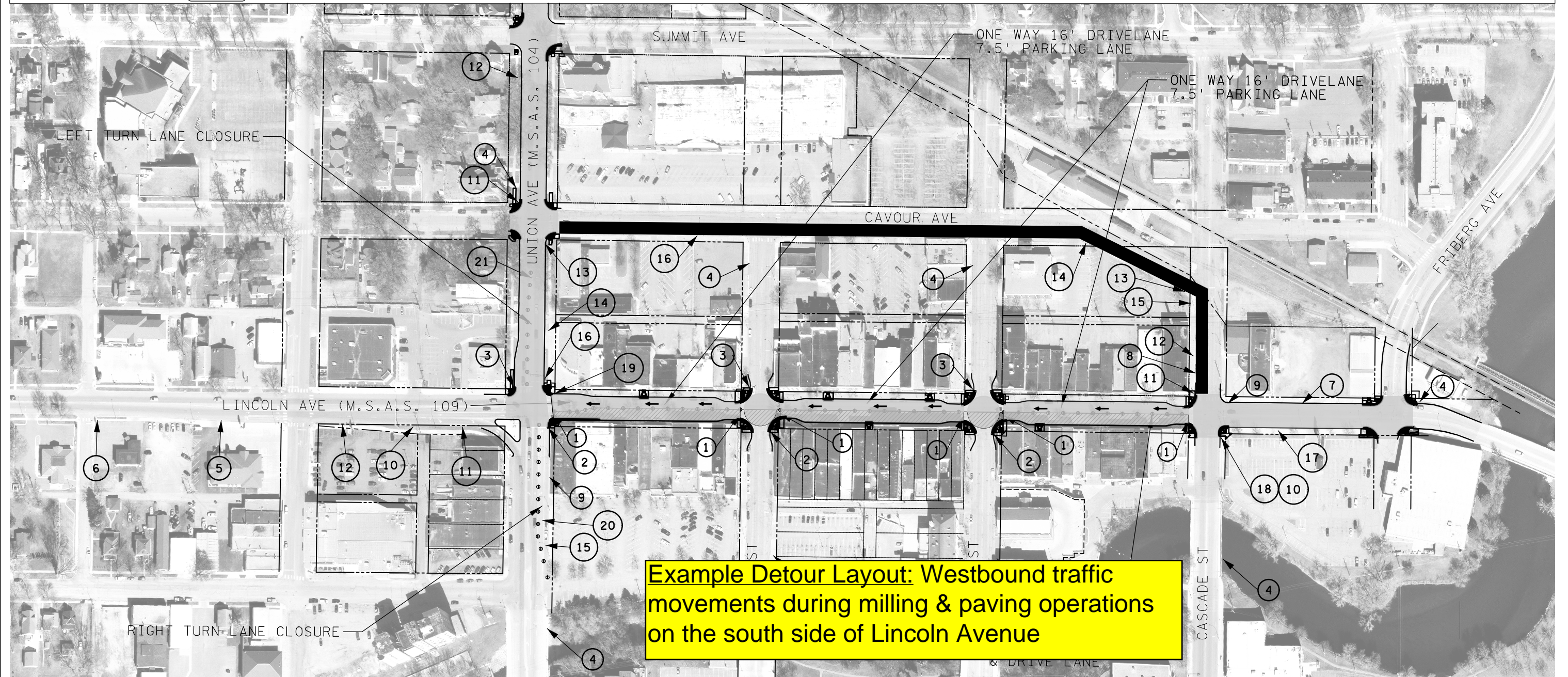
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PLOTTED/REVISED: 14-MAR-2022

PATH & FILENAME: U:\PROJECTS\21702\Design\Plansheets\21702\_detour-25.dgn



### LEGEND



**Example Detour Layout: Westbound traffic movements during milling & paving operations on the south side of Lincoln Avenue**

|               |                 |
|---------------|-----------------|
| DRAFTER: JJN  | DATE: 3-10-2022 |
| REVIEWER: NAA | DATE: 3-10-2022 |

CITY OF  
FERGUS FALLS, MN



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT 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.  
ENGINEER: *Logan Handyside* Lic. No. 55889 DATE 3-14-22  
LOGAN HANDYSIDE

TRAFFIC PLAN - EASTBOUND DETOUR  
S.P. 126-104-006 & 126-109-017 (M.S.A.S. 104 & 109) SHEET NO. 56 OF 71 SHEETS

**ORDINANCE NO. 35, EIGHTH SERIES**

**AN ORDINANCE OF THE CITY OF FERGUS FALLS, MINNESOTA,  
ADDING CHAPTER 120, TETRAHYDROCANNABINOL PRODUCT  
SALES, TO THE CITY CODE.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. Chapter 120 entitled Tetrahydrocannabinol Product Sales is hereby added as follows:

**CHAPTER 120: TETRAHYDROCANNABINOL PRODUCT SALES**

**§120.01 PURPOSE AND INTENT.**

By enacting Laws 2022, Chapter 98, Article 13 the Minnesota Legislature amended Minnesota Statutes, Section 151.72 and legalized the sale and adult use of certain products containing tetrahydrocannabinol ("THC"). The purpose of this Section is to regulate the sale of products that contain THC and are intended for human or animal consumption, excluding "medical cannabis" as defined by Minn. Stat. § 152.22, Subd. 6, as the same may be amended from time to time, ("THC Product" or "licensed product") for the following reasons:

The Minnesota Legislature recognized the danger of cannabis use among youth by prohibiting the sale of any product containing cannabinoid or tetrahydrocannabinol (THC) extracted or otherwise derived from hemp to those under the age of 21 and requiring that edible cannabinoid products be packaged without appeal to children and in child-resistant packaging or containers, and;

1. A local regulatory system for THC product retailers is appropriate to ensure that retailers comply with THC product laws and business standards of the City of Fergus Falls to protect the health, safety, and welfare of our youth and most vulnerable residents, and;
2. State law requires THC product retailers to check the identification of purchasers to verify that they are at least 21 years of age, comply with certain packaging and labeling requirements to protect children and youth, and meet certain potency and serving size requirements, and;
3. State law authorizes the Board of Pharmacy to adopt product and testing standards in part to curb the illegal sale and distribution of THC products and ensure the safety and compliance of commercially available THC products in the state of Minnesota, and;
4. State law does not preempt the authority of a local jurisdiction to adopt and enforce local ordinances to regulate THC product businesses including, but not limited to, local zoning and land use requirements and business license requirements, and;
5. A requirement for a THC product retailer license will not unduly burden legitimate business activities of retailers who sell or distribute THC products to adults but will allow

the City of Fergus Falls to regulate the operation of lawful businesses to discourage violations of state and local THC Product-related laws.

In making these findings and enacting this ordinance, the Fergus Falls City Council intends to ensure responsible THC product retailing, allow legal sale and access without promoting increases in use, and discourage violations of THC Product-related laws, especially those which prohibit or discourage the marketing, sale, distribution, possession, and use of THC products to or by youth under 21 years of age.

**§120.02 DEFINITIONS.**

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The following words, terms, and phrases, when used in this Section, shall have the meanings ascribed to them in this Subdivision:

**COMPLIANCE CHECKS.** The system the City uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this chapter. **COMPLIANCE CHECKS** shall involve the use of minors as authorized by this chapter. **COMPLIANCE CHECKS** shall also mean the use of minors who attempt to purchase licensed products for educational, research and training purposes as authorized by state and federal laws. **COMPLIANCE CHECKS** may also be conducted by other units of government for the purpose of enforcing appropriate federal, state or local laws and regulations relating to licensed products.

**LICENSE.** A license issued under this section.

**LICENSED PRODUCT OR THC PRODUCT.** Any product that contains more than trace amounts of tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes, section 151.72, as the same may be amended from time to time. **LICENSED PRODUCT OR THC PRODUCT** does not include Medical Cannabis.

**MEDICAL CANNABIS.** Medical cannabis shall have the meaning provided in Minn. Stat. § 152.22, Subd. 6, as the same may be amended from time to time.

**MOVEABLE PLACE OF BUSINESS.** Any form of business operated out of a kiosk, truck, van, automobile, trailer, or other type of vehicle or transportable shelter and is not a fixed address storefront or other permanent type of structure authorized for sales transactions.

**RETAIL ESTABLISHMENT.** Any place of business where licensed products are available for sale to the general public.

**SALE.** Any transfer of goods for money, trade, barter, or other consideration.

**SELF-SERVICE MERCHANDISING.** Open displays of licensed products in any manner where any person shall have access to the licensed products without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the licensed product between the customer and the licensee or

employee. **SELF-SERVICE SALES** are interpreted as being any sale where there is not an actual physical exchange between the clerk and the customer.

**§120.03. LICENSE.**

(A) *License required.* No person shall sell or offer to sell THC product without first having obtained a license to do so from the City.

(B) *Application.* An application for a license to sell shall be made on a form provided by the City. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, certification of liability insurance that covers the applicant's sales of THC products, and any additional information the City deems necessary. Upon receipt of a completed application, the City Administrator shall forward the application to the City Council for action at its next regularly scheduled City Council meeting. If the City Administrator shall determine that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete.

*Partnership of limited liability partnership.* If the applicant is a partnership or limited liability partnership, the names and addresses of all partners and all information concerning each partner is required of a single applicant. A managing partners, or partners, shall be designated. The interest of each partner in the business shall be disclosed. A true copy of the applicant's partnership agreement, if any, shall be submitted with the application. If and in the event the composition of the partnership shall change at any time subsequent to the initial application, any amended partnership agreements must be filed with City.

*Corporation, Limited Liability Company, or other Business Entity.* If the applicant is a corporation limited liability company, or any other business entity, the following information shall be required:

1. Company name and state of incorporation or organization.
2. A true copy of Certificate of Incorporation or Organization, Articles of Incorporation or Organization, and if foreign, any certificate of authority to conduct business in the State of Minnesota as required by law.
3. The name of the operating officer, manager, proprietor, or other agent in charge of the premises to be licensed, giving all the information about the said person as required in the application.
4. A list of all persons who, whether individually or with another, own or control any interest in said corporation or association together with their addresses and all information as is required of a single applicant.
5. The name of the business if it is to be conducted under a designation, name, or style other than the full legal name of the applicant.
6. The address or physical location of the business.

*Disclosure of Ownership Interests.* At the time of application, each applicant shall furnish the City with a list of all persons that have interest of ten percent or more in the business. The list shall name all owners and show the interest held by each, either individually or beneficially for others. It is the duty of each business licensee to notify the City Clerk in writing of any change in ownership of the business. Any change in the ownership or control of the business shall be deemed equivalent to a transfer of the license, and any such license shall be revoked 30 days after any such change in ownership or control unless the licensee has notified the City of the change in ownership by submitting a new license application for the new owners, and the Council has approved the transfer of the license by appropriate action. A background check on all new applicants will be conducted and any relevant business records to the extent necessary to disclose the interest which persons other than the licensee have in the licensed business.

(C) *Action.* The City Council may either approve or deny the license, or it may delay action for a reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the City Council shall approve the license, the City Administrator shall issue the license to the applicant. If the City Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the City Council's decision.

(D) *Term.* All licenses issued shall be valid for one calendar year from the date of issue.

(E) *Revocation or suspension.* Any license issued may be revoked or suspended.

(F) *Transfers.* All licenses issued shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person shall be valid.

(G) *Moveable place of business.* No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed.

(H) *Display.* All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

(I) *Renewals.* The renewal of a license issued under this chapter shall be handled in the same manner as the original application. The request for a renewal shall be made at least 30 days, but no more than 60 days, before the expiration of the current license.

(J) *Zoning Ordinance Applies.* No license shall be issued for a location not zoned appropriately per Chapter 154 of this Code for the sales proposed by the applicant.

(K) *Issuance as privilege and not a right.* The issuance of a license issued under this chapter shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

#### **§120.04. FEES.**

No license shall be issued under this chapter until the appropriate license fee is paid in full. The fee shall be established by the City's fee schedule and may be amended from time to time.

**§120.05. BACKGROUND CHECK.**

Upon receipt of an application for a license under this section, the City shall conduct a background investigation on all new applications and applications to transfer a license. The investigation will include the owner(s), defined as any individual with 10% or greater ownership in the business, and any manager(s) of the business. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery of the mistake, and the City shall provide the licensee with a notice of revocation, along with information on the right to appeal.

**§120.06 BASIS FOR DENIAL OF LICENSE.**

(A) Grounds for denying the issuance or renewal of a license include, but are not limited to, the following:

- (1) The applicant is under the age of 21 years;
- (2) The applicant has been convicted within the past five years of any violation of a federal, state or local law, ordinance provision or other regulation relating to licensed products;
- (3) The applicant has had a license to sell licensed products suspended or revoked within the preceding 12 months of the date of application;
- (4) The applicant fails to provide any information required on the application or provide false or misleading information; and
- (5) The applicant is prohibited by federal, state or other local law, ordinance or other regulation from holding a license.

(B) However, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the City must deny the license.

(C) If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

**§120.07. PROCEDURE UPON DENIAL, SUSPENSION, NON-RENEWAL, OR REVOCATION OF LICENSE.**

A determination by the City to deny, suspend, revoke, or not renew any license under this section may be appealed to the City Council of Fergus Falls by filing with the City Administrator a written Notice of Appeal within fifteen (15) days of the date on which notice of the City's denial, suspension, or revocation is mailed to the licensee. In that event, the appeal will be heard by the Council at its next meeting occurring at least fifteen (15) days but not more than 45 days after the filing of the Notice of Appeal. At any appeal of a determination by the City under this Ordinance, the licensee or applicant, or an attorney representing said party, may appear and

make a presentation to the City Council. The licensee or applicant shall present to the City Council the-basis for the determination being appealed, and the City Council may receive and consider any evidence it deems relevant to the issue. After the hearing, the Council may uphold, reverse, or modify the prior decision based upon the provisions of this Ordinance and upon the protection of the public health, safety, or general welfare. The City Council shall issue written findings and determination within thirty-one (31) days of the hearing, unless the Council extends that time for good cause. A decision of the City Council made following an appeal as set forth herein may 'be appealed by Writ of Certiorari to the Court of Appeals of the State of Minnesota pursuant to its Rules of Civil Appellate Procedure and Minnesota Statutes.

**§120.08. PROHIBITED ACTS.**

In general, no person shall sell, donate, give away, or otherwise dispense or distribute any licensed product, or offer to do so:

- (A) By means of any type of vending machine.
- (B) By means of self-service merchandising, provided, however that self-service merchandising is permitted in a licensed establishment where entry to the premises is restricted to persons of age 21 or older.
- (C) By any other means, to any other person, on in any other manner or form prohibited by state or other local law, ordinance provision, or other regulation.
- (D) That is not packaged in strict compliance with state laws, rule, and regulations.
- (E) From any location other than a fixed place of business that is a licensed premises. Delivery of licensed products from a licensee to a purchaser who is located off the licensed premises is strictly prohibited.
- (F) By any form of internet/online transaction.

**§120.09. CONTROLLED SUBSTANCES.**

No person shall sell, offer to sell, or otherwise provide any licensed products containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances not authorized by state or federal law.

**§120.10. LEGAL AGE.**

- (A) *Age to Sell.* No person under the age of 21 shall sell any licensed product to any person.
- (B) *Age to Purchase.* No person, regardless of license status, shall sell any licensed product to any person under the age of 21.



(C) *Age verification.* Licensees, including their employees and representatives, shall verify by means of government issued photographic identification that the purchaser is at least 21 years of age.

(D) *Signage.* All licensees shall post and display in plain view of the general public on the licensed premise, a sign supplied by the City of Fergus Falls, which shall state that it is illegal to sell licensed products to anyone under the age of 21 years and that the possession and use of such items by anyone under the age of 21 is also illegal under state, federal, and/or local law. Said signs shall be issued to the licensee along with their license.

(E) *Samples Prohibited.* No person shall distribute samples of any licensed product free of charge or at a nominal cost. Sampling is prohibited on any licensed premises.

#### **§120.11. OTHER PROHIBITIONS.**

(A) No person shall sell, offer to sell, or otherwise provide, dispense, or distribute any licensed products by any means, to any other person, or in any other manner or form prohibited by Federal, State, or other local law, ordinance provision, or other regulation. Possession on the premises by the licensee of any licensed product in a package indicating that the contents do not comply with the requirements of state laws, rules, or regulations shall be prima facie evidence that the contents of the package violate this ordinance. It shall be the licensee's burden to prove, by a preponderance of the evidence, that the contents do comply.

(B) *Sales to Obviously Intoxicated or Impaired Persons.* No person shall sell, give, furnish, dispense, distribute, or in any way procure for another person any licensed products for use by an obviously intoxicated person or a person who is obviously impaired by or under the influence of licensed products or any controlled or intoxicating substance.

(C) *On-Site Consumption Prohibited.* No licensed product may be sold, given, distributed, dispensed, or otherwise furnished for consumption or use on any premises that holds a license issued under this section.

#### **§120.12. OTHER ILLEGAL ACTS.**

Unless otherwise provided, the following acts shall be a violation of this Ordinance:

(A) *Illegal Possession.* It shall be a violation of this ordinance for any person under the age of 21 to have any THC product in his or her possession: This subdivision shall not apply to persons under the age of 21 who are lawfully involved in a compliance check or to employees of a licensee who are at least 18 years of age and are acting in the course and scope of their employment for a licensee.

(B) *Illegal Use.* It shall be a violation of this ordinance for any person under the age of 21 to consume or otherwise use any licensed product.

(C) *Illegal Procurement.* It shall be a violation of this ordinance for any person under 21 years of age to purchase or attempt to purchase or otherwise obtain any licensed product, and it shall be a violation of this ordinance for any person to purchase or otherwise obtain such items

on behalf of a person under 21 years of age. It shall further be a violation for any person to coerce or attempt to coerce a person under 21 years of age to illegally purchase or otherwise obtain or use any licensed product. This subpart shall not apply to persons under 21 years of age who are lawfully involved in a compliance check.

(D) Use of False Identification. It shall be a violation of this ordinance for any person under 21 years of age to attempt to disguise his or her true age by the use of any form of false identification, including but not limited to an identification card of another real or fictional person and one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

(E) Tampering with Package. No licensee shall directly or through any other person alter or tamper with the contents of any original package so as to change its composition or THC content while in the original package. Possession on the premises by the licensee of any licensed product in a package differing in composition or THC content in the product when received from the manufacturer or wholesaler from whom it was purchased, shall be prima facie evidence that the contents of the original package has been changed or tampered with. It shall be the licensee's burden to prove, by the preponderance of the evidence, that the contents have not been tampered with.

#### **§120.13. RESTRICTIONS ON CONSUMPTION AND USE.**

No person shall consume or possess licensed products on a public street, highway, sidewalk, park, public or private school property, or in any public facility, on any form of public transportation or transit, at any other public place, or at any location where medical cannabis possession and use are prohibited by Minn. Stat. § 152.23, as the same may be amended from time to time. Provided, however, that nothing herein shall prohibit any person from possessing licensed product while using a public street, highway, or sidewalk, to travel directly from the point of a lawful purchase to a place of lawful use.

#### **§120.14. STORAGE.**

Unless the licensee restricts access to the entire licensed premises to persons age 21 or older, all licensed products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public.

#### **§120.15. RESPONSIBILITY.**

Any person licensed under this chapter shall be responsible for the actions of their employees in regard to the sale of licensed products on the licensed premises, and the sale of an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the City from also subjecting the clerk to whatever penalties are appropriate under this chapter, state or federal law or other applicable law or regulation.

#### **§120.16. COMPLIANCE CHECKS AND INSPECTIONS.**

All licensed premises shall be open to inspection by law enforcement or other authorized City official during regular business hours. The City shall conduct compliance checks in accordance to state law by engaging, with the written consent of their parents or guardians, minors over the age of 15 years, but less than 18 years, to enter the licensed premise to attempt to purchase licensed products. Minors used for the purpose of compliance checks shall be supervised by law enforcement or other designated personnel. Minors used for compliance checks shall not be guilty of illegal possession when those items are obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Nothing in this section shall prohibit compliance checks authorized by state or federal laws for educational, research or training purposes, or required for the enforcement of a particular state or federal law. Additionally, from time to time, the City will conduct inspections to determine compliance with any or all other aspects of this ordinance.

#### **§120.17. VIOLATIONS.**

(A) *Notice.* A person violating this chapter may be issued, either personally or by mail, a citation that sets forth the alleged violation and that informs the alleged violator of his or her right to a hearing on the matter. The citation shall provide notice that a hearing must be requested within 15 business days of receipt and that hearing rights shall be terminated if a hearing is not promptly requested. The citation shall provide information on how and where a hearing may be requested, including a contact address and phone number.

(B) *Hearings.*

(1) Upon issuance of a citation, a person accused of violating this chapter may request in writing a hearing on the matter. Hearing requests must be made within 15 business days of the issuance of the citation and delivered to the City Administrator or other designated City officer. Failure to request a hearing within 15 business days of the issuance of the citation will terminate the person's right to a hearing.

(2) The City Administrator or other designated City officer shall set the time and place for the hearing within 45 days from receipt of the request. Written notice of the hearing time and place shall be mailed or delivered to the accused violator at least 15 business days prior to the hearing.

(C) *Hearing Officer.* The City Council shall designate a Hearing Officer. The Hearing Officer must be an impartial employee of the City or an impartial person retained by the City to conduct the hearing.

(D) *Decision.* A decision shall be issued by the Hearing Officer within 30 business days. If the Hearing Officer determines that a violation of this chapter did occur, that decision, along with the Hearing Officer's reasons for finding a violation and the penalty to be imposed under §120.18 below, shall be recorded in writing, a copy of which shall be provided to the City and

the accused violator by in person delivery or mail as soon as practicable. Likewise, if the Hearing Officer finds that no violation occurred or finds grounds for not imposing any penalty, those findings shall be recorded and a copy provided to the City and the acquitted accused violator by in person delivery or mail as soon as practicable. The decision of the Hearing Officer is final.

(E) *Appeals.* Appeals of any decision made by the Hearing Officer shall be filed in the district court for the City in which the alleged violation occurred.

(F) *Continued violation.* Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

**§120.18. ADMINISTRATIVE PENALTIES.**

(A) *Licensees.* Any licensee found to have violated this chapter, or whose employee shall have violated this chapter, shall be charged an administrative fine of \$500 for a first violation; \$1000 and a minimum of a 5-day suspension and up to 30 days for second offense; \$2000 and a minimum of at least 10-day suspension and up to 60 days for the third offense. Upon a fourth violation, the license shall be revoked.

(B) *Other individuals.* Other individuals, other than persons regulated by §120.19, found to be in violation of this chapter shall be charged an administrative fine consistent with the administrative fine schedule.

(C) *Underage persons.* Any person under the age of 21 years found in unlawful possession of or who unlawfully purchase or attempt to purchase licensed products shall be subject to an administrative fine or may be subject to education classes, diversion programs, community services or another penalty that the City believes will be appropriate and effective. The administrative fine or other penalty shall be established by the City Council upon consultation with interested parties of the courts, educators, parents and children to determine an appropriate penalty for minors in the City. This administrative fine or other penalty may be established by ordinance and may be amended from time to time.

(D) *Statutory penalties.* If the administrative penalties authorized to be imposed by M.S. § 461.12, as it may be amended from time to time, differ from those established in this section, then the higher penalties shall prevail.

**§120.19. MISDEMEANOR PROSECUTION.**

Nothing in this chapter shall prohibit the City from seeking prosecution as a misdemeanor for any alleged violation of this chapter.

Section 2. Effective date. The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_.

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, Chapter 120, Tetrahydrocannabinol Product Sales, has been added to the Fergus Falls City Code by Ordinance No. 35, 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 Section 4.04, Subd. 2, publication of the title and summary of said ordinance would clearly inform the public of the intent and effect of the ordinance; and,

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

NOTICE IS HEREBY GIVEN, that the title of Ordinance No. 35, Eighth Series, is as follows:

**AN ORDINANCE OF THE CITY OF FERGUS FALLS, MINNESOTA,  
ADDING CHAPTER 120, TETRAHYDROCANNABINOL PRODUCT  
SALES, TO THE CITY CODE.**

NOTICE IS FURTHER GIVEN, that a summary of Ordinance No. 35, Eighth Series, is as follows:

Section 1 adds Chapter 120 regarding Tetrahydrocannabinol Product Sales as follows

- 120.01 Purpose and Intent
- 120.02 Definitions
- 120.03 License
- 120.04 Fees
- 120.05 Background Check
- 120.06 Basis for Denial of License
- 120.07 Procedure Upon Denial, Suspension, Non-Renewal or  
Revocation of License
- 120.08 Prohibited Acts
- 120.09 Controlled Substances
- 120.10 Legal Age
- 120.11 Other Prohibitions
- 120.12 Other Illegal Acts
- 120.13 Restrictions on Consumption and Use
- 120.14 Storage
- 120.15 Responsibility
- 120.16 Compliance Checks and Inspections
- 120.17 Violations
- 120.18 Administrative Penalties

120.19 Misdemeanor Prosecution

Section 2 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 the \_\_\_\_\_ day of \_\_\_\_\_, 2022, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

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

\_\_\_\_\_  
Mayor

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

barb/aCityoffergusfalls/ords/8thseries,Ord35



## Memo

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Page 1 of 1

**Meeting Date:**

December 19, 2022- Council

**Subject:**

Welcoming and Inclusive Communities Program Participation

**Recommendation:**

Authorize staff to apply for a \$10,000 grant from Otter Tail Lakes Country Association for a Welcoming Communities Assessment and Plan from the University of Minnesota Extension Center for Community Vitality.

**Background/Key Points:**

In recent years, University of MN Extension has developed community readiness assessments and guided programs addressing diversity, equity, and inclusion in rural communities. While we compete for workforce and residents, successful efforts will be short-lived if people are not welcomed and embraced for their differences.

The eight-month program requires participation from seven sectors of the community: schools, health care, law enforcement, business, local government, nonprofit organizations, and religious organizations. Staff conducted an initial query of those sectors to determine interest and need and has received overwhelming support in response.

The program is offered through Otter Tail Lakes Country Association; two successful communities will be awarded grant funding. Up to \$10,000 is available to each community, with additional expenses of up to \$2,500 requested by the grant recipients (Otter Tail Lakes Country Association) as a match from each participating community.

**Budgetary Impact:**

\$2,500 match requested. Funds remaining in the 2022 Community Development Professional Services budget can accommodate this match request.

**Originating Department:**

Community Development

**Respectfully submitted:**

Klara Beck, Community Development Manager

**Attachments:**

Letter of Support from Human Rights Commission Chair Mike Trudeau  
Otter Tail County Proposal from U of M Extension



DECEMBER 8, 2022

Mayor Ben Schierer  
Fergus Falls City  
Council

Dear Mayor Schierer,

As Chair of the Human Rights Commission, I am writing in favor of the City's efforts to participate in the Welcoming Communities program offered through Otter Tail County and U of M Extension. The Fergus Falls Human Rights Commission is committed to creating an inclusive community that values diversity and protects human rights for everyone.

The 2023 Human Rights Commission is poised to have members available to participate in the Community Action Team and/ or the Design Team should Fergus Falls be chosen as a member of the Welcoming Communities learning cohort.

I hope you and Council will carefully consider and support participation in the Welcoming Communities assessment and project.

Yours Sincerely,

*Michael H. Trudeau*

Mike Trudeau  
Chair  
Fergus Falls Human Rights Commission





December 2, 2022

Nick Leonard  
Deputy Administrator, Otter Tail County  
520 Fir Avenue West  
Fergus Falls, MN 56537

Dear Nick,

The Extension Center for Community Vitality proposes to conduct the [Welcoming and Inclusive Communities Assessment](#) and project for two communities in Otter Tail County. This process would be similar to the Welcoming and Inclusive Communities project we are currently conducting in Glencoe, a seven-month learning cohort with the assessment conducted during the fourth month.

The Extension Center for Community Vitality is driven to help Minnesota's communities choose their desired future. As a public education organization committed to community development goals from border-to-border, the Extension Center for Community Vitality is well-positioned to conduct this project.

In recent years, the Center has developed several programs addressing diversity, equity, and inclusion in rural communities. In addition, our Center has developed community readiness assessments that have guided programming around specific issues such as equity and inclusion, nitrogen fertilizer management, and access to local foods. Community readiness processes are typically organized as a mixed methods process, with focus group discussions in key sectors, followed up with an online survey to collect additional input from targeted groups.

Here are our ideas for the process:

1. Working with two communities in the county, we would identify and recruit participants to serve on a Community Action Team that will operate as a learning cohort program. The Community Action Team will consist of a diverse representation of community members and will attend six sessions led by Extension educators to engage in learning opportunities about diversity, equity, and inclusion, support effective implementation of the community assessment, and create an action plan for their communities to support inclusion.

A smaller Design Team will oversee the overall Welcoming and Inclusive Communities Program for each community and will meet over the course of the project to provide guidance.

2. The Design Team and Community Action Team should include members that are representative of the community at large. Each team should be made up of diverse members that represent the diversity of the community as well as its sectors that we focus on in the assessment: schools, health care, law enforcement, business, local government, nonprofit organizations, and religious organizations.

To ensure diverse representation on the Community Action Team, we will work with the Design Team to develop and implement a recruitment plan. This plan will identify communities that the Design Team will reach out to ensure diverse representation on the Community Action Team and among the community completing the Welcoming and Inclusive Communities Assessment. The Design Team will have final responsibility for identifying and recruiting participants for the Community Action Team. Your communities may want to consider providing stipends to Community Action Team participants and/or local organizations who assist with recruiting marginalized communities to participate.

3. Ideally, these learning cohorts would be diverse groups with members of all the sectors of the community that we focus on in the assessment: schools, health care, law enforcement, business, local government, nonprofit organizations, and religious organizations. During the seven months of the Community Action Team learning cohort, our educators would focus on the topics that are most relevant to the community. For example, our educators have presented sessions on:
  - Leadership for equity and inclusion
  - Understanding bias, race, and cultural competency
  - Small town economics
  - Engaging the community
  - Small community dynamics
  - Creating a welcoming community
  - Community stewardship
4. During the fourth month of the Community Action Team learning cohort program, we will conduct the Welcoming and Inclusive Communities Assessment for each community. Prior to the assessment, the Community Action Team will need to spend considerable time and effort to get the word out about the assessment and recruit a diverse group of participants who serve, or are served by, all the relevant sectors of the community. These sectors are schools, health care, local government, businesses, law enforcement, faith organizations, and nonprofit organizations. We can help put together materials to help this recruiting process.
5. We recommend conducting the assessment in person. When we held this event in Brown County and Alexandria, we used community event centers and/or auditorium space at local schools or community colleges. We had a simple buffet dinner and started the meeting in a large space and then moved into small groups.

It is ideal if the small groups can be in breakout rooms, but it could also work to have them set up as round tables spread around a large space. If in-person meetings are not possible, we can work with you to design the process for Zoom.

6. We would need to collaborate with the Design Team and Community Action Team to prepare for the assessment implementation (e.g., identify and train seven breakout session facilitators for the assessment process, identify venue, coordinate food).
7. While we will likely have many community members complete the survey at this big meeting, we would plan to create a website for each community so that other community members could visit to complete the assessment during a one-month period after the big meeting. Depending on languages spoken in your community, you may need to identify and resource materials for translation.
8. We would schedule “results” sessions during the sixth month of the cohort program. At these sessions, we would report out the findings and begin discussions about action steps. These discussions would continue into the seventh month with a goal for the end of the program to leave the community with some actions they will continue to move forward in the community. The findings would be reported in PowerPoint presentations and Word documents with open-ended comments from the assessment, organized by sector. If you would prefer written reports, we can do that as well, but that would add a bit more to the budget.
9. Extension staff for this project will be Jennifer Aranda and Ellen Wolter, Leadership and Civic Engagement Educators, and Scott Chazdon, Evaluation and Research Specialist. A Graduate Research Assistant will support the data analysis and report writing.

Below is a proposed project timeline. The start date listed here is February 2023, but this is flexible.

### Proposed timeline

| Date          | Activity  |
|---------------|---|
| January 2023  | Design committee meets to scope out the process and strategize for recruitment for learning cohort                |
| February 2023 | Begin project - first month of learning cohort program  |
| March 2023    | Second month of cohort program  |
| April 2023    | Third month of cohort program   |
| May 2023      | Fourth month of cohort program and Welcoming Communities Assessment - assessment remains open through end of June |
| June 2023     | Fifth month of cohort program   |
| July 2023     | Results presentation and beginning of action planning   |
| August 2023   | Final cohort meeting and action planning  |

The table on the next page is a proposed budget for the project. This includes a substantial amount of in-kind match for our educators to prepare for and travel to the sessions. If you want learning sessions beyond what is proposed here, the cost would be additional. Other costs for the program, such as food for cohort meetings, childcare, and transportation are not included in this budget but would be part of the cost of the overall program.



# Council Action Recommendation

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Page 1 of 2

**Meeting Date:**

December 19, 2022 – City Council

**Subject:**

Minnesota State Active Transportation Infrastructure Program – Final Application

**Recommendation:**

- Resolution of Support for the Minnesota State Active Transportation Infrastructure Program
- Authorization to submit the final application

**Background/Key Points:**

At the October 3, 2022 City Council meeting, this Council motioned authorizing staff to submit a Letter of Intent for the above referenced State program. In late October, the State responded by indicating the City's Letter of Intent application meets program eligibility requirements. I have since began the final application process that is due December 30, 2022.

The final application requires the Applicant's governing council or board resolution, certifying that:

- the governing body supports the project
- funds, if any, required to be supplied by the applicant to complete the project are available and committed.

The infrastructure improvement candidates were selected by City staff, local school district staff, and members of the local Bike and Pedestrian Committee. The proposed project locations and cost estimates developed in-house during the Letter of Intent process are attached for reference. If successful and awarded State funds, construction could begin in Summer, 2023 but likely 2024 to allow for design time.

**Budgetary Impact:**

No local match is required however, this State funding (if awarded) is reserved for construction of infrastructure only. Applicants will need to cover engineering, design, and right-of-way acquisition costs on their own since these are not eligible program expenses. The estimated total cost breakdown is:

Construction Cost = \$339,300.00 (State Grant request)  
Construction Contingency = \$33,900.00 (State Grant request)  
Engineering Design & Admin. = \$67,800.00 (Local Funds)  
Total Estimated Project Cost = \$441,000.00

If acceptable, I will be requesting \$373,200.00 from the Minnesota State Active Transportation Infrastructure Program. The funding source for the \$67,800.00 local match has not been determined at this time.

**Originating Department:**  
Engineering Department

**Respectfully Submitted:**  
Brian Yavarow, P.E. – City Engineer

**Attachments:**  
Preliminary Project Locations with Estimated costs



Preferred sidewalk alignment

Alternate sidewalk alignment based on existing grades

Proposed drop off site



1 inch = 150 feet

State Active Transportation Infrastructure Program  
 Fergus Falls, MN - **Option No. 1**



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

**ENGINEERING DEPARTMENT, CITY of FERGUS FALLS  
ENGINEER'S ESTIMATE**

**Project Type: Curb & Gutter and Concrete Walk**

**Location: Cleveland Ave.- Cecil Ave. to 200' South of Beech Ave.**

**City Proj. No.: Option 1**

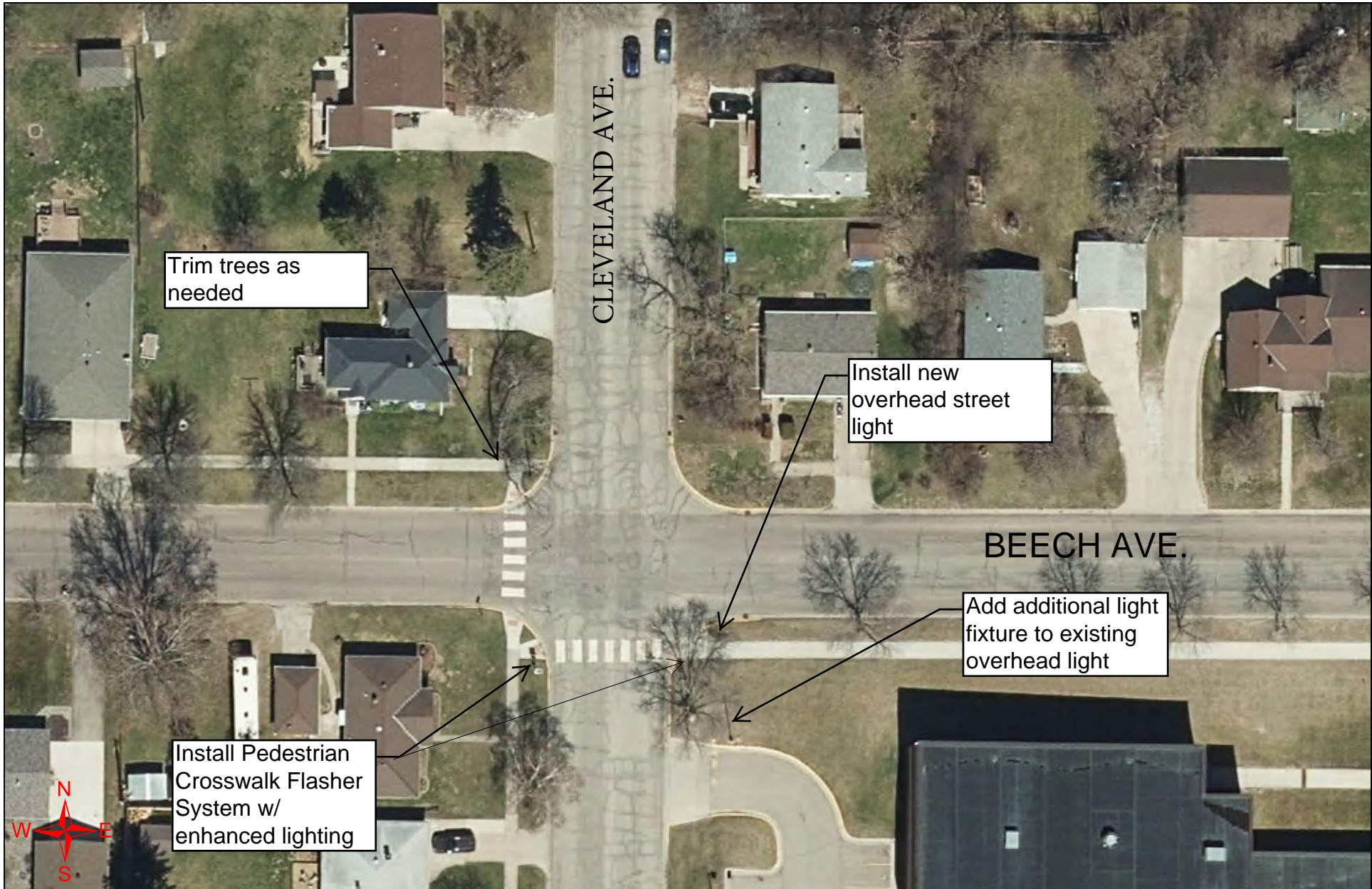
**Pub. Imp. No.: 5361**

**S. A. P. No.:**

| ITEM NO. | ITEM  | UNIT | TOTAL PROJECT      |             |                |
|----------|---|------|--------------------|-------------|----------------|
|          |   |      | ESTIMATED QUANTITY | UNIT COST   | ESTIMATED COST |
| 2021.501 | MOBILIZATION  | LS   | 0.25               | \$20,000.00 | \$5,000.00     |
| 2104.501 | REMOVE WATER MAIN   | L F  |                    | \$100.00    | \$0.00         |
| 2104.501 | REMOVE CURB & GUTTER  | L F  | 30                 | \$25.00     | \$750.00       |
| 2104.503 | REMOVE CONCRETE PAVEMENT 4" & 6"                              | S F  |                    | \$35.00     | \$0.00         |
| 2104.505 | REMOVE BITUMINOUS PAVEMENT                                    | S Y  | 7.00               | \$35.00     | \$245.00       |
| 2104.509 | REMOVE HYDRANT  | EACH |                    | \$7,000.00  | \$0.00         |
| 2104.509 | REMOVE TREE   | EACH |                    | \$1,500.00  | \$0.00         |
| 2104.513 | SAWING BITUMINOUS PAVEMENT                                    | L F  | 34                 | \$20.00     | \$680.00       |
|          | RELOCATE POWER POLE   |      |                    | \$3,000.00  | \$0.00         |
|          | INSTALL OVERHEAD LIGHT  |      |                    | \$1,000.00  | \$0.00         |
|          | TREE TRIMMING   |      |                    | \$2,000.00  | \$0.00         |
| 2105.501 | COMMON EXCAVATION (P) (TRUCK HAUL)                            | C Y  | 121.00             | \$30.00     | \$3,630.00     |
| 2211.501 | AGGREGATE BASE CLASS 5  | TON  | 124                | \$30.00     | \$3,720.00     |
| 2357.502 | BITUMINOUS MATERIAL FOR TACK COAT                             | GAL  | 0.5                | \$10.00     | \$5.00         |
| 2360.501 | TYPE SP 9.5 WEARING COURSE MIX (SPWEA230B)                    | TON  | 1.00               | \$200.00    | \$200.00       |
| 2360.502 | TYPE SP 12.5 NON WEAR COURSE MIX (SPNWB230B)                  | TON  | 2                  | \$200.00    | \$400.00       |
| 2504.602 | CONNECT TO EXISTING WATER MAIN                                | EACH |                    | \$2,500.00  | \$0.00         |
| 2504.602 | INSTALL HYDRANT 9.0 BURY                                      | EACH |                    | \$8,000.00  | \$0.00         |
| 2504.608 | WATERMAIN FITTINGS  | LB   |                    | \$100.00    | \$0.00         |
| 2504.603 | 6" PVC HYDRANT LEAD C-900                                     | L F  |                    | \$50.00     | \$0.00         |
| 2521.501 | 4" CONCRETE WALK (SIDEWALK/APRON)                             | S F  | 5220               | \$12.00     | \$62,640.00    |
| 2521.501 | 6" CONCRETE DRIVEWAY PAVEMENT (SIDEWALK/APRON)                | S F  | 140                | \$10.00     | \$1,400.00     |
| 2531.501 | CONCRETE CURB & GUTTER DESIGN B618                            | L F  | 30                 | \$48.00     | \$1,440.00     |
| 2531.618 | TRUNCATED DOMES   | SF   | 10                 | \$55.00     | \$550.00       |
| 2563.601 | TRAFFIC CONTROL   | LS   | 0.25               | \$5,000.00  | \$1,250.00     |
| 2565.616 | PEDESTRIAN CROSSWALK FLASHER SYSTEM                           | EACH |                    | \$30,000.00 | \$0.00         |
| 2573.533 | SEDIMENT CONTROL LOG TYPE ROCK (6 L.F.)                       | EACH | 1                  | \$200.00    | \$200.00       |
| 2573.533 | INLET PROTECTION  | EACH |                    | \$200.00    | \$0.00         |
| 2574.525 | COMMON TOPSOIL BORROW   | C Y  | 70                 | \$50.00     | \$3,500.00     |
| 2575.501 | SEEDING   | SY   | 560                | \$7.00      | \$3,920.00     |
| 2575.562 | HYDRAULIC SOIL STABILIZER, TYPE 8 (BONDED FIBER MATRIX Fiber) | LB   | 405                | \$7.00      | \$2,835.00     |
|          | TESTING ALLOWANCE   | LS   | 0.25               | \$10,000.00 | \$2,500.00     |

|                           |                     |
|---------------------------|---------------------|
| Total Cost Bid Items      | \$94,865.00         |
| Engineering (20%)         | \$18,973.00         |
| Contingencies (10%)       | \$9,486.50          |
| <b>Total Project Cost</b> | <b>\$123,324.50</b> |





Trim trees as needed

Install new overhead street light

Add additional light fixture to existing overhead light

Install Pedestrian Crosswalk Flasher System w/ enhanced lighting



1 inch = 50 feet



State Active Transportation Infrastructure Program  
Fergus Falls, MN - **Option No. 2**

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

**ENGINEERING DEPARTMENT, CITY of FERGUS FALLS  
ENGINEER'S ESTIMATE**

**Project Type: Curb & Gutter and Concrete Walk**

**Location: Beech & Cleveland Intersection**

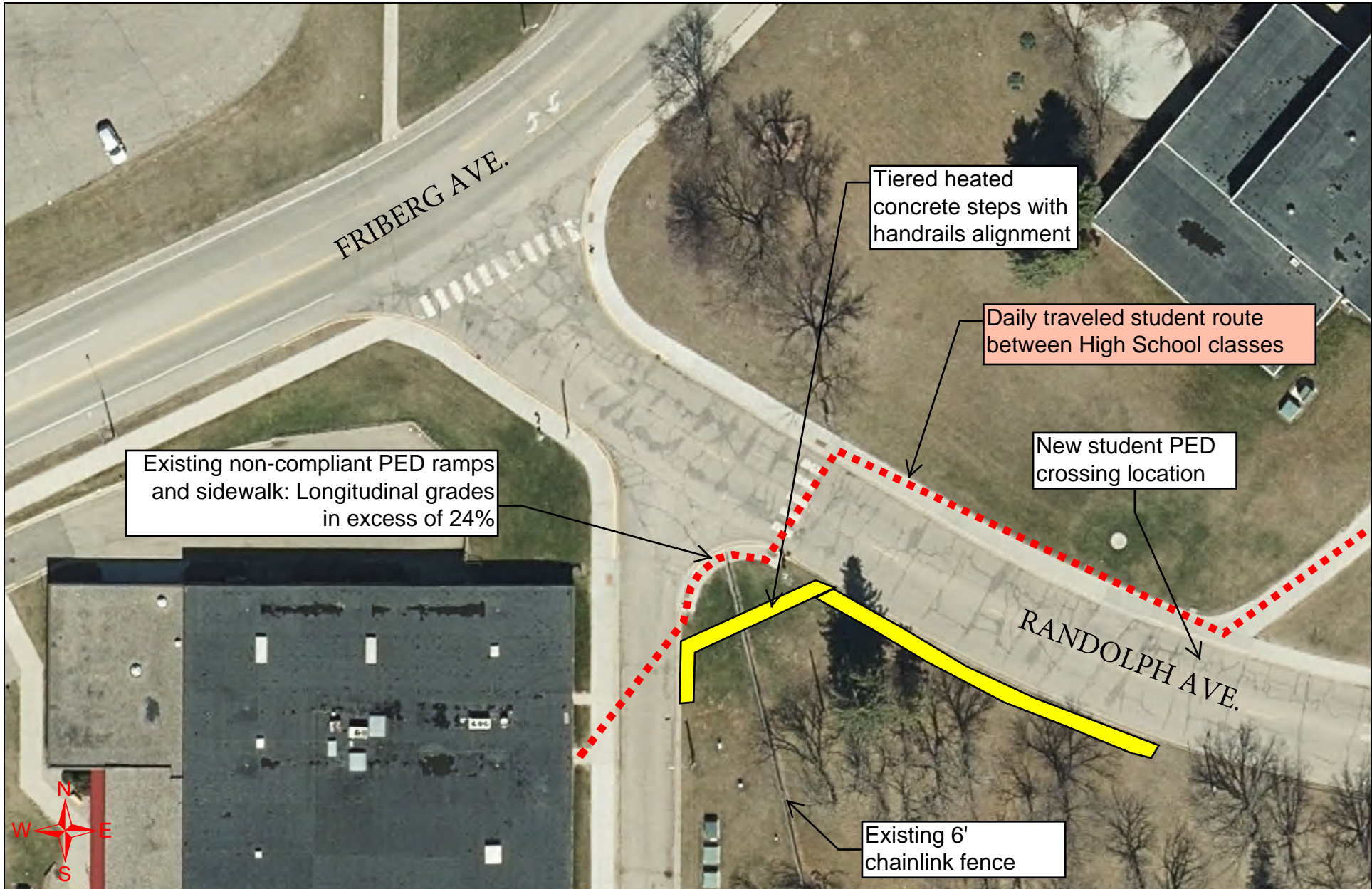
**City Proj. No.: Option 2**

**Pub. Imp. No.: 5361**

**S. A. P. No.:**

| ITEM NO. | ITEM  | UNIT | TOTAL PROJECT      |             |                |
|----------|---|------|--------------------|-------------|----------------|
|          |   |      | ESTIMATED QUANTITY | UNIT COST   | ESTIMATED COST |
| 2021.501 | MOBILIZATION  | LS   | 0.25               | \$20,000.00 | \$5,000.00     |
| 2104.501 | REMOVE WATER MAIN   | L F  |                    | \$100.00    | \$0.00         |
| 2104.501 | REMOVE CURB & GUTTER  | L F  |                    | \$25.00     | \$0.00         |
| 2104.503 | REMOVE CONCRETE PAVEMENT 4" & 6"                              | S F  |                    | \$35.00     | \$0.00         |
| 2104.505 | REMOVE BITUMINOUS PAVEMENT                                    | S Y  |                    | \$35.00     | \$0.00         |
| 2104.509 | REMOVE HYDRANT  | EACH |                    | \$7,000.00  | \$0.00         |
| 2104.509 | REMOVE TREE   | EACH |                    | \$1,500.00  | \$0.00         |
| 2104.513 | SAWING BITUMINOUS PAVEMENT                                    | L F  |                    | \$20.00     | \$0.00         |
|          | RELOCATE POWER POLE   | EACH |                    | \$3,000.00  | \$0.00         |
|          | INSTALL OVERHEAD LIGHT  | EACH | 2                  | \$1,000.00  | \$2,000.00     |
|          | TREE TRIMMING   | LS   | 1.00               | \$2,000.00  | \$2,000.00     |
| 2105.501 | COMMON EXCAVATION (P) (TRUCK HAUL)                            | C Y  |                    | \$30.00     | \$0.00         |
| 2211.501 | AGGREGATE BASE CLASS 5  | TON  |                    | \$30.00     | \$0.00         |
| 2357.502 | BITUMINOUS MATERIAL FOR TACK COAT                             | GAL  |                    | \$10.00     | \$0.00         |
| 2360.501 | TYPE SP 9.5 WEARING COURSE MIX (SPWEA230B)                    | TON  |                    | \$200.00    | \$0.00         |
| 2360.502 | TYPE SP 12.5 NON WEAR COURSE MIX (SPNWB230B)                  | TON  |                    | \$200.00    | \$0.00         |
| 2504.602 | CONNECT TO EXISTING WATER MAIN                                | EACH |                    | \$2,500.00  | \$0.00         |
| 2504.602 | INSTALL HYDRANT 9.0 BURY                                      | EACH |                    | \$8,000.00  | \$0.00         |
| 2504.608 | WATERMAIN FITTINGS  | LB   |                    | \$100.00    | \$0.00         |
| 2504.603 | 6" PVC HYDRANT LEAD C-900                                     | L F  |                    | \$50.00     | \$0.00         |
| 2521.501 | 4" CONCRETE WALK (SIDEWALK/APRON)                             | S F  |                    | \$12.00     | \$0.00         |
| 2521.501 | 6" CONCRETE DRIVEWAY PAVEMENT (SIDEWALK/APRON)                | S F  |                    | \$10.00     | \$0.00         |
| 2531.501 | CONCRETE CURB & GUTTER DESIGN B618                            | L F  |                    | \$48.00     | \$0.00         |
| 2531.618 | TRUNCATED DOMES   | SF   |                    | \$55.00     | \$0.00         |
| 2563.601 | TRAFFIC CONTROL   | LS   | 0.25               | \$5,000.00  | \$1,250.00     |
| 2565.616 | PEDESTRIAN CROSSWALK FLASHER SYSTEM                           | EACH | 2                  | \$30,000.00 | \$60,000.00    |
| 2573.533 | SEDIMENT CONTROL LOG TYPE ROCK (6 L.F.)                       | EACH |                    | \$200.00    | \$0.00         |
| 2573.533 | INLET PROTECTION  | EACH |                    | \$200.00    | \$0.00         |
| 2574.525 | COMMON TOPSOIL BORROW   | C Y  |                    | \$50.00     | \$0.00         |
| 2575.501 | SEEDING   | SY   |                    | \$7.00      | \$0.00         |
| 2575.562 | HYDRAULIC SOIL STABILIZER, TYPE 8 (BONDED FIBER MATRIX Fiber) | LB   |                    | \$7.00      | \$0.00         |
|          | TESTING ALLOWANCE   | LS   | 0.25               | \$10,000.00 | \$2,500.00     |

|                           |                    |
|---------------------------|--------------------|
| Total Cost Bid Items      | \$72,750.00        |
| Engineering (20%)         | \$14,550.00        |
| Contingencies (10%)       | \$7,275.00         |
| <b>Total Project Cost</b> | <b>\$94,575.00</b> |

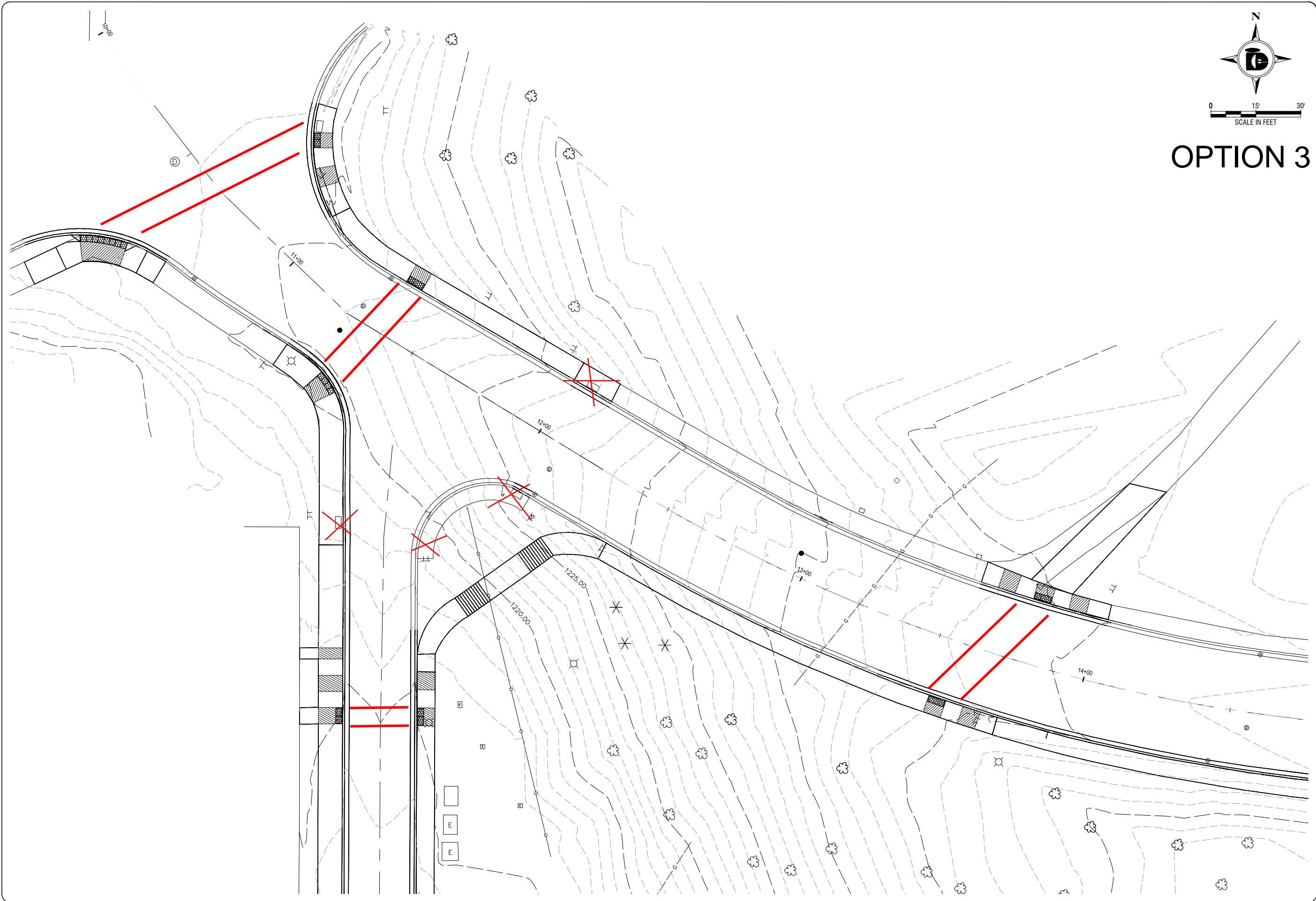


1 inch = 50 feet

State Active Transportation Infrastructure Program  
 Fergus Falls, MN - **Option No. 3**



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

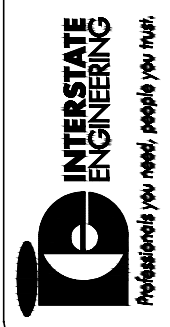


# OPTION 3

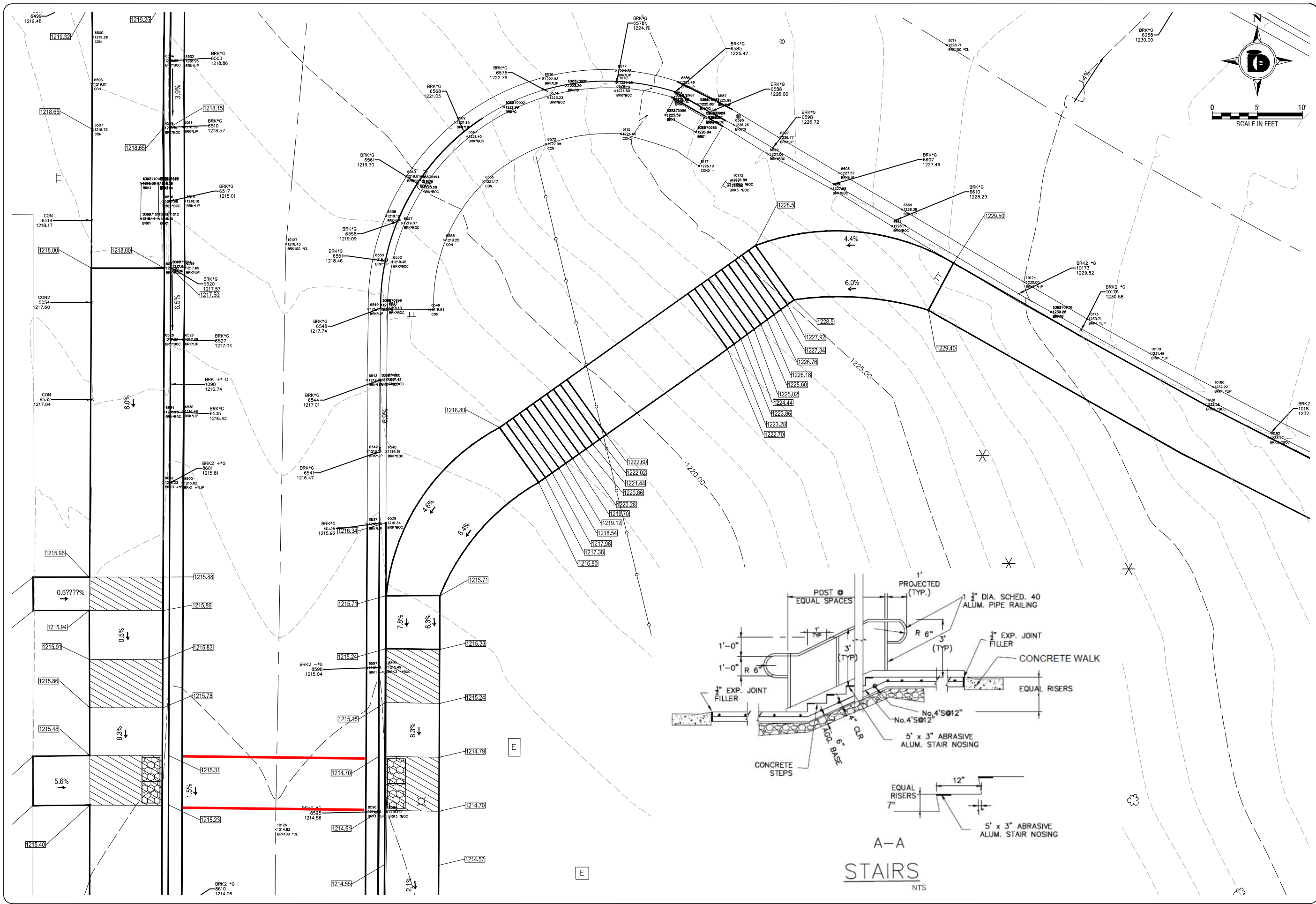
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|--------|------|----|-------------|
|        |      |    |             |
|        |      |    |             |
|        |      |    |             |

|                                |     |                                |           |
|--------------------------------|-----|--------------------------------|-----------|
| PROJECT NAME                   |     | DEVELOPER/MUNICIPALITY NAME    |           |
| CITY/TOWN AND/OR COUNTY, STATE |     | CITY/TOWN AND/OR COUNTY, STATE |           |
| PLAN SHEET                     |     |                                |           |
| Drawn By:                      | XXX | Surveyed By:                   | XXX       |
| Checked By:                    | XXX | Designed By:                   | XXX       |
|                                |     | Project No:                    | X0000-000 |
|                                |     | Date:                          | XX/20XX   |

Interstate Engineering, Inc.  
P. O. Box 316  
116 East Washington Avenue  
Fergus Falls, MN 56538-0316  
Ph (218) 739-5545  
Fax (218) 739-4814  
www.interstateeng.com  
Other offices in Montana, North Dakota and South Dakota



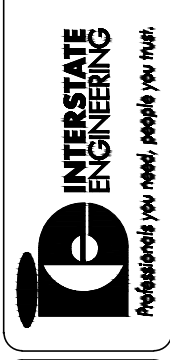
C-1D



| Rev No | Date | Description |
|--------|------|-------------|
|        |      |             |
|        |      |             |

|   |                  |                           |
|---|------------------|---------------------------|
| PROJECT NAME<br>DEVELOPER/MUNICIPALITY NAME<br>CITY/TOWN AND/OR COUNTY, STATE |                  | Project No: XXX-XXXX-XXXX |
| PLAN SHEET  |                  | Date: XX/XX/XX            |
| Drawn By: XXX   | Surveyed By: XXX | Designed By: XXX          |
| Checked By: XXX   |                  |                           |

Interstate Engineering, Inc.  
P. O. Box 316  
116 East Washington Avenue  
Fergus Falls, MN 56538-0316  
Ph (218) 739-5545  
Fax (218) 739-4814  
www.interstateeng.com  
Other offices in Montana, North Dakota and South Dakota



C-1D

**ENGINEERING DEPARTMENT, CITY of FERGUS FALLS  
ENGINEER'S ESTIMATE**

**Project Type: Curb & Gutter and Concrete Walk**  
**Location: Randolph Ave**  
**City Proj. No.: Option 3**  
**Pub. Imp. No.: 5361**  
**S. A. P. No.:**

| ITEM NO. | ITEM  | UNIT | TOTAL PROJECT      |             |                |
|----------|---|------|--------------------|-------------|----------------|
|          |   |      | ESTIMATED QUANTITY | UNIT COST   | ESTIMATED COST |
| 2021.501 | MOBILIZATION  | LS   | 0.25               | \$20,000.00 | \$5,000.00     |
| 2104.501 | REMOVE WATER MAIN   | LF   |                    | \$100.00    | \$0.00         |
| 2104.501 | REMOVE CURB & GUTTER  | LF   |                    | \$25.00     | \$0.00         |
| 2104.503 | REMOVE CONCRETE PAVEMENT 4" & 6"                            | S F  |                    | \$35.00     | \$0.00         |
| 2104.505 | REMOVE BITUMINOUS PAVEMENT                                  | S Y  |                    | \$35.00     | \$0.00         |
| 2104.509 | REMOVE HYDRANT  | EACH |                    | \$7,000.00  | \$0.00         |
| 2104.509 | REMOVE TREE   | EACH |                    | \$1,500.00  | \$0.00         |
| 2104.513 | SAWING BITUMINOUS PAVEMENT                                  | LF   |                    | \$20.00     | \$0.00         |
|          | RELOCATE POWER POLE   |      |                    | \$3,000.00  | \$0.00         |
|          | INSTALL OVERHEAD LIGHT                                      |      |                    | \$1,000.00  | \$0.00         |
|          | TREE TRIMMING   |      |                    | \$2,000.00  | \$0.00         |
| 2105.501 | COMMON EXCAVATION (P) (TRUCK HAUL)                          | C Y  |                    | \$30.00     | \$0.00         |
| 2211.501 | AGGREGATE BASE CLASS 5                                      | TON  |                    | \$30.00     | \$0.00         |
| 2357.502 | BITUMINOUS MATERIAL FOR TACK COAT                           | GAL  |                    | \$10.00     | \$0.00         |
| 2360.501 | TYPE SP 9.5 WEARING COURSE MIX (SPWEA230B)                  | TON  |                    | \$200.00    | \$0.00         |
| 2360.502 | TYPE SP 12.5 NON WEAR COURSE MIX (SPNWB230B)                | TON  |                    | \$200.00    | \$0.00         |
| 2504.602 | CONNECT TO EXISTING WATER MAIN                              | EACH |                    | \$2,500.00  | \$0.00         |
| 2504.602 | INSTALL HYDRANT 9.0 BURY                                    | EACH |                    | \$8,000.00  | \$0.00         |
| 2504.608 | WATERMAIN FITTINGS  | LB   |                    | \$100.00    | \$0.00         |
| 2504.603 | 6" PVC HYDRANT LEAD C-900                                   | LF   |                    | \$50.00     | \$0.00         |
| 2521.501 | 4" CONCRETE WALK (SIDEWALK/APRON)                           | S F  |                    | \$12.00     | \$0.00         |
| 2521.501 | 6" CONCRETE DRIVEWAY PAVEMENT (SIDEWALK/APRON)              | S F  |                    | \$10.00     | \$0.00         |
| 2531.501 | CONCRETE CURB & GUTTER DESIGN B618                          | LF   |                    | \$48.00     | \$0.00         |
| 2531.618 | TRUNCATED DOMES   | SF   |                    | \$55.00     | \$0.00         |
| 2563.601 | TRAFFIC CONTROL   | LS   | 0.25               | \$5,000.00  | \$1,250.00     |
| 2565.616 | PEDESTRIAN CROSSWALK FLASHER SYSTEM                         | EACH |                    | \$30,000.00 | \$0.00         |
| 2573.533 | SEDIMENT CONTROL LOG TYPE ROCK (6 L.F.)                     | EACH |                    | \$200.00    | \$0.00         |
| 2573.533 | INLET PROTECTION  | EACH |                    | \$200.00    | \$0.00         |
| 2574.525 | COMMON TOPSOIL BORROW                                       | C Y  |                    | \$50.00     | \$0.00         |
| 2575.501 | SEEDING   | SY   |                    | \$7.00      | \$0.00         |
| 2575.562 | HYDRAULIC SOIL STABILIZER, TYPE 8 (BONDED FIBER MATRIX Fibe | LB   |                    | \$7.00      | \$0.00         |
|          | CONCRETE STEPS W/ HANDRAILS                                 | LS   | 1                  | \$72,000.00 | \$72,000.00    |
|          | PED RAMP WITH WALK  | LS   | 1                  | \$4,500.00  | \$4,500.00     |
|          | SIDEWALK HEAT & WIRING BACK TO ROOSEVELT BLDG               | LS   | 1                  | \$7,500.00  | \$7,500.00     |
|          | LABOR TO INSTALL HEAT & WIRING BACK TO ROOSEVELT BLDG       | LS   | 1                  | \$8,500.00  | \$8,500.00     |
|          | MISCELLANEOUS MATERIALS TO GET POWER TO ROOSEVELT BLD       | LS   | 1                  | \$7,000.00  | \$7,000.00     |
|          | MISCELLANEOUS GRADING & RESTORATION                         | LS   | 1                  | \$7,000.00  | \$7,000.00     |
| 2575.562 | HYDRAULIC SOIL STABILIZER, TYPE 8 (BONDED FIBER MATRIX Fibe | LB   |                    | \$7.00      | \$0.00         |
|          | TESTING ALLOWANCE   | LS   | 0.25               | \$10,000.00 | \$2,500.00     |

|                           |                     |
|---------------------------|---------------------|
| Total Cost Bid Items      | \$115,250.00        |
| Engineering (20%)         | \$23,050.00         |
| Contingencies (10%)       | \$11,525.00         |
| <b>Total Project Cost</b> | <b>\$149,825.00</b> |



BAIRD AVE.

6' wide concrete sidewalk with PED ramp

Relocate Fire Hydrant

FRIBERG AVE.



1 inch = 100 feet



State Active Transportation Infrastructure Program  
Fergus Falls, MN - Option No. 4

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

**ENGINEERING DEPARTMENT, CITY of FERGUS FALLS  
ENGINEER'S ESTIMATE**

**Project Type: Curb & Gutter and Concrete Walk**

**Location: Baird Ave.-Friberg Ave. to Invision South Driveway**

**City Proj. No.: Option 4**

**Pub. Imp. No.: 5361**

**S. A. P. No.:**

| ITEM NO. | ITEM  | UNIT | TOTAL PROJECT      |             |                |
|----------|---|------|--------------------|-------------|----------------|
|          |   |      | ESTIMATED QUANTITY | UNIT COST   | ESTIMATED COST |
| 2021.501 | MOBILIZATION  | LS   | 0.25               | \$20,000.00 | \$5,000.00     |
| 2104.501 | REMOVE WATER MAIN   | L F  |                    | \$100.00    | \$0.00         |
| 2104.501 | REMOVE CURB & GUTTER  | L F  | 60                 | \$25.00     | \$1,500.00     |
| 2104.503 | REMOVE CONCRETE PAVEMENT 4" & 6"                              | S F  | 84                 | \$35.00     | \$2,940.00     |
| 2104.505 | REMOVE BITUMINOUS PAVEMENT                                    | S Y  | 14.00              | \$35.00     | \$490.00       |
| 2104.509 | REMOVE HYDRANT  | EACH | 1.00               | \$7,000.00  | \$7,000.00     |
| 2104.509 | REMOVE TREE   | EACH |                    | \$1,500.00  | \$0.00         |
| 2104.513 | SAWING BITUMINOUS PAVEMENT                                    | L F  | 68                 | \$20.00     | \$1,360.00     |
|          | RELOCATE POWER POLE   |      |                    | \$3,000.00  | \$0.00         |
|          | INSTALL OVERHEAD LIGHT  |      |                    | \$1,000.00  | \$0.00         |
|          | TREE TRIMMING   |      |                    | \$2,000.00  | \$0.00         |
| 2105.501 | COMMON EXCAVATION (P) (TRUCK HAUL)                            | C Y  | 28.00              | \$30.00     | \$840.00       |
| 2211.501 | AGGREGATE BASE CLASS 5  | TON  | 27                 | \$30.00     | \$810.00       |
| 2357.502 | BITUMINOUS MATERIAL FOR TACK COAT                             | GAL  | 2                  | \$10.00     | \$20.00        |
| 2360.501 | TYPE SP 9.5 WEARING COURSE MIX (SPWEA230B)                    | TON  | 2.00               | \$200.00    | \$400.00       |
| 2360.502 | TYPE SP 12.5 NON WEAR COURSE MIX (SPNWB230B)                  | TON  | 4                  | \$200.00    | \$800.00       |
| 2504.602 | CONNECT TO EXISTING WATER MAIN                                | EACH | 1                  | \$2,500.00  | \$2,500.00     |
| 2504.602 | INSTALL HYDRANT 9.0 BURY                                      | EACH | 1                  | \$8,000.00  | \$8,000.00     |
| 2504.608 | WATERMAIN FITTINGS  | LB   |                    | \$100.00    | \$0.00         |
| 2504.603 | 6" PVC HYDRANT LEAD C-900                                     | L F  | 10                 | \$50.00     | \$500.00       |
| 2521.501 | 4" CONCRETE WALK (SIDEWALK/APRON)                             | S F  | 1050               | \$12.00     | \$12,600.00    |
| 2521.501 | 6" CONCRETE DRIVEWAY PAVEMENT (SIDEWALK/APRON)                | S F  | 164                | \$10.00     | \$1,640.00     |
| 2531.501 | CONCRETE CURB & GUTTER DESIGN B618                            | L F  | 60                 | \$48.00     | \$2,880.00     |
| 2531.618 | TRUNCATED DOMES   | SF   | 12                 | \$55.00     | \$660.00       |
| 2563.601 | TRAFFIC CONTROL   | LS   | 0.25               | \$5,000.00  | \$1,250.00     |
| 2565.616 | PEDESTRIAN CROSSWALK FLASHER SYSTEM                           | EACH |                    | \$30,000.00 | \$0.00         |
| 2573.533 | SEDIMENT CONTROL LOG TYPE ROCK (6 L.F.)                       | EACH | 1                  | \$200.00    | \$200.00       |
| 2573.533 | INLET PROTECTION  | EACH | 1                  | \$200.00    | \$200.00       |
| 2574.525 | COMMON TOPSOIL BORROW   | C Y  | 15                 | \$50.00     | \$750.00       |
| 2575.501 | SEEDING   | SY   | 130                | \$7.00      | \$910.00       |
| 2575.562 | HYDRAULIC SOIL STABILIZER, TYPE 8 (BONDED FIBER MATRIX Fiber) | LB   | 90                 | \$7.00      | \$630.00       |
|          | TESTING ALLOWANCE   | LS   | 0.25               | \$10,000.00 | \$2,500.00     |

|                           |                    |
|---------------------------|--------------------|
| Total Cost Bid Items      | \$56,380.00        |
| Engineering (20%)         | \$11,276.00        |
| Contingencies (10%)       | \$5,638.00         |
| <b>Total Project Cost</b> | <b>\$73,294.00</b> |





# Memo

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Page 1 of 1

**Meeting Date:**

December 19- City Council

**Subject:**

Consultation for Tax Increment Financing Request

**Recommendation:**

Allow City staff to retain the services of consultant(s) at Baker Tilly regarding an application for Tax Increment Financing from FM Bank.

**Background/Key Points:**

The City must find that in its opinion a development proposed by FM Bank would not happen but for the use of Tax Increment Financing. This requires a financial analysis that Baker Tilly can perform and provides for access to valuable consultation throughout the TIF process. This request to engage services is part of the formal process for requesting TIF from the City. Approving this request does not guarantee TIF for the applicant. Further conversations regarding the applicant's eligibility for TIF will be held with Council upon return of the project's financial analysis.

**Budgetary Impact:**

All fees are to be paid by the developer.

**Originating Department:**

Community Development

**Respectfully Submitted:**

Klara Beck, Community Development Manager

**Attachments:**

Shortened abatement request for context

## RESOLUTION ALLOWING CLAIMS &amp; ORDERING PAYMENT THEREOF

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

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

## General

|                                |                                |          |
|--------------------------------|--------------------------------|----------|
| A-1 LOCK & KEY LLC             | ON SITE KEY CUTTING            | 39.56    |
| A-1 LOCK & KEY LLC             | SERVICE INSTALL ACTUATOR       | 128.50   |
| AT&T MOBILITY                  | DATA PLANS/FIRE CHIEF PHONE    | 49.66    |
| AT&T MOBILITY                  | DATA PLANS/PREVENTION CHIEF    | 44.63    |
| AT&T MOBILITY                  | DATA PLANS/TRAINING CHIEF      | 44.63    |
| AT&T MOBILITY                  | IPADS & CELL PHONE DATA        | 356.87   |
| ADMINISTRATOR'S CONTINGENCY FD | DECEMBER CHRISTMAS WREATHS     | 70.00    |
| ADMINISTRATOR'S CONTINGENCY FD | NORTHWEST MN CHAPTER BLDG OFFI | 40.00    |
| ADMINISTRATOR'S CONTINGENCY FD | RECORD CUP/314 W CAVOUR        | 46.00    |
| ADMINISTRATOR'S CONTINGENCY FD | REFUND LIQUOR LICENSE          | 75.00    |
| ADMINISTRATOR'S CONTINGENCY FD | REFUND/PLPS DEPOSIT-STONE L    | 25.00    |
| ADVANCED CAPITAL GROUP INC     | OCT-DEC 2022 INVESTMENT FEE    | 3,750.00 |
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY          | 938.80   |
| SEAN ANDERSON                  | CLEANING WEEKS OF NOV 25-DEC 2 | 423.89   |
| AXON ENTERPRISE INC            | 5 TASERS/BATTERIES             | 6,171.35 |
| BANKCARD CENTER                | ALUM 1" FEMALE CAMLOCK TO HOSE | 135.68   |
| BANKCARD CENTER                | ARENA WATER FILTER             | 75.92    |
| BANKCARD CENTER                | BATTERY CHARGER                | 159.98   |
| BANKCARD CENTER                | BUILDING-EDUCATION             | 600.00   |
| BANKCARD CENTER                | CALENDAR                       | 32.94    |
| BANKCARD CENTER                | CANCELLATION-EDUCATION         | 150.00-  |
| BANKCARD CENTER                | CITY HALL COFFEE               | 38.94    |
| BANKCARD CENTER                | CYLINDER,BIT,PROP.EXCH.,PLIER  | 219.53   |
| BANKCARD CENTER                | DUENOW CPS CLASS FEE           | 95.00    |
| BANKCARD CENTER                | EVENSON UNIFORM PURCHASE       | 46.95    |
| BANKCARD CENTER                | FIBERGLASS MARKER, SCOOP       | 37.70    |
| BANKCARD CENTER                | FURNACE FILTERS                | 199.76   |
| BANKCARD CENTER                | GARAGE SUPPLIES                | 17.39    |
| BANKCARD CENTER                | GEISZLER UNIFORM PURCHASE      | 403.98   |
| BANKCARD CENTER                | GIFT CARDS/SHOP WITH A HERO    | 500.00   |
| BANKCARD CENTER                | HOHRMAN UNIFORM RETURN         | 149.03-  |

## General

|                 |                                |        |
|-----------------|--------------------------------|--------|
| BANKCARD CENTER | INK CARTRIDGE                  | 18.87  |
| BANKCARD CENTER | KITCHEN SUPPLIES               | 27.99  |
| BANKCARD CENTER | KITZMAN UNIFORM PURCHASE       | 386.61 |
| BANKCARD CENTER | MONTHLY ADOBE MEMBERSHIP       | 10.73  |
| BANKCARD CENTER | MOULTRIE MONTHLY               | 9.99   |
| BANKCARD CENTER | NOV LAPTOP CAMERA COVER SLIDE  | 6.91   |
| BANKCARD CENTER | NOV POSTAGE-POSTER CONTEST     | 6.20   |
| BANKCARD CENTER | NOV QUICK DEPLOY STOP SIGN     | 100.00 |
| BANKCARD CENTER | NOV REVERSING ROCKER SWITCH    | 29.38  |
| BANKCARD CENTER | NOV TRAINING BLS PROVIDER CARD | 90.00  |
| BANKCARD CENTER | NOV 12-OUTLET POWER STRIPS     | 159.47 |
| BANKCARD CENTER | NOV 2023 ERASABLE CALENDAR     | 28.92  |
| BANKCARD CENTER | NOV 4 PACK LITHIUM BATTERIES   | 6.99   |
| BANKCARD CENTER | NOV 48" DRIVEWAY MARKER        | 132.97 |
| BANKCARD CENTER | NOV 48" DRIVEWAY MARKERS       | 88.98  |
| BANKCARD CENTER | NOV 72" DRIVEWAY MARKERS       | 43.99  |
| BANKCARD CENTER | NOVEMBER ADOBE CREATIVE CLOUD  | 9.38   |
| BANKCARD CENTER | NOVEMBER APPY PIE LLC          | 60.00  |
| BANKCARD CENTER | NOVEMBER MED TRAINING SUPPLIES | 40.29  |
| BANKCARD CENTER | NOVEMBER MICR TONER CARTRIDGE  | 219.00 |
| BANKCARD CENTER | NUISANCE IMAGE STORAGE         | 9.99   |
| BANKCARD CENTER | OCT BATTERIES                  | 14.75  |
| BANKCARD CENTER | OCT CERTIFIED-FIRE INSPECTION  | 7.85   |
| BANKCARD CENTER | OCT NYLON BAG SEEDER/SPREAD    | 128.64 |
| BANKCARD CENTER | OFFICE BATTERY BACKUP          | 72.00  |
| BANKCARD CENTER | OFFICE FLOOR RUGS              | 220.22 |
| BANKCARD CENTER | OFFICE SUPPLIES                | 68.63  |
| BANKCARD CENTER | POSTAGE                        | 12.33  |
| BANKCARD CENTER | PRINTER SQUAD PAPER            | 50.90  |
| BANKCARD CENTER | RIGGLE UNIFORM PURCHASE        | 191.04 |
| BANKCARD CENTER | SHIRKEY CPS CLASS FEE          | 95.00  |
| BANKCARD CENTER | SILBERNAGEL RETURN             | 29.98- |
| BANKCARD CENTER | SILBERNAGEL UNIFORM PURCHASE   | 56.96  |
| BANKCARD CENTER | SONSTEBO UNIFORM PURCHASE      | 6.99   |
| BANKCARD CENTER | SONSTEBO UNIFORM PURCHASE RETU | 6.99-  |
| BANKCARD CENTER | SPEC.BUILDING-EDUCATION        | 180.00 |
| BANKCARD CENTER | THUMB DRIVES                   | 21.66  |
| BANKCARD CENTER | WEST UNIFORM PURCHASE          | 41.58  |
| BANKCARD CENTER | 2018 BLDG PLANS STUDY GUIDE    | 79.00  |
| BANKCARD CENTER | 2023 CALENDAR                  | 9.99   |
| BANKCARD CENTER | 4 BAY CHARGER                  | 127.74 |
| KLARA BECK      | PRESERVE MN 2022 MILEAGE       | 261.25 |
| KLARA BECK      | PRESERVE MN 2022 PER DIEM      | 26.00  |

## General

|                                |                               |            |
|--------------------------------|-------------------------------|------------|
| BIG AXX LLC                    | DECEMBER BLADES SHARPENED     | 99.00      |
| BIG AXX LLC                    | DECEMBER FREIGHT              | 90.00      |
| CARR'S TREE SERVICE, INC.      | NOV PRIVATE TREE REMOVAL      | 2,655.75   |
| CARR'S TREE SERVICE, INC.      | RETURN BID DEP. 2022-2023     | 8,813.43   |
| CHARTER COMMUNICATIONS         | 12/02/22-01/01/23 CABLE       | 44.88      |
| CHARTER COMMUNICATIONS         | 12/04/22 - 01/03/23 CABLE     | 52.62      |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SALES TAX       | 60,247.00  |
| COMPASS MINERALS AMERICA INC   | DEC ROAD SALT                 | 57,468.99  |
| COOPERS TECHNOLOGY GROUP       | DEC BINDER CLIPS, GEL PENS    | 31.14      |
| COOPERS TECHNOLOGY GROUP       | NOVEMBER 30X60X41 U LEG BASE  | 331.50     |
| COSSETTE ELECTRIC LLC          | DEC SET TRAFFIC SIGNAL POLE   | 381.32     |
| DACOTAH PAPER CO               | ALCOHOL WIPE                  | 10.90      |
| DACOTAH PAPER CO               | VAC BAGS,CAN LINER, TISSUE    | 730.72     |
| DAILY JOURNAL                  | ANNUAL SUBSCRIPTION RENEWAL   | 152.40     |
| DAILY JOURNAL                  | NOV PUBLISH ORDINANCE #31 8TH | 240.63     |
| DAILY JOURNAL                  | NOV PUBLISH ORDINANCE #32 8TH | 259.88     |
| DAILY JOURNAL                  | NOV PUBLISH ORDINANCE #33 8TH | 327.25     |
| DAILY JOURNAL                  | NOVEMBER ELECTION NOTICE      | 86.63      |
| DAILY JOURNAL                  | NOVEMBER PLANNING COMMISSION  | 96.25      |
| DAILY JOURNAL                  | NOVEMBER SNOW REMOVAL NOTICE  | 192.50     |
| DAILY JOURNAL                  | NOVEMBER TAX REBATE HEARING   | 125.13     |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE     | 102,167.52 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE       | 2,703.52   |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3002        | 120.90     |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3004        | 51.51      |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3009        | 84.96      |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3040        | 103.88     |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3041        | 57.16      |
| EQUIPMENT FUND                 | NOV FUEL CHARGES #3042        | 83.37      |
| EQUIPMENT FUND                 | NOV REPAIRS/SERVICE #3042     | 105.24     |
| FASTENAL COMPANY               | DEC XL WORK GLOVES            | 65.91      |
| FERGUS FALLS CONVENTION &      | OCT 2022 LODGING TAX          | 13,832.90  |
| FERGUS FALLS CONVENTION &      | OCT 2022 LODGING TAX ADMIN    | 414.99-    |
| GALLAGHER BENEFIT SERVICES INC | 2022 COMPENSATION STUDY       | 3,066.67   |
| GALLS LLC                      | RENNER UNIFORM PURCHASE       | 320.68     |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE | 89.00-     |
| GENERAL FUND                   | NOVEMBER COPIER USE           | 255.58     |
| GENERAL FUND                   | NOVEMBER POSTAGE USE          | 576.72     |
| GENERAL FUND                   | TRANSFER NOVEMBER COPIER USE  | 423.82-    |
| GENERAL FUND                   | TRANSFER NOVEMBER POSTAGE USE | 941.81-    |
| GOODIN COMPANY                 | ROUGH BRASS REDUCER           | 82.89      |
| GOODIN COMPANY                 | 50 GAL PROLINE WATER HEATER   | 789.60     |
| GREAT PLAINS NATURAL GAS CO    | NOVEMBER NATURAL GAS EXPENSE  | 2,434.56   |

## General

|                              |                                |           |
|------------------------------|--------------------------------|-----------|
| GREATER MN PARKS & TRAILS    | 2023 MEMBERSHIP DUES           | 250.00    |
| GOODPOINTE TECHNOLOGY INC    | 2023 PAVEMENT,SIGN MGMT AGRMNT | 4,320.00  |
| HIGH POINT NETWORKS LLC      | AZURE ACTIVE DIRECTORY PREMIUM | 747.00    |
| HIGH POINT NETWORKS LLC      | HPN MONTHLY M365/GSUITE BACKUP | 228.00    |
| HIGH POINT NETWORKS LLC      | OFFICE 365 G3 GCC              | 1,826.00  |
| HIGH POINT NETWORKS LLC      | PROJECT PLAN 3 FOR GCC         | 30.00     |
| HIGH POINT NETWORKS LLC      | VISIO PLAN 2 FOR GCC           | 45.00     |
| HOME DEPOT CREDIT SERVICES   | DEC CHAIN LINK BOX,SCREW RING  | 22.32     |
| HOME DEPOT CREDIT SERVICES   | NOV RIDGID EXTENTION CORDS     | 245.41    |
| HOME DEPOT CREDIT SERVICES   | OUTDOOR PLUG 15AMP             | 11.98     |
| LAKE COUNTRY GRAPHICS, INC.  | DECEMBER UNIFORM PRINTING      | 941.23    |
| LAKE REGION ELECTRIC COOP    | NOV/SNOW REMOVAL/EQUIP BLDG    | 93.20     |
| LAKE REGION ELECTRIC COOP    | NOVEMBER ELECTRICITY EXPENSE   | 979.35    |
| LAKE REGION HEALTHCARE CORP  | NOV PRE-EMPLOY DRUG SCREEN     | 75.00     |
| MATT & DINA LEE              | OTC TAX                        | .02-      |
| MATT & DINA LEE              | STATE TAX (ON RENT)            | .25-      |
| LEITCH EXCAVATING INC        | YDS CLASS 5 GRAVEL SELF HAULED | 3,980.00  |
| VICTOR LUNDEEN COMPANY       | DECEMBER COPY PAPER            | 1,090.00  |
| MII LIFE INCORPORATED        | DEC FLEX/HSA PLAN PART FEE     | 139.70    |
| M-R SIGN COMPANY INC         | DEC LEFT/VERT/RIGHT SIGNS      | 206.91    |
| M-R SIGN COMPANY INC         | DEC OPTIONAL LANE USE SIGN     | 68.97     |
| MARCO TECHNOLOGIES LLC       | COPIER CONTRACT 11/10-12/10    | 430.61    |
| MARCO TECHNOLOGIES LLC       | 08/27-11/27/22 COPIER OVERAGE  | 16.76     |
| MARCO TECHNOLOGIES LLC       | 11/27-12/27/22 COPIER RENT     | 651.68    |
| MED COMPASS                  | ANNUAL FIT TEST & PHYSICALS    | 4,235.00  |
| MEDTOX LABORATORIES INC      | NOV PRE-EMPLOY DRUG SCREEN     | 33.40     |
| MIDWEST PRINTING COMPANY     | DECEMBER BUSINESS CARDS/BOWMAN | 60.00     |
| MOBOTREX INC                 | DEC 16" PED VISOR              | 50.00     |
| NEW HORIZONS ENERGY          | NOVEMBER PROPANE/MAIN TERMINAL | 1,742.90  |
| NEW HORIZONS ENERGY          | NOVEMBER PROPANE/SRE BUILDING  | 1,705.87  |
| NYCKLEMOE & ELLIG, P.A.      | DECEMBER PROSECUTING SERVICES  | 9,225.00  |
| O'DAY EQUIPMENT INC          | REPLACE SWIVEL HOSE AND TEST   | 1,167.33  |
| OTTER TAIL COUNTY HISTORICAL | PRESERVE MN 2022 MILEAGE       | 261.25    |
| OTTER TAIL COUNTY HISTORICAL | PRESERVE MN 2022 REGISTRATION  | 100.00    |
| OTC HUMANE SOCIETY INC       | AUG ANIMAL BOARDING            | 465.00    |
| OTC HUMANE SOCIETY INC       | SEPT ANIMAL BOARDING           | 722.00    |
| OTTER TAIL POWER COMPANY     | NOVEMBER ELECTRICITY EXPENSE   | 41,860.85 |
| OTTER TAIL TELCOM            | DECEMBER ADDITIONAL LISTING    | 10.00     |
| OTTER TAIL TELCOM            | DECEMBER TELEPHONE EXPENSE     | 722.83    |
| OTTER TAIL TELCOM            | DECEMBER TELEPHONE LINES PD    | 271.09    |
| OTTER TAIL TELCOM            | NOVEMBER LONG DISTANCE         | 8.42      |
| PEMBERTON LAW, P.L.L.P.      | 2022 LEGAL SERVICES            | 52.00     |
| PITNEY BOWES CREDIT CORP     | 09/30/-12/29/22 METER RENT     | 705.00    |

## General

|                                |                                |            |
|--------------------------------|--------------------------------|------------|
| POLICE DEPT CONTINGENCY FUND   | BERGREN FBINAA 2023 DUES       | 115.00     |
| POLICE DEPT CONTINGENCY FUND   | DUENOW UNIFORM PURCHASE        | 230.00     |
| POLICE DEPT CONTINGENCY FUND   | ELDIEN/BERGREN MPOA DUES       | 120.00     |
| POLICE DEPT CONTINGENCY FUND   | EVENSON SHIRTS EMBROIDERED     | 30.00      |
| POLICE DEPT CONTINGENCY FUND   | GEISZLER UNIFORM PURCHASE      | 230.00     |
| POLICE DEPT CONTINGENCY FUND   | LEBLANC FORF TITLE/22020136    | 27.00      |
| POLICE DEPT CONTINGENCY FUND   | RENNER UNIFORM PURCHASE        | 230.00     |
| POLICE DEPT PETTY CASH         | FOREMAN UNIFORM PURCHASE       | 17.60      |
| RED RIVER FLAGS                | MISC US POLYESTER FLAGS        | 471.45     |
| SHI INTERNATIONAL CORP         | ADOBE PRO DC                   | 2,280.00   |
| SHI INTERNATIONAL CORP         | ADOBE SIGN RENEWAL             | 571.60     |
| SIGNWORKS SIGNS & BANNERS INC  | DEC "NO PARKING" SIGNS         | 200.00     |
| SKY CREW SERVICES, LLC         | JANUARY MANAGEMENT FEES        | 3,500.00   |
| STREICHER'S INC                | 40MM PROJECTILE ROUNDS         | 516.98     |
| TAX ABATEMENT - HOUSING REBATE | 2022 HOUSING REBATE FUNDING    | 1,000.00   |
| VERIZON WIRELESS               | AIR/CELL NOV 2-DEC 1           | 1,082.44   |
| WSB & ASSOCIATES INC           | AUGUST STRATEGIC PLANNING FRAM | 7,544.00   |
| WADENA ASPHALT INC             | TIC 34064                      | 930.00     |
| WADENA ASPHALT INC             | TIC.#34077-78                  | 1,302.00   |
|                                | F U N D   T O T A L            | 375,257.58 |

## P.A. General

|                                |                                |          |
|--------------------------------|--------------------------------|----------|
| ATLAS OUTDOOR SERVICES LLC     | DECEMBER/CBHH SNOW/LAWN CARE   | 1,000.00 |
| COMSTOCK CONSTRUCTION INC      | REMOVED SHADE SAIL CANOPIES    | 617.90   |
| COMSTOCK CONSTRUCTION INC      | REPAIRED COURTYARD DOOR SWEEP  | 298.86   |
| COMSTOCK CONSTRUCTION INC      | REPAIRS TO DOOR CLOSERS RM 147 | 332.87   |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE      | 1,108.62 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE        | 8.11     |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE  | 3.14     |
| GENERAL FUND                   | NOVEMBER COPIER USE            | 39.64    |
| JOHNSON CONTROLS INC           | MONTHLY /ANNUAL MAINT-HVAC NOV | 3,124.56 |
| JOHNSON CONTROLS INC           | REPAIRS AIR DAMPER BOILER #1   | 961.64   |
| LOW VOLTAGE CONTRACTORS INC    | REPAIRS WEST PATIENT DR ALARM  | 1,805.52 |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE     | 3.30     |
| MARCO TECHNOLOGIES LLC         | 11/27-12/27/22 COPIER RENT     | 51.89    |
| SUMMIT COMPANIES               | MONTHLY MONITORING -DEC        | 32.50    |
| SUMMIT COMPANIES               | QTRLY FIRE ALARM INSPECTION    | 129.00   |
| UGSTAD PLUMBING INC            | BOILER/GEN CK 11/29/22         | 90.00    |

## P.A. General

|                     |                              |           |
|---------------------|------------------------------|-----------|
| UGSTAD PLUMBING INC | REPAIRS TO TOILET IN RM #171 | 172.51    |
| UGSTAD PLUMBING INC | REPAIRS TOILET FLUSH VALVE   | 293.25    |
|                     | F U N D   T O T A L          | 10,073.31 |

## American Rescue Plan Act Fund

|                          |                              |            |
|--------------------------|------------------------------|------------|
| CAPITAL IMPROVEMENT FUND | PI 9768 WATER AND SEWER-ARPA | 172,630.68 |
|                          | F U N D   T O T A L          | 172,630.68 |

## Regional Treatment Center-City Operated

|                          |                              |        |
|--------------------------|------------------------------|--------|
| BANKCARD CENTER          | RTC CUUDEBACK DIGITAL        | 20.00  |
| OTTER TAIL POWER COMPANY | NOVEMBER ELECTRICITY EXPENSE | 254.01 |
|                          | F U N D   T O T A L          | 274.01 |

## Public Library

|                                |                                |          |
|--------------------------------|--------------------------------|----------|
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY          | 6.55     |
| BANKCARD CENTER                | NOVEMBER BOOKS                 | 675.91   |
| BANKCARD CENTER                | NOVEMBER DIGITAL MATERIALS     | 173.06   |
| BANKCARD CENTER                | NOVEMBER DVD'S                 | 1,781.55 |
| BANKCARD CENTER                | NOVEMBER OPERATING SUPPLIES    | 96.84    |
| BANKCARD CENTER                | NOVEMBER POSTAGE               | 120.00   |
| BANKCARD CENTER                | NOVEMBER PROFESSIONAL SERVICES | 142.76   |
| BIBLIOTHECA LLC                | SELF CHECKOUT CONTRACT         | 1,998.00 |
| BLACKSTONE PUBLISHING          | DECEMBER DVD'S                 | 75.49    |
| BLACKSTONE PUBLISHING          | NOVEMBER DVD'S                 | 369.71   |
| BLACKSTONE PUBLISHING          | OCTOBER DVD'S                  | 358.14   |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE      | 6,336.70 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE        | 54.42    |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE  | 32.20    |

## Public Library

|                             |                               |           |
|-----------------------------|-------------------------------|-----------|
| GREAT PLAINS NATURAL GAS CO | NOVEMBER NATURAL GAS EXPENSE  | 98.86     |
| VICTOR LUNDEEN COMPANY      | GLUE, WHITE BOARD, FOAM BOARD | 92.64     |
| MII LIFE INCORPORATED       | DEC FLEX/HSA PLAN PART FEE    | 13.75     |
| OTTER TAIL POWER COMPANY    | NOVEMBER ELECTRICITY EXPENSE  | 3,231.15  |
| OTTER TAIL TELCOM           | DECEMBER LIBRARY FAX LINE     | 35.19     |
| OTTER TAIL TELCOM           | DECEMBER TELEPHONE EXPENSE    | 146.36    |
| US BANK EQUIPMENT FINANCE   | 11/21-12/21/22 COPIER LEASE   | 551.70    |
|                             | F U N D   T O T A L           | 16,390.98 |

## Bigwood Event Center

|                                  |                                |          |
|----------------------------------|--------------------------------|----------|
| A-1 LOCK & KEY LLC               | REPAIR PUSH BUTTON LOCK B.DOOR | 88.75    |
| ADMINISTRATOR'S CONTINGENCY FUND | 2023 BUYERS CARD               | 20.00    |
| ARAMARK                          | DECEMBER LINEN SUPPLY          | 398.52   |
| BANKCARD CENTER                  | DISHWASHER PARTS               | 56.67    |
| BANKCARD CENTER                  | NOVEMBER BEVERAGES             | 41.09    |
| BANKCARD CENTER                  | NOVEMBER ENTERPRISE FOOD       | 102.80   |
| BANKCARD CENTER                  | NOVEMBER SUPPLIES FOR BANQUET  | 14.76    |
| CARDCONNECT                      | NOV CREDIT CARD FEES           | 56.57    |
| CLOVER                           | DEC POS MONTHLY CHARGE         | 144.85   |
| COMMISSIONER OF REVENUE          | 2022 NOVEMBER SALES TAX        | 6.47     |
| EMPLOYEES INSURANCE TRUST FUND   | DECEMBER HEALTH INSURANCE      | 1,734.72 |
| GENERAL FUND                     | NOVEMBER LONG DISTANCE CHARGE  | .60      |
| MII LIFE INCORPORATED            | DEC FLEX/HSA PLAN PART FEE     | 2.75     |
| MII LIFE INCORPORATED            | DEC 2022 ER HSA CONTRIB        | 41.67    |
| MARCO TECHNOLOGIES LLC           | 11/29-12/29/22 COPIER RENT     | 119.86   |
| OTTER TAIL POWER COMPANY         | NOVEMBER ELECTRICITY EXPENSE   | 2,067.38 |
| OTTER TAIL TELCOM                | DECEMBER INTERNET ACCESS BW    | 91.64    |
|                                  | F U N D   T O T A L            | 4,989.10 |

## T.I. #IV-12 Aura Fabricators

|                               |                        |          |
|-------------------------------|------------------------|----------|
| TAFT STETTINIUS HOLLISTER LLP | 2022 TIF 4-12 ANALYSIS | 1,200.00 |
|                               | F U N D   T O T A L    | 1,200.00 |



## Tax Abatement - Housing Rebate Program

|                                |                             |           |
|--------------------------------|-----------------------------|-----------|
| ELNA ANDERSON                  | PAY 2022 HOUSING TAX REBATE | 1,035.00  |
| ALFRED & KATHLEEN BALL         | PAY 2022 HOUSING TAX REBATE | 1,154.00  |
| RONALD & JODY BRASEL           | PAY 2022 HOUSING TAX REBATE | 1,352.00  |
| BRADLEY & PAULA CHRISTENSON    | PAY 2022 HOUSING TAX REBATE | 1,200.00  |
| NICHOLAS & SAMANTHA EBERT      | PAY 2022 HOUSING TAX REBATE | 671.00    |
| JOEL & K ERICKSON FAMILY TST   | PAY 2022 HOUSING TAX REBATE | 157.00    |
| ROY & SHEILA GRAHAM            | PAY 2022 HOUSING TAX REBATE | 1,035.00  |
| STEVEN & DIANE HAMMOND         | PAY 2022 HOUSING TAX REBATE | 264.00    |
| MEG HARDIN                     | PAY 2022 HOUSING TAX REBATE | 358.00    |
| JULIE HOEFS                    | PAY 2022 HOUSING TAX REBATE | 1,352.00  |
| JANE HOLM                      | PAY 2022 HOUSING TAX REBATE | 1,320.00  |
| MYRON & JOANN JOHNSON          | PAY 2022 HOUSING TAX REBATE | 1,036.00  |
| SARAH KAMPA                    | PAY 2022 HOUSING TAX REBATE | 979.00    |
| CURTIS & ELAINE KAVLIE         | PAY 2022 HOUSING TAX REBATE | 200.00    |
| ALEXANDER & KATE MATTER        | PAY 2022 HOUSING TAX REBATE | 1,890.00  |
| ANDREW & STACIA MILLER         | PAY 2022 HOUSING TAX REBATE | 2,601.00  |
| GLADYS MOLINE                  | PAY 2022 HOUSING TAX REBATE | 1,035.00  |
| RAY E MURRAY                   | PAY 2022 HOUSING TAX REBATE | 200.00    |
| RICHARD & SUSAN NEAL           | PAY 2022 HOUSING TAX REBATE | 1,036.00  |
| CHERYL & JON NYGAARD           | PAY 2022 HOUSING TAX REBATE | 1,035.00  |
| JOANN PRISCHMANN               | PAY 2022 HOUSING TAX REBATE | 200.00    |
| LELAND & LAVONNE ROGNESS       | PAY 2022 HOUSING TAX REBATE | 1,442.00  |
| STEVEN & SUZANNE HASBARGEN     | PAY 2022 HOUSING TAX REBATE | 1,146.00  |
| STEPHEN & KATHIE SMITH         | PAY 2022 HOUSING TAX REBATE | 1,685.00  |
| ROGER & ELIZABETH STROM        | PAY 2022 HOUSING TAX REBATE | 264.00    |
| TAX ABATEMENT - HOUSING REBATE | 2022 HOUSING REBATE FUNDING | 1,000.00- |
| DAVID & ANNE WEINRICH          | PAY 2022 HOUSING TAX REBATE | 1,261.00  |
|                                | F U N D   T O T A L         | 24,908.00 |

## IRP Revolving Loan

|                   |                          |           |
|-------------------|--------------------------|-----------|
| GENERAL FUND      | NOVEMBER COPIER USE      | .10       |
| RURAL DEVELOPMENT | ANNUAL PAYMENT/INTEREST  | 727.35    |
| RURAL DEVELOPMENT | ANNUAL PAYMENT/PRINCIPAL | 36,288.49 |
|                   | F U N D   T O T A L      | 37,015.94 |

## CDBG/HUD Revolving Loan

## CDBG/HUD Revolving Loan

|                                |                       |       |
|--------------------------------|-----------------------|-------|
| ADMINISTRATOR'S CONTINGENCY FD | RECORD MORTGAGE/CADEM | 46.00 |
| GENERAL FUND                   | NOVEMBER COPIER USE   | 19.90 |
| GENERAL FUND                   | NOVEMBER POSTAGE USE  | .81   |
|                                | F U N D   T O T A L   | 66.71 |

## P.I.R. Bond and Interest 2009

|                             |                            |           |
|-----------------------------|----------------------------|-----------|
| P.I.R. BOND & INTEREST 2009 | 2022 DEBT SERVICE TRANSFER | 1,000.00- |
|                             | F U N D   T O T A L        | 1,000.00- |

## Port Authority Bonds, Series 2019A

|                                |                              |           |
|--------------------------------|------------------------------|-----------|
| NORTHLAND TRUST SERVICES, INC. | SEMI-ANNUAL PAYMENT/INTEREST | 40,125.00 |
|                                | F U N D   T O T A L          | 40,125.00 |

## Capital Improvement

|                                |                                |             |
|--------------------------------|--------------------------------|-------------|
| ADMINISTRATOR'S CONTINGENCY FD | RECORD DTRF PHASE I DECLARATIO | 46.00       |
| BANKCARD CENTER                | DIABLO 9" CARB PRUNING 1 PK    | 10.17       |
| BANKCARD CENTER                | NOVEMBER FACEBOOK ADS          | 54.94       |
| BANKCARD CENTER                | OCTOBER FACEBOOK ADS           | 44.29       |
| BOLTON & MENK INC              | DOWNTOWN RIVERFRONT PHASE II   | 13,974.50   |
| BOLTON & MENK INC              | UNION AVE MILL/O.LAY SERVICES  | 2,232.00    |
| CAPITAL IMPROVEMENT FUND       | PI 9768 WATER AND SEWER-ARPA   | 172,630.68- |
| CARR'S TREE SERVICE, INC.      | TREE REMOVAL                   | 1,062.10    |
| CENTRAL SPECIALTIES, INC.      | PAY APP. NO. 5                 | 44,276.49   |
| DAILY JOURNAL                  | NOVEMBER TOP STRIP AD          | 408.00      |
| HOUSTON ENGINEERING INC        | PROF SERVICE THROUGH 11/29/22  | 56,387.20   |
| KIRBYBUILT SALES               | ADD'L TABLES FOR PAVILLION     | 7,190.68    |
| LEIGHTON BROADCASTING          | NOVEMBER RADIO ADVERTISING     | 268.20      |
| OTTER TAIL COUNTY HIGHWAY DEPT | 2022 FALL TRAFFIC MARKING      | 10,948.12   |

## Capital Improvement

|                               |                              |            |
|-------------------------------|------------------------------|------------|
| OTTER TAIL POWER COMPANY      | OCT SALES TAX FLYER IN BILLS | 402.66     |
| PEMBERTON LAW, P.L.L.P.       | OCTOBER LEGAL FEES           | 497.00     |
| TAFT STETTINIUS HOLLISTER LLP | 2022 RTC CONTRACT MATTER     | 4,787.50   |
|                               | F U N D   T O T A L          | 30,040.83- |

## P.I.R. Project 2009

|                             |                            |          |
|-----------------------------|----------------------------|----------|
| P.I.R. BOND & INTEREST 2009 | 2022 DEBT SERVICE TRANSFER | 1,000.00 |
|                             | F U N D   T O T A L        | 1,000.00 |

## P.I.R. Project 2012B

|                             |                            |            |
|-----------------------------|----------------------------|------------|
| P.I.R. BOND & INTEREST 2012 | 2022 DEBT SERVICE TRANSFER | 30,704.78- |
|                             | F U N D   T O T A L        | 30,704.78- |

## Airport Capital Improvement

|                               |                               |           |
|-------------------------------|-------------------------------|-----------|
| FERGUS HOME & HARDWARE        | AIRPORT LOBBY REMODEL/LESS 5% | 20,805.00 |
| SHORT ELLIOTT HENDRICKSON INC | FINAL DESIGN FUEL SYSTEM 100% | 22,910.00 |
|                               | F U N D   T O T A L           | 43,715.00 |

## Liquor Store

|                                |                            |          |
|--------------------------------|----------------------------|----------|
| ADMINISTRATOR'S CONTINGENCY FD | DECEMBER CHRISTMAS WREATHS | 70.00    |
| THE AMERICAN BOTTLING COMPANY  | DECEMBER/MIX               | 216.05   |
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY      | 235.42   |
| ARTISAN BEER COMPANY           | DECEMBER/BEER              | 2,681.27 |

## Liquor Store

|                                |                                  |           |
|--------------------------------|----------------------------------|-----------|
| BANKCARD CENTER                | NOVEMBER FREIGHT                 | 91.97     |
| BANKCARD CENTER                | NOVEMBER MISC PURCHASES          | 919.74    |
| BANKCARD CENTER                | OCTOBER MOOD PANDORA             | 57.86     |
| BELLBOY CORPORATION            | DECEMBER/FREIGHT                 | 40.61     |
| BELLBOY CORPORATION            | DECEMBER/LIQUOR                  | 1,974.23  |
| BELLBOY CORPORATION            | DECEMBER/MIX                     | 263.90    |
| BEVERAGE WHOLESALERS INC       | DECEMBER/BEER                    | 33,613.71 |
| BEVERAGE WHOLESALERS INC       | DECEMBER/LIQUOR                  | 423.00    |
| BEVERAGE WHOLESALERS INC       | DECEMBER/MISC PURCHASES          | 60.00     |
| BEVERAGE WHOLESALERS INC       | DECEMBER/MIX                     | 300.30    |
| BRAUN VENDING INC              | DECEMBER WATER COOLER RENT       | 16.00     |
| BREAKTHRU BEVERAGE MINNESOTA   | DECEMBER/FREIGHT                 | 174.12    |
| BREAKTHRU BEVERAGE MINNESOTA   | DECEMBER/LIQUOR                  | 15,106.63 |
| BREAKTHRU BEVERAGE MINNESOTA   | DECEMBER/MIX                     | 20.06     |
| BREAKTHRU BEVERAGE MINNESOTA   | DECEMBER/WINE                    | 124.00    |
| CAYAN                          | NOV 2022 CR CD FEES              | 15,438.39 |
| VIKING COCA-COLA BOTTLING CO   | DECEMBER/MIX                     | 660.20    |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SALES TAX          | 86.28     |
| COPPER TRAIL BREWING CO        | DECEMBER/BEER                    | 421.86    |
| D-S BEVERAGES, INC.            | DECEMBER/BEER                    | 26,150.18 |
| D-S BEVERAGES, INC.            | DECEMBER/MISC PURCHASES-STEINS   | 90.00     |
| D-S BEVERAGES, INC.            | DECEMBER/MIX                     | 586.65    |
| DACOTAH PAPER CO               | DECEMBER/SUPPLIES-BAGS           | 580.08    |
| DACOTAH PAPER CO               | DECEMBER/SUPPLIES-COLD CUPS      | 111.07    |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE        | 8,151.00  |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE          | 23.33     |
| FERGUS BREWING COMPANY LLC     | DECEMBER/BEER                    | 330.00    |
| GALLAGHER BENEFIT SERVICES INC | 2022 COMPENSATION STUDY          | 3,066.67  |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE    | .72       |
| GREAT PLAINS NATURAL GAS CO    | NOVEMBER NATURAL GAS EXPENSE     | 451.02    |
| HOME DEPOT CREDIT SERVICES     | DEC PAINT, DRYWALL SCREWS, PAILS | 126.85    |
| INTEGRITY EMPLOYEE BENEFITS    | DEC ADMIN FEE-BENEFITS CONNECT   | 95.24     |
| JOHNSON BROTHERS LIQUOR CO     | DECEMBER/FREIGHT                 | 583.78    |
| JOHNSON BROTHERS LIQUOR CO     | DECEMBER/LIQUOR                  | 12,885.82 |
| JOHNSON BROTHERS LIQUOR CO     | DECEMBER/MIX                     | 80.00     |
| JOHNSON BROTHERS LIQUOR CO     | DECEMBER/WINE                    | 15,024.55 |
| JUNKYARD BREWING COMPANY LLC   | DECEMBER/BEER                    | 262.00    |
| LIQUOR STORE                   | RECEIPT DECEMBER RENT            | 358.00-   |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE       | 16.50     |
| MII LIFE INCORPORATED          | DEC 2022 ER HSA CONTRIB          | 31.25     |
| MAVERICK WINE LLC              | DECEMBER/FREIGHT                 | 10.00     |
| MAVERICK WINE LLC              | DECEMBER/LIQUOR                  | 672.00    |
| THE MCKINNON COMPANY INC       | DECEMBER/MIX-RED BULL            | 116.07    |

## Liquor Store

|                            |                              |            |
|----------------------------|------------------------------|------------|
| OTTER TAIL POWER COMPANY   | NOVEMBER ELECTRICITY EXPENSE | 3,951.08   |
| OTTER TAIL TELCOM          | DECEMBER TELEPHONE EXPENSE   | 311.05     |
| PEPSI BEVERAGE COMPANY     | DECEMBER/MIX                 | 150.00     |
| PHILLIPS WINE & SPIRITS CO | DECEMBER/FREIGHT             | 494.09     |
| PHILLIPS WINE & SPIRITS CO | DECEMBER/LIQUOR              | 41,805.17  |
| PHILLIPS WINE & SPIRITS CO | DECEMBER/WINE                | 1,818.48   |
| SOUTHERN GLAZER'S OF MN    | DECEMBER/FREIGHT             | 304.32     |
| SOUTHERN GLAZER'S OF MN    | DECEMBER/LIQUOR              | 13,744.81  |
| SOUTHERN GLAZER'S OF MN    | DECEMBER/MIX                 | 122.68     |
| SOUTHERN GLAZER'S OF MN    | DECEMBER/WINE                | 1,384.00   |
| SUMMIT COMPANIES           | QUARTERLY MONITORING SERVICE | 75.00      |
| TOTAL REGISTER SYSTEMS     | FTP MONTHLY SERVICE          | 32.36      |
|                            | F U N D   T O T A L          | 206,275.42 |

## Refuse Disposal

|                                |                                |           |
|--------------------------------|--------------------------------|-----------|
| ADMINISTRATOR'S CONTINGENCY FD | OTC SOLID WASTE HAULER RENEWAL | 200.00    |
| AMP INSURANCE                  | OTC SOLID WASTE BOND 3/25/2023 | 125.00    |
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY          | 377.49    |
| BANKCARD CENTER                | NOV D.SHOL TRAINING, LODGING   | 149.33    |
| CARR'S TREE SERVICE, INC.      | NOV STORM DAMAGE (FROM 7/2022) | 501.30    |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SALES TAX        | 17.14     |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SWMT             | 29,752.00 |
| WASTE MANAGEMENT               | 11/16-11/30/22 PRO SERVICES    | 7,144.70  |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE      | 14,670.20 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE        | 64.21     |
| EQUIPMENT FUND                 | NOV REPAIRS/SERVICE #0501      | 196.61    |
| GALLAGHER BENEFIT SERVICES INC | 2022 COMPENSATION STUDY        | 3,066.67  |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE  | .32       |
| HOUSTON ENGINEERING INC        | 2022 FALL GW SW-184 MONITOR    | 11,021.88 |
| HOUSTON ENGINEERING INC        | 2022 FALL GW SW-572 SERVICE    | 1,773.75  |
| HOUSTON ENGINEERING INC        | 2022 GW SW-184 PROF SERVICE    | 15,308.75 |
| HOUSTON ENGINEERING INC        | 2022 SPRING GW SW-572 TESTING  | 1,357.50  |
| INTEGRITY EMPLOYEE BENEFITS    | DEC ADMIN FEE-BENEFITS CONNECT | 95.25     |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE     | 16.50     |
| MARCO TECHNOLOGIES LLC         | 11/27-12/27/22 COPIER RENT     | 194.74    |
| OTTER TAIL COUNTY TREASURER    | NOVEMBER TIPPING FEES          | 82,176.46 |
| OTTER TAIL POWER COMPANY       | NOVEMBER ELECTRICITY EXPENSE   | 164.45    |
| OTTER TAIL POWER COMPANY       | OCTOBER SERVICE-MAIL BILLS     | 76.34     |

## Refuse Disposal

|                           |                            |            |
|---------------------------|----------------------------|------------|
| OTTER TAIL TELCOM         | DECEMBER TELEPHONE EXPENSE | 142.73     |
| OVERHEAD DOOR CO          | SEPT 14' BLACK JAMB SEAL   | 113.00     |
| REVTRAK INC               | NOV 2022 CR CD FEES        | 2,575.30   |
| WASTEWATER TREATMENT FUND | NOV ASH CELL LEACHATE      | 378.00     |
| WASTEWATER TREATMENT FUND | NOV DEMO CELL LEACHATE     | 371.25     |
|                           | F U N D   T O T A L        | 172,030.87 |

## Sewage Treatment

|                                |                                 |           |
|--------------------------------|---------------------------------|-----------|
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY           | 311.00    |
| BANKCARD CENTER                | NOV BLOWER SHOES, IMPACT WRENCH | 365.73    |
| BANKCARD CENTER                | NOV MN WW OPERATORS A LEMKE     | 60.00     |
| BANKCARD CENTER                | NOV N. SLETTEN BOILER RENEWAL   | 45.00     |
| BANKCARD CENTER                | NOV PRESS BUILDING METER        | 271.10    |
| BANKCARD CENTER                | NOV SAFETY BOOT, MATT LEMKE     | 97.50     |
| BANKCARD CENTER                | NOV TRAVEL, LODGING             | 146.35    |
| BANKCARD CENTER                | NOV TRAVEL, MEAL                | 9.65      |
| BANKCARD CENTER                | NOV VALVES, ADAPTERS, UNIONS    | 168.52    |
| BANKCARD CENTER                | OCT BLADES, TAPE, 15/16SAE      | 41.36     |
| CLIMATE MAKERS INC             | DEC THERMOSTAT LINE VOLTAGE     | 876.25    |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE       | 10,592.60 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE         | 43.94     |
| GALLAGHER BENEFIT SERVICES INC | 2022 COMPENSATION STUDY         | 3,066.67  |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE   | 17.64     |
| GOPHER STATE ONE CALL          | NOV BILLABLE TICKETS            | 35.10     |
| HOME DEPOT CREDIT SERVICES     | DEC MISC TOOLS PER TRAVIS       | 78.98     |
| INTEGRITY EMPLOYEE BENEFITS    | DEC ADMIN FEE-BENEFITS CONNECT  | 95.25     |
| LAKE REGION ELECTRIC COOP      | NOVEMBER ELECTRICITY EXPENSE    | 164.03    |
| LOCATORS & SUPPLIES INC        | DEC BLUE MARKING PAINT MARCIA   | 107.98    |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE      | 11.00     |
| MARCO TECHNOLOGIES LLC         | 11/27-12/27/22 COPIER RENT      | 194.74    |
| MINNESOTA PUMP WORKS           | DEC RUBBER FLAPPER CHECK VALVE  | 1,723.00  |
| MINNESOTA PUMP WORKS           | NOV ON SITE SERVICE             | 1,056.70  |
| OTTER TAIL POWER COMPANY       | NOVEMBER ELECTRICITY EXPENSE    | 8,770.45  |
| OTTER TAIL POWER COMPANY       | OCTOBER SERVICE-MAIL BILLS      | 76.34     |
| OTTER TAIL TELCOM              | DECEMBER TELEPHONE EXPENSE      | 141.11    |
| RMB ENVIRONMENTAL LABORATORIES | DEC ANALYSIS                    | 933.93    |
| RMB ENVIRONMENTAL LABORATORIES | NOV ANALYSIS                    | 847.24    |
| RMB ENVIRONMENTAL LABORATORIES | OCT ANALYSIS                    | 448.67    |

## Sewage Treatment

|                               |                         |           |
|-------------------------------|-------------------------|-----------|
| REVTRAK INC                   | NOV 2022 CR CD FEES     | 2,575.31  |
| SPEE*DEE DELIVERY SERVICE INC | NOV SHIPPING            | 32.25     |
| WASTEWATER TREATMENT FUND     | RECEIPT TO NOV LEACHATE | 749.25-   |
|                               | F U N D   T O T A L     | 32,656.14 |

## Water

|                                |                                |           |
|--------------------------------|--------------------------------|-----------|
| ADMINISTRATOR'S CONTINGENCY FD | DECEMBER UTILITIES REFUND      | 13.66     |
| ARAMARK UNIFORM SERVICES       | NOVEMBER LINEN SUPPLY          | 241.00    |
| BANKCARD CENTER                | NOV CUSHION GRIP SCREWDRIVERS  | 35.96     |
| BANKCARD CENTER                | NOV LOCKOUT TAGOUT TAGS        | 26.95     |
| BANKCARD CENTER                | NOV TAPE MEASURES,GROOVE JOINT | 56.13     |
| BANKCARD CENTER                | NOV WIRE,BENCH GRINDER,VICE    | 380.97    |
| CARR'S TREE SERVICE, INC.      | DEC WTP PIPELINE SITE 1, 2     | 8,250.00  |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE      | 8,893.64  |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE        | 64.22     |
| FERGUSON WATERWORKS #1657      | DEC STOCK WATER PARTS ORDER    | 1,401.75  |
| FERGUSON WATERWORKS #1657      | DEC VALVE BOX LIDS (STOCK)     | 349.44    |
| GALLAGHER BENEFIT SERVICES INC | 2022 COMPENSATION STUDY        | 3,066.66  |
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE  | 10.82     |
| GENERAL FUND                   | NOVEMBER COPIER USE            | 108.24    |
| GENERAL FUND                   | NOVEMBER POSTAGE USE           | 311.48    |
| GOIN' POSTAL FERGUS FALLS      | DEC POSTAGE                    | 13.66     |
| GOPHER STATE ONE CALL          | NOV BILLABLE TICKETS           | 35.10     |
| HAWKINS INC                    | NOV AMMONIA ANHYDROUS          | 750.40    |
| HAWKINS INC                    | NOV FERRIC SULFATE             | 1,793.09  |
| HAWKINS INC                    | NOV FREIGHT                    | 43.00     |
| HAWKINS INC                    | NOV LPC-5                      | 1,311.99  |
| HOME DEPOT CREDIT SERVICES     | DEC MISC TOOLS PER TRAVIS      | 78.98     |
| I-94 SPEEDWAY INC              | REFUND OVERPAYMENT/GRANDSTAND  | 1,396.83  |
| I-94 SPEEDWAY INC              | REFUND OVERPAYMENT/PIT AREA    | 83.97     |
| INTEGRITY EMPLOYEE BENEFITS    | DEC ADMIN FEE-BENEFITS CONNECT | 95.26     |
| MATT & DINA LEE                | HYD METER RENT/1 DAY           | 3.53-     |
| MATT & DINA LEE                | 3" HYD METER DEPOSIT           | 260.00    |
| MATT & DINA LEE                | 8,700 GAL WATER @ \$3.63/1,000 | 31.59-    |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE     | 33.00     |
| MARCO TECHNOLOGIES LLC         | 11/27-12/27/22 COPIER RENT     | 275.07    |
| MN DEPARTMENT OF HEALTH        | 4TH QTR 2022 WATER CONNECTIONS | 12,232.62 |
| OTTER TAIL POWER COMPANY       | NOVEMBER ELECTRICITY EXPENSE   | 5,320.98  |

## Water

|                                |                               |           |
|--------------------------------|-------------------------------|-----------|
| OTTER TAIL POWER COMPANY       | OCTOBER SERVICE-MAIL BILLS    | 76.35     |
| OTTER TAIL TELCOM              | DECEMBER TELEPHONE EXPENSE    | 161.09    |
| P.I.R. BOND & INTEREST 2012    | 2022 DEBT SERVICE TRANSFER    | 17,144.80 |
| RMB ENVIRONMENTAL LABORATORIES | DEC 1ST HALF BACTERIA MONITOR | 157.91    |
| REVTRAK INC                    | NOV 2022 CR CD FEES           | 2,575.31  |
|                                | F U N D   T O T A L           | 67,015.21 |

## Storm Water

|                             |                              |           |
|-----------------------------|------------------------------|-----------|
| FERGUSON WATERWORKS #1657   | DEC 23X23 STORM GRATE        | 216.23    |
| GOPHER STATE ONE CALL       | NOV BILLABLE TICKETS         | 35.10     |
| HOME DEPOT CREDIT SERVICES  | DEC MISC TOOLS PER TRAVIS    | 78.98     |
| MOORE ENGINEERING INC       | NOV MS4 ASSISTANCE           | 567.50    |
| OTTER TAIL POWER COMPANY    | NOVEMBER ELECTRICITY EXPENSE | 150.66    |
| P.I.R. BOND & INTEREST 2012 | 2022 DEBT SERVICE TRANSFER   | 13,559.98 |
|                             | F U N D   T O T A L          | 14,608.45 |

## Equipment

|                           |                                |          |
|---------------------------|--------------------------------|----------|
| ARAMARK UNIFORM SERVICES  | NOVEMBER LINEN SUPPLY          | 358.24   |
| ASHBY EQUITY ASSOCIATION  | DEC 5W20 AND 5W30 OIL          | 1,302.90 |
| AUTO VALUE - FERGUS FALLS | DEC AIR COIL SET U-214         | 58.67    |
| AUTO VALUE - FERGUS FALLS | DEC AIR FILTER (STOCK)         | 90.72    |
| AUTO VALUE - FERGUS FALLS | DEC ATM MINI FUSE 10AMP        | 11.98    |
| AUTO VALUE - FERGUS FALLS | DEC ATM15/20 FUSES (STOCK)     | 19.90    |
| AUTO VALUE - FERGUS FALLS | DEC CAT CLEANER (SHOP CODY)    | 38.99    |
| AUTO VALUE - FERGUS FALLS | DEC CIG LIGHTER WIRING KIT     | 10.99    |
| AUTO VALUE - FERGUS FALLS | DEC DOT AIR BRAKE FITTING 1/2" | 5.99     |
| AUTO VALUE - FERGUS FALLS | DEC FHP MED HOSE (SHOP)        | 87.96    |
| AUTO VALUE - FERGUS FALLS | DEC FUEL CAP UNIT 2049         | 28.18    |
| AUTO VALUE - FERGUS FALLS | DEC FUEL FILTER U-501          | 22.09    |
| AUTO VALUE - FERGUS FALLS | DEC HYD FILTER (SHOP HEATER)   | 18.00    |
| AUTO VALUE - FERGUS FALLS | DEC HYD FILTER UNIT 268        | 16.02    |
| AUTO VALUE - FERGUS FALLS | DEC IGN SWITCH/RELAY U-501     | 24.98    |
| AUTO VALUE - FERGUS FALLS | DEC OXYGEN SENSOR UNIT 2088    | 125.98   |



## Equipment

|                                |                                |          |
|--------------------------------|--------------------------------|----------|
| AUTO VALUE - FERGUS FALLS      | DEC PLASTIC HOSE CONNECTOR 215 | 6.98     |
| AUTO VALUE - FERGUS FALLS      | DEC RACK AND PINION U-49       | 1,266.96 |
| AUTO VALUE - FERGUS FALLS      | DEC RACK AND PINION UNIT 49    | 694.43   |
| AUTO VALUE - FERGUS FALLS      | DEC RV ANTIFREEZE (FIRE HALL)  | 28.92    |
| AUTO VALUE - FERGUS FALLS      | DEC SPARK PLUG UNIT 2088       | 59.94    |
| AUTO VALUE - FERGUS FALLS      | DEC STARTING FLUID/ANAEROBIC   | 22.48    |
| AUTO VALUE - FERGUS FALLS      | DEC STOCK BRAKE CHAMBERS       | 193.20   |
| AUTO VALUE - FERGUS FALLS      | DEC STOCK BRASS FITTING        | 4.99     |
| AUTO VALUE - FERGUS FALLS      | DEC STOCK OIL FILTERS          | 8.82     |
| AUTO VALUE - FERGUS FALLS      | DEC STOCK PARTS ORDER          | 222.70   |
| AUTO VALUE - FERGUS FALLS      | DEC TIE ROD ENDS UNIT 49       | 125.98   |
| AUTO VALUE - FERGUS FALLS      | DEC TUNE UP SEA FOAM (SHOP)    | 52.14    |
| AUTO VALUE - FERGUS FALLS      | DEC 16 GAUGE 2 WIRE (SHOP)     | 109.00   |
| BANKCARD CENTER                | NOV A/C COMPRESSOR & COMPONENT | 336.77   |
| BANKCARD CENTER                | NOV DOOR LATCH LOCK ACTUATOR   | 30.99    |
| BANKCARD CENTER                | NOV FORKLIFT BATTERY CONNECTOR | 22.95    |
| BANKCARD CENTER                | NOV HYDRAULIC CYLINDER&HANDLE  | 549.00   |
| BANKCARD CENTER                | NOV LUMEN OVAL LED STOP,TURN,  | 27.45    |
| BANKCARD CENTER                | NOV REPAIR CPC MODULE          | 1,999.99 |
| BANKCARD CENTER                | NOV SHOCK ABSORBER,STRUT,COIL  | 178.53   |
| BANKCARD CENTER                | NOV SPIGOT DRUM FAUCET         | 24.98    |
| BANKCARD CENTER                | NOV TABS UNIT 807              | 26.90    |
| BANKCARD CENTER                | NOV TABS UNIT 821              | 10.51    |
| BANKCARD CENTER                | NOV TIRE TUBE,EXTENTION CORD   | 155.74   |
| BANKCARD CENTER                | NOVEMBER HYDRAULIC CYLINDER    | 452.50   |
| BANKCARD CENTER                | NOVEMBER LED STRIP LIGHTS      | 29.18    |
| BANKCARD CENTER                | NOVEMBER MOTOR FUEL            | 21.51    |
| BANKCARD CENTER                | OCTOBER TOGGLE SWITCH          | 187.35   |
| BRENCO                         | DEC PRESSURE WASHER PARTS SHOP | 3,424.18 |
| COMMISSIONER OF REVENUE        | OCTOBER 2022 SPECIAL FUEL TAX  | 996.08   |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SALES TAX        | 976.13   |
| COMMISSIONER OF REVENUE        | 2022 NOVEMBER SALES TAX        | 102.89-  |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER HEALTH INSURANCE      | 6,525.74 |
| EMPLOYEES INSURANCE TRUST FUND | DECEMBER LIFE INSURANCE        | 27.04    |
| EQUIPMENT FUND                 | NOV FUEL USAGE                 | 501.78-  |
| EQUIPMENT FUND                 | NOV REPAIRS/SERVICE            | 301.85-  |
| EZ OPEN GARAGE DOOR            | DEC ADJUST CHAIN/RESET LIMITS  | 198.00   |
| FARGO FREIGHTLINER             | DEC BRAKE DRUM 16.5X7 (STK)    | 280.88   |
| FARGO FREIGHTLINER             | DEC DUST CAPS/BLOCK HEATER 242 | 162.75   |
| FARGO FREIGHTLINER             | DEC FILTERS UNIT 242           | 82.98    |
| FARGO FREIGHTLINER             | DEC SPRING BRAKE VALVE 225/228 | 312.18   |
| JOHN DEERE FINANCIAL           | DEC CAP/SCREW/NUT UNIT 955     | 63.07    |
| FASTENAL COMPANY               | DEC 5/8" PLOW BOLTS U-215      | 6.89     |

## Equipment

|                                |                                |           |
|--------------------------------|--------------------------------|-----------|
| GENERAL FUND                   | NOVEMBER LONG DISTANCE CHARGE  | 19.96     |
| NAPA AUTO PARTS - FERGUS FALLS | DEC C/S SENSOR UNIT 6          | 22.02     |
| GOODIN COMPANY                 | DEC BEAM CLAMP (CITY SHOP)     | 16.13     |
| GOODIN COMPANY                 | DEC CUSHION CLAMPS SHOP PRESSU | 32.31     |
| GOODIN COMPANY                 | DEC EXHAUST PARTS FAB SHOP     | 324.54    |
| GOODIN COMPANY                 | DEC FLO CONTROL/BUSHING/ADAPTE | 54.97     |
| GOODIN COMPANY                 | DEC STORM COLLAR FAB SHOP      | 18.15     |
| GOODIN COMPANY                 | DEC TYLOK BALL VALVE PRESS WAS | 220.91    |
| GRAINGER INC                   | DEC SHOP HOSE NOZZLE           | 18.16     |
| GRAINGER INC                   | DEC 1" WATER HOSE COUPLING/NOZ | 66.23     |
| GREAT PLAINS NATURAL GAS CO    | NOVEMBER NATURAL GAS EXPENSE   | 2,307.00  |
| HOME DEPOT CREDIT SERVICES     | DEC 1"X3/4" BUSHING (SHOP)     | 9.00      |
| HOME DEPOT CREDIT SERVICES     | DEC 4" COREX COUPLINGS         | 12.80     |
| INLAND TRUCK PARTS COMPANY     | DEC MOUNT CENTERBOLT ON SPRING | 88.82     |
| INLAND TRUCK PARTS COMPANY     | FEB CREDIT RETURNED FILTER HEA | 39.53-    |
| LAKEWAY EXPRESS LLC            | DEC NON OXYGENATED FUEL U-476  | 64.50     |
| LAWSON PRODUCTS INC            | DEC FLUSH OFF DEGREASER        | 97.80     |
| MII LIFE INCORPORATED          | DEC FLEX/HSA PLAN PART FEE     | 5.50      |
| MTI DISTRIBUTING INC           | DEC CHUTE ACTUATORS U-956      | 999.09    |
| MARCO TECHNOLOGIES LLC         | 08/27-11/27/22 COPIER OVERAGE  | 8.76      |
| MARCO TECHNOLOGIES LLC         | 11/27-12/27/22 COPIER RENT     | 77.32     |
| MCMASTER-CARR SUPPLY CO        | DEC WIRE PULLEY/PIN SNOWBOXES  | 105.66    |
| MINNESOTA MOTOR COMPANY        | NOVEMBER CAR WASHES            | 20.00     |
| NELSON INTERNATIONAL           | DEC BATTERY BOX STRAP U-214    | 23.52     |
| NELSON INTERNATIONAL           | DEC BATTERY COVER/DIP STICK    | 463.15    |
| OLSON OIL COMPANY INC          | DEC UNLEADED FUEL CITY SHOP    | 19,867.70 |
| OTTER TAIL POWER COMPANY       | NOVEMBER ELECTRICITY EXPENSE   | 1,965.09  |
| OTTER TAIL TELCOM              | DECEMBER TELEPHONE EXPENSE     | 35.79     |
| PRODUCTIVITY PLUS ACCOUNT      | DEC ANTENNA UNIT 287           | 56.25     |
| SANITATION PRODUCTS INC        | DEC INLET HEAD RUBBER SEAL 262 | 494.36    |
| SWANSTON EQUIPMENT CO          | DEC HUMP REDUCER UNIT 239      | 62.26     |
| WALLWORK TRUCK CENTER F.F.     | DEC AIR COIL SET/DOT ADAPTER   | 115.83    |
| WALLWORK TRUCK CENTER F.F.     | DEC BLOCK HEATER UNIT 242      | 70.58     |
| WALLWORK TRUCK CENTER F.F.     | DEC COVER PLATE GASKET U-286   | 4.73      |
| WALLWORK TRUCK CENTER F.F.     | DEC CREDIT RETURNED STARTER    | 463.65-   |
| WALLWORK TRUCK CENTER F.F.     | DEC EGR CONNECTION GASKETS STK | 19.10     |
| WALLWORK TRUCK CENTER F.F.     | DEC FUEL TRANSFER PUMP U-286   | 129.46    |
| WALLWORK TRUCK CENTER F.F.     | DEC GLAD HAND SEALS (STOCK)    | 3.84      |
| WALLWORK TRUCK CENTER F.F.     | DEC 4 WAY PUSH/PULL VALVE      | 47.49     |
| WALLWORK TRUCK CENTER F.F.     | DEC 4 WAY 2 POSN SOLENOID      | 107.44    |
| ZIP'S DIESEL SERVICE           | DEC GLOW PLUGS UNIT 501        | 108.12    |
|                                | F U N D   T O T A L            | 48,883.04 |

## Employees Insurance

|                                |                             |             |
|--------------------------------|-----------------------------|-------------|
| EMPLOYEES INSURANCE TRUST FUND | RECEIPT DECEMBER HEALTH INS | 160,180.74- |
| EMPLOYEES INSURANCE TRUST FUND | RECEIPT DECEMBER LIFE INS   | 2,988.79-   |
| SUN LIFE FINANCIAL             | JANUARY 23 LIFE INSURANCE   | 3,073.18    |
|                                | F U N D   T O T A L         | 160,096.35- |

## Flexible Benefit Agency

|                       |                      |          |
|-----------------------|----------------------|----------|
| MII LIFE INCORPORATED | 2022 FLEX PLAN REIMB | 3,510.14 |
|                       | F U N D   T O T A L  | 3,510.14 |

## PEG Access

|                          |                              |        |
|--------------------------|------------------------------|--------|
| LIQUOR STORE             | DECEMBER RENT                | 358.00 |
| OTTER TAIL POWER COMPANY | NOVEMBER ELECTRICITY EXPENSE | 102.36 |
| OTTER TAIL TELCOM        | DECEMBER TELEPHONE EXPENSE   | 221.77 |
| SUMMIT COMPANIES         | QUARTERLY MONITORING SERVICE | 75.00  |
|                          | F U N D   T O T A L          | 757.13 |

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

|                           |                                |            |
|---------------------------|--------------------------------|------------|
| BANKCARD CENTER           | DIGITAL JUICE PRO MEMBER       | 249.00     |
| BANKCARD CENTER           | NOVEMBER MEETING-MEALS         | 55.64      |
| BANKCARD CENTER           | NOVEMBER ZOOM.US               | 16.09      |
| FERGUS FALLS CONVENTION & | OCT 2022 LODGING TAX           | 13,832.90- |
| FERGUS FALLS CONVENTION & | OCT 2022 LODGING TAX ADMIN     | 414.99     |
| GENERAL FUND              | NOVEMBER LONG DISTANCE CHARGE  | 3.60       |
| GENERAL FUND              | NOVEMBER COPIER USE            | .36        |
| GENERAL FUND              | NOVEMBER POSTAGE USE           | 52.80      |
| OTTER TAIL POWER COMPANY  | DESIGN & PRINT NEW MAP TABLETS | 3,439.03   |
| VERIZON WIRELESS          | DECEMBER CELL PHONE EXPENSE    | 196.29     |
|                           | F U N D   T O T A L            | 9,405.10-  |

12/19/2022

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      1,042,135.65

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

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 19 DAY OF DECEMBER 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

12/19/2022

R E S O L U T I O N   R E C O R D

|                                |           |
|--------------------------------|-----------|
| COMMISSIONER OF REVENUE        | 91,978.21 |
| MN DEPARTMENT OF HEALTH        | 12,232.62 |
| OTTER TAIL COUNTY HIGHWAY DEPT | 10,948.12 |
| OTTER TAIL COUNTY TREASURER    | 82,176.46 |
| A-1 LOCK & KEY LLC             | 256.81    |
| AT&T MOBILITY                  | 495.79    |
| ADMINISTRATOR'S CONTINGENCY FD | 651.66    |
| ADVANCED CAPITAL GROUP INC     | 3,750.00  |
| AMP INSURANCE                  | 125.00    |
| THE AMERICAN BOTTLING COMPANY  | 216.05    |
| ARAMARK UNIFORM SERVICES       | 2,468.50  |
| ARAMARK                        | 398.52    |
| ELNA ANDERSON                  | 1,035.00  |
| SEAN ANDERSON                  | 423.89    |
| ARTISAN BEER COMPANY           | 2,681.27  |
| ASHBY EQUITY ASSOCIATION       | 1,302.90  |
| ATLAS OUTDOOR SERVICES LLC     | 1,000.00  |
| AUTO VALUE - FERGUS FALLS      | 3,356.99  |
| AXON ENTERPRISE INC            | 6,171.35  |
| ALFRED & KATHLEEN BALL         | 1,154.00  |
| BANKCARD CENTER                | 15,733.75 |
| KLARA BECK                     | 287.25    |
| BELLBOY CORPORATION            | 2,278.74  |
| BEVERAGE WHOLESALERS INC       | 34,397.01 |
| BIBLIOTHECA LLC                | 1,998.00  |
| BIG AXX LLC                    | 189.00    |
| BLACKSTONE PUBLISHING          | 803.34    |
| BOLTON & MENK INC              | 16,206.50 |
| RONALD & JODY BRASEL           | 1,352.00  |
| BRAUN VENDING INC              | 16.00     |
| BREAKTHRU BEVERAGE MINNESOTA   | 15,424.81 |
| BRENCO                         | 3,424.18  |
| CARDCONNECT                    | 56.57     |
| CARR'S TREE SERVICE, INC.      | 21,282.58 |
| CAYAN                          | 15,438.39 |
| CENTRAL SPECIALTIES, INC.      | 44,276.49 |
| CHARTER COMMUNICATIONS         | 97.50     |
| BRADLEY & PAULA CHRISTENSON    | 1,200.00  |
| CLIMATE MAKERS INC             | 876.25    |
| CLOVER                         | 144.85    |
| VIKING COCA-COLA BOTTLING CO   | 660.20    |
| COMPASS MINERALS AMERICA INC   | 57,468.99 |
| COMSTOCK CONSTRUCTION INC      | 1,249.63  |
| COOPERS TECHNOLOGY GROUP       | 362.64    |
| COPPER TRAIL BREWING CO        | 421.86    |
| COSSETTE ELECTRIC LLC          | 381.32    |
| D-S BEVERAGES, INC.            | 26,826.83 |

12/19/2022

R E S O L U T I O N   R E C O R D

|                                |           |
|--------------------------------|-----------|
| DACOTAH PAPER CO               | 1,432.77  |
| DAILY JOURNAL                  | 1,888.67  |
| WASTE MANAGEMENT               | 7,144.70  |
| NICHOLAS & SAMANTHA EBERT      | 671.00    |
| JOEL & K ERICKSON FAMILY TST   | 157.00    |
| EZ OPEN GARAGE DOOR            | 198.00    |
| FARGO FREIGHTLINER             | 838.79    |
| JOHN DEERE FINANCIAL           | 63.07     |
| FASTENAL COMPANY               | 72.80     |
| FERGUS BREWING COMPANY LLC     | 330.00    |
| FERGUS HOME & HARDWARE         | 20,805.00 |
| FERGUSON WATERWORKS #1657      | 1,967.42  |
| GALLAGHER BENEFIT SERVICES INC | 15,333.34 |
| GALLS LLC                      | 320.68    |
| NAPA AUTO PARTS - FERGUS FALLS | 22.02     |
| GOIN' POSTAL FERGUS FALLS      | 13.66     |
| GOODIN COMPANY                 | 1,539.50  |
| GOPHER STATE ONE CALL          | 105.30    |
| ROY & SHEILA GRAHAM            | 1,035.00  |
| GRAINGER INC                   | 84.39     |
| GREAT PLAINS NATURAL GAS CO    | 5,291.44  |
| GREATER MN PARKS & TRAILS      | 250.00    |
| GOODPOINTE TECHNOLOGY INC      | 4,320.00  |
| STEVEN & DIANE HAMMOND         | 264.00    |
| MEG HARDIN                     | 358.00    |
| HAWKINS INC                    | 3,898.48  |
| HIGH POINT NETWORKS LLC        | 2,876.00  |
| JULIE HOEFS                    | 1,352.00  |
| JANE HOLM                      | 1,320.00  |
| HOME DEPOT CREDIT SERVICES     | 665.30    |
| HOUSTON ENGINEERING INC        | 85,849.08 |
| I-94 SPEEDWAY INC              | 1,480.80  |
| INLAND TRUCK PARTS COMPANY     | 49.29     |
| INTEGRITY EMPLOYEE BENEFITS    | 381.00    |
| JOHNSON BROTHERS LIQUOR CO     | 28,574.15 |
| JOHNSON CONTROLS INC           | 4,086.20  |
| MYRON & JOANN JOHNSON          | 1,036.00  |
| JUNKYARD BREWING COMPANY LLC   | 262.00    |
| SARAH KAMPA                    | 979.00    |
| CURTIS & ELAINE KAVLIE         | 200.00    |
| KIRBYBUILT SALES               | 7,190.68  |
| LAKE COUNTRY GRAPHICS, INC.    | 941.23    |
| LAKE REGION ELECTRIC COOP      | 1,236.58  |
| LAKE REGION HEALTHCARE CORP    | 75.00     |
| LAKEWAY EXPRESS LLC            | 64.50     |
| LAWSON PRODUCTS INC            | 97.80     |
| MATT & DINA LEE                | 224.61    |

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R E S O L U T I O N   R E C O R D

|                                |           |
|--------------------------------|-----------|
| LEIGHTON BROADCASTING          | 268.20    |
| LEITCH EXCAVATING INC          | 3,980.00  |
| LOCATORS & SUPPLIES INC        | 107.98    |
| LOW VOLTAGE CONTRACTORS INC    | 1,805.52  |
| VICTOR LUNDEEN COMPANY         | 1,182.64  |
| MII LIFE INCORPORATED          | 3,825.06  |
| M-R SIGN COMPANY INC           | 275.88    |
| MTI DISTRIBUTING INC           | 999.09    |
| MARCO TECHNOLOGIES LLC         | 2,021.43  |
| ALEXANDER & KATE MATTER        | 1,890.00  |
| MAVERICK WINE LLC              | 682.00    |
| THE MCKINNON COMPANY INC       | 116.07    |
| MCMASTER-CARR SUPPLY CO        | 105.66    |
| MED COMPASS                    | 4,235.00  |
| MEDTOX LABORATORIES INC        | 33.40     |
| MIDWEST PRINTING COMPANY       | 60.00     |
| ANDREW & STACIA MILLER         | 2,601.00  |
| MINNESOTA MOTOR COMPANY        | 20.00     |
| MINNESOTA PUMP WORKS           | 2,779.70  |
| MOBOTREX INC                   | 50.00     |
| GLADYS MOLINE                  | 1,035.00  |
| MOORE ENGINEERING INC          | 567.50    |
| RAY E MURRAY                   | 200.00    |
| RICHARD & SUSAN NEAL           | 1,036.00  |
| NELSON INTERNATIONAL           | 486.67    |
| NEW HORIZONS ENERGY            | 3,448.77  |
| NORTHLAND TRUST SERVICES, INC. | 40,125.00 |
| NYCKLEMOE & ELLIG, P.A.        | 9,225.00  |
| CHERYL & JON NYGAARD           | 1,035.00  |
| O'DAY EQUIPMENT INC            | 1,167.33  |
| OLSON OIL COMPANY INC          | 19,867.70 |
| OTTER TAIL COUNTY HISTORICAL   | 361.25    |
| OTC HUMANE SOCIETY INC         | 1,187.00  |
| OTTER TAIL POWER COMPANY       | 71,909.18 |
| OTTER TAIL TELCOM              | 2,299.07  |
| OVERHEAD DOOR CO               | 113.00    |
| PEMBERTON LAW, P.L.L.P.        | 549.00    |
| PEPSI BEVERAGE COMPANY         | 150.00    |
| PHILLIPS WINE & SPIRITS CO     | 44,117.74 |
| PITNEY BOWES CREDIT CORP       | 705.00    |
| POLICE DEPT CONTINGENCY FUND   | 982.00    |
| POLICE DEPT PETTY CASH         | 17.60     |
| JOANN PRISCHMANN               | 200.00    |
| PRODUCTIVITY PLUS ACCOUNT      | 56.25     |
| RMB ENVIRONMENTAL LABORATORIES | 2,387.75  |
| RED RIVER FLAGS                | 471.45    |
| REVTRAK INC                    | 7,725.92  |



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R E S O L U T I O N   R E C O R D

|                               |              |
|-------------------------------|--------------|
| LELAND & LAVONNE ROGNESS      | 1,442.00     |
| RURAL DEVELOPMENT             | 37,015.84    |
| STEVEN & SUZANNE HASBARGEN    | 1,146.00     |
| SHI INTERNATIONAL CORP        | 2,851.60     |
| SANITATION PRODUCTS INC       | 494.36       |
| SHORT ELLIOTT HENDRICKSON INC | 22,910.00    |
| SIGNWORKS SIGNS & BANNERS INC | 200.00       |
| SKY CREW SERVICES, LLC        | 3,500.00     |
| STEPHEN & KATHIE SMITH        | 1,685.00     |
| SOUTHERN GLAZER'S OF MN       | 15,555.81    |
| SPEE*DEE DELIVERY SERVICE INC | 32.25        |
| STREICHER'S INC               | 516.98       |
| ROGER & ELIZABETH STROM       | 264.00       |
| SUMMIT COMPANIES              | 311.50       |
| SUN LIFE FINANCIAL            | 3,073.18     |
| SWANSTON EQUIPMENT CO         | 62.26        |
| TAFT STETTINIUS HOLLISTER LLP | 5,987.50     |
| TOTAL REGISTER SYSTEMS        | 32.36        |
| UGSTAD PLUMBING INC           | 555.76       |
| US BANK EQUIPMENT FINANCE     | 551.70       |
| VERIZON WIRELESS              | 1,278.73     |
| WSB & ASSOCIATES INC          | 7,544.00     |
| WALLWORK TRUCK CENTER F.F.    | 34.82        |
| WADENA ASPHALT INC            | 2,232.00     |
| DAVID & ANNE WEINRICH         | 1,261.00     |
| <br>                          |              |
| TOTAL OTHER GOVERNMENT        | 197,335.41   |
| <br>                          |              |
| TOTAL OTHER VENDORS           | 844,800.24   |
| <br>                          |              |
| TOTAL ALL VENDORS             | 1,042,135.65 |

## **2023 Boards and Commissions**

### **Public Arts Commission**

Patricia Wahl-Reappointment  
Kim Embretson-New Appointment  
Erinn Webb-Reappointment  
Christine Lawson  
Roger Sodsod-New Appointment

### **Bicycle and Pedestrian Advisory Committee**

Mallory Jarvi  
Katrina Johnson  
Mike Thorson-Reappointment  
Jeney Christensen-Reappointment

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### **Human Rights Commission**

Mike Trudeau-Reappointment  
Krystyne Fransen  
Don Mayo  
Mary Weaver-New Appointment

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### **Heritage Preservation Commission**

Chris Schuelke  
Gordon Hydukovich-Reappointment  
Jona Brown-Reappointment  
Tom Hintgen  
Lois Josefson  
Ben Underwood-New Appointment  
Brad Sunde-New Appointment

### **Library Board**

Sharon Hintgen-Reappointment  
Pete Wasberg  
Amber Leopold  
Matthew Lape  
Sarah Thacker-New Appointment

### **Natural Resources Advisory**

Cedar Walters  
Jacob Nelson  
Cody Dock

Chris Byrnes-New Appointment  
Beth Monke-New Appointment

**Park Board**

Gayle Jacobson-New appointment  
Tami Revering  
April Thompson  
Lynn Wolters  
Tasha Rohlf's-New appointment

**Planning Commission**

Laurel Kilde-Reappointment  
Matt Peske  
Nate Kunde  
Ryan Fullerton  
Sarah Duffy  
Mike Walls-New Appointment  
Wayne Schuett-New Appointment

**Port Authority**

Brent Thompson-Reappointment  
Tom Rufer-Reappointment  
Al Kremeier-New Appointment  
Anthony Hicks-Reappointment  
Bridget Leonard-Reappointment  
Rebecca Petersen-Reappointment  
Steve Schoeneck-Reappointment

**Public Safety**

Skip Zielen-Reappointment  
Mark Hovland  
Wade Swenson