



**City Council Agenda  
October 16, 2023  
5:30 pm in the City Council Chambers**

Invocation –Pastor Kate Bruns  
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
- F. Petitions, Communications and Open Forum
- G. Consent Agenda
  - 1. Motion approving the minutes from the October 2, 2023 City Council meeting, the October 11, 2023 Special Council Meeting and the October 11, 2023 Committee of the Whole minutes
  - 2. Motion approving licenses
  - 3. Resolution waiving the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04
  - 4. Resolution authorizing an application for funding to the State Park Road Account Program for improvements in DeLagoon Park
- H. Ordinance and Resolutions
  - 1. Second reading of Ordinance 50, Eighth Series, Repealing City Code Chapter 31.25 and Amending City Charter Chapters 2.07 & 4.01
  - 2. First reading of Ordinance 51, Eighth Series, Amending Interim Ordinance Moratorium Cannabis Businesses
  - 3. Motion directing the City Attorney to draft updated franchise agreements and franchise fee ordinances with Otter Tail Power, Lake Region Electric Cooperative and Great Plains Natural Gas
- I. Presentation of Claims \$2,296,125.12
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
- M. New Business

N. Miscellaneous Announcements

October 26 5:00-6:30 pm Franchise Fee Open House, Council Chambers (formal presentation at 5:30 pm)

November 1 7:00 am Committee of the Whole Meeting

November 6 5:30 pm City Council Meeting

November 10 Most city offices and facilities closed for observance of Veterans Day

O. Adjournment

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

City Council Meeting  
October 2, 2023

The Fergus Falls City Council held a regular meeting on Monday October 2, 2023, at 5:30 pm in the City Council Chambers. Pastor Duane Smith of Abundant Life Church gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:32 pm and the following council members were in attendance: Rachels, Hicks, Fish, Job, Kvamme, Rufer, Kremerier and Thompson.

### **Approval of Agenda**

A motion and second were made by Hicks and Job approving tonight's agenda with the addition of a special parking permit at 119 W Alcott Avenue and authorizing the submission of a Small Cities Development Grant and the motion carried.

### **PI 9502 Bid Award**

Four bids were received for PI 9502, the demolition of the old wastewater treatment plant. The project was bid in two phases plus an alternate and the lowest bid received was from Rachel Contracting LLC. Their Phase I bid was \$374,500; Phase II was \$268,635 and alternate of \$8,000 for a total combined bid of \$651,135. Kvamme offered **Resolution #176-2023** accepting the bid of Rachel Contracting LLC for Phases I and II and the alternate for PI 9502, the old wastewater treatment plant demolition project in the amount of \$651,135, which was seconded by Thompson and was adopted.

### **Purchase Agreements with Otter Tail Power Company**

In conjunction with the former wastewater treatment plant demolition project, Otter Tail Power proposed a purchase agreement to acquire 0.3 acres of land on the property being demolished to facilitate their space needs for a new electrical substation and another for the city's acquisition of 0.3 acres of land beneath the Buse Street electrical substation once it has been decommissioned and removed. Fish offered **Resolution #177-2023** authorizing the execution of two Purchase Agreements (approximately 0.3 acres and \$150 each) with Otter Tail Power Company for property exchanges with the city, which was seconded by Hicks and was adopted.

### **Open Forum**

Mark Leighton reviewed the city's 2024 budget and believes he can save the city \$1.45 million. He encouraged the Tax Levy Committee to take his suggestions under advisement. He also felt the council should look at the vehicle storage ordinance and allow city residents to have an unlimited number of vehicles on their property if they are insured and licensed. His third comment was regarding the ethics of elected officials, and he wanted action, not written policy.

### **Consent Agenda**

The following items were approved under **Resolution #178-2023** by Rufer: A motion approving the minutes from the September 18, 2023, City Council meeting and the September 27, 2023, Committee of the Whole meeting. A motion approving the following licenses: 2023 Paving/Sidewalk B & D Concrete, Woessner Construction; 2023 Mechanical Johnson Sheet Metal; 2024 Tobacco Lakeway Express, Olson Oil; 2024 Hemp Derived THC License Sugar High Cannabis Consulting & Dispensary LLC; 2024 Full Liquor Eagles Aerie 2339. **Resolution #179-2023** combining polling places for the March 5, 2024, Presidential Nominating Primary Election and the August 13, 2024, Primary Election. **Resolution #180-2023** accepting Olson & Nesvold Engineers professional services proposal for final

design for PI 9013, the Union Avenue Bridge project in the amount of \$138,820. **Resolution #181-2023** accepting the petition for bituminous street improvements in the Abundant Life Addition and Pebble Lakes Estates Addition, to initiate Public Improvement 5373 and order the preparation of the preliminary engineering feasibility report. **Resolution #182-2023** accepting the plans and specifications and authorizing the advertising of bids for PI 5327, the Broadway Avenue: Fir to Lincoln and Randolph: Friberg to Springen resurfacing project. Motion directing the City Attorney to draft an ordinance extending the Cannabis Moratorium (Ordinance 41, Eighth Series) to THC edible product sales, to establish a council committee to provide recommendations on how the city should proceed with the process of locally regulating cannabis products and amending the B-2 zone to allow tobacco usage. **Resolution #183-2023** nominating Jim Fish to serve on the Lakes Country Service Cooperative Board of Directors. The resolution was seconded by Fish and was adopted.

Hicks thanked the Charter Commission for their work and recommendation to eliminate conflicting language regarding the seating of new council members at the first meeting following an election. A motion and second were made by Hicks and Rachels to direct the City Attorney to draft an ordinance repealing City Code Chapter 31.25 and amending City Charter Chapters 2.07 and 4.01 and the motion carried.

#### **Ordinance 50, Eighth Series**

Ordinance 50, Eighth Series, Repealing City Code Chapter 31.25, and Amending City Code Chapters 2.07 and 4.01 was introduced by Fish and declared to have its first reading.

#### **Elected Officials Code of Conduct**

Earlier this year the council members attending their retreat asked for an Elected Officials Code of Conduct and a sub-committee of council members drafted such a document. Kremeier appreciated the work put into this but did not feel it was necessary. After reading various definitions of oaths he said the Oath of Office taken when council members are sworn in is more important to uphold. He felt the conduct policy could limit tough discussions, was too lengthy and questioned how it would be enforced. Hicks suggested future amendments to the policy include third-party mediation when necessary. Kvamme felt the size of the document was inconsequential and said it is a fluid document open to future revisions. He said the policy was designed to help resolve issues, that it provided a reasonable way to move forward and thanked the fellow council members for their work. Mayor Schierer agreed this is reasonable and thanked the sub-committee. Rufer felt it is unfortunate we need this policy as it should not be difficult to be nice and treat others with respect. He did not believe a code of conduct would limit discussion and explained the conduct policy calls for self-enforcement by the council censuring those who do not comply. Rufer said council meetings should be restricted to conducting city business in an efficient manner to benefit the people they were elected to represent and not reporting what someone may have done in their capacity as a private citizen. Kremeier said he is bringing up issues residents have brought to him, and the council needs to resolve these issues even if they must confront difficult topics. Rufer offered **Resolution #184-2023** approving the Elected Officials Code of Conduct, which was seconded by Rachels and was adopted with Kremeier voting in opposition.

#### **Resolution of Accounts**

Fish offered a resolution authorizing the payments and claims in the amount of \$1,495,156.14, which was seconded by Rufer and was adopted.

### **Special Parking Permit at 119 W Alcott Avenue**

A home daycare at 119 W Alcott Avenue requested an on-street loading zone sign due to parking difficulties near Lake Region Healthcare. Rachels offered **Resolution #185-2023** authorizing a special parking permit for 119 W Alcott Avenue, which was seconded by Hicks and was adopted.

### **Small Cities Development Grant**

Hicks explained the city has an opportunity to apply for a Small Cities Development Grant that could provide money to loan to businesses. In the temporary absence of the Community Development Director, Mikel Olson and Laurie Mullen are willing to write the grant on behalf of the city and staff time would be needed to provide GIS services. He invited Laurie Mullen to share more information and she said these block grants could provide \$1.4 million for businesses and her estimate is the city has spent \$16.5 million on the city's recent improvements which can be leveraged in the grant application. Mullen said Mikel Olson's experience with housing grants would be valuable in writing this grant, which is due in November. It was suggested staff and the council review the grant before it is submitted. A motion and second were made by Hicks and Kremeier to direct staff to assist by supplying GIS services for a Small Cities Development Grant being written on the city's behalf and the motion carried.

### **Announcements**

The city will be holding a special council meeting on October 11 at 7:00 am to hear an appeal for a denied THC license to Lincoln Vapors which will immediately convene to a Committee of the Whole meeting. Otter Tail County will be hosting an open house to learn more about the roundabout project at Fir and Friberg Avenue on October 19 from 4-6 pm at the Government Services Center. The Fire Department will be holding an open house and chili cook-off at the fire hall on October 9 from 5-7 pm. Fish wanted to squash the rumor that the splashpad will only be open to those ages 5 and under. He clarified the new amenity will be open for all ages to use and enjoy.

The meeting adjourned at 6:09 pm

*Lynne Olson*

Committee of the Whole Meeting  
October 11, 2023

The Fergus Falls City Council held a Committee of the Whole meeting at 7:00 am on October 11, 2023 in the City Council Chambers. Mayor Schierer called the meeting to order, and the following council members were in attendance: Rachels, Fish, Job, Kvamme, Rufer, Kremeier and Thompson. Hicks was absent.

**MN DNR State Park Road Account Program**

The Minnesota DNR is accepting applications for the State Park Road Account Program. Funding can be used for improving local access roads to state parks, campgrounds, public water access and eligible recreation areas. Staff are seeking authorization to apply for \$210,000 in funding for a full depth bituminous patching of the access road in DeLagoon Park. The remainder of the roadway improvements (\$80,000) would be funded through the Parks and Recreation budget and/or annually levied mill and overlay funds. A motion and second were made by Fish and Rufer to recommend the council authorize submitting a funding application to the State Park Road Account Program and the motion carried.

**DeLagoon Park Improvement Update**

Grant Kuper of Bolton & Menk provided an update on the scope of the \$5.2 million improvements in DeLagoon Park the voters approved in the 2022 General Election. There are currently 22 tent and 14 camper spots in the campground and the new plan calls for 13 tent and 44 camper sites. All the RV sites will have electrical and water services availability and 9 will have sanitary sewer connections. A dual lane RV dump station will be constructed as well as a restroom/shower building. Improvements will be made to the roadways that serve the campground, and parking lot for the archery and firing ranges. Sanitary water and sewer mains will be routed to the bathhouse, RV dump station, campground sites, softball complex and soccer and softball field restrooms/concession areas. The lighting will be procured through the state contract and this work can begin once a final proposal is accepted. The project's proximity to a larger water body requires the plans be submitted to the State Historic Preservation Office (SHPO) and Office of the State Archaeologist (OSA). OSA is recommending a Phase I Cultural Resources survey be completed and depending on the findings, it may require Phase II. The goal is to advertise for bids in early 2024 and start work on the project next year. The campground will not be available for use next year while the improvements are being made. Rufer commented on the positive impact these improvements will make for recreation opportunities. Kvamme asked if there would be alternates for additional features if bids are favorable and asked about the utility connections and planned improvements on Shoreview Drive. Rachels asked why the campground design was reduced felt if the project requires cuts, they should be made to the campground and lighting features. Kuper said the original plans had to be reduced to fit the budget as there was a significant increase in the cost to construct the buildings.

**Franchise Fees**

The city has been looking for additional funding sources for street improvements and staff proposed the implementation of a franchise fee. Franchise fees are a common way for cities to fund projects without increasing property taxes as nearly half of Minnesota cities collect these fees to fund street improvement projects. The city owned right of ways are used for roadway, sidewalk, trails, and utility companies. Cities are allowed by state statute to charge utility companies a franchise fee for the use of the city's right of way. The city would impose a franchise fee on Otter Tail Power Company, Great

Plains Natural Gas and Lake Region Electric Cooperative. These companies would pass the fees onto their customers, collect the fees, and remit them to the city. The city would use the proceeds to improve city streets. Funding would be dedicated to road surfaces, reconstruction, patching, reclamation, mill and overlay, seal coat, curb, and gutter, and converting gravel to paved streets. The funds would not be used for street lighting or underground utility work. Kvamme asked if the funds could be used for public parking lots. The council has the discretion to use funds for that purpose, but it was pointed out the most traveled streets should be addressed before fixing parking lots.

With 122 miles of streets to maintain, the city expects to spend \$3.5 million in 2023 on street maintenance, mill and overlay and reconstruction projects. Currently these projects are funded by Municipal State Aid, special assessments, bonds, and general property taxes. An additional \$1.3 million per year is expected from the franchise fees and would be added to the city's annual street budget. The Tax Levy Committee is committed to budgeting the present or increased levels of street funding and the franchise fees would bring in additional revenue.

Advantages of franchise fees over tax increases include franchise fees being a predictable revenue source, they spread the cost of maintenance amongst those who benefit from the streets; all utility users, not just property owners within the city pay for street maintenance; the fees apply to all customers within the city including rental properties, non-profits and governmental entities and new construction immediately contributes to street project funding rather than waiting a year or two to be added to the tax rolls. Rufer said the community has expressed their desire for better street conditions and felt franchise fees are an equitable solution to moving forward. He asked if public education facilities could be exempt.

The Tax Levy Committee recommends the implementation of a 5% franchise fee based on the customer's energy consumption and large users would have a cap of \$1,000 per account per month. The fee would be effective March 1, 2024, and contributions are estimated to provide \$1.3 million annually for city street improvements. A motion and second were made by Job and Kvamme to recommend the council direct the City Attorney to draft franchise fees and franchise agreements with Otter Tail Power Company, Great Plains Natural Gas and Lake Region Electric Cooperative and the motion carried. Staff will use a variety of methods to provide this information to the public including an open house on October 26 at 5:00 pm in the City Council Chambers.

The meeting adjourned at 7:45 am

*Lynne Olson*

City Council Meeting  
October 11, 2023

The Fergus Falls City Council held a special council meeting on October 11, 2023 in the City Council Chambers to consider the appeal of a denied hemp derived THC license to Lincoln Vapors. Mayor Schierer called the meeting to order and the following council members were in attendance: Rachels, Fish, Job, Kvamme, Kremeier and Thompson. Rufer and Hicks were absent.

NOTE: The special meeting was to begin at 7:00 am, but the appealing parties were not in attendance at the start of the meeting. The special meeting was called to order after the business of the Committee of the Whole meeting had concluded.

Lincoln Vapors applied for a license to sell hemp-derived THC products in March of 2023 and were denied a license on May 10, 2023 (Resolution #88-2023) due to the results of the required background checks of the owners and store manager. On August 24, they applied for the same license and the Police Chief recommended denying the application since nothing with the ownership not changed. They submitted a written request for an appeal to be heard today.

Lincoln Vapors co-owner Justin Danberry said they have seen a 37% drop in sales since they cannot sell these products. He hoped the council would have a change of heart and allow them to compete in this market.

Police Chief Kile Bergren explained his stance to recommend the denial of a hemp-derived THC license to Lincoln Vapor has not changed. He is recommending the denial based on their criminal history and they haven't done anything to better their odds of passing the background check since May. They could change ownership and management as one of the co-owners could likely pass a background check where the other and store manager would not. They could also seek expungement of their criminal records with the court system. His decision is based on facts found during criminal background checks and it is the council's prerogative to allow the license or not. Rachels said he would not be voting in favor of the license based on the Chief's recommendation and the fact that nothing changed from their appeal in May. Danberry claimed there was nothing they could do to change their application. They hired their store manager after he was released from prison, gave him a second chance, and called the Chief's recommendation "silly". Bergren told Danberry if you want to get a license to sell a controlled product, then your role as a business owner is to make decisions. While sympathetic for supporting rehabilitation efforts, coming back with the same application after making no changes would not change his recommendation. Fish offered **Resolution #186-2023** approving a hemp-derived THC license for Lincoln Vapors. The resolution failed 0-6 with no council members approving the license.

The meeting adjourned at 7:53 am

*Lynne Olson*



FOR COUNCIL MEETING — OCTOBER 16, 2023

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

3.2% Malt Liquor, Wine with Strong Beer Authorization-2024

Northern Aire Lanes

3.2% Malt Liquor-2024

Lakeway Express

WalMart

Full On Sale Liquor License-2024

VFW Post 612

Tobacco-2024

WalMart

Miller & Holmes, Inc.

King Tobacco

Casey's Store #1820

Casey's Store #2161

Mechanical-2023

Home Heating, Plumbing & A/C

Sign Hanger-2023

Hofer Sign Inc.

Hemp-Derived THC License-2024

King Tobacco

Elevate

Minnesota Lawful Gambling Permit

Fergus Falls College Foundation for raffle on December 11, 2023 at M-State

Fergus Falls College Foundation for raffle on February 1, 2024 at M-State



## Council Action Recommendation

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Page 1 of 1

**Meeting Date:** October 16, 2023

**Subject:** 2024 Insurance Renewal

**Recommendation:** The City of Fergus Falls waive the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04

**Background/Key Points:** The City of Fergus Falls is insured through the League of Minnesota Cities Insurance Trust (LMCIT). The current statutes limit a city's tort liability to a maximum of \$500,000 per claimant and \$1,500,000 per occurrence. The LMCIT provides the City the option to waive the monetary statutory tort limits. The waiver provides coverage to a maximum of \$2,000,000 per claimant and \$2,000,000 per occurrence.

In prior years, the City of Fergus Falls has waived the statutory limits to provide expanded coverage for the residents.

I have reviewed this waiver with the City Attorney and he recommends we continue to waive the statutory tort limits to provide this additional protection.

**Budgetary Impact:** Because the waiver increases the City's municipal liability and auto liability exposure, the premium is about 3.5% higher for coverage under the waiver option or about \$5,500 based on the 2023 municipal and automobile liability premiums.

**Originating Department:** Finance

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

**Attachments:**

None



# Council Action Recommendation

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Page 1 of 1

**Meeting Date:**

October 11, 2023 – Committee of the Whole  
October 16, 2023 – City Council

**Subject:**

Mn DNR State Park Road Account Program

**Recommendation:**

- Authorize to apply for funding to State Park Road Account Program

**Background/Key Points:**

The DNR is accepting applications for the State Park Road Account Program. Approximately \$4 million is available for this statewide solicitation. Funds from this program may be used to improve local access roads to state parks, state campgrounds, public water access, and other eligible recreation areas. Applications are due November 1, 2023.

Staff has evaluated potential candidates for this program. We recommend the access road for Delagoon Park be the City's candidate. The improvement would consist of full depth bituminous patching as needed and resurfacing throughout. Please refer to the attached location exhibit.

**Budgetary Impact:**

The estimated construction cost to improve the access road and the "loop" within Delagoon Park is \$290,000.00. The City's request for funding is \$210,000.00. Potential local matching funds are the Park & Recreations budget and/or annual levied mill & overlay funds.

**Originating Department:**

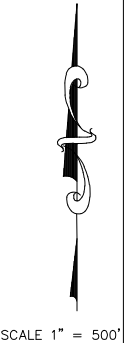
Engineering Department

**Respectfully Submitted:**

Brian Yavarow, P.E. – City Engineer

**Attachments:**

SPRA Exhibit



REVISION			
No.	Date	By	Description

CITY PROJ. NO.	PUB. IMP. NO.	I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DESIGN	5376	
BLT. AREA = 36'-8" TON	DATE = 2023	
CITY ENGINEER	REG. NO. 48363	
CHECKED BY: BT	DRAWN BY: JH	State Proj. No.

CITY OF FERGUS FALLS, MINNESOTA	DELAGOON PARK
ENGINEERING DEPARTMENT	PEBBLE LAKE PUBLIC ACCESS
Sheet No. of Sheets	

**ORDINANCE NO. 49, EIGHTH SERIES**

**AN ORDINANCE OF THE CITY OF FERGUS  
FALLS, MINNESOTA, REPEALING CITY CODE  
CHAPTER 31.25 AND AMENDING CITY CHARTER  
CHAPTERS 2.07 AND 4.01.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 31.25, Council Reorganization, is hereby repealed in its entirety.

Section 2. Section 2.07, The Mayor, of the City Charter is hereby amended to read as follows:

SEC. 2.07. THE MAYOR. The Mayor shall be the presiding officer of the Council. The Mayor shall have a vote as a member of the Council only in the case of a tie. The Mayor shall exercise all powers and perform all duties conferred and imposed upon by this Charter, the ordinances of the City, and the laws of the State. The Mayor shall be recognized as the official head of the City for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the Governor for the purpose of martial law.

Section 3. Section 4.01, Council Meetings, of the City Charter is hereby amended to read as follows:

SEC. 4.01. COUNCIL MEETINGS. At its first regular meeting in January following a municipal election, the sitting Council may call a meeting to order only to recognize and issue awards to sitting or outgoing council members. No other business items shall be discussed or acted on and the council meeting shall adjourn sine die. All qualified new Council members shall be sworn in and seated. The new Council must assume their duties and select a Mayor pro tem and a Secretary of the Council. The Secretary of the Council may be the City Administrator. The new Council shall then take such other organizational acts, functions and business items as may be permitted or required. Thereafter, the Council shall meet at such time or times each month as may be prescribed by ordinance or resolution; provided, that the Council shall hold at least one regular meeting each month. The Mayor, or any three members of the Council, may call special meetings of the Council upon such notice as is provided by ordinance or statute. Notice of such meeting shall be given to the members of the Council by any means provided in its rules which must be consistent with any applicable statutory provision. All meetings of the Council shall be public, except as otherwise provided by statute, and any citizen shall have access to the minutes and records thereof at all reasonable times.

Section 4. Summary Publication. Pursuant to Minn. Stat. §412.191 a summary of the Ordinance may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

Ordinance No. 49 adopted by the Fergus Falls City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, repeals City Code Chapter 31.25 and amends City Charter Chapters 2.07 and 4.01.

Section 5. Effective date. The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

THIS ORDINANCE was introduced on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

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

\_\_\_\_\_  
Mayor

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

barb/acityoffergusfalls/ords/8thseries/Ord49

**ORDINANCE NO. 51, EIGHTH SERIES**

AMENDING ORDINANCE NO. 41, EIGHTH SERIES ARTICLE I, PARAGRAPH D, OF THE INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON THE OPERATION OF CANNABIS BUSINESSES

THE CITY COUNCIL OF THE CITY OF FERGUS FALLS ORDAINS:

Section 1. Article I, Paragraph D, of Ordinance No. 41, Eighth Series is hereby amended to read:

- D. The Act (Minnesota Statutes, section 342.13(e)) expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and manner of the operation of cannabis businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of cannabis businesses within the jurisdiction or a portion thereof until January 1, 2025. The City may not accept or act on any application for a license or registration for the operation of a cannabis business within the City. Existing businesses with a valid license to sell THC products issued pursuant to City Code §120.03, may continue to submit applications to sell THC products as permitted and required under City Code City Code §120.03.

Section 2. All remaining Articles and Paragraphs of Ordinance No. 41, Eighth Series remain in full force and effect.

Section 3. Effective date. The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Section 4. Summary Publication. Pursuant to Minn. Stat. §412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

Ordinance No. 51, Eighth Series, adopted by the Fergus Falls City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, Amending Article I, Paragraph D, of Interim Ordinance No. 41, Eighth Series Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses.

THIS ORDINANCE was introduced on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

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

\_\_\_\_\_  
Mayor

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





# Franchise Fees

City of Fergus Falls

Fall 2023



# What are Franchise Fees?

- ▶ City owned rights-of-way (ROW) are used for roadway, sidewalk and trail purposes, but also for utility services.
- ▶ Cities have franchise agreements with each utility company (gas, electric, etc.) for their use of city owned rights-of-way for their business purposes.
- ▶ Minnesota cities are authorized by State Statute 216B.36 to charge utilities a fee (or rent) for use of city rights-of-way.

# How Do Franchise Fees Work?

- ▶ Once franchise fees are adopted, gas and electric utilities are required to remit the fees to the city
- ▶ Utilities commonly pass these fees on to their customers by adding them to the customer's monthly utility bills. The fee will likely appear as "City Fee" on utility bills.
- ▶ Franchise fees can be either a percentage of the utility customer's gross sales or a flat dollar amount
- ▶ Once collected, the utilities remit the fees to the city to be used for designated projects



# Why Implement Franchise Fees?

- ▶ Implementing franchise fees is a common way for cities to fund projects without increasing property taxes
- ▶ Nearly half of Minnesota cities collect franchise fees to fund street improvements, parking lots, trails, sidewalks and other projects
- ▶ The City of Fergus Falls has experience with franchise fees as cable subscribers pay a franchise fee to fund PEG Access

# Why Use Franchise Fees for Streets?

- ▶ Fergus Falls maintains over 122 miles of streets
- ▶ The city expects to spend \$3.5 million during 2023 for street maintenance including mill and overlays and reconstructions
- ▶ Current funding for street maintenance, construction, and reconstruction projects comes from:
  - Municipal state aid
  - Assessments
  - Bonds
  - General property taxes

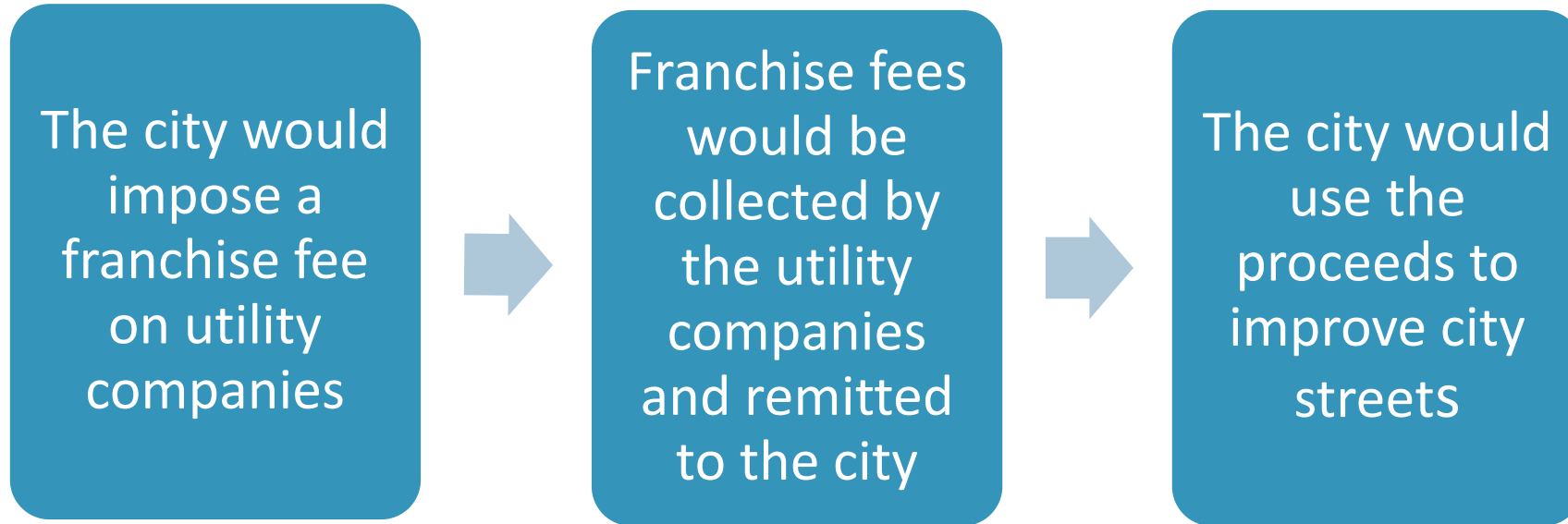
# Why Use Franchise Fees for Streets?

- ▶ The city has a comprehensive plan for future street improvements, but costs are rising and funding is limited
- ▶ Residents and business owners have made it clear they want additional street projects completed
- ▶ Franchise fees could help fund additional street projects and allow the city to fix more streets on an annual basis
- ▶ Franchise fees would provide a predictable revenue source to help fund street projects and keep them on a proactive and timely schedule

## Why Franchise Fees vs. Tax Increase?

- ▶ Franchise fees spread the cost of maintenance among those who benefit from the streets
- ▶ All utility users within the city pay for street maintenance, not just property owners
- ▶ Fees apply to all customers within the city including rental properties, non-profits and governmental entities
- ▶ New construction (which results in new utility accounts), contributes immediately to street project funding rather than one or two years down the road when added to the tax rolls

# Process



*Note: Utility companies include Otter Tail Power Company, Great Plains Natural Gas and Lake Region Electric Cooperative*



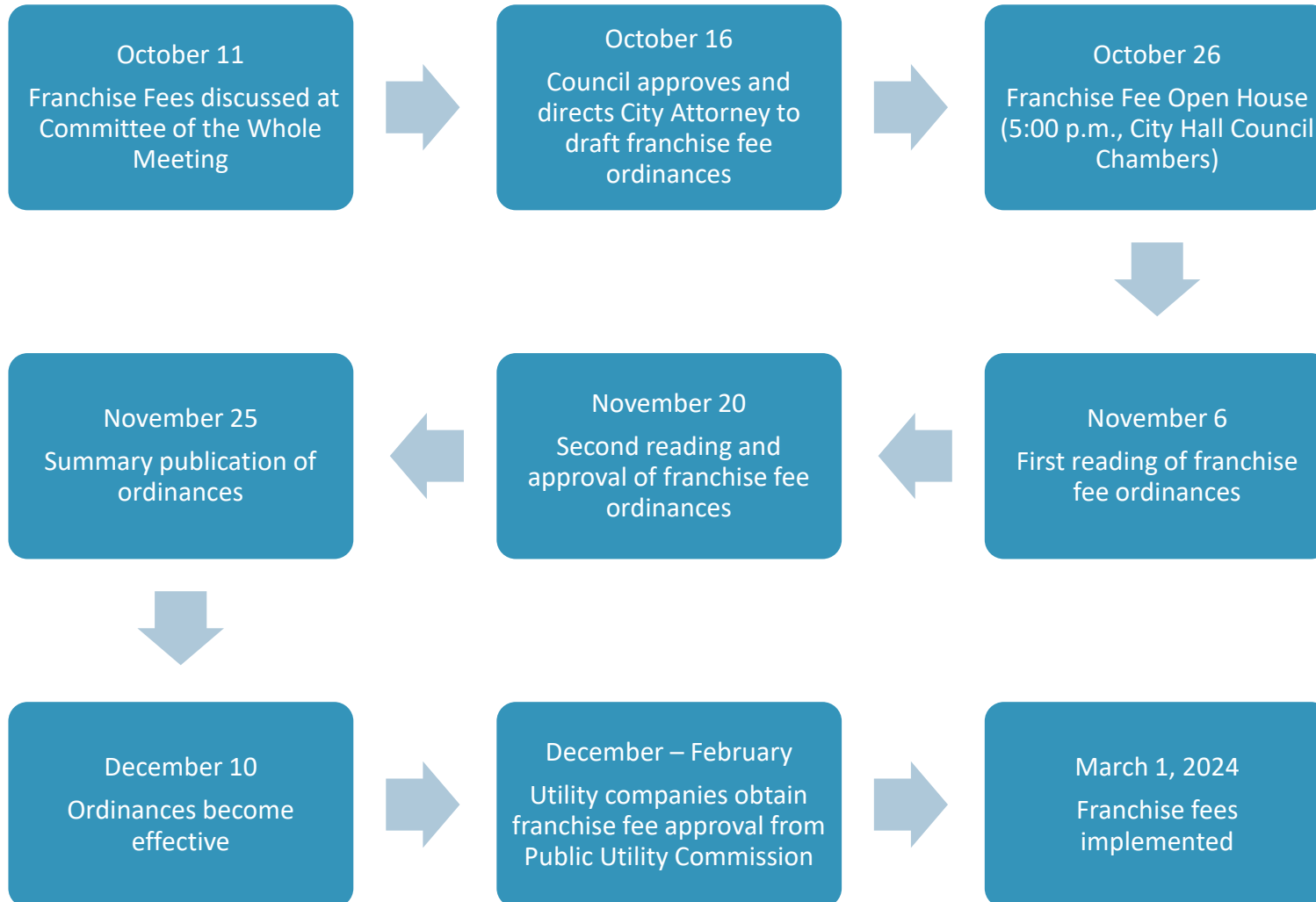
# Recommendation

- ▶ City Staff and the Tax Levy Committee are recommending the implementation of a 5% franchise fee
- ▶ There would be a monthly cap per account of \$1,000
- ▶ The franchise fee would be effective March 1, 2024
- ▶ Collections would provide an estimated \$1.3 million annually to improve city streets

# Impact on Consumers (examples)

<b>Monthly Combined Utilities (Gas and Electric)</b>	<b>Monthly Increase in Utility Bill</b>	<b>Annual Increase in Utility Bill</b>
<b>\$150</b>	<b>\$7.50</b>	<b>\$90.00</b>
<b>\$250</b>	<b>\$12.50</b>	<b>\$150.00</b>
<b>\$500</b>	<b>\$25.00</b>	<b>\$300.00</b>
<b>\$750</b>	<b>\$37.50</b>	<b>\$450.00</b>
<b>\$1,000</b>	<b>\$50.00</b>	<b>\$600.00</b>
<b>\$5,000</b>	<b>\$250.00</b>	<b>\$3,000.00</b>

# Proposed Timeline



## 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

ABBOTT EXCAVATING	RET. REST. EXC PERMIT #3016	300.00
ADMINISTRATOR'S CONTINGENCY FD	MILEAGE SHPO CONFERENCE	291.48
ADMINISTRATOR'S CONTINGENCY FD	REFUND RENTAL/PAID TWICE-NORTH	150.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-DRAXTO	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-SKOGST	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-DUCKWITZ	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-NORTHERN	25.00
ADMINISTRATOR'S CONTINGENCY FD	SEW PATCHES ON	90.00
ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	905.12
ARAMARK	OCTOBER LINEN SUPPLY	36.46
AMERITAS	OCT DENTAL INSURANCE	3,671.40
SEAN ANDERSON	CLEANING SEPT 25-OCT 2	341.28
AUTO VALUE - FERGUS FALLS	OCT 16D STOCK FILTERS	44.94
AUTO VALUE - FERGUS FALLS	OCTOBER FHP MEDIUM HORSE-POW	15.99
BARRY CONST OF FERGUS FALLS	RET. DEP EXC PERMIT #2943	300.00
BEYER BODY SHOP, INC.	TOW MITSUBISHI ECLIPSE/2303298	150.00
BEYER BODY SHOP, INC.	TOW TOYOTA ECHO/23033262	125.00
CHARTER COMMUNICATIONS	10/02-11/01/23 CABLE	38.69
CITYSIDE IMPROVEMENTS LLC	RET. REST. EXC PERMIT #2992	300.00
CLIMATE CONTROL INC	PROF SERVICE-TEMP SENSOR	112.50
COMMISSIONER OF REVENUE	2023 SEPTEMBER SALES TAX	68,208.00
CONTROLLED DEHUMIDIFICATION	SERVICE/PREVENTIVE MAINTENANCE	4,190.40
COOPERS TECHNOLOGY GROUP	OCT CORRECT TAPE, WRITING PADS	78.08
COOPERS TECHNOLOGY GROUP	OCTOBER CALENDARS	58.23
COOPERS TECHNOLOGY GROUP	OCTOBER DRY ERASE MARKER	6.72
COOPERS TECHNOLOGY GROUP	SEPT TAPE, COLOR MARKERS	39.86
COOPERS TECHNOLOGY GROUP	SEPTEMBER OFFICE UPGRADES	730.00
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	224.12
COSSETTE ELECTRIC LLC	REPL PENDANT LT W/4'STRIP LT	315.60
D ERVASTI SALES CO LLC	PITCHING RUBBER, DRAG, CHALK	2,098.75
DACOTAH PAPER CO	BATTERY, FILTER, LINERS, KLEENEX	921.63

## General

DACOTAH PAPER CO	BUFFING PAD 13" RED	12.84
DACOTAH PAPER CO	FIRE PREVENTION OPEN HOUSE	101.99
DACOTAH PAPER CO	FOAM PLATE,CANLINER,TOWEL ROLL	471.99
DACOTAH PAPER CO	LINER CAN 17 X 17	26.08
DACOTAH PAPER CO	PAD, SUPER POLISH CASE	18.89
DACOTAH PAPER CO	SEPT FINISH FLOOR ON AN' ON	72.34
DACOTAH PAPER CO	SEPTEMBER CAN LINERS	11.33
DACOTAH PAPER CO	SEPTEMBER CLEANER FORMULA-409	60.82
DELZER CONSTRUCTION	RET. DEP. EXC PERMIT #2952	300.00
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	104,295.26
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	2,813.34
EQUIPMENT FUND	SEPT FUEL CHARGES #3002	103.24
EQUIPMENT FUND	SEPT FUEL CHARGES #3013	116.15
EQUIPMENT FUND	SEPT FUEL CHARGES #3019	51.10
EQUIPMENT FUND	SEPT FUEL CHARGES #3040	72.61
EQUIPMENT FUND	SEPT FUEL CHARGES #3041	75.62
EQUIPMENT FUND	SEPT FUEL CHARGES #3042	46.61
EQUIPMENT FUND	SEPT REPAIRS/SERVICE #3002	201.02
EQUIPMENT FUND	SEPT REPAIRS/SERVICE #3040	192.97
4M FUND	SEP 2023 SERVICE CHARGE	58.16
FASTENAL COMPANY	OCT PARK SAFETY VENDING	14.10
FASTENAL COMPANY	OCT STREET SAFETY VENDING	14.10
FERGUS FALLS FIRE DEPARTMENT	2023 STATE FIRE AID	103,211.82
FERGUS FALLS FIRE DEPARTMENT	2023 STATE SUPP FIRE AID	18,768.36
GALLS LLC	HABERER DUTY VEST	1,441.54
GALLS LLC	HABERER UNIFORM PURCHASE	735.38
GALLS LLC	HAKEN UNIFORM PURCHASE	181.78
GENERAL FUND	SEPTEMBER COPIER USE	515.62
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	76.35-
GENERAL FUND	SEPTEMBER POSTAGE USE	328.80
GENERAL FUND	TRANSFER SEPTEMBER COPIER USE	586.18-
GENERAL FUND	TRANSFER SEPTEMBER POSTAGE USE	624.60-
GRAND FORKS FIRE EQUIPMENT LLC	SEPT TO COAT NAME TAG	61.19
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	327.46
GREATER FERGUS FALLS CORP	4TH QTR 2023 BUDGET ALLOCATION	12,500.00
GT DISTRIBUTORS INC	2 COLT QUAD RAIL CARBINE	2,767.04
PAUL HAARSTAD EXCAVATING LLC	RET. REST. EXC.PERMIT #3007	300.00
HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREIUM	747.00
HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREMIUM	4,997.74
HIGH POINT NETWORKS LLC	HPN MONTHLY M365/GSUITE BACKUP	228.00
HIGH POINT NETWORKS LLC	OFFICE 365 G3 GCC	1,909.00
HIGH POINT NETWORKS LLC	OFFICE 365 G3 GCC, ONE YEAR	12,216.69
HIGH POINT NETWORKS LLC	PROJECT PLAN 3 FOR GCC	230.71

## General

HIGH POINT NETWORKS LLC	VISIO PLAN 2 FOR GCC	45.00
HIGH POINT NETWORKS LLC	VISIO PLAN 2 FOR GCC, ONE YEAR	301.07
HOME DEPOT CREDIT SERVICES	PLYWOOD-SKATING RINK BOARDS	1,236.27
HOME DEPOT CREDIT SERVICES	SEPT ADV PERFORMANCE TORCH	49.74
HOME DEPOT CREDIT SERVICES	SEPT PLYWOOD, #2 PRIME WHRSHLD	261.88
HOME DEPOT CREDIT SERVICES	SEPT PLYWOOD, SPADE BILAG SCREW	37.69
HOME DEPOT CREDIT SERVICES	SEPT WIRE ROPE CLIP, EYE BOLT	19.16
JUST ADD WATER LANDSCAPE	PVB JMB VALVE BOX	86.95
KNUTSON LAWN SERVICE	CONTRACT MOWING 106 LAURA LN	125.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 514 E ADOLPHUS	110.00
LEAGUE OF MN CITIES INS. TRUST	4TH QTR 2023 INSURANCE PREMIUM	102,761.00
LEAGUE OF MN CITIES INS TRUST	JULY 2023/INDEMNITY 493641	57.49
LEAGUE OF MN CITIES INS TRUST	JULY 2023/INDEMNITY-493641	410.77
MARK LEE ASPHALT & PAVING, INC	LOCAL TAX	.02-
MARK LEE ASPHALT & PAVING, INC	OTC TAX	.18-
MARK LEE ASPHALT & PAVING, INC	RETURN RES. EXC PERMIT #3012	3,600.00
MARK LEE ASPHALT & PAVING, INC	STATE TAX	2.45-
LEITCH EXCAVATING INC	OCT CLASS 5 GRAVEL	4,343.50
LEITCH EXCAVATING INC	RET. DEP. EXC PERMIT #2953	300.00
LEITCH EXCAVATING INC	RETURN DEP. EXC PERMIT 3023	300.00
LOCATORS & SUPPLIES INC	OCT 2XL MECHANICS STYLE GLOVES	35.98
VICTOR LUNDEEN COMPANY	OCTOBER COPY PAPER	990.00
M-R SIGN COMPANY INC	SIGNS "NO MOTORIZED VEHICLES"	162.03
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	783.67
MCCABE ROOFING LLC	ROOF LEAK REPAIRS	1,550.38
MCMASTER-CARR SUPPLY CO	L-HANDLE CAM LATCH	63.62
MCMASTER-CARR SUPPLY CO	PLEATED PANEL AIR FILTERS	152.50
MOBOTREX INC	OCT LED 12" RED TRAFFIC LIGHT	220.00
MOBOTREX INC	OCT T/SIG POLE PARTS LINCOLN/	883.00
MOTION INDUSTRIES INC	SHEAVES, BUSHING, V-BELT	168.77
NEO ELECTRICAL SOLUTIONS LLC	ANNUAL AIRORT INSPECTION	4,200.00
NYCKLEMOE & ELLIG, P.A.	OCTOBER PROSECUTING SERVICES	9,492.50
OTTER COVE CHILDREN'S	2023 DEC FESTIVAL OF LIGHTS	100.00
OTTER TAIL COUNTY HIGHWAY DEPT	CUL-DE-SAC DECOR LIGHTING	24.63
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	44,659.95
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	2,592.71
OTTER TAIL TELCOM	OCTOBER ADD LISTING - ENG.	10.00
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	786.72
OTTER TAIL TELCOM	OCTOBER TELEPHONE LINES - PD	273.01
OTTER TAIL TELCOM	SEPTEMBER LONG DISTANCE	11.41
PEBBLE LAKE GOLF CLUB, INC.	CHEMICAL (HERBICIDE)	5,473.98
POLICE DEPT CONTINGENCY FUND	EMPLOYMENT FINGERPRINT PROCESS	33.25
PRO-WEST & ASSOCIATES, INC	OCTOBER ASSIST IT & W/UPDATES	418.31

## General

SHERWIN WILLIAMS CO	OCT PAINT, 2" THIN ANGLE	51.63
SHERWIN WILLIAMS CO	OCT YELLOW/WHITE TRAFFIC PAINT	1,575.00
SKY CREW SERVICES, LLC	NOVEMBER MANAGEMENT FEES	3,500.00
SPECIALTY SOLUTIONS LLC	LANDSCAPE MIX	563.72
STATE TREASURER	3RD QTR SURCHARGE	2,402.05
STATE TREASURER	3RD QTR SURCHARGE RETENTION	96.08-
STOPSTICK LTD	STOP STICK REPLACEMENT	135.00
STREICHER'S INC	HEINEN VEST PURCHASE	1,761.00
STREICHER'S INC	ONSTAD VEST PURCHASE	1,761.00
SUNSET LAW ENFORCEMENT LLC	HORN 12 GA 10 RD/BOX	108.30
SWANSTON EQUIPMENT CO	OCT WEED TRIMMER (PARK DEPT)	449.99
TANGENT COMPUTERS INC	EMAIL DOMAIN TRANS. TO .GOV	1,850.00
VERIZON WIRELESS	CELL/AIR CARDS 9/2-10/1	1,037.41
VISION CONCEPTS, LLC	LOCAL TAX	.07-
VISION CONCEPTS, LLC	OTC TAX	1.06-
VISION CONCEPTS, LLC	STATE TAX	14.54-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/SEP 2023	1,258,987.06
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/831641FW0	140,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CHT1	70,723.85-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CHX2	418,769.68-
WEST CENTRAL INITIATIVE	BICYCLE PLAYGROUND/ASST.	3,000.00
WEX	SEPT FLEX/HSA PART FEE	142.45
	F U N D   T O T A L	1,188,154.43

## P.A. General

ATLAS OUTDOOR SERVICES LLC	OCTOBER/CBHH SNOW/LAWN CARE	1,000.00
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	1,182.42
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	8.11
GENERAL FUND	SEPTEMBER COPIER USE	21.90
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	7.46
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC SEP	1,115.63
JOHNSON CONTROLS INC	REPLACED MOTOR OF AHU #3	1,755.90
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	73.91
NATURES GARDEN WORLD	WINTERIZED SPRINKLER SYSTEM	195.00
OTTER ELECTRIC LLC	INSTALLATION -NEW ALARMS CBHH	950.00
OTTER ELECTRIC LLC	REPAIRS SECLUSION RM DOOR 146	372.16
OTTER ELECTRIC LLC	REPAIRS TO DAYROOM LIGHTS	271.04
OTTER ELECTRIC LLC	REPLACED BALLAST CART RM #150	108.96

## P.A. General

OTTER ELECTRIC LLC	REPLACED BALLAST COPY RM	123.83
OTTER ELECTRIC LLC	REPLACED BALLAST MAIN ENTRANCE	123.83
OTTER ELECTRIC LLC	REPLACED 16 NIGHT LIGHTS	811.20
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	7.06
PA BONDS 2020A DEMO	2023 DEBT SERVICE TRANS 2020A	5,122.00
PA BONDS 2020B RLF	2023 DEBT SERVICE TRANS 2020B	17,484.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/01/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/07/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/11/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/15/23	90.00
WEX	SEPT FLEX/HSA PART FEE	3.30
	F U N D   T O T A L	31,097.71

## Regional Treatment Center-City Operated

OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	244.33
	F U N D   T O T A L	244.33

## Public Library

ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	6.00
DACOTAH PAPER CO	SEPT SWEEPER,CAN LINER,GLOVES	1,466.63
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	6,748.72
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	54.42
FRIENDS OF THE FERGUS FALLS	WELCOME WEEK REIMBURSE FOL	25.00
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	29.66
GOODIN COMPANY	URINAL FLUSH VALVES	176.36
GRAINGER INC	AIR FILTER PADS	40.56
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	23.00
HOOPLA	DIGITAL CONTENT	970.79
MCMMASTER-CARR SUPPLY CO	PLEATED AIR FILTERS	224.45
MIDWEST TAPE EXCHANGE	DVDS	175.36
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	1,926.44
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	84.67
OTTER TAIL TELCOM	OCTOBER LIBRARY FAX LINE	35.51



Public Library

OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	147.64
US BANK EQUIPMENT FINANCE	09/20-10/20/23 COPIER LEASE	614.40
WEX	SEPT FLEX/HSA PART FEE	15.26
	F U N D T O T A L	12,764.87

Bigwood Event Center

ARAMARK	OCTOBER LINEN SUPPLY	364.70
COMMISSIONER OF REVENUE	2023 SEPTEMBER SALES TAX	9.63
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	18.71
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	873.99
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	7.44
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	.12
GRAINGER INC	PLEATED AIR FILTERS	60.24
GRAINGER INC	SEPT PLEATED AIR FILTERS	466.20
HOME DEPOT CREDIT SERVICES	OCTOBER CLEANING SUPPLIES	125.27
HOME DEPOT CREDIT SERVICES	SEPTEMBER KITCHEN SINK REPAIRS	141.04
MARCO TECHNOLOGIES LLC	09/29-10/29/23 COPIER RENT	126.20
MCCABE ROOFING LLC	ROOF LEAK REPAIRS	1,605.25
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	3,057.41
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	200.57
OTTER TAIL TELCOM	OCTOBER INTERNET ACCESS - BW.	91.64
PHILLIPS WINE & SPIRITS CO	OCTOBER BEVERAGES	836.61
WEX	SEPT FLEX/HSA PART FEE	3.02
	F U N D T O T A L	7,988.04

IRP Revolving Loan

GENERAL FUND	SEPTEMBER COPIER USE	.10
	F U N D T O T A L	.10

CDBG/HUD Revolving Loan

CDBG/HUD Revolving Loan

GENERAL FUND	SEPTEMBER COPIER USE	23.34
	F U N D   T O T A L	23.34

P.I.R. Bond and Interest 2009

P.I.R. BOND & INTEREST 2009	2023 DEBT SERVICE TRANSFER	133,900.00-
	F U N D   T O T A L	133,900.00-

P.I.R. Bond and Interest 2012B

P.I.R. BOND & INTEREST 2012	2023 DEBT SERVICE TRANSFER	119,775.00-
	F U N D   T O T A L	119,775.00-

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

G. O. SALES TAX REV. BONDS	2023 DEBT SERVICE TRANSFER	730,000.00-
	F U N D   T O T A L	730,000.00-

G.O. Port Authority Bonds, Series 2020A-DEED Demo

PA BONDS 2020A DEMO	2023 DEBT SERVICE TRANS 2020A	5,122.00-
	F U N D   T O T A L	5,122.00-

G.O. Port Authority Bonds, Series 2020B-DEED RLF

## G.O. Port Authority Bonds, Series 2020B-DEED RLF

PA BONDS 2020B RLF	2023 DEBT SERVICE TRANS 2020B	17,484.00-
	F U N D   T O T A L	17,484.00-

## Capital Improvement

BOLTON & MENK INC	DOWNTOWN RIVER FRONT PH 2	11,247.00
BOLTON & MENK INC	PROF SERV DELAGOON PARK IMP.	24,898.50
BOLTON & MENK INC	PROF SERVICES 8/3/23-9/1/23	115.00
BRAUN INTERTEC CORPORATION	PROF SERVICES THROUGH 9/29/23	17,917.00
JLG ARCHITECTS	PROF SERVICE ENDING 9/30/23	113,397.40
MNOSHA	WATER MAIN FEE	1,225.00
MOORE ENGINEERING INC	PROF SERVICE LINCOLN/UNION AVE	31,750.85
MOORE ENGINEERING INC	PROF SERVICES STANTON AVE	3,004.62
ROBERT H NORDICK	2023 SIDEWALK 108 E BEACH	1,223.80
ROBERT H NORDICK	2023 SIDEWALK 120 E ADOLPHUS	3,509.58
ROBERT H NORDICK	2023 SIDEWALK 203 PRAIRIE CT	815.00
ROBERT H NORDICK	2023 SIDEWALK 416 W MAPLE	1,027.50
ROBERT H NORDICK	2023 SIDEWALK 701 W LAUREL	3,618.00
ROBERT H NORDICK	2023 SIDEWALK 806 W 7TH AVE	2,222.08
TAFT STETTINIUS HOLLISTER LLP	AUGUST 2023 CONTRACT MATTER	2,997.50
VARIOUS FUNDS	P.I. 9698 PROJECT FUNDS	395,681.37
	F U N D   T O T A L	614,650.20

## P.I.R. Project 2009

P.I.R. BOND & INTEREST 2009	2023 DEBT SERVICE TRANSFER	133,900.00
	F U N D   T O T A L	133,900.00

## P.I.R. Project 2012B

P.I.R. BOND & INTEREST 2012	2023 DEBT SERVICE TRANSFER	119,775.00
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## P.I.R. Project 2012B

F U N D   T O T A L	119,775.00
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## Airport Capital Improvement

MINNESOTA PETROLEUM SERVICE	PAY APP NO. 1	203,687.74
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F U N D   T O T A L	203,687.74
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## Liquor Store

THE AMERICAN BOTTLING COMPANY	OCTOBER/MIX	628.97
ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	357.06
ARCTIC GLACIER USA INC	OCTOBER/FREIGHT #3607327804	15.00
ARCTIC GLACIER USA INC	OCTOBER/ICE #3607327804	878.74
ARTISAN BEER COMPANY	OCTOBER/BEER	1,966.21
ARTISAN BEER COMPANY	OCTOBER/MIX	73.80
BELLBOY CORPORATION	SEPTEMBER/FREIGHT	52.80
BELLBOY CORPORATION	SEPTEMBER/LIQUOR	3,512.44
BELLBOY CORPORATION	SEPTEMBER/MIX	302.05
BEVERAGE WHOLESALERS INC	OCTOBER/BEER	43,506.28
BEVERAGE WHOLESALERS INC	OCTOBER/LIQUOR	480.00
BEVERAGE WHOLESALERS INC	OCTOBER/MIX	667.25
BEVERAGE WHOLESALERS INC	OCTOBER/WINE	475.60
BEVERAGE WHOLESALERS INC	SEPTEMBER/BEER	7,630.05
BEVERAGE WHOLESALERS INC	SEPTEMBER/MIX	99.70
PATRICIA DILLON	JANUARY - JUNE MILEAGE	119.21
BRAUN VENDING INC	OCTOBER SUPPLIES-WATER	28.00
BRAUN VENDING INC	OCTOBER WATER COOLER RENT	16.00
BRAUN VENDING INC	SEPTEMBER SUPPLIES-WATER	28.00
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/FREIGHT	138.72
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/LIQUOR	7,601.73
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/WINE	641.84
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/FREIGHT	6.04-
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/LIQUOR	285.25-
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/MIX	152.96-
CARLOS CREEK WINERY	OCTOBER/WINE	2,580.00

## Liquor Store

CAYAN	SEPTEMBER 2023 CR CD FEES	14,027.65
VIKING COCA-COLA BOTTLING CO	OCTOBER/MIX	700.90
COMMISSIONER OF REVENUE	2023 SEPTEMBER SALES TAX	1.62
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	41.42
D-S BEVERAGES, INC.	OCTOBER/BEER	41,801.79
D-S BEVERAGES, INC.	OCTOBER/LIQUOR	4,447.13
D-S BEVERAGES, INC.	OCTOBER/MIX	2,187.06
D-S BEVERAGES, INC.	SEPTEMBER/BEER	15,521.60
D-S BEVERAGES, INC.	SEPTEMBER/LIQUOR	121.80
D-S BEVERAGES, INC.	SEPTEMBER/MIX	242.53-
DACOTAH PAPER CO	OCTOBER BAGS, ROLL THERMAL	193.81
DACOTAH PAPER CO	OCTOBER SUPPLIES-BAGS	301.04
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	7,743.23
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	22.65
FARGO GLASS & PAINT CO INC	SEPT AUTO DOOR LABOR/MILEAGE	995.00
FERGUS BREWING COMPANY LLC	OCTOBER/BEER	236.00
FERGUS BREWING COMPANY LLC	SEPTEMBER/BEER	526.00
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	.32
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	43.38
JOHNSON BROTHERS LIQUOR CO	OCTOBER/FREIGHT	865.69
JOHNSON BROTHERS LIQUOR CO	OCTOBER/LIQUOR	28,266.00
JOHNSON BROTHERS LIQUOR CO	OCTOBER/MIX	190.22
JOHNSON BROTHERS LIQUOR CO	OCTOBER/WINE	9,643.98
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/FREIGHT	354.35
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/LIQUOR	9,828.45
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/WINE	5,306.00
JUNKYARD BREWING COMPANY LLC	OCTOBER/BEER	138.00
LEAGUE OF MN CITIES INS TRUST	JULY 2023/INDEMNITY-494365	370.12
LIQUOR STORE	RECEIPT OCTOBER RENT	358.00-
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	125.90
MAVERICK WINE LLC	OCTOBER/FREIGHT	20.00
MAVERICK WINE LLC	OCTOBER/LIQUOR	1,129.92
MCCABE ROOFING LLC	ROOF LEAK REPAIRS	460.00
NICE THREADS CUSTOM EMBROIDER	OCTOBER SHIRTS	119.75
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	4,509.73
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	90.56
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	312.65
PEPSI BEVERAGE COMPANY	OCTOBER/MIX	738.93
PHILLIPS WINE & SPIRITS CO	AUGUST/WINE	3.42-
PHILLIPS WINE & SPIRITS CO	OCTOBER/FREIGHT	122.98
PHILLIPS WINE & SPIRITS CO	OCTOBER/LIQUOR	6,107.67
PHILLIPS WINE & SPIRITS CO	OCTOBER/WINE	1,628.85
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/FREIGHT	45.58

## Liquor Store

PHILLIPS WINE & SPIRITS CO	SEPTEMBER/LIQUOR	5,748.20
SOUTHERN GLAZER'S OF MN	OCTOBER/FREIGHT	201.65
SOUTHERN GLAZER'S OF MN	OCTOBER/LIQUOR	20,399.22
SOUTHERN GLAZER'S OF MN	OCTOBER/MIX	135.00
SOUTHERN GLAZER'S OF MN	OCTOBER/WINE	877.67
WEX	SEPT FLEX/HSA PART FEE	20.22
WIDSETH SMITH NOLTING & ASSOC	PROF SERV THROUGH 9/8/23	1,480.71
WINE MERCHANTS INC	SEPTEMBER/FREIGHT	.57
WINE MERCHANTS INC	SEPTEMBER/WINE	48.63
	F U N D   T O T A L	258,950.85

## Refuse Disposal

ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	290.54
COMMISSIONER OF REVENUE	2023 SEPTEMBER SALES TAX	40.22
COMMISSIONER OF REVENUE	2023 SEPTEMBER SWMT	30,635.00
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	8.00
WASTE MANAGEMENT	09/16-09/30/23 PRO SERVICES	7,428.07
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	15,180.25
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	64.21
FASTENAL COMPANY	OCT REFUSE SAFETY VENDING	14.10
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	.68
LEAGUE OF MN CITIES INS TRUST	AUGUST INDEMNITY/304934	2,011.48
LEAGUE OF MN CITIES INS TRUST	JULY 2023/INDEMNITY-494014	380.19
LOCATORS & SUPPLIES INC	OCT PUNCTURE RESISTANT GLOVES	59.98
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	287.84
OTTER TAIL COUNTY TREASURER	SEPTEMBER TIPPING FEES	93,056.82
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	200.89
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	28.22
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	143.37
PEMBERTON LAW, P.L.L.P.	SEPT 2023 CONTRACT QUESTIONS	61.50
REVTRAK INC	SEPTEMBER 2023 CR CD FEES	3,946.54
WASTEWATER TREATMENT FUND	AUG/SEPT ASH CELL 24,360 GAL	1,096.20
WASTEWATER TREATMENT FUND	AUG/SEPT DEMO CELL 53,750 GAL	2,418.75
WEX	SEPT FLEX/HSA PART FEE	16.50
	F U N D   T O T A L	157,369.35

## Sewage Treatment

ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	221.28
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	12.00
COSSETTE ELECTRIC LLC	OCT TROUBLE-SHOT LIFT STATION	184.00
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	9,202.78
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	37.18
FASTENAL COMPANY	OCT SEWER SAFETY VENDING	14.10
FERGUSON WATERWORKS #1657	SEP 10" FERNCO COUPLERS	533.73
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	11.65
GOPHER STATE ONE CALL	SEPT BILLABLE TICKETS	87.30
GRAINGER INC	OCT NEOPRENE SEALING STRIP	16.87
GRAINGER INC	OCT QUICK COUPLERS PRESS WAND	22.04
HAWKINS INC	SEPT CHLORINE	2,214.00
HAWKINS INC	SEPT SULFUR DIOXIDE	1,680.00
HOME DEPOT CREDIT SERVICES	OCT COUNTRY MANOR LIFT STATION	60.51
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	272.48
MINNESOTA PUMP WORKS	OCT NEXGEN CONTROL PANEL	29,028.45
NORTH SHORE ANALYTICAL INC	OCT ANALYSIS	405.00
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	12,286.66
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	28.22
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	141.48
PLUNKETT'S PEST CONTROL INC.	SEPT SPRING/FALL EXTERIOR	383.06
QUALITY FLOW SYSTEMS, INC	OCT PRESSURE GAUGE, SWITCH	6,091.75
RMB ENVIRONMENTAL LABORATORIES	SEPT ANALYSIS	998.40
REVTRAK INC	SEPTEMBER 2023 CR CD FEES	3,946.55
SPECIALTY SOLUTIONS LLC	SEPT LANDSCAPE MIX	281.86
SPEE*DEE DELIVERY SERVICE INC	SEPT SHIPPING	35.17
VESSCO INC.	SEPT TRILLIUM	16,252.00
WADENA ASPHALT INC	OCT BIT MIX WWTP PARKING LOT	858.00
WASTEWATER TREATMENT FUND	RECEIPT TO AUG/SEPT LEACHATE	3,514.95-
WEX	SEPT FLEX/HSA PART FEE	12.38
	F U N D   T O T A L	81,803.95

## Water

ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	145.12
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	8.00
CORE & MAIN LP	OCT 1"X3/4" ANG METER VALVES	1,485.50
DAKOTA SUPPLY GROUP	OCT 1X5/8" ANGLE METER VALVE	75.00
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	8,051.39

## Water

EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	64.22
FASTENAL COMPANY	OCT WATER SAFETY VENDING	14.10
FERGUSON WATERWORKS #1657	OCT 3/4" CTS MTR ANGLE VALVES	766.42
FERGUSON WATERWORKS #1657	SEP 3/4" SPUD GASKETS	11.50
GENERAL FUND	SEPTEMBER COPIER USE	25.22
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	9.26
GENERAL FUND	SEPTEMBER POSTAGE USE	278.97
GOIN' POSTAL FERGUS FALLS	OCT SHIPPING	14.34
GOPHER STATE ONE CALL	SEPT BILLABLE TICKETS	87.30
GRAYMONT (WI) LLC	SEPT HIGH CALCIUM QUICKLIME	8,406.23
MARK LEE ASPHALT & PAVING, INC	HYDRANT METER DEPOSIT	260.00
MARK LEE ASPHALT & PAVING, INC	3"METER RENT 9/25-10/2 2023	8.34-
MARK LEE ASPHALT & PAVING, INC	7,300 GAL @ \$3.73/1,000	27.23-
LEITCH EXCAVATING INC	OCT CLASS 5 GRAVEL	4,343.50
LOCATORS & SUPPLIES INC	OCT 4 LEG BRIDLE (TRENCHBOX)	225.00
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	294.16
MN DEPARTMENT OF HEALTH	3RD QTR 2023 WATER CONNECTIONS	12,315.00
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	9,241.24
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	28.22
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	165.92
PREFERRED CONTROLS INC	SEPT ADD FLOOD ALARMS SCADA	774.00
REVTRAK INC	SEPTEMBER 2023 CR CD FEES	3,946.54
SPECIALTY SOLUTIONS LLC	SEPT LANDSCAPE MIX	281.86
VISION CONCEPTS, LLC	2,400 GAL @ \$3.73/1,000	9.33-
VISION CONCEPTS, LLC	3" HYD METER DEP (REC.230668)	260.00
VISION CONCEPTS, LLC	8/3-10/04 2023 RENT 105.75/MO	211.50-
WEX	SEPT FLEX/HSA PART FEE	23.37
	F U N D   T O T A L	51,344.98

## Storm Water

GOPHER STATE ONE CALL	SEPT BILLABLE TICKETS	87.30
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	266.05
SPECIALTY SOLUTIONS LLC	SEPT LANDSCAPE MIX	281.86
WADENA ASPHALT INC	OCT BIT MIX MISC STORM SPOTS	560.00
	F U N D   T O T A L	1,195.21



## Equipment

ADMINISTRATOR'S CONTINGENCY FD	OCTOBER DECALS-VEHICLES	20.00
ARAMARK UNIFORM SERVICES	SEPTEMBER LINEN SUPPLY	472.62
AMERICAN WELDING & GAS, INC	OCT .035 SUPERARC WIRE (FAB)	390.24
AUTO VALUE - FERGUS FALLS	OCT AIR FILTER UNIT 487	26.80
AUTO VALUE - FERGUS FALLS	OCT BIG RANGE BELT FILTER WREN	17.99
AUTO VALUE - FERGUS FALLS	OCT CLEAR MARKER LIGHT U-810	4.99
AUTO VALUE - FERGUS FALLS	OCT FAST DRY TOP COAT U-810	103.60
AUTO VALUE - FERGUS FALLS	OCT FILTER ELEMENTS (SHOP)	29.96
AUTO VALUE - FERGUS FALLS	OCT FILTER ORDER UNIT 477	43.32
AUTO VALUE - FERGUS FALLS	OCT FITTING UNIT 810	3.99
AUTO VALUE - FERGUS FALLS	OCT FUEL FILTER UNIT 487	10.99
AUTO VALUE - FERGUS FALLS	OCT HEAVY DUTY HOSE REEL	200.21
AUTO VALUE - FERGUS FALLS	OCT LICENSE LAMP UNIT 242	3.99
AUTO VALUE - FERGUS FALLS	OCT OIL FILTER UNIT 1157	7.39
AUTO VALUE - FERGUS FALLS	OCT PAINT PRIMER UNIT 810	48.28
AUTO VALUE - FERGUS FALLS	OCT POWERCOIL UNIT 810	139.82
AUTO VALUE - FERGUS FALLS	OCT RAD CAP UNIT 483	7.39
AUTO VALUE - FERGUS FALLS	OCT SHOP BRUSHES (CODY)	6.98
AUTO VALUE - FERGUS FALLS	OCT SQUAD BRAKE PADS/ROTORS	431.94
AUTO VALUE - FERGUS FALLS	OCT STARTING FLUID (SHOP)	53.88
AUTO VALUE - FERGUS FALLS	OCT STOCK FITTING	3.99
AUTO VALUE - FERGUS FALLS	OCT STOCK LED STOP/TAIL LIGHTS	53.98
AUTO VALUE - FERGUS FALLS	OCT STOCK OIL FILTERS	26.46
AUTO VALUE - FERGUS FALLS	OCT STOCK PARTS ORDER	142.00
AUTO VALUE - FERGUS FALLS	OCT TIRE CEMENT (SHOP)	7.49
AUTO VALUE - FERGUS FALLS	OCT TRAILER CONNECTOR PARTS	137.34
AUTO VALUE - FERGUS FALLS	OCT YELLOW MARKER LIGHT U-810	4.99
AUTO VALUE - FERGUS FALLS	OCT 1/4" X 12" STRAIGHT KEY	3.99
AUTO VALUE - FERGUS FALLS	OCT 11" WIPER BLADE UNIT 2081	12.99
AUTO VALUE - FERGUS FALLS	OCT 30/30LS BRAKE CHAMBERS 225	133.90
AUTO VALUE - FERGUS FALLS	SEP FRONT STRUT UNIT 61	165.48
BUY-MOR PARTS & SERVICE LLC	SEP NOSEBOX UNIT 810	403.70
BUY-MOR PARTS & SERVICE LLC	SEP TROUBLESHOOT HYD INOP U225	135.25
CODY BAUER	2023 SAFETY BOOT REIMBURSEMENT	209.63
BIG JOHN'S CARPRO INC	OCT REPAIR RADIATOR UNIT 483	145.00
COMMISSIONER OF REVENUE	SPECIAL FUEL TAX RENEWAL	25.00
COMMISSIONER OF REVENUE	2023 SEPT SPECIAL FUEL TAX	763.80
COMMISSIONER OF REVENUE	2023 SEPTEMBER SALES TAX	44.53
COOPERS TECHNOLOGY GROUP	2024 CALENDARS	8.00
DSI AUTOMOTIVE PRODUCTS	OCT DEGREASER/AC CLEANER/SCENT	36.00
EMPLOYEES INSURANCE TRUST FUND	OCTOBER HEALTH INSURANCE	3,969.34
EMPLOYEES INSURANCE TRUST FUND	OCTOBER LIFE INSURANCE	13.52
EQUIPMENT FUND	SEPT FUEL USAGE	465.33-

## Equipment

EQUIPMENT FUND	SEPT REPAIRS/SERVICE	393.99-
59 FINISHING INC	OCT POWDER COAT BRACKETS U-244	75.00
FARGO FREIGHTLINER	OCT BREATHER TUBE/BASE U-226	20.69
FARGO FREIGHTLINER	OCT RELAY VALVE/CLEVIS U-225	332.19
FARGO FREIGHTLINER	OCT SLACK ADJUSTER UNIT 225	117.59
FASTENAL COMPANY	OCT SHOP SUPPLY ORDER	27.88
FASTENAL COMPANY	OCT SHOP SUPPLY VENDING	67.31
FASTENAL COMPANY	OCT 3/8" FENDER WASHERS (SHOP)	6.59
FASTENAL COMPANY	OCT 5/8" DRILL BITS (FAB SHOP)	70.20
FASTENAL COMPANY	OCT 5/8"-11 TOP LOCK NUTS SHOP	32.39
GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	10.68
NAPA AUTO PARTS - FERGUS FALLS	OCT FLOOR DRY (SHOP)	80.58
GRAINGER INC	OCT PRESS WASH COUPLING/EYE BO	29.47
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	236.81
INLAND TRUCK PARTS COMPANY	OCT BRAKE SHOE CORE CREDIT	3,200.00-
INLAND TRUCK PARTS COMPANY	OCT REFUSE TRUCK BRAKE SHOES	5,374.76
INTERSTATE POWER SYSTEMS INC	OCT CHECK/REPAIR TRANS CODES	2,972.93
LITTLE FALLS MACHINE INC.	OCT PIN/COTTER PIN UNIT 299	48.68
LITTLE FALLS MACHINE INC.	OCT 1"X5" STRAIGHT PIN U-299	47.26
LOCATORS & SUPPLIES INC	OCT WHITE HARD HAT (GUY)	11.95
MTI DISTRIBUTING INC	OCT ANTI SCALP CUP UNIT 957	38.27
MTI DISTRIBUTING INC	OCT SEAL/BEARINGS UNIT 958	334.11
MARCO TECHNOLOGIES LLC	09/27-10/27/23 COPIER RENT	77.32
MINNESOTA MOTOR COMPANY	SEPT CAR WASH	9.00
MINNESOTA MOTOR COMPANY	SEPTEMBER CAR WASHES	35.00
NARDINI FIRE EQUIPMENT CO INC	OCT ANNUAL FIRE MONITORING FEE	368.00
NORTH COUNTRY GM	2023 CHEVROLET TAHOE #2103	40,495.48
NORTHWEST TIRE INC	2093 TIRE REPAIR	33.78
OLSON OIL COMPANY INC	OCT #2 RED DIESEL FUEL	25,065.20
OLSON OIL COMPANY INC	OCT DEF FLUID CITY SHOP	607.68
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	1,230.69
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	63.51
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	36.11
POLICE DEPT CONTINGENCY FUND	2068, 2073, 2076 RENEW TABS	107.00
POLICE DEPT CONTINGENCY FUND	2103 TITLE TRANSFER	26.00
PRODUCTIVITY PLUS ACCOUNT	OCT STOCK FILTERS	269.75
SANITATION PRODUCTS INC	OCT SIDE ARM CHAIN PARTS U-225	2,691.69
SIGELMAN STEEL & SALVAGE CO	OCT SCH 80 PIPE UNIT 810	68.00
SIGELMAN STEEL & SALVAGE CO	OCT SCH 80 STEEL UNIT 810	102.19
SWANSTON EQUIPMENT CO	OCT FILTER UNIT 487	53.71
SWANSTON EQUIPMENT CO	OCT FUEL FILTER/CLAMP U-487	180.96
SWANSTON EQUIPMENT CO	OCT HYD FILTER UNIT 487	12.91
SWANSTON EQUIPMENT CO	OCT STOCK FILTERS UNIT 487	94.58

## Equipment

SWANSTON EQUIPMENT CO	OCT STOCK PARTS ORDER	661.94
WALLWORK TRUCK CENTER F.F.	OCT BRAKE CHAMBERS/LAMP U-242	152.82
WALLWORK TRUCK CENTER F.F.	OCT CHECK VALVE UNIT 225	135.06
WALLWORK TRUCK CENTER F.F.	OCT CREDIT RETURNED AIR BAGS	345.50-
WALLWORK TRUCK CENTER F.F.	OCT CREDIT RETURNED CLEVIS KIT	32.48-
WALLWORK TRUCK CENTER F.F.	OCT EXTENSION FENDER U-810	327.36
WALLWORK TRUCK CENTER F.F.	OCT FENDER BRACKETS UNIT 810	575.52
WALLWORK TRUCK CENTER F.F.	OCT FENDER EXTENSION U-810	327.36
WALLWORK TRUCK CENTER F.F.	OCT FENDER/EXT/BRACKETS U-810	438.24
WALLWORK TRUCK CENTER F.F.	OCT INJECTOR CORE CREDIT	1,953.15-
WALLWORK TRUCK CENTER F.F.	OCT INJECTORS UNIT 214	7,575.00
WALLWORK TRUCK CENTER F.F.	OCT NOISE ISOLATORS UNIT 214	73.52
WALLWORK TRUCK CENTER F.F.	OCT VALVE COVER GSKT/BOLTS 214	351.97
WALLWORK TRUCK CENTER F.F.	SEP AIR FILTER UNIT 238	468.98
WEX	SEPT FLEX/HSA PART FEE	8.25
	F U N D   T O T A L	94,740.23

## Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT OCT HEALTH INSURANCE	157,247.38-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT OCT LIFE INSURANCE	2,813.34-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT OCT LIFE INSURANCE	271.75-
LAKES COUNTRY SVC COOP	OCTOBER HEALTH INSURANCE	167,807.92
	F U N D   T O T A L	7,475.45

## Fergus Falls Public Library Building Project

G. O. SALES TAX REV. BONDS	2023 DEBT SERVICE TRANSFER	730,000.00
VARIOUS FUNDS	P.I. 9698 PROJECT FUNDS	395,681.37-
	F U N D   T O T A L	334,318.63

## Flexible Benefit Agency

## Flexible Benefit Agency

WEX	2023 FLEX PLAN REIMB	995.26
	F U N D   T O T A L	995.26

## PEG Access

LIQUOR STORE	OCTOBER RENT	358.00
MINNESOTA UC FUND	3RD QUARTER UNEMPLOYMENT TAX	20.00
OTTER TAIL POWER COMPANY	SEPTEMBER ELECTRICITY EXPENSE	119.68
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	222.77
	F U N D   T O T A L	720.45

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

GENERAL FUND	SEPTEMBER LONG DISTANCE CHARGE	6.52
GENERAL FUND	SEPTEMBER POSTAGE USE	16.83
LEIGHTON BROADCASTING	SEPTEMBER WISSOTA PARTNERSHIP	500.00
MINNESOTA UC FUND	3RD QUARTER UNEMPLOYMENT TAX	24.00
OTTER TAIL TELCOM	OCT. TELEPHONE LINES	21.17
RICHES PROPERTIES LLC	NOVEMBER RENT	525.00
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	112.48
	F U N D   T O T A L	1,206.00

T O T A L   A L L   F U N D S	2,296,125.12
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BE IT FURTHER RESOLVED, THAT THE CITY ADMINISTRATOR BE, AND HE HEREBY IS AUTHORIZED AND DIRECTED TO DRAW WARRANTS FOR THE ABOVE CLAIMS FROM THE RESPECTIVE FUNDS AS HEREIN INDICATED, AND THAT THE MAYOR AND CITY ADMINISTRATOR BE, AND THEY HEREBY ARE, AUTHORIZED TO EXECUTE AND DELIVER SUCH WARRANTS.

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 16 DAY OF OCTOBER 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

10/16/2023

R E S O L U T I O N   R E C O R D

COMMISSIONER OF REVENUE	99,727.80
4M FUND	58.16
FERGUS FALLS FIRE DEPARTMENT	121,980.18
MN DEPARTMENT OF HEALTH	12,315.00
MINNESOTA UC FUND	44.00
OTTER TAIL COUNTY HIGHWAY DEPT	24.63
OTTER TAIL COUNTY TREASURER	93,056.82
STATE TREASURER	2,305.97
ABBOTT EXCAVATING	300.00
ADMINISTRATOR'S CONTINGENCY FD	801.48
THE AMERICAN BOTTLING COMPANY	628.97
ARAMARK UNIFORM SERVICES	2,397.74
ARAMARK	401.16
AMERICAN WELDING & GAS, INC	390.24
AMERITAS	3,671.40
SEAN ANDERSON	341.28
ARCTIC GLACIER USA INC	893.74
ARTISAN BEER COMPANY	2,040.01
ATLAS OUTDOOR SERVICES LLC	1,000.00
AUTO VALUE - FERGUS FALLS	1,895.06
BUY-MOR PARTS & SERVICE LLC	538.95
BARRY CONST OF FERGUS FALLS	300.00
CODY BAUER	209.63
BELLBOY CORPORATION	3,867.29
BEVERAGE WHOLESALERS INC	52,858.88
BEYER BODY SHOP, INC.	275.00
BIG JOHN'S CARPRO INC	145.00
BOLTON & MENK INC	36,260.50
PATRICIA DILLON	119.21
BRAUN VENDING INC	72.00
BRAUN INTERTEC CORPORATION	17,917.00
BREAKTHRU BEVERAGE MINNESOTA	7,938.04
CARLOS CREEK WINERY	2,580.00
CAYAN	14,027.65
CHARTER COMMUNICATIONS	38.69
CITYSIDE IMPROVEMENTS LLC	300.00
CLIMATE CONTROL INC	112.50
VIKING COCA-COLA BOTTLING CO	700.90
CONTROLLED DEHUMIDIFICATION	4,190.40
COOPERS TECHNOLOGY GROUP	1,233.14
CORE & MAIN LP	1,485.50
COSSETTE ELECTRIC LLC	499.60
D ERVASTI SALES CO LLC	2,098.75
D-S BEVERAGES, INC.	63,836.85
DSI AUTOMOTIVE PRODUCTS	36.00
DACOTAH PAPER CO	3,659.39
WASTE MANAGEMENT	7,428.07

10/16/2023

R E S O L U T I O N   R E C O R D

DAKOTA SUPPLY GROUP	75.00
DELZER CONSTRUCTION	300.00
59 FINISHING INC	75.00
FARGO FREIGHTLINER	470.47
FARGO GLASS & PAINT CO INC	995.00
FASTENAL COMPANY	274.87
FERGUS BREWING COMPANY LLC	762.00
FERGUSON WATERWORKS #1657	1,311.65
FRIENDS OF THE FERGUS FALLS	25.00
GALLS LLC	2,358.70
NAPA AUTO PARTS - FERGUS FALLS	80.58
GOIN' POSTAL FERGUS FALLS	14.34
GOODIN COMPANY	176.36
GOPHER STATE ONE CALL	261.90
GRAINGER INC	635.38
GRAND FORKS FIRE EQUIPMENT LLC	61.19
GRAYMONT (WI) LLC	8,406.23
GREAT PLAINS NATURAL GAS CO	630.65
GREATER FERGUS FALLS CORP	12,500.00
GT DISTRIBUTORS INC	2,767.04
PAUL HAARSTAD EXCAVATING LLC	300.00
HAWKINS INC	3,894.00
HIGH POINT NETWORKS LLC	20,675.21
HOME DEPOT CREDIT SERVICES	1,931.56
HOOPLA	970.79
INLAND TRUCK PARTS COMPANY	2,174.76
INTERSTATE POWER SYSTEMS INC	2,972.93
JLG ARCHITECTS	113,397.40
JOHNSON BROTHERS LIQUOR CO	54,454.69
JOHNSON CONTROLS INC	2,871.53
JUNKYARD BREWING COMPANY LLC	138.00
JUST ADD WATER LANDSCAPE	86.95
KNUTSON LAWN SERVICE	235.00
LAKES COUNTRY SVC COOP	167,807.92
LEAGUE OF MN CITIES INS. TRUST	102,761.00
LEAGUE OF MN CITIES INS TRUST	3,230.05
MARK LEE ASPHALT & PAVING, INC	3,821.78
LEIGHTON BROADCASTING	500.00
LEITCH EXCAVATING INC	9,287.00
LITTLE FALLS MACHINE INC.	95.94
LOCATORS & SUPPLIES INC	332.91
VICTOR LUNDEEN COMPANY	990.00
M-R SIGN COMPANY INC	162.03
MTI DISTRIBUTING INC	372.38
MARCO TECHNOLOGIES LLC	2,041.48
MAVERICK WINE LLC	1,149.92
MCCABE ROOFING LLC	3,615.63

10/16/2023

R E S O L U T I O N   R E C O R D

MCMASTER-CARR SUPPLY CO	440.57
MIDWEST TAPE EXCHANGE	175.36
MNOSHA	1,225.00
MINNESOTA MOTOR COMPANY	44.00
MINNESOTA PETROLEUM SERVICE	203,687.74
MINNESOTA PUMP WORKS	29,028.45
MOBOTREX INC	1,103.00
MOORE ENGINEERING INC	34,755.47
MOTION INDUSTRIES INC	168.77
NARDINI FIRE EQUIPMENT CO INC	368.00
NATURES GARDEN WORLD	195.00
NEO ELECTRICAL SOLUTIONS LLC	4,200.00
NICE THREADS CUSTOM EMBROIDER	119.75
ROBERT H NORDICK	12,415.96
NORTH COUNTRY GM	40,495.48
NORTH SHORE ANALYTICAL INC	405.00
NORTHWEST TIRE INC	33.78
NYCKLEMOE & ELLIG, P.A.	9,492.50
OLSON OIL COMPANY INC	25,672.88
OTTER COVE CHILDREN'S	100.00
OTTER ELECTRIC LLC	2,761.02
OTTER TAIL POWER COMPANY	77,743.07
OTTER TAIL TELCOM	5,523.14
PEBBLE LAKE GOLF CLUB, INC.	5,473.98
PEMBERTON LAW, P.L.L.P.	61.50
PEPSI BEVERAGE COMPANY	738.93
PHILLIPS WINE & SPIRITS CO	14,486.47
PLUNKETT'S PEST CONTROL INC.	383.06
POLICE DEPT CONTINGENCY FUND	166.25
PREFERRED CONTROLS INC	774.00
PRODUCTIVITY PLUS ACCOUNT	269.75
PRO-WEST & ASSOCIATES, INC	418.31
QUALITY FLOW SYSTEMS, INC	6,091.75
RMB ENVIRONMENTAL LABORATORIES	998.40
REVTRAK INC	11,839.63
RICHES PROPERTIES LLC	525.00
SANITATION PRODUCTS INC	2,691.69
SHERWIN WILLIAMS CO	1,626.63
SIGELMAN STEEL & SALVAGE CO	170.19
SKY CREW SERVICES, LLC	3,500.00
SOUTHERN GLAZER'S OF MN	21,613.54
SPECIALTY SOLUTIONS LLC	1,409.30
SPEE*DEE DELIVERY SERVICE INC	35.17
STOPSTICK LTD	135.00
STREICHER'S INC	3,522.00
SUNSET LAW ENFORCEMENT LLC	108.30
SWANSTON EQUIPMENT CO	1,454.09



10/16/2023

R E S O L U T I O N   R E C O R D

TAFT STETTINIUS HOLLISTER LLP	2,997.50
TANGENT COMPUTERS INC	1,850.00
UGSTAD PLUMBING INC	360.00
US BANK EQUIPMENT FINANCE	614.40
VERIZON WIRELESS	1,149.89
VESSCO INC.	16,252.00
VISION CONCEPTS, LLC	23.50
WALLWORK TRUCK CENTER F.F.	8,094.70
WADENA ASPHALT INC	1,418.00
WELLS FARGO - INVESTMENTS	629,493.53
WEST CENTRAL INITIATIVE	3,000.00
WEX	1,240.01
WIDSETH SMITH NOLTING & ASSOC	1,480.71
TOTAL OTHER GOVERNMENT	329,512.56
TOTAL OTHER VENDORS	1,966,612.56
TOTAL ALL VENDORS	2,296,125.12