



City Council Agenda
October 7, 2024
5:30 pm in the City Council Chambers

Invocation – Dale Hexum, Good Shepherd Church
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
- C. Awarding of Bids
- D. Petitions and Communications
 - 1. Resolution acknowledging the retirement and 27 years of service from Jeff Hohrman
- E. Consent Agenda
 - 1. Motion approving the minutes from the September 16, 2024, City Council meeting and the October 2, 2024, Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution certifying election judges for the November 5 General Election
 - 4. Resolution declaring various equipment from the Public Works Department as surplus and authorizing its disposal
 - 5. Resolution approving a conditional use permit to operate a tutoring service in a R-4 zone at 301 N Union Avenue as recommended by the Planning Commission
 - 6. Motion directing the City Attorney to draft an ordinance not allowing plantings or landscaping in the city right-of-way (boulevard)
 - 7. Resolution accepting Interstate Engineering's professional services proposal for final design in the not to exceed amount of \$49,870.00 for City Project 7774, the Lake Alice grit chambers stormwater improvement project
 - 8. Resolution initiating PI 5362, Friberg Avenue: Lincoln Avenue to Fir Avenue; Pebble Lake Road: Arlington Street to TH 210 Resurfacing Project and accepting Moore Engineering's professional services agreement through final design, in the amount of \$342,940.00
 - 9. Motion directing the City Attorney to draft amendments to City Code Chapter 154.70 through 154.177, Sign Ordinance
- F. Ordinance and Resolutions
- G. Presentation of Claims \$3,863,471.15

H. Old Business/Unfinished Business

I. New Business

J. Miscellaneous Announcements

October 7 5-7 pm Fire Department Chili Cookoff and Open House

October 16 7:00 am Committee of the Whole Meeting

October 21 5:30 pm City Council Meeting

October 30 7:00 am Committee of the Whole Meeting

K. Adjournment to an open and closed Port Authority meeting

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

RESOLUTION #__-2024
RETIREMENT OF JEFF HOHRMAN

WHEREAS, Jeff Hohrman has submitted his intent to retire effective September 28, 2024, and,

WHEREAS, Jeff was hired by the Fergus Falls Police Department as a patrolman on February 18, 1997, and,

WHEREAS, Jeff was promoted to sergeant on November 21, 2005 and,

WHEREAS, Jeff served in many capacities within the department including the school resource officer, firearms instructor and assistant SWAT commander and,

WHEREAS, Jeff was a mentor to many new sergeants and officers and has served the community with pride,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept the resignation of Jeff Hohrman and thank him for 27 years of dedicated service as an employee to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on October 7, 2024, by Council Member ___ who moved its adoption, was seconded by Council Member ___ and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

City Council Minutes
September 16, 2024

The Fergus Falls City Council held a regular meeting on Monday September 16, 2024, at 5:30 pm in the City Council Chambers. Pastor Doug Dent 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 and Kremeier.

No one appeared for the open forum.

Approval of Agenda

A motion and second were made by Hicks and Fish approving tonight's agenda with the addition of a closed meeting to discuss a real estate transaction for the Westridge Mall and to move the library summer reading recap to a future meeting and the motion carried.

Consent Agenda

The following items were approved under **Resolution #170-2024** by Kvamme: A motion approving the minutes from the September 3, 2024, City Council meeting and the September 11, 2024, Committee of the Whole meeting. A motion approving the following licenses: Minnesota Lawful Gambling Otter Tail County Chapter Pheasants Forever for a raffle on April 12, 2025, at the Eagles Aerie #2339, Our Lady of Victory for a raffle on November 30, 2024, at the Church of Our Lady of Victory Church, Kaddatz Galleries for a raffle on December 7, 2024 at the Kaddatz Gallery; Mechanical Burnn Boiler & Mechanical Inc., BK Heating & Air Inc.; Grazing for Land Management Permit Karen Terry/Terry Prairie Goats. **Resolution #171-2024** accepting the funding agreement with MnDOT for PI 9776, the Otter Tail Valley Railroad replacement improvement project and accepting Bolton & Menk's professional services agreement in the amount of \$275,000. **Resolution #172-2024** approving a \$45,000 Economic Development Loan to ET Industries LLC (dba 59 Finishing Inc.). **Resolution #173-2024** setting a final cost hearing for PI 5373, the Shoreview Drive street improvement project for October 21, 2024, at 5:30 pm in the City Council Chambers. The resolution was seconded by Rachels and was adopted.

Fee Schedule

Bill Sonmor reviewed the proposed changes to the 2025 fee schedule. Future changes for the landfill, campground and aquatics center will come later. Hicks offered **Resolution #174-2024** adopting the 2025 fee schedule, which was seconded by Rachels and was adopted.

2025 Preliminary Budget

The 2025 preliminary budget was presented last week, and the final budget will be presented at the December 2nd council meeting. Council and community members were encouraged to contact the Tax Levy Committee as they will continue look at the budget prior to the final budget approval in December. Rachels offered **Resolution #175-2024** approving the 2025 preliminary budget in the amount of \$53,623,237, which was seconded by Job and was adopted.

2025 Preliminary Levy

Job offered **Resolution #176-2024** approving the 2025 preliminary levy in the amount of \$8,941,000, which was seconded by Rachels and was adopted.

Set Final Budget Public Meeting

Hicks offered **Resolution #177-2024** setting the 2025 budget and levy public meeting for December 2, 2024 at 6:00 pm (or later) in the City Council Chambers, which was seconded by Fish and was adopted.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$2,472,223.98, which was seconded by Rufer and was adopted.

After several announcements, the meeting adjourned at 5:50 pm to a closed meeting consider a real estate transaction regarding the Westridge Mall as allowed by MN Statute 13D.05. The council will not reconvene after this meeting, but they will reopen for the Port Authority meeting that will be held after the closed meeting.

Lynne Olson

DRAFT

Committee of the Whole Meeting
October 2, 2024

The Fergus Falls City Council held a Committee of the Whole meeting on October 2, 2024, at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order, and the following council members were in attendance: Kremeier, Rachels, Hicks, Fish, Job, Kvamme and Rufer.

Plantings in City Boulevards

There is a discrepancy between City Code Sections 95.26 and 153.05C regarding plants and landscaping in the city's right-of-way (boulevard). 95.26 does not allow planting in the boulevard while 153.05C does. Staff recommended the inconsistency be resolved by amending 153.05C and not allowing planting or landscaping in the city boulevard. Len Taylor cited examples of bricks or rocks in the right-of-way causing extensive damage to city equipment during utility work or snow removal. The council discussed how to enforce the code, a potential timeline, responsibility for the right of way, and certain situations that have become especially problematic. It was suggested homeowners be informed they must remove rocks, bricks and large objects from the boulevard prior to winter and to not replant these areas in the spring. A motion and second were made by Rufer and Rachels to recommend the council direct the City Attorney to update City Code 153.05C to not allow planting or landscaping in the city right-of-way and the motion carried.

West Central Initiative Downtown Signage Project

Two years ago, West Central Initiative received a grant to place temporary wayfinding signs depicting the estimated time and distance to certain downtown attractions and the project is completed. Mallory Jarvi shared the survey results that people responded they were more likely to walk or bike to these places rather than drive.

City Project 7774, Lake Alice Grit Chambers

Interstate Engineering provided a professional engineering services proposal for the final design of City Project 7774, the Lake Alice grit chambers water quality improvement project. The total project cost is \$686,000 and the city has secured a \$500,000 grant for the project with the remaining \$186,000 to be funded from the stormwater enterprise fund. Tentative construction would take place in 2025. A motion and second were made by Hicks and Rachels to recommend the council accept Interstate Engineering's professional services proposal for final design in an amount not to exceed \$49,870 and the motion carried.

PI 5352, Friberg and Pebble Lake Road Resurfacing Projects

Friberg Avenue from Lincoln to Fir and Pebble Lake Road from Arlington to TH210 is scheduled for a mill and overlay in 2026 from the State Transportation Improvement Program. The project scope includes resurfacing (mill and overlay), base patching and ADA improvements over the 1.82 miles of the project. The total project cost is estimated at \$2,255,000 with 80% to be paid with federal funds. The remaining 20% of the funding would come from state aid funds and would cover the engineering costs and contract administration. The project would be slated for 2026. A motion and second were made by Fish and Kvamme to recommend the council initiate PI 5352 and to accept Moore Engineering's professional services agreement through final design in the amount of \$342,900 and the motion carried.

Cannabis Selection Policy

Ordinance 59, Cannabis Business and Sales, Section 121.08.4 states if multiple applications for a state-licensed cannabis retail business are received within a 30-day period and the total would exceed the maximum number of registered businesses permitted under Section 121.11, the City Council may create a policy regarding this selection policy.” The Council Cannabis Committee has proposed a Cannabis Selection Policy that includes criteria for an application and a scoring system the City Council would complete if there were more than two applicants for a city license. Hicks requested more definition should be given to scoring areas that may be subjective. Job felt there should be additional information inserted into the experience and qualifications area. The policy would need to be ready when the cannabis licensing moratorium ends on January 1, 2025. A motion and second were made by Hicks and Rufer to recommend the council directing staff to refine the policy and bring it to the November 27 Committee of the Whole meeting and the motion carried.

Sign Ordinance Amendments

The Planning Commission has been updating the city’s sign ordinance since the summer of 2023. Klara Beck presented the proposed changes which include the purpose and intent, updated definitions and terminology, exemptions to the code, clarification of computation methods and the permitting process, updates regulations for temporary signs, creates a stand-alone section for billboards and includes tables detailing the permitted sizes, locations and types of signage for all zoning districts. A motion and second were made by Rachels and Kvamme to recommend the council direct the City Attorney to draft the proposed updates to City Code Chapter 154.70 through 154.77 and the motion carried.

Other Business

Rufer said council candidate Mark Leighton send a campaign text message falsely claiming the city was increasing the tax levy by 17.7%, whereas the council unanimously approved a 2025 preliminary tax levy increase of 9.75%. Rufer felt the city should provide voters with accurate information.

The work force housing grant for the Checkers site was not successfully funded. The structures at 801 W Stanton will continue to be demolished and the site cleaned up by November 1. The city and the proposed developer will continue to explore avenues to provide workforce housing at this site and the city is still able to use the state grant funds to acquire the property.

The meeting adjourned at 7:49 am

Lynne Olson

FOR COUNCIL MEETING OCTOBER 7, 2024

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

Mechanical

Valley Service Mechanical, LLC

Mobile Food Vendor Permit (Short-term)

Reign Irrigation dba The Chuckwagon

3.2% Malt Liquor with Strong Beer Authorization (2025)

Northern Aire Lanes

RESOLUTION #___-2024
RESOLUTION DESIGNATING ELECTION JUDGES
FOR THE GENERAL ELECTION
TO BE HELD TUESDAY NOVEMBER 5, 2024

WHEREAS, each election requires the local Elections Administrator to submit a listing of trained election judges to serve and,

WHEREAS, the following names have been supplied as election judges to serve in the November 5, 2024 General Election and,

WHEREAS, some substitutions may be required to maintain party balance and keep the polling places fully manned and,

WHEREAS, to keep party balance and abide by state election laws, some people will serve in a precinct different from where they reside,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota that the following named and trained voters living in the State of Minnesota are hereby appointed to serve as Election Judges.

FIRST WARD, PRECINCT ONE

Head Judge: Jean Bowman

Election Judges: Bridget Leonard, Jessica Steinbrenner, Diane Stommes, Barb Welle, Joe Foster, Sandy Rufer, Sherri Money, Yvonne Burt, Jan Urtel, Randy Synstelién

FIRST WARD, PRECINCT TWO

Head Judge: Elora Flores

Election Judges: Judy Bradow, Perry Werner, Sherry Gronwold, Pam Daniels, Jon Nygaard, Mary Waller, Toby Lien, Dean Hjelle, Larry Mostue, Ginny Ronning

SECOND WARD, PRECINCT ONE

Head Judge: Klara Beck

Election Judges: Rebecca Brown, Julie Ridout, DeAnn Preston, Jeremy Janzen, Rebecca Berg, John Schmidt, Ryan Siems, Connie Stigen, Karen Olson, Glenn Bressler

SECOND WARD, PRECINCT TWO

Head Judge: Bobbi Nycklemoe

Election Judges: Miranda Lape, Jay McGowan, Dick Felstul, Sue Gadow, Sharon Stevens, Jane Fournier, Julie Fischer, Rita Nau, Kris Wilke, Ailyn Castillo

THIRD WARD, PRECINCT ONE

Head Judge: Dawn Anderson

Election Judges: Beth Monke, Deborah Embretson, Jo Weatherly, Gail Welle, Sonja Lien, Scott Wagnild, Rod Urtel, Ron Burt, Russell Zuehlsdorf, Cathy Peterson

THIRD WARD, PRECINCT TWO

Head Judge: Tere Mann

Election Judges: Kris Svingen, Delphine Steiner, Christi Dickey, Nicole Janzen, Bobbi Adam, Wendy Anderson, Karen Schalekamp, Joy Lindgren, Lois Rogness, Melissa Mattson

FOURTH WARD, PRECINCT ONE

Head Judge: Kathy Wagnild

Election Judges: JoEllen Thacker, Ellen Eastby, Tim Brennan, Virginia Winters, Myra Domes, Peg Kalar, Tracy Chaput, Wally Stommes, Greg Berg, Olivia Synsteliën, Nathan Langager

FOURTH WARD, PRECINCT TWO

Head Judge: Nancy Swenson

Election Judges: Peg Werner, Carma Synsteliën, Cathryn Brandon, Richard Edinger, Emma Synsteliën, Erick Swanson, Sharon Hintgen, Wally Stommes, Gayle Wicklund, Richard Jones

ALTERNATES

Carole Mitchell, Lana Christensen, Mike Thorson

HEALTHCARE JUDGES

Julie Ridout, Sherry Gronwold, DeAnn Preston, Valerie Nelson, Jon Nygaard, Lois Rogness, Karen Olson, Kris Svingen, Joy Lindgren

Election Judges will be paid \$15.00 per hour and the head judges and nursing home judges will be paid \$20.00 per hour.

The above and foregoing resolution was offered at a regular meeting of the Fergus Falls City Council held on October 7, 2024 by Council Member ___ who moved its adoption, was seconded by Council Member ___ and was adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor



Council Action Recommendation

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Meeting Date: October 2, 2024

Subject: Surplus inventory

Recommendation: Declare items “surplus” and authorize their disposal

Background/Key Points: These items/equipment are no longer in use:

Unit 621 A 1992 John Deere Tractor with loader
Motor grader wing
V body sander
Used street sweeper brooms
Unit 953 A John Deere 1600 Turbo Lawn mower
Sweepster broom power unit
Sweepster Broom
Lincoln welder/generator
Hiniker plow
55 gal of tractor weight fluid
Air Compressor (from Cty. 1 Booster station)
Tailgate, bumper off unit 66
Misc fuel tank pumps
5000 watt generator (doesn't run)
Front axle assembly
Misc used tires
Misc outdated tools

Budgetary Impact: Proceeds from the sale of the items will go into the equipment fund

Respectfully Submitted: Len Taylor, Public Works Director

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date:

October 7, 2024

Subject:

Conditional Use Permit (CUP-2024-2) for 301 N Union Ave – My Readers Edge Tutoring Services

Recommendation:

Approve CUP-2024-2 without conditions as recommended by the Planning Commission.

Background/Key Points:

The Planning Commission (PC) reviewed a request from Roger Ouellette for a Conditional Use Permit (CUP) to operate a tutoring center, My Readers Edge Tutoring Services, at 301 N Union Ave. The building, which was originally a church and was repurposed in the late 1970s as a chiropractic clinic, is located in the R-4 Multiple-Family Residence District and will serve as a facility offering tutoring services to students with dyslexia and reading challenges.

There was one public comment and one internal staff comment received before the public hearing: The Dockters at 219 N Union called to say they have no complaints about the planned use, and building official Jason Schuetzle questioned the proper occupancy classification for the building. After consultation with the State of MN, he determined that the building would be classified under Business Group Section 304 B, limiting occupancy to 10 students per session. The building's existing infrastructure is sufficient for this use. Any future expansions will require additional building code review.

The PC approved the CUP without conditions, and the application is now presented to the City Council for final approval.

Respectfully Submitted:

Klara Beck
Community Development Director

Attachments:

PC staff report, context maps, and CUP application



Planning Commission Staff Report

To: City of Fergus Falls Planning Commission
Respectfully Submitted: Klara Beck, Community Development Manager
Date: September 9, 2024
Subject: CUP-2024-2

REQUESTED ACTION

Approve without conditions a Conditional Use Permit (CUP) for My Readers Edge Tutoring Services at 301 N Union Ave.

GENERAL INFORMATION

Applicant	Roger Ouellette	Planning Commission Hearing	September 23, 2024
Property Owner	Roger Ouellette	City Council Meeting	October 7, 2024
Address	301 N Union Ave	Application Date	August 28, 2024
Parcel Number(s)	71003990338001	60-Day Expiration Date	October 27, 2024
Zoning	R-4, MULTIPLE-FAMILY RESIDENCE DISTRICT		

BACKGROUND

Site Information & Current Conditions

The building was originally constructed as a church. In 1979, it was repurposed for conditional use as a chiropractic clinic. The building retains the architectural appearance of a church.

Adjacent Zoning

R-4, R-2, and B-3.

Adjacent Uses

Residential, religious, service business.

Proposed Project

The property is planned to host My Readers Edge Tutoring Services, offering support for students with dyslexia and reading difficulties within the Fergus Falls and Otter Tail County community. The only building modifications considered by the owner is replacement of a sign face. There is an existing sign outside the building that designates its current use as a chiropractic clinic. The sign footings will remain unchanged, with only the face of the sign being replaced to reflect the new use as a tutoring business.

Public Notification & Comments

A letter was mailed to property owners within 350 ft of the subject property and a notice was published in the Daily Journal on September 11, 2024. **Comments?**

PROPOSED FINDINGS

§154.019(D) of the City Code states the Planning Commission shall recommend a conditional use permit and the Council may issue conditional use permits if it finds that the use at the proposed location meets the following criteria:

1. Will not be detrimental to or endanger the public health, safety, or general welfare of the neighborhood or the city.

Criteria Met. The proposed use as a tutoring business will not pose any risks to public health, safety, or welfare. The nature of the business is educational and does not involve any hazardous materials, processes, or significant risks to the neighborhood.

2. Will be harmonious with the general and applicable specific objectives of the comprehensive plan and code provisions.

The city does not have a comprehensive plan.

3. Will be designed, constructed, operated and maintained so as to be compatible or similar in an architectural and landscape appearance with the existing or intended character of the general vicinity and will not change the essential character of that area, nor substantially diminish or impair property values within the neighborhood.

Criteria Met. The property at 301 N Union Ave retains the appearance of a church, consistent with its original purpose, and no exterior or significant interior modifications are proposed. The property is eligible for conditional use as a professional office due to its history as a church before September 1, 1977. According to § 154.031 of Fergus Falls city code, buildings that previously served as schools, churches, government purposes, hospitals, clinics, or small retail stores may be remodeled and conditionally used for professional and general offices, excluding uses such as retail sales, wholesale sales, or warehousing. The proposed tutoring service aligns with these requirements and will not detract from the essential character of the neighborhood.

4. Will be served adequately by existing (or those proposed in the project) essential public facilities and services, including streets, police and fire protection, drainage, structures, refuse disposal, water and sewer systems and schools.

Criteria met. The property is adequately served by existing public facilities and services. No additional infrastructure demands will be created by the proposed tutoring business.

5. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be hazardous or detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors.

Criteria met. The tutoring business will not produce any hazardous materials, excessive noise, or other detrimental effects on the neighborhood. The operation is educational and primarily indoor, posing minimal impact on the surrounding area.

6. Will have vehicular ingress and egress to the property which does not create traffic congestion or interfere with traffic on surrounding public streets.

Criteria Met. Ingress and egress to the property are adequate. The volume of traffic expected from a tutoring business is minimal.

7. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

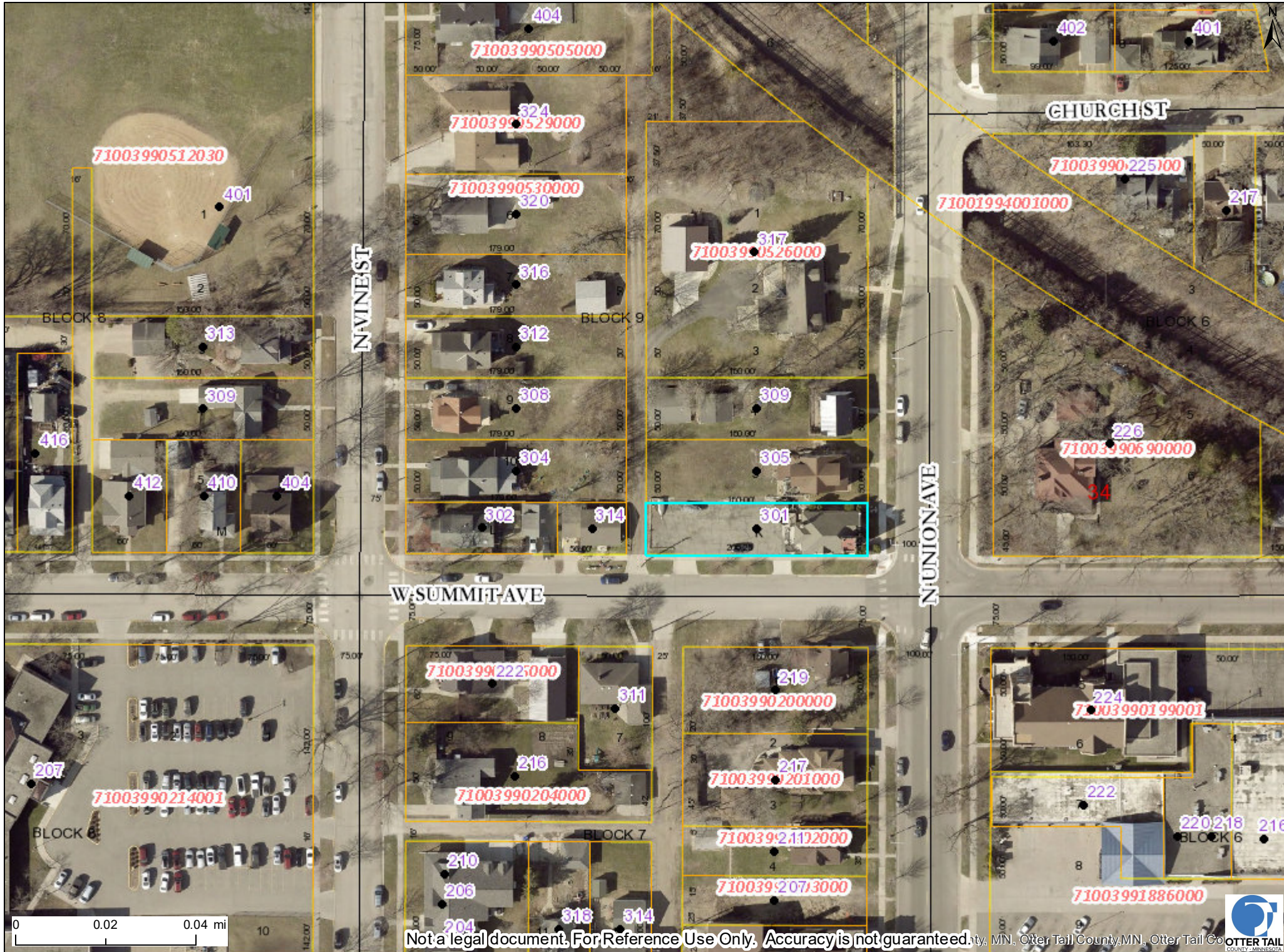
Criteria Met. The building will retain at least 60% of its original exterior structure, and no natural, scenic, or historic features of major importance will be affected by the proposed use.

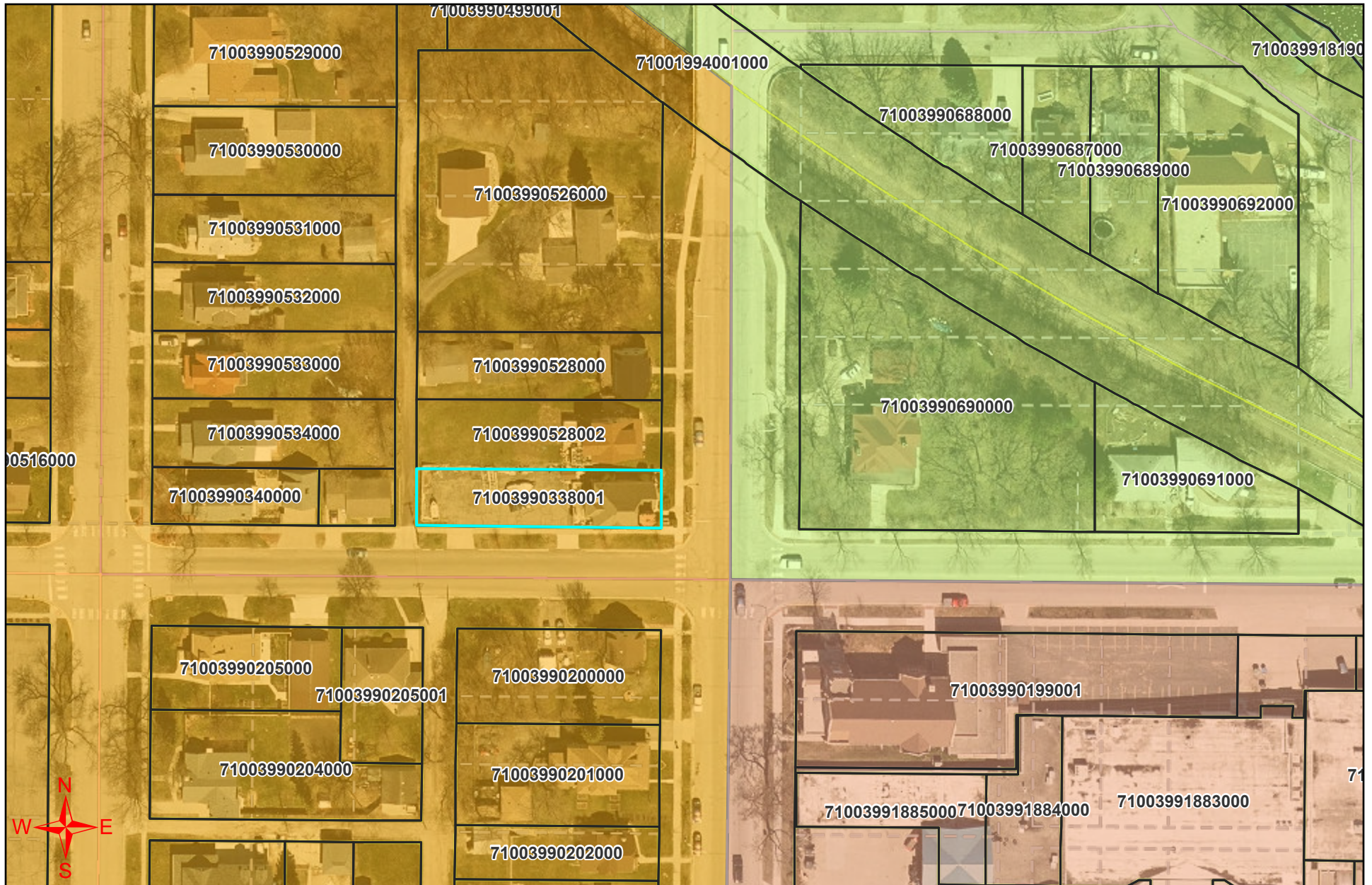
RECOMMENDED ACTION

Recommend approval without conditions of the Conditional Use Permit (CUP) for My Readers Edge Tutoring Services at 301 N Union Ave.

ATTACHMENTS

1. Context Map
2. Zoning Map
3. Application & Supporting Materials





STEP 7: FINAL DECISION (CITY COUNCIL)

The final decision is made by the City Council. This usually happens one week after the Planning Commission meeting. The City Council does not have to accept the Planning Commission's recommendation or conditions.



112 West Washington Avenue

Fergus Falls, MN 56537

Phone: 218-332-5434

e-mail: planning@fergusfallsmn.gov

www.fergusfallsmn.gov

Conditional Use Permit

Application fee should be made payable to The City of Fergus Falls upon submittal of completed application. Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: _____

Last name: Ouellette First name: Roger

Address: 301 N. Union Ave City/State/Zip: Fergus Falls, MN 56537

Phone number: 318-572-5914 Email address: roger.ouellette@live.com

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

4. Zoning Designation: R-4, Multiple Family Residence District

5. Statement of Intent: Briefly describe what will be done on or with the property requiring the conditional use approval.

The property is planned to host the My Readers Edge Tutoring Services for the assistance of dyslexic and difficulty reading needs students within the Fergus Falls and Ottertail community.

Yes, the design, construction, operations and maintenance will be compatible and the same as it appears today.

(4) Will be served adequately by existing (or those proposed in the project) essential public facilities and services, including streets, police and fire protection, drainage, structures, refuse disposal, water and sewer systems and schools?

Yes, the building will be serviced by the essential public facilities within the city limits of Fergus Falls, MN

(5) Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be hazardous or detrimental to any persons, property or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors?

The building property will not involve the use, activities, process, etc. that will be hazardous or detrimental to any person, property or general welfare of the community.

(6) Will have vehicular ingress and egress to the property which does not create traffic congestion or interfere with traffic on surrounding public streets?

_Yes, there is a parking lot on the west side of the building that can be used for the ingress and egress to the property to reduce or prohibit the congestion or interference with traffic around Union Ave, and Summit St.

(7) Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance?

No exterior changes to the structure are planned for the My Readers Edge business that will operate out of the building.

8. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: _____ *Date:* _____

Applicant: _____ *Date:* _____



Council Action Recommendation

Page 1 of 1

Meeting Date: October 2, 2024

Subject: Right of Way

Recommendation: Motion directing the City Attorney to draft an update to the ordinance that does not allow plantings or other landscaping in the city right of way (boulevard)

Background/Key Points:

(Definition) BOULEVARD. The area between the street and sidewalk or, in the absence of a public sidewalk, the area between the street and property line adjacent to all streets within the city limits.

City ordinance is contradictory in this regard:

95.26 (4): (Native Planting) This section does not allow planting in the boulevard. It states, "The area does not extend into the public right-of-way".

153.05 C: (Registration and Right of Way Occupancy) This section allows planting in the boulevard. It states, "Persons planting or maintaining boulevard plantings or gardens shall not be deemed to use or occupy the right-of-way, and shall not be required to obtain any permits or satisfy any other requirements for planting or maintaining such boulevard plantings or gardens under this chapter"

- Plantings and other uses in the boulevard interfere with the intended purpose of the right of way (utilities and snow storage)

Budgetary Impact: Cost of recording and publishing the ordinance

Respectfully Submitted: Len Taylor, Public Works Director

Attachments: Code sections

§ 95.26 APPLICATION.

The application for a natural landscape permit, which shall be provided by the City Administrator or designee, shall contain the following:

(A) Name and address of property owner(s);

(B) Site plan showing lot lines, buildings, location of proposed native vegetation, the property's legal description and corner visibility requirements as defined by the city code;

(C) Common names of the native vegetation the applicant plans to cultivate; and

(D) A maintenance plan, which shall include the following:

(1) Prior vegetation is eliminated, and the native vegetation is planted through transplanting or seed by human or mechanical means;

(2) The area is cut at least once per year to a length of no more than six inches, if weeds cover more than 25% of the area;

(3) The area is clearly defined by edging, fence or similar material;

(4) The area does not extend into the public right-of-way; and

(5) A sign is posted on the property in a location likely to be seen by the public, advising that a meadow, prairie or native vegetation are being established. The sign is required only if the native vegetation is in an area likely to be seen by the public. The sign must be in addition to any sign permitted by the city's sign ordinance, but must be no smaller than ten inches square, no larger than one square foot and no higher than three feet tall. The sign is no longer required when weeds cover 25% or less of the area.

(2002 Code, § 6.23) (Ord. 31, Seventh Series, effective 7-25-2015; Ord. 48, effective 10-10-2016; Ord. 68, Seventh Series, effective 6-10-2018)

§ 153.05 REGISTRATION AND RIGHT-OF-WAY OCCUPANCY.

(A) *Registration.* Each person who occupies or uses, or seeks to occupy or use, the right-of-way or place any equipment or facilities in or on the right-of-way, including persons with installation and maintenance responsibilities by lease, sublease or assignment, must register with the city. Registration will consist of providing application information.

(B) *Registration prior to work.* No person may construct, install, repair, remove, relocate or perform any other work on, or use any facilities or any part thereof, in any right-of-way without first being registered with the city.

(C) *Exceptions.* Nothing herein shall be construed to repeal or amend the provisions of a city ordinance permitting persons to plant or maintain boulevard plantings or gardens in the area of the right-of-way between their property and the street curb. Persons planting or maintaining boulevard plantings or gardens shall not be deemed to use or occupy the right-of-way, and shall not be required to obtain any permits or satisfy any other requirements for planting or maintaining such boulevard plantings or gardens under this chapter. However, nothing herein relieves a person from complying with the provisions of the M.S. Ch. 216D, Gopher One Call Law, as it may be amended from time to time.

(2002 Code, § 5.04) (Ord. 154, Second Series, effective 1-1-1979; Ord. 80, Seventh Series, effective 4-5-2019)



Council Action Recommendation

Page 1 of 1

Meeting Date:

October 2, 2024 – Committee of the Whole

October 7, 2024 – City Council

Subject:

City Project No. 7774 – Lake Alice Grit Chamber Stormwater Improvement Project

Recommendation:

- Resolution accepting Interstate Engineering’s professional services proposal for final design in the not to exceed amount of \$49,870.00

Background/Key Points:

Interstate Engineering provided a professional engineering services proposal for final design in the amount of \$49,870.00. Interstate Engineering’s design service fees are consistent with the preliminary total estimated project cost.

If acceptable, Interstate Engineering and staff will begin the preliminary design and identify the optimal location to construct these water quality improvement structures. Construction is tentatively scheduled for summer, 2025.

Budgetary Impact:

The total estimated project cost is \$686,000. The City was awarded \$500,000.00 from the Lessard-Sams Outdoor Heritage Council. The remaining \$186,000 is proposed to be funded thru the City Stormwater Enterprise fund to fully fund this project.

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:



Council Action Recommendation

Page 1 of 2

Meeting Date:

October 2, 2024 – Committee of the Whole

October 7, 2024 – City Council

Subject:

PI 5352 – Friberg Avenue from Lincoln Avenue to Fir Avenue (MSAS 123)

Pebble Lake Road from Arlington Street to TH 210 (MSAS 132)

Resurfacing Project (STIP) SFY 2026

Recommendation:

1. Initiate Public Improvement No. 5352
2. Accept Moore Engineering's professional services agreement, through final design, in the amount of \$342,940.00

Background/Key Points:

The City of Fergus Falls programmed Friberg Avenue from Lincoln Avenue to Fir Avenue and Pebble Lake Road from Arlington Street to TH 210 to receive a bituminous mill & overlay in 2026 through the State Transportation Improvement Program (STIP).

The current project work scope consists of approximately 1.82 miles of street resurfacing (mill & overlay), base patching, and ADA improvements as required throughout the project limits. Please refer to the attached location map for additional detail.

Construction is scheduled for Spring 2026. This project is funded with federal aid, through the Delegated Contract Process (DCP) which requires significant lead time to complete the necessary steps.

Budgetary Impact:

This project is proposed be funded 100-percent thru Federal and State Aid funds. The preliminary estimate construction cost is \$2,255,000. The preliminary cost shares are:

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

State Aid Share: 20-percent construction (match Federal funds) engineering design (Moore) and contract administration

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

PI 5352 – Project Location Map



2026 STIP LOCATION MAP FRIBERG AVENUE AND PEBBLE LAKE ROAD

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.





Council Action Recommendation

Page 1 of 1

Meeting Date:

October 3, 2024- Committee of the Whole

Subject:

Ordinance amending City Code Chapter 154.70 through 154.177, Signs.

Recommendation:

Approve proposed updates to City Code Chapter 154.70 through 154.177 as recommended by the Planning Commission and start the ordinance adoption process.

Background/Key Points:

City Code Chapter 154.70 through 154.177 covers rules about signs in all zones of the city. Over the years, city staff has received feedback that the sign ordinance could use updating. Planning Commission has therefore taken the time to respond to that feedback with a comprehensive overhaul of sign code.

The proposed ordinance amendment introduces several updates to the city's sign regulations. Modeled on language from the City of Hopkins and Duluth, MN, the amendment introduces definitions for various types of signs and associated terminology, specifies exemptions to the code, clarifies computation methods and the permitting process, updates regulations for temporary signs based on community feedback, adds a stand-alone section for billboards, and includes tables detailing the permitted sizes, locations, and types of signs for all zoning districts.

Budgetary Impact:

Publishing costs (TBD)

Respectfully Submitted:

Klara Beck
Community Development Director

Attachments:

Draft ordinance amending chapters on signs.

ORDINANCE NO. 62, EIGHTH SERIES

**AN ORDINANCE OF THE CITY OF FERGUS
FALLS, MINNESOTA, AMENDING CITY CODE
CHAPTER 154.170 THROUGH 154.177 ENTITLED
SIGNS.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. Amendment. Fergus Falls City Code Chapter 154.170 through 154.177 entitled Signs is hereby amended as follows:

SIGNS

§154.170 GENERALLY.

All signs hereafter erected or maintained, except official, traffic and street signs, shall conform with the provisions of this subchapter and any other ordinances or regulations of the city.

(2002 Code, § 7.40) (Ord. 324, effective 11-20-1965; Ord. 106, Second Series, effective 3-15-1977; Ord. 156, Second Series, effective 1-1-1979; Ord. 9, Third Series, effective 7-15-1979; Ord. 123, Sixth Series, effective 8-26-2010; Ord. 146, Sixth Series, effective 5-25-2013; Ord. 150, Sixth Series, effective 7-20-2013; Ord. 14, Seventh Series, effective 9-20-2014) Penalty, see § 154.999

§154.171 FINDINGS, PURPOSE AND EFFECT.

A. *Findings.* The city council hereby finds as follows:

1. Exterior signs have a substantial impact on the character and quality of the environment.
2. Signs provide an important medium through which individuals may convey a variety of messages.
3. Signs can create traffic hazards, aesthetic concerns and detriments to property values, thereby threatening the public health, safety and welfare.
4. The city's zoning regulations have, since as early as 1965, included the regulation of signs in an effort to provide adequate means of expression and to promote the economic viability of the business community, while protecting the city and its citizens from a proliferation of signs of a type, size, location and character that would adversely impact upon the aesthetics of the community and threaten the health, safety and welfare of the community. The regulation of the physical characteristics of signs within the city has

had a positive impact on traffic safety and the appearance of the community.

- B. *Purpose and intent.* It is not the purpose or intent of this article to regulate the message displayed on any sign; nor is it the purpose or intent of this article to regulate any building design or any display not defined as a sign, or any sign which cannot be viewed from outside a building. The purpose and intent of this article is to:
1. Regulate the number, location, size, type, illumination, and other physical characteristics of signs within the city in order to promote the public health, safety and welfare.
 2. Maintain, enhance, and improve the aesthetic environment of the city by preventing visual clutter that is harmful to the appearance of the community.
 3. Improve the visual appearance of the city while providing for effective means of communication, consistent with constitutional guarantees and the city's goals of public safety and aesthetics.
 4. Provide for fair and consistent enforcement of the sign regulations set forth herein under the zoning authority of the city.
- C. *Effect.* A sign may be erected, mounted, displayed, or maintained in the city if it is in conformance with the provisions of this article. The effect of this article, as more specifically set forth herein, is to:
1. Allow a wide variety of sign types in commercial zones, and a more limited variety of signs in other zones, subject to the standards set forth in this article.
 2. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this article.
 3. Prohibit signs whose location, size, type, illumination, or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare.
 4. Provide for the enforcement of the provisions of this article.

§154.172 SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this article is for any reason held to be invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of this article. The city council hereby declares that it would have adopted this article in each section, subsection, sentence, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

§154.173 DEFINITIONS.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned sign. Any sign that pertains to a time, event or purpose which no longer applies shall be deemed to have been abandoned. Any sign remaining after demolition of a principal structure shall be deemed to be abandoned unless the display surface and/ or its supporting sign structure are maintained without reference to the purpose of the previous structure. Signs which are present because of being legally established non-conforming signs or signs which have required a conditional use permit or a variance shall also be subject to the definition of the term "abandoned sign."

Awning means a roof-like cover, often of fabric, plastic, metal or glass designed and intended for protection from the weather or as a decorative embellishment, and which projects from a wall or roof of a structure primarily over a window, walk, or the like. Any part of an awning which also projects over a door shall be counted as an awning.

Awning sign means a building sign or graphic printed on or in some fashion attached directly to the awning material.

Banner means a temporary sign constructed of a non-rigid material.

Billboard or electronic billboard means a large outdoor board for displaying advertisements.

Campaign sign means any sign that contains the name of, image of, or any message regarding a candidate in any election or that contains a message or identification of an issue in any election. Campaign signs are also considered non-commercial language.

Canopy means a roof-like cover, often of fabric, plastic, metal, or glass on a support, which provides shelter over a doorway.

Canopy sign means any sign that is part of or attached to a canopy, made of fabric, plastic, or structural protective cover over a door or entrance. A canopy sign is not a marquee and is different from service area canopy signs.

Changeable copy sign. A sign which allows characters, letters, or illustrations to be changed without altering the sign.

Commercial speech means speech advertising a business, profession, commodity, service, or entertainment.

Elevation means the view of the side, front, or rear of a given structures.

Electronic message center (EMC) means a sign that can display words, symbols, figures or images that can be electronically changed by remote or automatic means for on-site promotional purposes and/ or to promote non-commercial messages.

Feather sign means a temporary sign constructed of cloth, canvas, plastic fabric, or similar lightweight, non-rigid material and supported by a single vertical pole mounted into the ground or on a portable structure.

Flag means any fabric or similar lightweight material attached at one end of the material, usually to a staff or pole, to allow movement of the material by atmospheric changes and which contains distinctive colors, patterns, symbols, emblems, insignia, or other symbolic devices.

Flashing sign means a directly or indirectly illuminated sign which exhibits changing light or color effect by any means, so as to provide intermittent illumination which includes the illusion of intermittent flashing light by means of animation. The term "flashing sign" also means any mode of lighting which resembles zooming, twinkling, or sparkling.

Freestanding sign means any sign which has supporting framework that is placed on, or anchored in, the ground and which is independent from any building or other structure.

Grade shall be construed to be the final ground elevation after construction. Earth mounding criteria for landscaping and screening is not part of the final grade for sign height computation.

Ground sign or monument sign means any freestanding sign with its sign face mounted on the ground or mounted on a base at least as wide as the sign and which has a total height not exceeding eight feet.

Height of sign means the height of the sign shall be computed as the vertical distance measured from the base of the sign at grade to the top of the highest attached component of the sign.

Illuminated sign means any sign which contains an element designed to emanate artificial light internally or externally.

Marquee means any permanent roof-like structure projecting beyond a theater building or extending along and projecting beyond the wall of that building, generally designed and constructed to provide protection from the weather.

Marquee sign means any building sign painted, mounted, constructed or attached in any manner on a marquee.

Menu board sign means a sign erected as part of a drive-through facility used to display and order products and services available through a drive-through business.

Monument sign see ground sign.

Multiple tenant site means any site which has more than one tenant, and each tenant has a separate ground level exterior public entrance.

Non-commercial speech means dissemination of messages not classified as commercial speech, which include, but are not limited to, messages concerning political, religious, social, ideological, public service and informational topics. See also "campaign signs".

Non-conforming sign means any sign and its support structure lawfully erected prior to the effective date of this chapter which fails to conform to the requirements of this chapter. A sign which was erected in accordance with a variance granted prior to the adoption of the ordinance from which this chapter is derived and which does not comply with this chapter shall be deemed to be a legal non-conforming sign. A sign which was unlawfully erected shall be deemed to be an illegal sign.

Off-premises sign means a commercial speech sign which directs the attention of the public to a business, activity conducted, or product sold or offered at a location not on the same lot where such sign is located. For the purposes of this article, easements and other appurtenances shall be considered to be outside such lot and any sign located or proposed to be located in an easement or other appurtenance shall be considered an off-premises sign.

On-premises messages means identify or advertise an establishment, person, activity, goods, products or services located on the premises where the sign is installed.

Owner means, in the case of a lot, the legal owner of the lot as officially recorded by the county, and including fee owners, contract for deed purchasers, and ground lessees. The term "owner" means, in the case of a sign, the owner of the sign, including any lessees.

Pole sign. See *Pylon sign*.

Portable sign means any sign which is manifestly designed to be transported, including by trailer or on its own wheels, even though the wheels of such sign may be removed and the remaining chassis or support is converted to another sign or attached temporarily or permanently to the ground since this characteristic is based on the design of such a sign.

Projecting sign means any sign which is affixed to a building or wall in such a manner that its leading edge extends more than two feet beyond the surface or such building or wall face.

Public street right-of-way, or right-of-way, means the entire right-of-way of any public street.

Pylon sign means any freestanding sign which has its supportive structures anchored in the ground and which has a sign face elevated aboveground level by poles or beams and with the area below the sign face open.

Roof means the exterior surface and its supporting structure on the top of a building or structure. The structural make-up of which conforms to the roof structures, roof construction and roof covering sections of the Uniform Building Code.

Roof line means the upper-most edge of the roof or in the case of an extended facade or parapet, the upper- most height of said facade.

Rotating or moving sign means a sign or portion of a sign which turns about on an axis.

Sandwich board signs are freestanding "A" frame-style signs with two faces or sides.

Shimmering sign means a sign which reflects an oscillating, sometimes distorted visual image.

Sign means any letter, word or symbol, poster, picture, statuary, reading matter or representation in the nature of advertisement, announcement, message or visual communication, whether painted, posted, printed, affixed or constructed, including all associated brackets, braces, supports, wires and structures, which is displayed for informational or communicative purposes.

Sign face means the surface of the sign upon, against, or through which the message of the sign is exhibited.

Sign structure means any structure including the supports, uprights, bracing and framework which supports or is capable of supporting any sign.

Stringer means a line of string, rope, cording, or an equivalent to which is attached a number of pennants.

Unsightly means the sign or its structure have not been maintained in order to prevent their deterioration due to weather, rot, or other damaging conditions, or are not free from loose or broken materials.

Visible means capable of being seen by a person of normal visual acuity (whether legible or not) without visual aid.

Wall sign means any building sign attached parallel to, but within two feet of a wall, painted on the wall surface of, or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building, and which displays only one sign surface.

Window sign means any building sign, pictures, symbol, or combination thereof designed to communicate information about an activity, business, commodity,

event, sale, or service that is placed upon the windowpanes or glass and is visible from the exterior of the window. This includes the glass of a glass door.

§154.174 ELECTRICAL SIGNS.

Electrical signs must be installed in accordance with the current electrical code and a separate permit from the building official must be obtained prior to placement.

§154.175 UNAUTHORIZED SIGNS.

The following signs are unauthorized signs and are prohibited by this section:

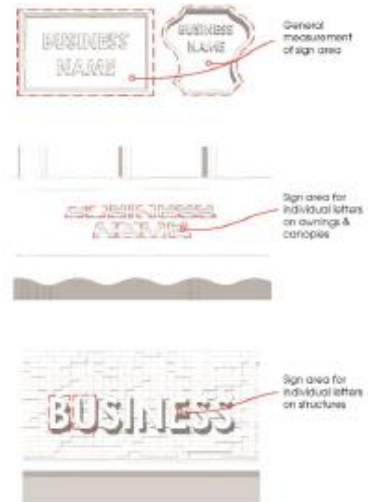
1. Any sign, signal, marking or device which purports to be or is an imitation of or resembles any official traffic control device or railroad sign or signal, or emergency vehicle signal, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device or any railroad sign or signal.
2. Signs painted, attached or in any other manner affixed to trees, rocks, or similar natural surfaces, or attached to public utility poles, bridges, towers, or similar public structures.

§154.176 COMPUTATION METHODS.

1. General measurement of sign area. Sign area is measured as follows:

a) For signs on a background, the entire area of the framework or background of the sign is calculated as sign area, including any material or color forming the sign face or background used to differentiate the sign from the structure against which it is placed. Sign area does not include any supports or bracing, unless such framework or bracing is part of the message or sign face; For signs consisting of freestanding letters or logos, the sign area is calculated as the total area of each square, circle, rectangle or triangle, or combination thereof, that encompasses each individual letter or logo. Sign area does not include any supporting framework or bracing, unless such framework or bracing is part of the message or sign face;

b) For awning and canopy signs, the sign area is the printed area of the awning or canopy, calculated as the total area of each square, circle, rectangle or triangle, or combination thereof, that encompasses each individual letter or logo.



c) If a sign has two or more faces, the area of all faces is included in determining the area of the sign, unless the two sign faces are placed back-to-back and are no more than two feet apart. In such case, the sign area is calculated as the area of one face. If the two faces are unequal in area, the area of the larger face is used to calculate sign area;

d) Necessary supports or uprights on which the sign is erected are not included in the sign area computation.

2. General measurement of sign height:

a) Pole sign height is measured from the grade to the uppermost point of the sign. Grade is established by the elevation of the back of curb or, if no curb exists, from the edge of pavement at the center of the abutting street frontage where the sign will be erected. The pole sign height may also be measured from the natural slope of the lot where the sign will be erected;

b) Monument sign height is measured from the existing lowest point of the ground where the monument sign is to be installed to the uppermost point of a sign.

§154.177 SIGNS ON CANOPIES, MARQUEES AND FIXED AWNINGS.

No marquee, awning, canopy, or similar architectural element shall be used for advertising purposes except as specifically provided in this section.

- No wood, paper, cloth, or temporary sign shall be hung or attached to any such architectural element.
- Canopies, marquees, and fixed awnings containing signage must comply with all dimensional restrictions and placement requirements outlined for awnings, canopies, and marquees in section §154.176 COMPUTATION METHODS.

The provisions of this subsection do not prohibit the erection and maintenance of signs, either illuminated or not illuminated, which are on the sides of a marquee which is firmly attached to and a part of a theatre, providing such signs are an integral part of the marquee.

§ 154.178 BILLBOARDS

The following regulations shall apply to billboards:
SEE TABLE

§ 154.179 SIGNS IN R-A, R-1, R-2, R-3, R-4 AND R-5 DISTRICTS

In all classes of residence districts, the following regulations shall apply to signs:
SEE TABLE

§ 154.180 SIGNS IN B-1 DISTRICT

In the B-1 district, the following regulations shall apply to signs:
SEE TABLE

§ 154.181 SIGNS IN B-2, B-3, B-4, B-5 AND B-6 DISTRICTS

In the B-2, B-3, B-4 B-5 AND B-6 districts, the following regulations shall apply to signs:

SEE TABLE

§ 154.182 SIGNS IN I-1 AND I-2 DISTRICTS

In all classes of industrial districts, the following regulations shall apply to signs:
SEE TABLE

§154.183 TEMPORARY SIGNS AND COMMUNITY EVENTS.

All temporary signs, including those related to community events, hereafter erected or maintained, shall conform with the provisions of this section.

1. **TEMPORARY SIGNS** are those signs which identify a special, unique, or limited activity, service, product, or sale of limited duration and are not affixed to a permanent structure and are removed immediately after the event they advertise.
 - a) Temporary signs may be erected not more than thirty (30) days before an event, maintained for a period of not more than 120 days, and shall be removed within three (3) days of the cessation of the activity, service, project, or sale.
 - b) Temporary signs include banner signs, feathers, freestanding changeable text signs, or signs affixed to a vehicle or trailer or any other similar sign as determined by the Zoning Administrator.
 - c) Temporary signage may be used to identify individuals or products involved in the construction of a building or related to community, non-profit, religious, and school district or youth-related events, including farmers markets, concerts, or any other similar events as determined by the Zoning Administrator or their designees.
 - d) Temporary signs shall be professionally painted and/or made of superior quality weather and wind-resistant materials. Signs shall not be illuminated or contain electronic moving parts.
 - e) Temporary signs shall be anchored or temporarily affixed in a manner to prevent being blown away or blown over.
 - f) A temporary sign shall not be larger than forty (40) square feet in gross service area for each exposed face area, nor more than six (6) feet in height above grade.
 - g) A temporary sign is to be located in the front yard of the lot and shall not extend over any property line or be placed within 15 feet of any driveway access to a public street. No temporary sign placed within 100 feet of an area zoned for residential use may have blinking, flashing, rotating, or fluttering lights or other illuminating devices that have a change in intensity, brightness, or color.
 - h) All temporary signs must be kept in good repair and in a proper state of maintenance. If the city determines a sign is in need of repair, the city may, after written notice, remove the sign and issue an administrative fine.

- i) Temporary signs which have been placed within any portion of any right-of-way may be confiscated under the direction of the city's Code Enforcement Officer.
 - j) The erection of temporary signs shall be exempt from the requirements of § 114.20 through 114.23 of this code of ordinances, as amended.
2. **COMMUNITY EVENTS:** The city may determine that a temporary sign is for a community-wide event or a non-profit event. Temporary signs advertising a community-wide event or sponsored by a non-profit agency may be located in the Van Dyk and Triangle Parks with the permission of the City Administrator's office. The temporary signs may be located in the park for a maximum of 14 days. The number of signs allowed in each park shall be two (2) at any one time.

§154.184 ELECTRONIC MESSAGE CENTERS (EMCs)

Limitations:

- One electronic message center sign per property is permitted and may promote non-commercial messages as well. A double-sided configuration will be considered a single sign when applicable.
- Flashing, blinking, and strobing features are prohibited.
- Multiple electronic message center signs on a single property require a conditional use permit.
- EMCs are permitted only in non-residential zoning districts.
- EMCs may be located within 400 feet of or within a residential zoning district under specific conditions, including positioning, operating hours, and additional restrictions as determined by the Planning Commission.
- Automatic dimming technology is required to adjust brightness based on ambient light conditions.
- Message brightness must not exceed specified foot-candle levels at certain distances, and light should not cause glare or impair drivers' vision.
- Prohibition of traffic signal and/or emergency vehicle signal colors if potential problems are identified.
- EMCs must not exceed the maximum sign area for the applicable zoning district and are limited to one dynamic display per sign.
- EMCs must have a mechanism to immediately discontinue the display in case of malfunction, and owners must cease operation until compliance is restored.

These regulations aim to ensure that EMCs are installed and operated responsibly, considering their impact on the surrounding environment and community.

154.185 GENERAL PROVISIONS. **Replaces §154.176**

The following regulations shall apply to all signs hereinafter permitted in all districts.

- A. Except as provided in the following regulations, commercial signs shall not be permitted within the public right-of-way or easements, except that the Council may grant special permits for temporary signs and decorations to be strung across the right-of-way.
- B. Signs painted on a building shall be governed by the square footage limitations specified in the appropriate zoning districts. These shall be repainted when required and be kept in good condition and shall be repainted, removed or painted out when in the opinion of the Council they are not so maintained.
- C. No sign shall project more than four feet over a public right-of-way, except where located on the edge or face of marquees or awnings and except where hanging below a covered walk or marquee, in which case the sign may

extend to the outer edge of the covered walk or marquee. Any sign projecting over a public right-of-way must be at least eight feet above the walk or ground grade line.

- D. No signs shall project more than 24 inches across a required front or side yard, except as allowed in this section, and except:
 - (1) In B-2, B-5 and B-6, Business Districts, signs shall not be subject to front yard requirements;
 - (2) In all classes of residence districts signs may not be located closer than 15 feet of any property line that abuts any of the classes of residence districts;
 - (3) In an I-1, Planned Industrial District, signs may not be located in any front yard or in any side yard or rear yard that abuts any of the classes of residence districts, and in no instance shall signs be located within 15 feet of a front, side or rear property line; and
 - (4) In an I-2, General Industrial District, signs may not be located within 15 feet of any property line that abuts any of the classes of residence districts.
- E. No sign, excluding window signs, shall be permitted to obstruct any window, door, fire escape stairway or opening intended to provide light, air, ingress or egress for any building or structure.
- F. The owner, lessee or manager of the ground sign, and the owner of the land on which the same is located, shall keep grass or weeds and other growth cut and debris and rubbish cleaned up and removed from the lot on which sign is located.
- G. Signs which may be or may hereafter become rotted, unsafe or unsightly shall be repaired or removed by the sign owner or owner of the property upon which the sign stands upon notice of the Code Enforcement Officer.
- H. External illumination for signs shall be so constructed and maintained that the source of light is not visible from the public right-of-way or residential property.
 - (1) Where a sign is illuminated, the source of light shall not be directed into any part of a residence or into any of the classes of residence districts.

154.186 PERMIT REQUIRED Replaces §154.177

No sign shall be erected, altered, reconstructed, maintained or moved in the city without first securing a permit from the city. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit. Application for a permit shall be in writing addressed to the zoning administrator and shall contain the following information:

1. Names, address, and signature of the applicant;

2. Name, address, and signature of the property owner, if different than applicant;
3. Contractor;
4. The address at which any signs are to be erected;
5. The property zoning designation;
6. A complete set of plans showing the necessary elevations, distances, size and details to fully and clearly represent the construction and placement of the signs;
7. Type of sign (i.e., wall sign, monument sign, etc.); and;
8. Certification by applicant indicating the application complies with all requirements of this article.

The zoning administrator shall approve or deny the sign permit in an expedited manner no more than 30 days from the receipt of the complete application, including applicable fee. All permits not approved or denied within 30 days shall be deemed approved. If the permit is denied, the issuing authority shall prepare a written notice of denial describing the reasons for denial within ten days of its decision.

§154.187 EXEMPTIONS.

The following signs shall not require a permit. These exemptions, however, shall not be construed as relieving the owner of the sign from the responsibility of its erection and maintenance, and its compliance with the provisions of this article or any other law or ordinance regulating the same.

1. The changing of the display surface on a painted or printed sign only.
2. Any sign required by federal, state, or local law or a public utility company.
3. Any sign inside a building.
4. Works of art with no commercial message.
5. Temporary lost/ found pet signs provided the lost/ found sign shall include the date of original posting and are only allowed for thirty days.
6. "No trespassing", "no hunting", "no fishing" or "no loitering" or similar sign which do not exceed two (2) feet by three (3) feet in area.
7. Menu board signs as an accessory use to a restaurant with a drive-thru window.
8. Sandwich board signs shall be allowed within all business zoning districts subject to the following regulations:
 - One (1) sandwich board sign is permitted per site entry or one per tenant for multi-tenant sites. Sandwich board signs shall be placed only on the business property or be located within ten feet of the business entry.
 - Sandwich board signs shall be located so as to maintain a minimum four (4) foot pedestrian walkway unless additional setback is necessary due to high-volume pedestrian traffic as determined by the zoning administrator, except that, in the area bounded by Cavour

Avenue on the north, Whitford and Friberg Avenues on the east, Washington Avenue on the south, and Vine Street on the west, sandwich boards may be placed on public sidewalks directly in front of the business being advertised. The owner of a property on which the sandwich sign is to be located in the public right-of-way will agree to hold harmless the City of Fergus Falls in case of any occurrence leading to liability claims including, without limitation, bodily injury, death and property damage.

- Sandwich board signs shall not block driveways, entryways, parking spaces and pedestrian accesses, create a safety hazard or obstruct vehicular/pedestrian traffic visibility.
 - Sandwich board signs shall only be displayed during the hours when the business is open to the public.
 - Sandwich board signs shall be professionally painted and/or made of superior quality weather and wind resistant materials. Signs shall not be illuminated or contain electronic moving parts.
9. Flags and flagpoles, provided that there shall not be more than two flags on a flagpole at any time and no flag or flagpole on any residential lot shall bear a commercial message.
 10. Garage sale signs, provided signs are in compliance with *Chapter 118: Garage and Rummage Sales*.
 11. Non-commercial signs when permanently or temporarily installed in a residential zone.
 12. Campaign signs. All signs of any size containing the name of, image of, or any message regarding a candidate in any election or that contains a message or identification of an issue in any election may be posted in any number from 46 days before the state primary in a state general election year until ten (10) days following the general election in accordance with M.S. § 211B.045. All such signs or posters shall be confined to private property. No such sign or poster shall be within any polling place or within 100 feet of the building in which any polling place is situated on the date of any public election held within the city.
 13. Window signs displaying commercial speech, both temporary and permanent. The area of window signage shall not be included in the calculation of square footage limitations specified in the appropriate zoning districts. Window signs shall be well maintained. Window signs will be removed within 30 days following cessation of on-site business activities.

Section 2. 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.

**AN ORDINANCE OF THE CITY OF FERGUS
FALLS, MINNESOTA, AMENDING CITY CODE
CHAPTER 154.170 THROUGH 154.177 ENTITLED
SIGNS.**

Section 3. Effective date. The effective date of this ordinance shall be the
_____ day of _____, 2024.

THIS ORDINANCE was introduced on the _____ day of _____
2024, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the
_____ day of _____, 2024, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____.

barb/acityoffergusfalls/ords/8thseries/Ord62

§ 154.178 BILLBOARDS

B-1 Business District

Billboards not permitted.

B-2, B-3, and B-4 Business Districts; B-5 and B-6 Shopping Center Business District; all Industrial Districts

No billboards shall be erected closer than 800 feet to any existing billboard on the same side of the road except back-to-back. The structure may not contain more than two signs per facing nor exceed 55 feet in total length. No billboard may be erected within 100 feet of an adjoining residential district. Billboards may be illuminated.

§ 154.179 SIGNS IN R-A, R-1, R-2, R-3, R-4 AND R-5 DISTRICTS

Nameplate Sign

- Description: Identifies the owner or occupant.
- Surface Area: Not to exceed 2 square feet.
- Height: Not specified.
- Illumination: Allowed.

Lease/Sale Sign

- Description: Pertains to the lease or sale of the property.
- Surface Area: Not to exceed 12 square feet.
- Height: Not specified.
- Illumination: Allowed.

Temporary Subdivision Development Signs

- Description: Advertises a new subdivision or development.
- Surface Area: 96 square feet maximum for the main sign, 12 square feet maximum for additional signs.
- Height: Maximum 15 feet, minimum 2 feet above ground.
- Illumination: Not allowed.

Temporary Construction Sign

- Description: Identifies the engineer, architect, contractor, or owner involved in the construction.
- Surface Area: Not to exceed 96 square feet.
- Height: Maximum 15 feet, minimum 2 feet above ground.
- Illumination: Not allowed.

Identification Sign for Institutions

- Description: For institutions such as churches, schools, hospitals, libraries, etc.

- Surface Area: Not to exceed 48 square feet.
- Height: Not specified.
- Illumination: Allowed.

§ 154.180 SIGNS IN B-1 DISTRICT

Identification Sign

- Description: For institutions such as churches, schools, hospitals, libraries, etc or and for groups of dwelling units
- Details: Max 48 sq. Ft. Signs may indicate the names and addresses of the buildings.
- Illumination: Allowed

Business/Professional Office Signs

- Details: Max 48 sq. ft. or 10% of wall area (whichever is greater); two signs allowed on corner lots
- Illumination: Allowed
- Roof/Marquee Signs
- Details: Max 48 sq. Ft. or 10% of wall area (whichever is greater)
- Illumination: Allowed

Signs on Roof, Covered Walk, or Marquee

- Details: Max 48 sq. Ft. or 10% of wall area (whichever is greater)
- Illumination: Allowed
- Rotating and Flashing Signs
- Details: Not permitted

Sign Height

Cannot project more than 6 feet above the building or 24 feet above average grade.

§ 154.181 SIGNS IN B-2, B-3, B-4, B-5 AND B-6 DISTRICTS

B-2, B-3 and B-4

Front Signs

- Area Maximum: 2 square feet per linear foot of lot frontage; cannot exceed 300 square feet per sign.
- Illumination: Allowed.

Rear Signs

- Area Maximum: 2 square feet per linear foot of rear lot line; cannot exceed 100 square feet per sign.
- Illumination: Allowed.

Side Signs

- Area Maximum: Maximum area is 1/3 of 2 square feet per linear foot of side lot line; not exceeding 200 square feet per sign.
- Illumination: Allowed.

Signs on Roof, Covered Walk, or Marquee

- Area Maximum: Follows the same area maximums set for front, rear, or side signs.
- Illumination: Allowed.

Rotating and Flashing Signs

- Area Maximum: Permitted only by conditional use permit.
- Illumination: N/A

Sign Height

Signs cannot project more than 15 feet above the building or roofline.

[B-5 and B-6 Districts](#)

Pylon/Ground Identification Signs (B-5 District)

- Area Maximum: Maximum 80 square feet in surface area, 55 feet in height.
- Illumination: Allowed.

Pylon/Ground Identification Signs (B-6 District)

- Area Maximum: Maximum 200 square feet in surface area, 55 feet in height.
- Illumination: Allowed.

Front Signs (B-6 District)

- Area Maximum: Maximum 20% of the building facing; small signs cannot be combined to exceed 10% of building face.
- Illumination: Allowed.

Rotating/Flashing Signs (B-6 District)

- Area Maximum: Conditional use permit required unless the sign is an electronic message center (EMC).
- Illumination: N/A

[§ 154.182 SIGNS IN I-1 AND I-2 DISTRICTS](#)

Front Signs

- Area Maximum: 2 square feet per linear foot of lot frontage; cannot exceed 300 square feet per sign.
- Illumination: Allowed.

Rear Signs

- Area Maximum: 2 square feet per linear foot of rear lot line; cannot exceed 100 square feet per sign.
- Illumination: Allowed.

Side Signs

- Area Maximum: One-third of 2 square feet per linear foot of side lot line; cannot exceed 200 square feet per sign.
- Illumination: Allowed.

Signs on Roof, Covered Walk, or Marquee

- Area Maximum: Follows the same area maximums set for front, rear, or side signs.
- Illumination: Allowed.

Rotating and Flashing Signs

- Area Maximum: Permitted only by conditional use permit.
- Illumination: N/A

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

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

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

General

ARC DOCUMENT SOLUTIONS LLC	SEPTEMBER BASE MAINTENANCE	258.00
ADMINISTRATOR'S CONTINGENCY FD	ADJUSTMENT ON CHECK #17970	.01
ADMINISTRATOR'S CONTINGENCY FD	AUGUST 2024 ANALYSIS SVC CHARG	150.08
ADMINISTRATOR'S CONTINGENCY FD	AUGUST 2024 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	MNGFOA CONFERENCE MILEAGE	103.18
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-BETHLE	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-GULLIC	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-NANSON	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-PETERS	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-SCHMID	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-SHORET	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-NORTHERN	25.00
ADVANCED CAPITAL GROUP INC	JULY-SEPT 2024 INVESTMENT FEE	3,750.00
VESTIS	SEPTEMBER LINEN SUPPLY	37.91
AMERITAS	SEP DENTAL INSURANCE	4,152.78
ANDERSON LAND SURVEYING, INC	SEPT PROPERTY CORNER SEARCH	1,050.00
ARENA WAREHOUSE LLC	SEPTEMBER CIRCLE MAKER	832.85
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT HOOT LAKE	110.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT LOT ON	220.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT MALL LOTS	1,762.52
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 128 S TOWER	1,586.11
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 221 E	345.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 2809	105.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 321 W	795.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 528 WESTERN	155.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 634 W	112.40
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 638 W	134.90
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING AT 804 N	66.25
AUTO VALUE - FERGUS FALLS	SEPT GREASE GUN,MIDGET COUPLER	54.78
AUTO VALUE - FERGUS FALLS	SEPT PREMATEX ANTI-SEIZE	25.99
AUTO VALUE - FERGUS FALLS	SEPTEMBER BELT-EXHAUST FAN	14.99

General

AUTO VALUE - FERGUS FALLS	SEPTEMBER BELTS	41.98
BALLISTIC DEFENSE LLC	HEINEN ARMORERS CLASS FEE	450.00
CSG JANITORIAL	CLEANING 9/8-9/28	600.00
BEYER BODY SHOP, INC.	TOW BUICK LESABRE/24029873	125.00
BEYER BODY SHOP, INC.	TOW DODGE GRAND CARAVAN/240313	275.00
BEYER BODY SHOP, INC.	TOW HONDA ACCORD/24031278	150.00
BEYER BODY SHOP, INC.	TOW TRAILER/24031587	175.00
BIG AXX LLC	SEPTEMBER BLADES SHARPENED	66.00
BIG AXX LLC	SEPTEMBER FREIGHT	65.90
BJORN'S HEATING & AIR COND INC	SEPT CHECK HEATING & COOLING	30.68
BJORN'S HEATING & AIR COND INC	SEPTEMBER OIL & FILTER	45.48
BMO FINANCIAL GROUP	AUG DOOR STRIPING ENGINE #13	290.00
BMO FINANCIAL GROUP	AUG MEDICAL RESPONSE SUPPLIES	1,480.15
BMO FINANCIAL GROUP	AUGUST AUTOCAD WEB MONTHLY FEE	10.79
BMO FINANCIAL GROUP	AUGUST BOLTS, TURNBUCKLES	113.92
BMO FINANCIAL GROUP	AUGUST CALL & STATION HAT	28.97
BMO FINANCIAL GROUP	AUGUST CONCESSION SUPPLIES	146.83
BMO FINANCIAL GROUP	AUGUST FIRST AID MEDICAL BAG	69.98
BMO FINANCIAL GROUP	AUGUST GOO GONE-STATION	6.12
BMO FINANCIAL GROUP	AUGUST ISO ALCOHOL SQUARE 91%	11.98
BMO FINANCIAL GROUP	AUGUST LAPTOP BATTERY	41.99
BMO FINANCIAL GROUP	AUGUST LIFE JACKETS	1,122.45
BMO FINANCIAL GROUP	AUGUST LOCKER REPAIR	227.64
BMO FINANCIAL GROUP	AUGUST MEETING-LODGING	296.03
BMO FINANCIAL GROUP	AUGUST NOTARY RENEWAL-MARTIN	120.00
BMO FINANCIAL GROUP	AUGUST POSTAGE	60.24
BMO FINANCIAL GROUP	AUGUST PREVENTION MATERIAL	807.38
BMO FINANCIAL GROUP	AUGUST PT LIFTING BELT	172.07
BMO FINANCIAL GROUP	AUGUST RECORD NOTARY-MARTIN	22.00
BMO FINANCIAL GROUP	AUGUST RETURN PALLET	30.00-
BMO FINANCIAL GROUP	AUGUST SPARE KEY FOR MED6	2.49
BMO FINANCIAL GROUP	AUGUST TO GEAR REPAIR SHIPPING	42.22
BMO FINANCIAL GROUP	AUGUST TRANSFER PUMP	765.98
BMO FINANCIAL GROUP	AUGUST VERSA LOK STRAIGHT CAP	1,021.84
BMO FINANCIAL GROUP	AUGUST WATER RESCUE GEAR	147.20
BMO FINANCIAL GROUP	BERGREN CLASS FEE	275.00
BMO FINANCIAL GROUP	CEDERBERG UNIFORM PURCHASE	24.49
BMO FINANCIAL GROUP	CHECK BLANK BINDER	16.78
BMO FINANCIAL GROUP	COMMUNICATING THE 2024 ELECTIO	15.00
BMO FINANCIAL GROUP	DELANEY UNIFORM PURCHASE	190.96
BMO FINANCIAL GROUP	DELANEY/MATTSON TRAVEL MEAL	22.31
BMO FINANCIAL GROUP	DUENOW UNIFORM PURCHASE	107.30
BMO FINANCIAL GROUP	ESTEP SWAT TRNG	779.00

General

BMO FINANCIAL GROUP	ESTEP TRNG HOTEL	600.89
BMO FINANCIAL GROUP	EVENSON NOTARY FEE	120.00
BMO FINANCIAL GROUP	EVIDENCE FRIDGE	279.00
BMO FINANCIAL GROUP	FIRE FIGHTER RECERTIFICATIONS	603.75
BMO FINANCIAL GROUP	GEER/HEERTS/UHRICH SAFETY GLAS	8.97
BMO FINANCIAL GROUP	INVESTIGATIONS SUPPLIES	159.95
BMO FINANCIAL GROUP	IPHONE CHARGERS	15.98
BMO FINANCIAL GROUP	JULY BOLT CUTTER FOR P15	32.97
BMO FINANCIAL GROUP	JULY C-LINE DOCUMENT SORTER	21.24
BMO FINANCIAL GROUP	JULY CISCO C3850-NM-2-10G NETW	39.90
BMO FINANCIAL GROUP	JULY CISCO STACK-T1-50CM	86.79
BMO FINANCIAL GROUP	JULY FIREFIGHTER REHAB-ONSCENE	57.59
BMO FINANCIAL GROUP	JULY FIRST AID KITS	154.50
BMO FINANCIAL GROUP	JULY FLAT FAN SPRAY TIP NOZZLE	28.78
BMO FINANCIAL GROUP	JULY GRIPTENSITY NITRILE GLOVE	56.00
BMO FINANCIAL GROUP	JULY HISTORIC PRESERVATION CON	127.69
BMO FINANCIAL GROUP	JULY LARGE CAPACITY CHALK REEL	38.30
BMO FINANCIAL GROUP	JULY NOTHERN AIRE LANES	115.00
BMO FINANCIAL GROUP	JULY OTTERCOVE	155.00
BMO FINANCIAL GROUP	JULY POWER CABLE	32.13
BMO FINANCIAL GROUP	JULY PREVENTION MATERIAL	78.51
BMO FINANCIAL GROUP	JULY SQ POST ON 5"X5" PLATE	513.00
BMO FINANCIAL GROUP	JULY SUPPLIES-LETTERS&NUMBERS	29.98
BMO FINANCIAL GROUP	JULY WATER RESCUE THROW BAGS	226.64
BMO FINANCIAL GROUP	KITCHEN SUPPLIES	86.52
BMO FINANCIAL GROUP	LIEN UNIFORM PURCHASE	75.98
BMO FINANCIAL GROUP	MASKS FOR TRAINING	74.97
BMO FINANCIAL GROUP	MILLER/ESTEP TRAVEL MEAL	25.63
BMO FINANCIAL GROUP	MILLER/HEINEN TRAVEL MEAL	26.32
BMO FINANCIAL GROUP	MOBILE MOULTRIE MONTHLY	9.99
BMO FINANCIAL GROUP	NEULEIB NOTARY FEE	120.00
BMO FINANCIAL GROUP	NFPA ANNUAL MEMBERSHIP	225.00
BMO FINANCIAL GROUP	OFFICE CHECK BLANKS	115.39
BMO FINANCIAL GROUP	OFFICE SUPPLIES	55.46
BMO FINANCIAL GROUP	PB LEASE	243.00
BMO FINANCIAL GROUP	REPLACEMENT RECORDERS FOR DICT	131.02
BMO FINANCIAL GROUP	RETURN WALLET/24025554	30.73
BMO FINANCIAL GROUP	SALES TAX RETURNED	8.41-
BMO FINANCIAL GROUP	SILBERNAGEL UNIFORM PURCHASE	6.99
BMO FINANCIAL GROUP	WEST/ESTEP TRAVEL LUNCH	24.16
BMO FINANCIAL GROUP	07/12-08/13/24 CONSTANT CONTAC	45.00
BMO FINANCIAL GROUP	08/06-09/05/24 PHOTO PLAN	10.78
BMO FINANCIAL GROUP	2024 FIRE CHIEFS CONFERENCE	325.00

General

BMO FINANCIAL GROUP	2024 MAGC FALL CONFERENCE REGI	150.00
ANDREW BREMSETH	2024 ICMA CONFERENCE EXPENSES	244.54
CARLSON & STEWART REFRIDGERATI	AUG CHANGE PRESS RELIEF VALVE	3,052.65
CARLSON & STEWART REFRIDGERATI	AUGUST REPAIR COMPRESSOR	392.89
CARLSON & STEWART REFRIDGERATI	SEPTEMBER VILTER O-RING	56.46
A CENTER FOR THE ARTS	4TH QTR 2024 BUDGET ALLOCATION	1,875.00
CHARTER COMMUNICATIONS	CABLE 9/18-10/17	32.97
CHARTER COMMUNICATIONS	09/13-10/12/24 INTERNET	129.99
CHARTER COMMUNICATIONS	09/13-10/12/24 IP ADDRESS	19.99
CHRISTIANS CUSTOM LLC	SEPT STATION GENERATOR SERVICE	435.00
MARK CHRISTOPHERSON	PAY EST NO. 6	20,000.00
COAST BIOMEDICAL EQUIPMENT	SEPT BATTERIES FOR LIFEPAK	694.17
COAST BIOMEDICAL EQUIPMENT	SEPT SUCTION UNIT REFURBISHED	279.95
CODE 4 SERVICES INC	SEPT EMERGENCY LIGHTING #3050	3,768.13
COOPERS TECHNOLOGY GROUP	SEPT INCIDENT MGMT FORMS FOLDE	16.06
COOPERS TECHNOLOGY GROUP	SEPT LETTER OPENER, POST-IT NOT	21.26
COOPERS TECHNOLOGY GROUP	SEPT SCISSORS, MARKERS, PAPER,	69.57
COOPERS TECHNOLOGY GROUP	SEPTEMBER 8X11 PAPER, PROTECTOR	14.49
COSSETTE ELECTRIC LLC	SEPT AIR COMPRESSOR MOTOR	230.00
DACOTAH PAPER CO	SEPT CUPS, TOILET TISSUE	72.35
DACOTAH PAPER CO	SEPTEMBER FOAM CUPS	79.04
DACOTAH PAPER CO	SEPTEMBER GARBAGE BAGS	128.68
DACOTAH PAPER CO	SEPTEMBER PAPER TOWELS	333.94
DACOTAH PAPER CO	SEPTEMBER RETURN GARBAGE BAGS	128.68-
DAILY JOURNAL	OCTOBER ELECTION NOTICE	63.16
DIAMOND VOGEL PAINTS	SEP WHITE TRAFFIC PAINT	2,340.00
ESX TECHNOLOGY SOLUTIONS LLC	IBM SPEC PRCT EXT. ED. 2023	26.70
ESX TECHNOLOGY SOLUTIONS LLC	IBM SPEC PRCT EXT. ED. 2024	160.20
ESX TECHNOLOGY SOLUTIONS LLC	IBM SPECTRUM PROTECT CLT 2023	840.00
ESX TECHNOLOGY SOLUTIONS LLC	IBM SPECTRUM PROTECT CLT 2024	2,518.50
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	2,841.69
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	109,705.97
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	127,704.85
EQUIPMENT FUND	SEPT FUEL CHARGES #3002	100.86
EQUIPMENT FUND	SEPT FUEL CHARGES #3006	63.36
EQUIPMENT FUND	SEPT FUEL CHARGES #3009	49.07
EQUIPMENT FUND	SEPT FUEL CHARGES #3013	104.24
EQUIPMENT FUND	SEPT FUEL CHARGES #3022	43.02
EQUIPMENT FUND	SEPT FUEL CHARGES #3040	53.69
EQUIPMENT FUND	SEPT FUEL CHARGES #3041	72.56
EQUIPMENT FUND	SEPT FUEL CHARGES #3045	73.69
EQUIPMENT FUND	SEPT FUEL CHARGES #3049	248.32
EQUIPMENT FUND	SEPT REPAIRS/SERVICE #3004	46.28

General

EQUIPMENT FUND	SEPT REPAIRS/SERVICE #3013	900.56
EQUIPMENT FUND	SEPT REPAIRS/SERVICE #3040	437.03
EQUIPMENT FUND	2024 EQUIP RENT/BRINE SHED	12,650.04
4M FUND	SEP 2024 SERVICE CHARGE	58.44
JOHN DEERE FINANCIAL	AUG ECHO CUSHION (JACOB)	51.52
JOHN DEERE FINANCIAL	AUG REWIND SPRINGS STIHL SAWS	40.98
JOHN DEERE FINANCIAL	SEP STIHL SHROUD/BEARING HOUSI	82.71
FARMERS ELEVATOR OF FERGUS	SEP PEBBLE SHORES DEON SEED OA	28.80
FARMERS ELEVATOR OF FERGUS	SEP PEBBLE SHORES SEED OATS	28.80
FASTENAL COMPANY	SEP PARK SAFETY VENDING	58.40
FASTENAL COMPANY	SEP STREET SAFETY VENDING	58.40
FERGUS POWER PUMP, INC.	AUGUST DUST CONTROL-EAGLE RIDG	1,106.00
FERGUS FALLS FIRE DEPARTMENT	2024 STATE FIRE AID	117,012.82
FERGUS FALLS FIRE DEPARTMENT	2024 SUPP STATE FIRE AID	18,455.21
FERGUS HOME & HARDWARE	SEP FHH CONTRACTOR MIX	181.48
FERGUS HOME & HARDWARE	SEP FHH CONTRACTOR MIX (MICK)	483.96
FERGUS HOME & HARDWARE	SEP FHH CONTRACTOR MIX SEED	362.97
FLAHERTY & HOOD, PA	AUGUST LABOR CONSULTING SERVIC	2,834.24
GALLS LLC	HEERTS UNIFORM PURCHASE	34.55
GALLS LLC	WEST UNIFORM PURCHASE	58.06
GENERAL FUND	SEPTEMBER COPIER USE	577.34
GENERAL FUND	SEPTEMBER POSTAGE USE	338.33
GENERAL FUND	TRANSFER SEPTEMBER COPIER USE	789.90-
GENERAL FUND	TRANSFER SEPTEMBER POSTAGE USE	643.87-
GRAINGER INC	SEP 100 TAPE MEASURE ST PAINTE	21.12
GRAINGER INC	SEP 37" STIFF PUSH BROOM SEAN	78.87
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	482.97
HOME DEPOT CREDIT SERVICES	SEP 2 GALLON SPRAYER SEAN	27.97
HOME DEPOT CREDIT SERVICES	SEPT ELBOW,NIPPLE,ADAPTER	10.20
HOME DEPOT CREDIT SERVICES	SEPT OVER-THE-GLASS EYEWEAR	24.94
HOME DEPOT CREDIT SERVICES	SEPT WATER PUTTY,GREAT STUFF	8.26
HOME DEPOT CREDIT SERVICES	SEPT 12" POLE,WASH BRUSH	48.94
HOME DEPOT CREDIT SERVICES	SEPTEMBER CEMENT/PRIMER COMBO	10.94
HOME DEPOT CREDIT SERVICES	SEPTEMBER FITTINGS,4"X10" PIPE	596.86
HOME DEPOT CREDIT SERVICES	SEPTEMBER QUIKRETE CONCRETE	23.92
HUMANA INSURANCE CO	OCT VISION INSURANCE	23.22
ISD #544	JAN-MAY 2024 GP CONSTELLATION	11,109.13
ISD #544	JAN-MAY 2024 GP NATURAL GAS	212.89
ISD #544	JAN-MAY 2024 OTP ELECTRIC	16,680.82
JB ELECTRIC	CAN LIGHTS/FIX FANS ARMS ROOM	2,436.00
MICK JOHNSON	2024 SAFETY BOOT REIMBURSEMENT	250.00
KREKELBERG LAW FIRM	APRIL,JUNE,AUGUST,SEPT LEGAL	720.00
LAKE REGION ELECTRIC COOP	AUGUST ELECTRICITY EXPENSE	2,228.94

General

LAKE REGION ELECTRIC COOP	AUGUST/SNOW REMOVAL/EQUIP BLDG	117.74
LAKE REGION HEALTHCARE CORP	AUG MEDICAL RESPONSE SUPPLIES	131.36
LAKEWAY EXPRESS LLC	SEPT MOTOR FUEL/SMALL ENGINES	19.68
LEAGUE OF MINNESOTA CITIES	09/01-12/13/24 MEMBERSHIP DUES	5,068.00
LEE PROPERTY CARE	PICKLEBALL COURTS/BROADWAY PK	67,667.50
LOCATORS & SUPPLIES INC	SEP GRAFFITI/PAINT REMOVER	21.99
MACQUEEN EQUIPMENT INC	SEPT T4 ALTERNATOR FAN #3013	278.69
MARCO TECHNOLOGIES LLC	CISCO TWINAX CABLE 9.84FT	237.44
MARCO TECHNOLOGIES LLC	DELL PWREDGE R660 SN D4G2144	27,090.66
MARCO TECHNOLOGIES LLC	MARCO PROF SERV FIXED FEE	6,105.00
MARCO TECHNOLOGIES LLC	VMWARE VSPHERE STANDARD	9,600.00
MARCO TECHNOLOGIES LLC	3M FIBER PATCH CABLE LC/LC	42.00
MARCO TECHNOLOGIES LLC	5FT CAT6 GIG UTP ETHERNET BLUE	39.60
MARCO TECHNOLOGIES LLC	5M 10/40/100GB MULTIMODE FIBER	116.00
MARCO TECHNOLOGIES LLC	7FT CAT6 GB UTP ETHERNET BLUE	55.60
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 9/10-10/10	368.15
METRO SALES, INC	08/18-09/17/24 COPIER RENT	152.98
METRO SALES, INC	08/18-09/17/24 COPIER USAGE	12.81
MINNKOTA ENVIROSERVICES INC	AUGUST 2024 DOC DESTRUCTION	47.20
NATURES GARDEN WORLD	JULY FLOWERS AND MULCH	779.42
ANDREW NELSON	SEPTEMBER QUIKRETE CONCRETE	17.92
NEW PIG CORPORATION	SEPT HAZMAT RESPONSE SUPPLIES	625.39
NOR-TECH	LENOVO NOTEBOOK THINKPAD L16	4,996.00
NYCKLEMOE & ELLIG, P.A.	OCTOBER RETAIN FEE/OFFICE ALLO	7,450.00
OFFICE OF MNIT SERVICES	AUGUST INTERNET USAGE	338.62
OTIS ELEVATOR COMPANY	ELEVATOR SERVICE	95.00
OTTER TAIL CO. HISTORICAL SOC.	4TH QTR 2024 BUDGET ALLOCATION	2,875.00
OTTER TAIL TELCOM	AUGUST LONG DISTANCE	18.77
OTTER TAIL TELCOM	FIBER RENTAL CITY HALL	231.40
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	1,963.08
OTTER TAIL TELCOM	PHONE SYSTEM CONTRACT	1,136.00
OTTER TAIL TELCOM	SEPTEMBER ADDITIONAL LISTING	10.00
PEMBERTON LAW, P.L.L.P.	AUGUST LEGAL FEES	1,075.50
POLICE DEPT CONTINGENCY FUND	CAREER FAIR FEES	75.00
POLICE DEPT CONTINGENCY FUND	CREDIT ACH/PAID BY CREDIT CARD	115.39-
POLICE DEPT CONTINGENCY FUND	EVENSON EMBROIDER SHIRTS	50.00
POLICE DEPT CONTINGENCY FUND	MATTSON UNIFORM PURCHASE	20.00
POLICE DEPT CONTINGENCY FUND	NEULEIB BCA CONF EXP	83.31
POLICE DEPT CONTINGENCY FUND	RIGGLE EMBROIDER SHIRTS	40.00
POLICE DEPT CONTINGENCY FUND	YOUNG UNIFORM PURCHASE	436.96
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/SEP	2,057,163.16
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/3140NVXL6	228,299.22-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/54438CYP1	86,676.05-

General

PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/83162CY49	110,000.00-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/831641FY6	290,000.00-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CLF6	157,240.85-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CLG4	156,365.46-
PRODUCTIVE ALTERNATIVES INC.	4TH QTR 2024 BUDGET ALLOCATION	12,500.00
PUBLIC UTILITIES DEPARTMENT	SEPT/UTILITIES-522 E HAMPDEN	40.34
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	6,539.15
RED RIVER FLAGS	JULY MINNESOTA FLAGS	292.25
SHERWIN WILLIAMS CO	SEPTEMBER FINANCE CHARGE	82.07
SPECIALTY SOLUTIONS LLC	SEPT BLUE BLEND MULCH 70/30	623.12
STEIN'S INC	SEPT COLLING TOWER CHEMICAL	256.21
STEIN'S INC	SEPT DISINFECTANT,FLOOR CLEAN	140.61
STEIN'S INC	SEPTEMBER NEUTRAL DISINFECTANT	109.08
STREICHER'S INC	GEER UNIFORM PURCHASE	1,827.90
SUMMIT COMPANIES	ANNUAL FIRE ALARM INSPECTION	344.00
TAG-UP	SEPT POLY METAL BENCH SIGN	8.75
TIME CLOCK PLUS LLC	TCP OVERAGE AUG 2024	4.70
T-MOBILE	TRUCK IPAD DATA PLANS	192.33
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	1,133.98
VERTEX	DRONE AND ACCESSORIES	6,316.00
WEX	AUG FLEX/HSA PART FEE	150.04
WEX	SEPT ER HSA CONTRIBUTIONS	554.49
	F U N D T O T A L	1,699,586.42

P.A. General

A-1 LOCK & KEY LLC	REPLACED LOCK -BATHROOM 171	1,500.00
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	8.11
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	1,167.98
FERGUS HOME & HARDWARE	HANDLE FOR GE DRYER AT CBHH	54.99
FERGUS HOME & HARDWARE	REFRIGERATOR SERVICE CALL	69.99
GENERAL FUND	SEPTEMBER COPIER USE	40.46
GENERAL FUND	SEPTEMBER POSTAGE USE	25.53
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC SEP	919.96
JOHNSON CONTROLS INC	REPAIRS TO AIR HANDLER #3	906.32
SUMMIT COMPANIES	ANNUAL FIRE ALARM INSPECTION	967.00
SUMMIT COMPANIES	FIRE ALARM INSPECTION	472.00
SUMMIT COMPANIES	FIRE EXTINGUISHER INSPECTION	1,298.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/05/24	90.00

P.A. General

UGSTAD PLUMBING INC	BOILER/GEN CK 09/13/24	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 09/20/24	90.00
UGSTAD PLUMBING INC	OCTOBER RETAINER FEE	125.00
UGSTAD PLUMBING INC	REPLACED BOWL -EYEWASH STATION	719.50
WEX	AUG FLEX/HSA PART FEE	3.30
	F U N D T O T A L	8,548.14

American Rescue Plan Act Fund

BIGWOOD EVENT CENTER	FINAL TECH TRANSFER	23,503.21
	F U N D T O T A L	23,503.21

Regional Treatment Center-City Operated

BMO FINANCIAL GROUP	RTC CUUDEBACK DIGITAL	16.18
STENERSON BROTHERS LUMBER CO	SEP TAPCON/ADHESIVE RTC SHAWN	70.03
	F U N D T O T A L	86.21

Public Library

BAKER & TAYLOR INC	BOOKS	3,907.36
BAKER & TAYLOR INC	FREIGHT SURCHARGE	78.22
BAKER & TAYLOR INC	LOWE BOOKS	54.32
BAKER & TAYLOR INC	LOWE FREIGHT SURCHARGE	1.00
BAKER & TAYLOR INC	LOWE PROCESSING	3.00
BAKER & TAYLOR INC	PROCESSING	331.58
BMO FINANCIAL GROUP	ANNUAL RENEWAL/USA TODAY	400.35
BMO FINANCIAL GROUP	ANNUAL ZOOM RENEWAL	159.90
BMO FINANCIAL GROUP	AUGUST BEAR HUG STEEL BOOKENDS	1,717.95
BMO FINANCIAL GROUP	AUGUST BOOKS	35.48
BMO FINANCIAL GROUP	AUGUST BOOKS FOR GRANT	61.02

Public Library

BMO FINANCIAL GROUP	AUGUST COVER CLEAR LAMINATE	119.19
BMO FINANCIAL GROUP	AUGUST DIGITAL MATERIAL	210.75
BMO FINANCIAL GROUP	AUGUST DIGITAL MATERIALS	389.30
BMO FINANCIAL GROUP	AUGUST DVD'S	299.66
BMO FINANCIAL GROUP	AUGUST ISOPROPYL ALCOHOL,TAPE	90.01
BMO FINANCIAL GROUP	AUGUST MAGNETIC TAPE ROLL	145.64
BMO FINANCIAL GROUP	JULY CLEAR LEG TIP	4.54
DACOTAH PAPER CO	SEPTEMBER TOILET PAPER,SOAP	196.10
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	50.70
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	6,454.38
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	431.18
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	478.11
NAOMI RAMONA SCHLIESMAN	ARTIST FEE FOR WELCOMING GRANT	500.00
TRICORNE AUDIO INC	LAPEL MICROPHONE	110.85
US BANK EQUIPMENT FINANCE	09/20-10/20/24 COPIER RENT	594.21
VIKING LIBRARY SYSTEM	LIBRARY CARDS	130.00
VINCO INC	EMERGENCY LIGHTS, EXIT LIGHTS	1,367.15
WEX	AUG FLEX/HSA PART FEE	13.75
	F U N D T O T A L	18,335.70

Bigwood Event Center

VESTIS	SEPTEMBER LINEN SUPPLY	717.66
BEVERAGE WHOLESALERS INC	SEPTEMBER BEVERAGES/BEER	119.40
BIGWOOD EVENT CENTER	FINAL TECH TRANSFER	23,503.21-
BLUUM OF MINNESOTA LLC	FINAL-TECHNOLOGY UPGRADES	23,503.21
BMO FINANCIAL GROUP	AUGUST SUPPLIES-CLEAN CARPETS	32.77
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	7.44
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	862.44
GRAINGER INC	SEP PLEATED FILTERS 16X20X2	145.44
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	49.63
MARCO TECHNOLOGIES LLC	08/28-09/29/24 COPIER RENT	133.47
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	387.23
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	578.85
TWEETON REFRIGERATION	SEPTEMBER ICE MACHINE RENTAL	180.00
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	45.52
WEX	AUG FLEX/HSA PART FEE	3.02
	F U N D T O T A L	3,262.87

MIF/Small Cities Grant

GENERAL FUND	SEPTEMBER COPIER USE	2.32
	F U N D T O T A L	2.32

IRP Revolving Loan

GENERAL FUND	SEPTEMBER COPIER USE	.60
	F U N D T O T A L	.60

CDBG/HUD Revolving Loan

ADMINISTRATOR'S CONTINGENCY FD	WTE HOLDINGS/MORTGAGE TAX	103.50
ADMINISTRATOR'S CONTINGENCY FD	WTE HOLDINGS/REGISTRATION TAX	46.00
ET INDUSTRIES LLC	BIGGER GAS LINE/ED LOAN #512	45,000.00
GENERAL FUND	SEPTEMBER COPIER USE	66.36
GENERAL FUND	SEPTEMBER POSTAGE USE	.69
PREMIER ELECTRIC INC	ELECTRICAL/220 W LINCOLN-#511	6,487.29
	F U N D T O T A L	51,703.84

Capital Improvement

ASPHALT PRESERVATION COMPANY	PAY APP NO. 1 2024 SEALCOAT	234,339.94
BOLTON & MENK INC	ART STRUCTURAL REVIEW PH2	4,070.85
BOLTON & MENK INC	CONST ADMIN DT RIVERFRONT PH2	252.00
BOLTON & MENK INC	PROF SERV 8/3/24 TO 8/30/24	8,187.00
BRAUN INTERTEC CORPORATION	PROF SERVICES THRU 9/20/2024	1,057.50
C&L EXCAVATING INC	PAY APP NO. 5	255,875.85
JOEL CARLSON INC.	OCTOBER LEGISLATIVE FEES	2,285.00
CHOSEN VALLEY TESTING INC	AQUATIC SERVICES THRU 8/31/24	3,849.00
COMSTOCK CONSTRUCTION INC	PAY APP NO. 2 DELAGOON IMP.	463,863.99
DAILY JOURNAL	SEPT NOTICE-PAVING/SHOREVIEW	285.82
FERGUSON ASPHALT PAVING INC	PAY APP NO 3 FINAL	17,500.00

Capital Improvement

INTERSTATE ENGINEERING INC.	PROF SERV 6/9/2024 TO 9/7/24	2,759.66
INTERSTATE ENGINEERING INC.	PROF SERV 7/14/24 TO 9/7/2024	17,666.92
INTERSTATE ENGINEERING INC.	PROF SERV 7/14/24 TO 9/7/24	14,777.50
MARK LEE ASPHALT & PAVING, INC	PAY APP NO. 1	296,024.32
MOORE ENGINEERING INC	PROF SERV.STANTON AVE RECONST.	32,910.00
OTTER ELECTRIC LLC	PAY APP NO. 1 LEGION FIELD	104,500.00
PLAN IT SOFTWARE LLC	2024 PAYMENT TO ACCESS LICENSE	1,030.00
RACHEL CONTRACTING INC	PAY APP NO 6	48,103.25
RACHEL CONTRACTING INC	PAY APP NO. 5	22,961.50
TERRACON CONSULTANTS INC	PROF SERVICES	1,990.55
	F U N D T O T A L	1,534,290.65

Liquor Store

ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER VETS HOME PRODUCTS	58.59
THE AMERICAN BOTTLING COMPANY	SEPTEMBER/MIX	852.65
ARTISAN BEER COMPANY	OCTOBER/BEER	1,647.70
ARTISAN BEER COMPANY	OCTOBER/MIX	36.90
ARTISAN BEER COMPANY	OCTOBER/THC BEVERAGES	1,171.90
ARTISAN BEER COMPANY	SEPTEMBER/BEER	1,027.90
BELLBOY CORPORATION	SEPTEMBER/FREIGHT	519.20
BELLBOY CORPORATION	SEPTEMBER/LIQUOR	32,317.05
BELLBOY CORPORATION	SEPTEMBER/MIX	173.78
BELLBOY CORPORATION	SEPTEMBER/PURCHASES-LIGHTERS	140.00
BELLBOY CORPORATION	SEPTEMBER/THC BEVERAGES	3,739.00
BEVERAGE WHOLESALERS INC	OCTOBER/BEER	20,737.75
BEVERAGE WHOLESALERS INC	OCTOBER/LIQUOR	94.00
BEVERAGE WHOLESALERS INC	OCTOBER/MIX	259.15
BEVERAGE WHOLESALERS INC	SEPTEMBER/BEER	59,354.14
BEVERAGE WHOLESALERS INC	SEPTEMBER/LIQUOR	3,177.44
BEVERAGE WHOLESALERS INC	SEPTEMBER/MIX	588.80
BEVERAGE WHOLESALERS INC	SEPTEMBER/WINE	658.00
BJORN'S HEATING & AIR COND INC	SEPT CHECK HEATING & COOLING	61.32
BMO FINANCIAL GROUP	AUGUST BLACK 2-BOTTLE CARRIERS	81.70
BMO FINANCIAL GROUP	AUGUST MOOD PANDORA	62.44
BRAUN VENDING INC	SEPTEMBER SUPPLIES-WATER	14.00
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/FREIGHT	89.16
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/LIQUOR	4,462.19
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/MIX	121.05

Liquor Store

BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/WINE	1,608.00
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/FREIGHT	458.20
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/LIQUOR	39,870.34
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/MIX	812.11
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/WINE	4,096.30
CAYAN	SEPT 2024 CR CD FEES	15,475.03
CAYAN	SEPT 2024 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	SEPTEMBER/MIX	429.92
D-S BEVERAGES, INC.	OCTOBER/BEER	24,894.48
D-S BEVERAGES, INC.	OCTOBER/LIQUOR	3,093.70
D-S BEVERAGES, INC.	OCTOBER/MIX	367.45
D-S BEVERAGES, INC.	OCTOBER/THC BEVERAGES	76.80
D-S BEVERAGES, INC.	SEPTEMBER/BEER	30,304.78
D-S BEVERAGES, INC.	SEPTEMBER/LIQUOR	6,028.35
D-S BEVERAGES, INC.	SEPTEMBER/MIX	1,276.75
D-S BEVERAGES, INC.	SEPTEMBER/THC BEVERAGES	2,654.00
D-S BEVERAGES, INC.	SEPTEMBER/WINE	67.00
DACOTAH PAPER CO	SEPT GARBAGE BAGS,TOILET PAPER	120.66
DACOTAH PAPER CO	SEPTEMBER SUPPLIES-BAGS	195.87
DACOTAH PAPER CO	SEPTEMBER/BAGS,ROLL THERMAL	205.24
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	19.60
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	7,520.84
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	25.46
THE HOME CITY ICE COMPANY	OCTOBER/ICE #4800245079	241.45
THE HOME CITY ICE COMPANY	SEPTEMBER/FREIGHT #4800245078	15.00
THE HOME CITY ICE COMPANY	SEPTEMBER/FREIGHT #7473240917	15.00
THE HOME CITY ICE COMPANY	SEPTEMBER/ICE #4800244970	97.85
THE HOME CITY ICE COMPANY	SEPTEMBER/ICE #4800245078	798.78
THE HOME CITY ICE COMPANY	SEPTEMBER/ICE #7473240917	460.80
HOME DEPOT CREDIT SERVICES	SEP TROWEL/CONCRETE PATCH EAST	17.24
JOHNSON BROTHERS LIQUOR CO	OCTOBER/FREIGHT	354.90
JOHNSON BROTHERS LIQUOR CO	OCTOBER/LIQUOR	6,010.75
JOHNSON BROTHERS LIQUOR CO	OCTOBER/MIX	128.00
JOHNSON BROTHERS LIQUOR CO	OCTOBER/WINE	13,022.70
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/FREIGHT	645.57
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/LIQUOR	19,249.20
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/MIX	143.95
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/THC BEVERAGES	535.00
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/WINE	15,761.52
JUNKYARD BREWING COMPANY LLC	SEPTEMBER/BEER	398.00
THE MCKINNON COMPANY INC	SEPTEMBER/MIX-RED BULL	138.70
OTTER TAIL LAKES COUNTRY ASSN	OT LAKES COUNTRY MAGAZINE AD	1,900.00
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	738.50

Liquor Store

PEPSI BEVERAGE COMPANY	OCTOBER/MIX	297.20
PEPSI BEVERAGE COMPANY	SEPTEMBER/MIX	454.13
PHILLIPS WINE & SPIRITS CO	OCTOBER/FREIGHT	243.09
PHILLIPS WINE & SPIRITS CO	OCTOBER/LIQUOR	7,022.76
PHILLIPS WINE & SPIRITS CO	OCTOBER/THC BEVERAGES	61.50
PHILLIPS WINE & SPIRITS CO	OCTOBER/WINE	5,999.34
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/FREIGHT	457.79
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/LIQUOR	19,750.42
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/MIX	566.96
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/THC BEVERAGES	616.00
PHILLIPS WINE & SPIRITS CO	SEPTEMBER/WINE	7,826.05
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	727.80
SIGNATURE HOME TECHNOLOGIES	OCT,NOV,DEC MONITOR SERVICE	73.74
SOUTHERN GLAZER'S OF MN	OCTOBER/FREIGHT	31.45
SOUTHERN GLAZER'S OF MN	OCTOBER/LIQUOR	67.25-
SOUTHERN GLAZER'S OF MN	SEPTEMBER/FREIGHT	324.06
SOUTHERN GLAZER'S OF MN	SEPTEMBER/LIQUOR	15,318.06
SOUTHERN GLAZER'S OF MN	SEPTEMBER/MIX	132.50
SOUTHERN GLAZER'S OF MN	SEPTEMBER/WINE	3,458.47
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	78.62
WEX	AUG FLEX/HSA PART FEE	18.98
	F U N D T O T A L	395,272.01

Refuse Disposal

BMO FINANCIAL GROUP	JULY GRIPTENSITY NITRILE GLOVE	28.00
BMO FINANCIAL GROUP	JULY SS ROLLER BEARING WHEEL	50.12
COSSETTE ELECTRIC LLC	AUGUST REPAIR TRASH COMPACTOR	276.00
WASTE MANAGEMENT	09/01-09/15/24 PRO SERVICES	2,746.41
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	50.70
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	12,022.88
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	48,389.41
FASTENAL COMPANY	SEP REFUSE SAFETY VENDING	58.40
HOME DEPOT CREDIT SERVICES	SEP STEEL MAILBOX POST	39.93
HOUSTON ENGINEERING INC	2024 SW 184 FALL GRNDWTR MONIT	2,993.80
METRO SALES, INC	08/18-09/17/24 COPIER RENT	16.56
METRO SALES, INC	08/18-09/17/24 COPIER USAGE	12.57
OLYMPIC SALES INC	SEP COMPACTOR TRUNNION BAR W/S	178.70
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	238.84

Refuse Disposal

PLAN IT SOFTWARE LLC	2024 PAYMENT TO ACCESS LICENSE	1,030.00
U.S. POSTMASTER	OCT POSTAGE	3,000.00
JOSHUA PRICE	2024 SAFETY BOOT REIMBURSEMENT	120.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	1,746.52
SIGELMAN STEEL & SALVAGE CO	SEP 6X2X.25 REC TUBE COMPACTOR	492.26
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	23.19
WASTEWATER TREATMENT FUND	SEPT ASH CELL LEACHATE	714.00
WASTEWATER TREATMENT FUND	SEPT DEMO CELL 57,900 GALLONS	2,895.00
WEX	AUG FLEX/HSA PART FEE	22.44
	F U N D T O T A L	77,145.73

Sewage Treatment

ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER CDL CLASS EXPENSE	94.10
ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER TRAVEL ADVANCE	138.00
AUTO VALUE - FERGUS FALLS	SEP AIR HOSE/FITTINGS FOR SEWE	99.95
BMO FINANCIAL GROUP	AUGUST REGISTRATION CDL CLASS	150.00
BMO FINANCIAL GROUP	AUGUST WADERS, PAIL, SEAL, COUPLE	409.26
BMO FINANCIAL GROUP	AUGUST WEED GRASS KILLER	259.95
BMO FINANCIAL GROUP	AUGUST 6PC QTR TURN SNAP RINGS	104.98
BMO FINANCIAL GROUP	JULY DRAIN BLADDERS, PLUGS,	119.91
BMO FINANCIAL GROUP	JULY GRIPTENSITY NITRILE GLOVE	28.00
BMO FINANCIAL GROUP	JULY 18V CORDLESS BATTERY	179.00
CLIMATE MAKERS INC	SEPT INSTALL RELIEF VALVE	2,600.00
CLIMATE MAKERS INC	SEPTEMBER BOILER REPLACEMENT	7,900.00
CLIMATE MAKERS INC	SEPTEMBER PRESS ROOM HEATER	22,700.00
COSSETTE ELECTRIC LLC	SEP CHANNING LIFT STATION STOR	552.00
COSSETTE ELECTRIC LLC	SEPT UNHOOKED BOILER&RE-HOOKED	1,169.15
COSSETTE ELECTRIC LLC	SEPTEMBER AIR SOLENOID	247.15
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	37.18
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	8,052.76
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	13,569.00
FASTENAL COMPANY	SEP S/S QUICKLINKS (TIM H)	51.25
FASTENAL COMPANY	SEP SEWER SAFETY VENDING	58.40
GRAINGER INC	SEP BOSUN CHAIR WITH BELT	358.18
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	162.48
HAWKINS INC	SEPT ALUMINUM SULFATE LIQUID	7,075.32
HERZOG ROOFING	JULY NEW BOILER VENT/ROOF	975.00
LAKE REGION ELECTRIC COOP	AUGUST ELECTRICITY EXPENSE	250.33

Sewage Treatment

METRO SALES, INC	08/18-09/17/24 COPIER RENT	16.55
METRO SALES, INC	08/18-09/17/24 COPIER USAGE	12.56
NORTH SHORE ANALYTICAL INC	SEPT EFFLUENT, FILTER, INFLUENT	405.00
NORTHWEST IOWA COMM COLLEGE	SEPTEMBER CDL CLASS/LACHOWITZE	1,495.00
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	358.33
PLAN IT SOFTWARE LLC	2024 PAYMENT TO ACCESS LICENSE	1,030.00
PLUNKETT'S PEST CONTROL INC.	SEPT SPRING/FALL EXTERIOR SVC	404.46
U.S. POSTMASTER	OCT POSTAGE	3,000.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	5,589.14
RMB ENVIRONMENTAL LABORATORIES	SEPTEMBER ANALYSIS	1,130.28
SPECIALTY SOLUTIONS LLC	SEPT BLUE BLEND MULCH 70/30	311.56
SPEE*DEE DELIVERY SERVICE INC	SEPTEMBER FREIGHT	35.71
USA BLUEBOOK	SEPT COREPRO 15' SAMPLER	403.71
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	61.39
WASTEWATER TREATMENT FUND	RECEIPT TO SEPT LEACHATE	3,609.00-
WEX	AUG FLEX/HSA PART FEE	10.07
	F U N D T O T A L	77,996.11

Water

ADMINISTRATOR'S CONTINGENCY FD	SEPT CLASS B RENEWAL/SCHLSKE	40.00
ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER TRAVEL ADVANCE	138.00
ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER UTILITIES REFUND	40.34
AUGUSTANA APARTMENTS INC	WATER METER AUDIT REFUND	3,461.71
AUTO VALUE - FERGUS FALLS	SEP TIRE PRESS GUAGE (CHAD)	10.99
BMO FINANCIAL GROUP	AUG WATER OPERATOR SCHOOL FEE	820.00
BMO FINANCIAL GROUP	AUGUST CONTINUING ED/HAGE	212.50
BMO FINANCIAL GROUP	AUGUST FIRE HYDRANT MARKERS	140.45
BMO FINANCIAL GROUP	AUGUST HP TRANSFER PUMP	64.99
BMO FINANCIAL GROUP	AUGUST MNGFOA ANNUAL CONFERENC	250.00
BMO FINANCIAL GROUP	AUGUST RV ANTIFREEZE BLEND	17.25
BMO FINANCIAL GROUP	AUGUST SQUARE WATER TANK	167.99
BMO FINANCIAL GROUP	JULY FORCED ROTATION DA POLISH	133.96
BMO FINANCIAL GROUP	JULY GRIPTENSITY NITRILE GLOVE	28.00
BMO FINANCIAL GROUP	JULY SD MEMORY CARDS	34.98
BMO FINANCIAL GROUP	JULY TRIMMER LINE, STRAP	179.97
CAEP LLC	WATER METER AUDIT REFUND	578.84
CARR'S TREE SERVICE, INC.	SEPT REMOVALS & PRUNING WORK	5,250.00
CORE & MAIN LP	SEP CREDIT 24" HYD EXT K562	1,433.13-

Water

CORE & MAIN LP	SEP HYD ROD/BREAK COUPLING	400.10
CORE & MAIN LP	SEP MOD KIT W59 HYDRANT MARCIA	5,969.57
CORE & MAIN LP	SEP 12" HYD EXT ROD ONLY	305.17
CORE & MAIN LP	SEP 22" UPPER STANDPIPE W67	1,015.54
CORE & MAIN LP	SEP 24" WB67 HYD EXTENSION KIT	1,623.31
CORE & MAIN LP	SEP 8-12" TEST BALL PLUG	672.16
COSSETTE ELECTRIC LLC	SEP INSTALL WATER METER STATIO	475.98
COSSETTE ELECTRIC LLC	SEPT RECEPTACLE FOR PRINTER	46.00
EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	70.98
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	9,435.73
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	5,183.83
JOHN ERICKSON	WATER METER AUDIT REFUND	1,480.09
JOHN DEERE FINANCIAL	AUG 2" GATE VALVE O-RINGS	9.68
FASTENAL COMPANY	SEP WATER SAFETY VENDING	58.40
FERGUS HOME & HARDWARE	SEP LAWN MIX WATER PLANT	279.98
FERGUSON WATERWORKS #1657	OCT HYDRANT BOLTS #6A	112.00
FERGUSON WATERWORKS #1657	SEP 4" BELL JOINT CLAMP	176.14
FERGUSON WATERWORKS #1657	SEP 5/8" T10 REGISTERS R900I	1,009.30
GENERAL FUND	SEPTEMBER COPIER USE	102.82
GENERAL FUND	SEPTEMBER POSTAGE USE	274.70
NAPA AUTO PARTS - FERGUS FALLS	SEP 1 7/8 IMPACT SOCKET (WTP)	40.31
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	854.52
MICHAEL HAAGENSON	WATER METER AUDIT REFUND	660.49
HAWKINS INC	SEPT AMMONIA EJECTOR REBUILD	124.53
HAWKINS INC	SEPT AMMONIA/FERRIC SULFATE	5,225.79
HAWKINS INC	SEPTEMBER AMMONIA CYLINDER	10.00
HAWKINS INC	SEPTEMBER CHLORINE CYLINDER	10.00
SAMUEL HERZOG	WATER METER AUDIT REFUND	1,317.83
HOME DEPOT CREDIT SERVICES	SEP 3/4" WATER HOSE 50'	99.96
HOME DEPOT CREDIT SERVICES	SEP 3/8"X4" EYE BOLTS	19.92
JKT LLLP	WATER METER AUDIT REFUND	1,480.09
MATTHEW KETTNER	WATER METER AUDIT REFUND	1,480.09
LAKES COUNTRY SERVICE COOP	AUG RANDOM DRUG TESTING	35.00
METRO SALES, INC	08/18-09/17/24 COPIER RENT	16.56
METRO SALES, INC	08/18-09/17/24 COPIER USAGE	12.56
MN DEPARTMENT OF HEALTH	3RD QTR 2024 WATER CONNECTIONS	12,369.00
MSOCS (GUSTAVUS)	WATER METER AUDIT REFUND	1,480.09
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	292.80
OTTER TAIL TELCOM	SEPTEMBER TELEPHONE LINES	289.25
PERRIN MOBILE MEDICAL SERVICES	AUG RANDOM DRUG SCREEN	180.00
DON & CATHY PETERSON	WATER METER AUDIT REFUND	1,480.09
PLAN IT SOFTWARE LLC	2024 PAYMENT TO ACCESS LICENSE	1,030.00
U.S. POSTMASTER	OCT POSTAGE	3,000.00

Water

PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	151.95
RMB ENVIRONMENTAL LABORATORIES	SEPT 1ST HALF BACT MONITORING	214.23
RMB ENVIRONMENTAL LABORATORIES	SEPT 2ND HALF BACTERIA MONITOR	188.10
EMILY ROONEY	WATER METER AUDIT REFUND	192.37
MARY KAY SCHMIDT	WATER METER AUDIT REFUND	1,480.09
SPECIALTY SOLUTIONS LLC	SEPT BLUE BLEND MULCH 70/30	311.56
DENNIS TUEL	WATER METER AUDIT REFUND	2,879.90
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	410.24
WEX	AUG FLEX/HSA PART FEE	26.56
	F U N D T O T A L	76,202.20

Storm Water

EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	2.70
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	327.15
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	12,359.58
FERGUS HOME & HARDWARE	SEP FHH CONTRACTOR MIX	181.49
NATURES GARDEN WORLD	SEP FIBER MULCH ROLLS (CHAD D)	340.00
PLAN IT SOFTWARE LLC	2024 PAYMENT TO ACCESS LICENSE	1,030.00
RMB ENVIRONMENTAL LABORATORIES	SEPTEMBER LAKE ALICE ANALYSIS	397.94
SPECIALTY SOLUTIONS LLC	SEPT BLUE BLEND MULCH 70/30	311.58
SWANSTON EQUIPMENT CO	SEP RENT E50 R2-SERIES BOBCAT	275.00
SWANSTON EQUIPMENT CO	SEP T4 BOBCAT RENTAL (MARCIA)	269.69
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	40.01
WEX	AUG FLEX/HSA PART FEE	1.65
	F U N D T O T A L	15,536.79

Equipment

A-1 LOCK & KEY LLC	SEP CHECK OVER EAST DOOR/REKEY	162.70
ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER CDL CLASS EXPENSE	28.00
AUTO VALUE - FERGUS FALLS	SEP A/C BLOCK FLANGE UNIT 80	40.99
AUTO VALUE - FERGUS FALLS	SEP AIR FILTER UNIT 2097	7.71
AUTO VALUE - FERGUS FALLS	SEP ATF FLUID UNIT 51	13.98
AUTO VALUE - FERGUS FALLS	SEP ATF/ADHESIVE/CLEANER	112.90

Equipment

AUTO VALUE - FERGUS FALLS	SEP BRAKE BOOSTER UNIT 65	366.02
AUTO VALUE - FERGUS FALLS	SEP CREDIT RETURNED PARTS/CORE	519.90-
AUTO VALUE - FERGUS FALLS	SEP DOT 3 BRAKE FLUID	6.99
AUTO VALUE - FERGUS FALLS	SEP EXH CLAMP/GASKET/FILTER 80	83.69
AUTO VALUE - FERGUS FALLS	SEP EXH MANIFOLDS UNIT 80	295.98
AUTO VALUE - FERGUS FALLS	SEP FEMALE DIN 24 HYD FITTING	57.38
AUTO VALUE - FERGUS FALLS	SEP FLAT FACE HYD FITTINGS 958	81.96
AUTO VALUE - FERGUS FALLS	SEP FUEL FILTER UNIT 280	78.65
AUTO VALUE - FERGUS FALLS	SEP FUEL FILTERS UNIT 283	32.35
AUTO VALUE - FERGUS FALLS	SEP FUEL FILTERS UNIT 3040	46.60
AUTO VALUE - FERGUS FALLS	SEP HEADLAMP BULB UNIT 43	12.99
AUTO VALUE - FERGUS FALLS	SEP LANDFILL FUEL PUMP FILTER	21.40
AUTO VALUE - FERGUS FALLS	SEP MINI BULB UNIT 3013	1.39
AUTO VALUE - FERGUS FALLS	SEP OIL FILTER UNIT 2091	4.41
AUTO VALUE - FERGUS FALLS	SEP OIL FILTER UNIT 3013	25.40
AUTO VALUE - FERGUS FALLS	SEP O2 SENSOR UNIT 42	55.99
AUTO VALUE - FERGUS FALLS	SEP PLATED HOSE GUARD	317.00
AUTO VALUE - FERGUS FALLS	SEP POS BATTERY TERMINALS	13.47
AUTO VALUE - FERGUS FALLS	SEP REAR BRAKE PADS/ROTORS U39	392.94
AUTO VALUE - FERGUS FALLS	SEP SEAT COVER UNIT 52	98.99
AUTO VALUE - FERGUS FALLS	SEP STOCK ATM20 FUSES	13.94
AUTO VALUE - FERGUS FALLS	SEP STOCK PARK PARTS ORDER	45.97
AUTO VALUE - FERGUS FALLS	SEP TRANS/OIL FILTER U-51	22.27
AUTO VALUE - FERGUS FALLS	SEP UTILITY CLOTH ROLL (SHOP)	36.99
AUTO VALUE - FERGUS FALLS	SEP WHEEL SEAL/FLANGE GASKET	60.96
AUTO VALUE - FERGUS FALLS	SEP XTRA SEAL TIRE PATCH	38.99
AUTO VALUE - FERGUS FALLS	SEP 100Z PRIME ISO GAS ADDITIV	5.78
AUTO VALUE - FERGUS FALLS	SEP 4WD ACTUATORS UNIT 49	227.98
BIG JOHN'S CARPRO INC	SEP REPAIR RADIATOR UNIT 453	170.00
BMO FINANCIAL GROUP	AUG AUTOSTOP ELIMINATOR #2100	92.98
BMO FINANCIAL GROUP	AUG CLEANING SUPPLIES/ANT POIS	26.25
BMO FINANCIAL GROUP	AUG LENS CLEANER REFILL BOTTLE	7.08
BMO FINANCIAL GROUP	AUGUST COUPLER,BUSHING U-265	8.98
BMO FINANCIAL GROUP	AUGUST ELBOW NOZZLE,ADAPTER	27.02
BMO FINANCIAL GROUP	AUGUST MOTOR FUEL UNIT#459	28.22
BMO FINANCIAL GROUP	AUGUST PIPE CLAMPS	69.08
BMO FINANCIAL GROUP	AUGUST SILVER COLORED PENCILS	18.34
BMO FINANCIAL GROUP	AUGUST SUPPLIES-BRINE SHED	16.38
BMO FINANCIAL GROUP	AUGUST THROTTLE CONTROL	22.95
BMO FINANCIAL GROUP	JULY GRIPTENSITY NITRILE GLOVE	27.99
BMO FINANCIAL GROUP	JULY TIRE REPAIR CARB BURR	13.99
CERTIFIED LABORATORIES	SEP PREMALUBE GREASE/FREE AERO	984.95
CODE 4 SERVICES INC	2080 SETUP FOR PATROL SQUAD	1,818.36

Equipment

EMPLOYEES INSURANCE TRUST FUND	OCT LIFE INSURANCE	27.04
EMPLOYEES INSURANCE TRUST FUND	SEP HEALTH INSURANCE	5,339.61
ENVIRONMENTAL EQUIP & SERVICES	SEP WATER VALVE UNIT 238	169.50
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	1,833.33
EQUIPMENT FUND	RECEIPT OCTOBER EQUIPMENT RENT	209,040.00-
EQUIPMENT FUND	SEPT FUEL USAGE	808.81-
EQUIPMENT FUND	SEPT REPAIRS/SERVICE	1,574.28-
EQUIPMENT FUND	SERVICE/REPAIRS	190.41
EQUIPMENT FUND	2024 EQUIP RENT/BRINE SHED	12,650.04-
FARGO FREIGHTLINER	SEP DRIVER SEAT UNIT 243	789.95
FARGO FREIGHTLINER	SEP HEATER CORE UNIT 227	120.99
FARGO FREIGHTLINER	SEP REPLACEMENT KEY UNIT 270	10.65
JOHN DEERE FINANCIAL	AUG INNER PTO SHAFT TUBE/YOKE	141.23
JOHN DEERE FINANCIAL	AUG SEAT/SWITCH/RELAY/HUB CAP	429.88
JOHN DEERE FINANCIAL	FEB CREDIT FOR PARTS UNIT 960	1,000.00-
JOHN DEERE FINANCIAL	SEP DIAG UNIT 280 WONT MOVE	7,348.44
JOHN DEERE FINANCIAL	SEP HYD HOSE UNIT 227	487.07
JOHN DEERE FINANCIAL	SEP STRAIGHT GRINDER TEETH	42.06
JOHN DEERE FINANCIAL	SEP 3000 HOUR EXTENDED WARRANT	11,700.00
FASTENAL COMPANY	SEP FLEET SAFETY VENDING	33.34
FASTENAL COMPANY	SEP SHOP HARDWARE ORDER	66.28
FASTENAL COMPANY	SEP SHOP SAFETY VENDING	58.40
FASTENAL COMPANY	SEP SHOP SUPPLY VENDING	64.49
FASTENAL COMPANY	SEP 1/8" GREASE ZERKS 90DEG	70.80
FASTENAL COMPANY	SEP 3/4-10 COARSE NUT U-280	21.48
FLEETPRIDE INC	SEP BRAKE SHOE/HRDWR KITS STK	2,390.54
FLEETPRIDE INC	SEP CREDIT BRAKE SHOE CORES	1,920.00-
NAPA AUTO PARTS - FERGUS FALLS	SEP AIR BOX COVER UNIT 4	52.12
NAPA AUTO PARTS - FERGUS FALLS	SEP CREDIT HYD FITTINGS	57.94-
NAPA AUTO PARTS - FERGUS FALLS	SEP HYD FITTINGS UNIT 280	57.94
GRAINGER INC	SEP BRINE TANK/SHED PLUMBING	311.70
GRAINGER INC	SEP CAM&GROOVE ADAPTER BRINE	37.17
GRAINGER INC	SEP CAM&GROOVE BRINE TRUCK ADA	24.78
GRAINGER INC	SEP NOZZLE/ADAPTER (SHOP)	48.91
HOME DEPOT CREDIT SERVICES	SEP TANK MOUNTING IN UNIT 16	19.50
HOME DEPOT CREDIT SERVICES	SEP 1/2" NIPPLE/BALL VALVE	27.42
INTERSTATE BATTERY SYSTEM	SEP MT-34 BATT/901-S CREDIT	22.50-
INTERSTATE BATTERY SYSTEM	SEP 4D-XHD/MTP65 BATTERIES	682.85
INTERSTATE POWER SYSTEMS INC	SEP SPEED SENSOR UNIT 228	195.64
LAKEWAY EXPRESS LLC	SEP DIESEL FUEL W/P MOWER	40.25
LAWSON PRODUCTS INC	SEP FAB SHOP SUPPLY ORDER	1,081.89
MTI DISTRIBUTING INC	SEP SUCTION HOSES/BOOT JACOB H	296.35
MTI DISTRIBUTING INC	SEP THRUST WASHER UNIT 957/958	6.51

Equipment

MTI DISTRIBUTING INC	SEP WASHER/SPACER U957/958	219.62
MTI DISTRIBUTING INC	SEP WIPER BLADE UNIT 957/958	69.29
NELSON COLLISION CENTER	2092 REPAIRS	2,266.87
NORDWALL MACHINE	SEP MACHINE EXTENSIONS FOR LIF	120.00
NORTHWEST TIRE INC	SEP ST225/75R15 TIRE U-483	69.00
NORTHWEST TIRE INC	2098 NEW TIRES/ALIGNMENT	791.26
OLSON OIL COMPANY INC	SEP BULK DEF FLUID	637.50
OLYMPIC SALES INC	SEP ASL HYDRAULIC TANK U-229	5,264.02
OLYMPIC SALES INC	SEP HORZ MAST WELDMENT/CENTER	8,747.23
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	252.03
POMP'S TIRE SERVICE INC	SEP LT215/85SR16 DEST X/T TIRE	301.78
POMP'S TIRE SERVICE INC	SEP STOCK TIRE ORDER	2,706.54
PRODUCTIVITY PLUS ACCOUNT	SEP CORE CREDIT RANGE SELECTOR	140.00-
PRODUCTIVITY PLUS ACCOUNT	SEP CREDIT RETURNED FENDER/BRA	884.48-
PRODUCTIVITY PLUS ACCOUNT	SEP FENDER/BRACKETS U-287	1,258.99
PRODUCTIVITY PLUS ACCOUNT	SEP FUEL TUBES UNIT 283	190.28
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	1,033.80
RDO EQUIPMENT CO	SEP HYDRAULIC HAMMER HP1100	18,215.00
R & R PETROLEUM EQUIPMENT CO.	SEP CHECK FUEL PUMP VAPOR LOCK	310.80
R & R SPECIALTIES, INC.	SEP BATTERY CHARGER ZAMBONI'S	4,076.00
R & R SPECIALTIES, INC.	SEP ZAMBONI PARTS ORDER	626.50
SWANSTON EQUIPMENT CO	SEP GLOBAL MAIN BROOMS	1,142.86
SWANSTON EQUIPMENT CO	SEP HARPER PLUG/DECK BLADES	421.74
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	82.76
WEX	AUG FLEX/HSA PART FEE	11.44
	F U N D T O T A L	139,438.79-

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT FOR OCT LIFE INSURANCE	3,116.14-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT SEP HEALTH INSURANCE	160,889.74-
LAKES COUNTRY SVC COOP	OCTOBER HEALTH INSURANCE	176,796.92
SUN LIFE FINANCIAL	OCT LIFE INSURANCE	3,116.14
	F U N D T O T A L	15,907.18

Flexible Benefit Agency

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	1,502.04
	F U N D T O T A L	1,502.04

PEG Access

BCBS OF MN & BLUE PLUS	DECEMBER HEALTH INSURANCE	521.51
BCBS OF MN & BLUE PLUS	NOVEMBER HEALTH INSURANCE	521.51
BCBS OF MN & BLUE PLUS	OCTOBER HEALTH INSURANCE	521.51
OTTER TAIL TELCOM	OCTOBER TELEPHONE EXPENSE	228.49
	F U N D T O T A L	1,793.02

Fergus Falls Convention and Visitor's Bureau, Inc.

BMO FINANCIAL GROUP	AUGUST GOOGLE ADVERTISING	972.80
BMO FINANCIAL GROUP	AUGUST INTERNET ON TABLET	35.54
BMO FINANCIAL GROUP	AUGUST POSTAGE-VISITOR GUIDES	43.68
BMO FINANCIAL GROUP	DIGITAL MKTG STRATEGY CLINIC	25.00
BMO FINANCIAL GROUP	07/29-08/28/24 INTERNET	46.99
BMO FINANCIAL GROUP	08/14-09/13/24 MAIL BUSINESS	7.50
GENERAL FUND	SEPTEMBER POSTAGE USE	4.62
PINE TO PRAIRIE BIRD TRAIL	2024 COMMUNITY CONTRIBUTION	1,000.00
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	98.77
	F U N D T O T A L	2,234.90

T O T A L A L L F U N D S 3,863,471.15

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

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 07 DAY OF 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

10/07/2024

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

4M FUND	58.44
FERGUS FALLS FIRE DEPARTMENT	135,468.03
MN DEPARTMENT OF HEALTH	12,369.00
A-1 LOCK & KEY LLC	1,662.70
ARC DOCUMENT SOLUTIONS LLC	258.00
ADMINISTRATOR'S CONTINGENCY FD	1,564.78
ADVANCED CAPITAL GROUP INC	3,750.00
THE AMERICAN BOTTLING COMPANY	852.65
VESTIS	755.57
AMERITAS	4,152.78
ANDERSON LAND SURVEYING, INC	1,050.00
ARENA WAREHOUSE LLC	832.85
ARTISAN BEER COMPANY	3,884.40
ASPHALT PRESERVATION COMPANY	234,339.94
AUGUSTANA APARTMENTS INC	3,461.71
ATLAS OUTDOOR SERVICES LLC	5,392.18
AUTO VALUE - FERGUS FALLS	2,350.84
BAKER & TAYLOR INC	4,375.48
BALLISTIC DEFENSE LLC	450.00
BELLBOY CORPORATION	36,889.03
CSG JANITORIAL	600.00
BEVERAGE WHOLESALERS INC	84,988.68
BEYER BODY SHOP, INC.	725.00
BIG AXX LLC	131.90
BIG JOHN'S CARPRO INC	170.00
BJORN'S HEATING & AIR COND INC	137.48
BCBS OF MN & BLUE PLUS	1,564.53
BLUUM OF MINNESOTA LLC	23,503.21
BMO FINANCIAL GROUP	22,462.16
BOLTON & MENK INC	12,509.85
BRAUN VENDING INC	14.00
BRAUN INTERTEC CORPORATION	1,057.50
BREAKTHRU BEVERAGE MINNESOTA	51,517.35
ANDREW BREMSETH	244.54
C&L EXCAVATING INC	255,875.85
CAEP LLC	578.84
JOEL CARLSON INC.	2,285.00
CARLSON & STEWART REFRIDGERATI	3,502.00
CARR'S TREE SERVICE, INC.	5,250.00
CAYAN	15,635.77
A CENTER FOR THE ARTS	1,875.00
CERTIFIED LABORATORIES	984.95
CHARTER COMMUNICATIONS	182.95
CHOSEN VALLEY TESTING INC	3,849.00
CHRISTIANS CUSTOM LLC	435.00
MARK CHRISTOPHERSON	20,000.00
CLIMATE MAKERS INC	33,200.00

10/07/2024

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

COAST BIOMEDICAL EQUIPMENT	974.12
VIKING COCA-COLA BOTTLING CO	429.92
CODE 4 SERVICES INC	5,586.49
COMSTOCK CONSTRUCTION INC	463,863.99
COOPERS TECHNOLOGY GROUP	121.38
CORE & MAIN LP	8,552.72
COSSETTE ELECTRIC LLC	2,996.28
D-S BEVERAGES, INC.	68,763.31
DACOTAH PAPER CO	1,203.20
DAILY JOURNAL	348.98
WASTE MANAGEMENT	2,746.41
DIAMOND VOGEL PAINTS	2,340.00
ESX TECHNOLOGY SOLUTIONS LLC	3,545.40
ET INDUSTRIES LLC	45,000.00
ENVIRONMENTAL EQUIP & SERVICES	169.50
JOHN ERICKSON	1,480.09
FARGO FREIGHTLINER	921.59
JOHN DEERE FINANCIAL	19,333.57
FARMERS ELEVATOR OF FERGUS	57.60
FASTENAL COMPANY	658.04
FERGUS POWER PUMP, INC.	1,106.00
FERGUS HOME & HARDWARE	1,614.86
FERGUSON ASPHALT PAVING INC	17,500.00
FERGUSON WATERWORKS #1657	1,297.44
FLAHERTY & HOOD, PA	2,834.24
FLEETPRIDE INC	470.54
GALLS LLC	92.61
NAPA AUTO PARTS - FERGUS FALLS	92.43
GRAINGER INC	1,026.17
GREAT PLAINS NATURAL GAS CO	1,575.06
MICHAEL HAAGENSON	660.49
HAWKINS INC	12,445.64
SAMUEL HERZOG	1,317.83
HERZOG ROOFING	975.00
THE HOME CITY ICE COMPANY	1,628.88
HOME DEPOT CREDIT SERVICES	976.00
HOUSTON ENGINEERING INC	2,993.80
HUMANA INSURANCE CO	23.22
ISD #544	28,002.84
INTERSTATE BATTERY SYSTEM	660.35
INTERSTATE ENGINEERING INC.	35,204.08
INTERSTATE POWER SYSTEMS INC	195.64
JB ELECTRIC	2,436.00
JKT LLLP	1,480.09
JOHNSON BROTHERS LIQUOR CO	55,851.59
JOHNSON CONTROLS INC	1,826.28
MICK JOHNSON	250.00

10/07/2024

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

JUNKYARD BREWING COMPANY LLC	398.00
KREKELBERG LAW FIRM	720.00
MATTHEW KETTNER	1,480.09
LAKE REGION ELECTRIC COOP	2,597.01
LAKE REGION HEALTHCARE CORP	131.36
LAKES COUNTRY SERVICE COOP	35.00
LAKES COUNTRY SVC COOP	176,796.92
LAKEWAY EXPRESS LLC	59.93
LAWSON PRODUCTS INC	1,081.89
LEAGUE OF MINNESOTA CITIES	5,068.00
LEE PROPERTY CARE	67,667.50
MARK LEE ASPHALT & PAVING, INC	296,024.32
LOCATORS & SUPPLIES INC	21.99
MTI DISTRIBUTING INC	591.77
MACQUEEN EQUIPMENT INC	278.69
MARCO TECHNOLOGIES LLC	43,787.92
THE MCKINNON COMPANY INC	138.70
METRO SALES, INC	253.15
MINNKOTA ENVIROSERVICES INC	47.20
MOORE ENGINEERING INC	32,910.00
MSOCS (GUSTAVUS)	1,480.09
NATURES GARDEN WORLD	1,119.42
ANDREW NELSON	17.92
NELSON COLLISION CENTER	2,266.87
NEW PIG CORPORATION	625.39
NORDWALL MACHINE	120.00
NOR-TECH	4,996.00
NORTH SHORE ANALYTICAL INC	405.00
NORTHWEST TIRE INC	860.26
NORTHWEST IOWA COMM COLLEGE	1,495.00
NYCKLEMOE & ELLIG, P.A.	7,450.00
OFFICE OF MNIT SERVICES	338.62
OLSON OIL COMPANY INC	637.50
OLYMPIC SALES INC	14,189.95
OTIS ELEVATOR COMPANY	95.00
OTTER TAIL LAKES COUNTRY ASSN	1,900.00
OTTER ELECTRIC LLC	104,500.00
OTTER TAIL CO. HISTORICAL SOC.	2,875.00
OTTER TAIL TELCOM	6,575.90
PEMBERTON LAW, P.L.L.P.	1,075.50
PEPSI BEVERAGE COMPANY	751.33
PERRIN MOBILE MEDICAL SERVICES	180.00
DON & CATHY PETERSON	1,480.09
PHILLIPS WINE & SPIRITS CO	42,543.91
PINE TO PRAIRIE BIRD TRAIL	1,000.00
PLAN IT SOFTWARE LLC	5,150.00
PLUNKETT'S PEST CONTROL INC.	404.46

10/07/2024

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

POLICE DEPT CONTINGENCY FUND	589.88
POMP'S TIRE SERVICE INC	3,008.32
U.S. POSTMASTER	9,000.00
PREMIER ELECTRIC INC	6,487.29
PRINCIPAL CUSTODY SOLUTIONS	1,028,581.58
PRODUCTIVE ALTERNATIVES INC.	12,500.00
PRODUCTIVITY PLUS ACCOUNT	424.79
JOSHUA PRICE	120.00
PUBLIC UTILITIES DEPARTMENT	16,885.66
RDO EQUIPMENT CO	18,215.00
RMB ENVIRONMENTAL LABORATORIES	1,930.55
R & R PETROLEUM EQUIPMENT CO.	310.80
R & R SPECIALTIES, INC.	4,702.50
RACHEL CONTRACTING INC	71,064.75
RED RIVER FLAGS	292.25
EMILY ROONEY	192.37
NAOMI RAMONA SCHLIESMAN	500.00
MARY KAY SCHMIDT	1,480.09
SHERWIN WILLIAMS CO	82.07
SIGELMAN STEEL & SALVAGE CO	492.26
SIGNATURE HOME TECHNOLOGIES	73.74
SOUTHERN GLAZER'S OF MN	19,197.29
SPECIALTY SOLUTIONS LLC	1,557.82
SPEE*DEE DELIVERY SERVICE INC	35.71
STEIN'S INC	505.90
STENERSON BROTHERS LUMBER CO	70.03
STREICHER'S INC	1,827.90
SUMMIT COMPANIES	3,081.00
SUN LIFE FINANCIAL	3,116.14
SWANSTON EQUIPMENT CO	2,109.29
TWEETON REFRIGERATION	180.00
TAG-UP	8.75
TERRACON CONSULTANTS INC	1,990.55
TIME CLOCK PLUS LLC	4.70
T-MOBILE	192.33
TRICORNE AUDIO INC	110.85
DENNIS TUEL	2,879.90
UGSTAD PLUMBING INC	1,114.50
USA BLUEBOOK	403.71
US BANK EQUIPMENT FINANCE	594.21
VERIZON WIRELESS	1,974.48
VIKING LIBRARY SYSTEM	130.00
VINCO INC	1,367.15
VERTEX	6,316.00
TOTAL OTHER GOVERNMENT	147,895.47

10/07/2024

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

TOTAL OTHER VENDORS 3,715,575.68

TOTAL ALL VENDORS 3,863,471.15