



City Council Agenda
November 4, 2024
5:30 pm in the City Council Chambers

Invocation –Pastor Jim Johnson, Calvary Free Church
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
 - 1. Housing Tax Rebate Program public hearing
 - a. Resolution approving a property tax rebate for 3408 Pebble Hills Drive
- C. Awarding of Bids
- D. Petitions, Communications and Open Forum
 - 1. Resolution acknowledging the retirement and 19 years of service from Chris Johnson
 - 2. Proclamation declaring November 3-9 as National Radiologic Technology Week
- E. Consent Agenda
 - 1. Motion approving the minutes of the October 21, 2024, City Council and the October 30, 2024 Committee of the Whole meetings
 - 2. Motion approving licenses
 - 3. Resolution initiating Public Improvements 5375, 7223, 8240; combine these improvements into CP 5964, the Cleveland Avenue street improvement project and accepting Patchin Messner professional services proposal for the special benefit analysis in the amount of \$9,000.00
 - 4. Resolution initiating PI No.'s 5379, 7226, 8241; combining these projects into CP 5963, the Sheridan and Arlington street improvement projects; accept Patchin Messner professional services proposal for the special benefit analysis in an amount not to exceed \$9,500.00 and order the Preliminary Engineering Report
 - 5. Resolution entering into a lease agreement with the Marlys C. Schmidt Trust to utilize a 65-acre parcel of land for bio solids and authorize staff to discuss the future purchase of this property
 - 6. Resolution authorizing staff to issue a Request for Qualifications (RFQ) to hire a project manager for the newly funded Fergus Falls Sculpture Walk
 - 7. Motion authorizing the Friends of the Fergus Falls Municipal Airport to engage local and regional governing boards to explore the feasibility of a Regional Airport Authority
 - 8. Resolution authorizing the library to apply for a \$1,000 Claire Ann Shover grant for

educational story time toys

9. Resolution declaring fire department equipment as surplus and authorizing its disposal

F. Ordinance and Resolutions

G. Presentation of Claims \$1,095,529.40

H. Old Business/Unfinished Business

1. Project updates

I. New Business

J. Miscellaneous Announcements

November 5 General Election Day. Polls open 7 am-8 pm

November 11 Most city offices and facilities closed for observance of Veterans Day

Garbage and recycling normally picked up on Monday will move to Tuesday the 12th. Tuesday pickup will be collected on Wednesday November 13

November 13 Special City Council meeting to canvass the election results 7:00 am

Committee of the Whole meeting to immediately follow

November 18 5:30 pm City Council meeting

K. Adjournment

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



Council Action Recommendation

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Meeting Date:

November 4, 2024 – City Council

Subject: Tax Abatement Agreement- Housing Rebate Program

Recommendation: Following a public hearing, approve a tax rebate of up to \$5,000 for 3408 Pebble Hills Drive and allow City officials to sign a tax abatement agreement with resident Joseph Vaughn.

Background/Key Points: The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. The home at 3408 Pebble Hills Drive (PID 71001990970000 on attached site plan) has an estimated project value of \$300,000. It is a single-family home.

Budgetary Impact: Any person who files application materials for new primary residence single and two-family housing units between Jan 1, 2020, and Dec 31, 2024 may be eligible to receive a 100% rebate of Fergus Falls' share of increased real estate taxes as a result of building a new home for a period of up to 5 years or up to \$5,000, whichever is met first.

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Application

OTTER TAIL COUNTY - MINNESOTA HOUSING TAX REBATE APPLICATION

(Application Period 1/1/2020 through 12/31/2024)

Property Owner / Applicant: Joseph Vaughn
Current Address: 17606 Cedar Park Loop Fergus Falls MN
Telephone: 218-780-1515 E-Mail: JCVFDYwalk@gmail.com
Are property taxes current? Yes No Anticipated Construction Start Date (as defined below): 9/20/24
Proposed Project: New Construction Replacement of housing unit
Project Type: Single Family Two Family
Project Address (if available): 3408 Pebble Hills Drive
Parcel Number: 71001990970000 Estimated Project Valuation: \$300,000

Applicant Statement:

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

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

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

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

[Signature] 9/16/24
Construction & Provisions Certification Signature Date

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

FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Otter Tail County _____ Date: _____

City or Township of _____ Date: _____

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

Please submit completed application with attachments to:

Otter Tail County Community Development
520 West Fir Ave, Fergus Falls, MN 56537
or: cda@ottertailcounty.gov



RESOLUTION #__-2024
RETIREMENT OF CHRIS JOHNSON

WHEREAS, Chris Johnson has submitted his intent to retire effective November 1, 2024, and,

WHEREAS, Chris was hired to work in the Park Maintenance Department on April 26, 2005 and he has held this position until the present time,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept the resignation of Chris Johnson and thank him for 19 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 November 4, 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

PROCLAMATION
NATIONAL RADIOLOGIC TECHNOLOGY WEEK

WHEREAS, the health of our citizens is a major concern and responsibility of health care professionals serving the citizens of Fergus Falls and,

WHEREAS, qualified practitioners who specialize in the use of medical radiation and imaging technology to aid in the diagnosis and treatment of disease share a commitment to bring the people of this community a safer, more compassionate environment now and in the future and,

WHEREAS, professionals in the radiologic sciences are dedicated to the highest standard of professionalism and continually maintain those standards through education, lifelong learning, credentialing and personal commitment and,

WHEREAS, November 3-9, 2024 has been designated as National Radiologic Technology Week to focus on the safe medical radiation environment provided through the skilled and conscientious efforts of radiologic technologists,

NOW THEREFORE, I Benjamin Schierer, Mayor of the City of Fergus Falls, Minnesota do hereby proclaim November 3-9, 2024 as “Radiologic Technology Week” in Fergus Falls and urge all citizens to recognize this event and participate in its observance.

Dated November 4, 2024

Witness my hand and the seal of the City of Fergus Falls

Benjamin Schierer
Mayor of the City of Fergus Falls

City Council Minutes
October 21, 2024

The Fergus Falls City Council held a regular meeting on Monday October 21, 2024 at 5:30 pm in the City Council Chambers. Pastor Tim O'Shields gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer reminded the council and the public that the council meetings are no place for campaign or political conversations and then called the meeting to order at 5:32 pm. The following council members were in attendance: Fish, Job, Kvamme, Rufer, Kremeier, Rachels and Hicks.

Open Forum

Duane Cookman, 543 W Stanton Ave requested updates on the golf course, the former old dairy plant and the ethics concerns brought up at the last meeting. Staff were asked to provide these updates at a future meeting.

Bob Noah felt Mayor Schierer has a conflict of interest in working at West Central Initiative as the organization advocates for other governmental entities. Mayor Schierer said each council member has employment outside of their elected position and said when he was sworn in as the Mayor, he took an oath to uphold the position, the constitution and state laws and he has publicly recused himself of any conflicts of interest. He told Mr. Noah if he wanted to file a complaint against him, there were multiple channels to do so, but accusing him of breaking the law was beyond the scope of the open forum. Noah said the first amendment allows him to speak and continued to address what he felt was the Mayor's lack of ethics and violation of the city code.

Approval of the Agenda

A motion and second were made by Hicks and Kremeier approving tonight's agenda with the removal of two items from the consent agenda and the motion carried.

PI 5373, Shoreview Drive Public Hearing

Public Improvement 5373 is the bituminous street improvement of Shoreview Drive: Pebble Lake Road to the east termini (cul-de-sac). The project includes paving the roadway and driveway aprons, but not curb and gutter. The total project cost is \$267,475 with a portion being specially assessed to the affected property owners. The interest rate on the special assessments is 5.70% over 15 years. The city has received no written objections, one possible senior citizen deferral, and noted four lots owned by Moline's would be deferred. A public hearing was opened at 5:41 pm.

Bruce Money, 1822 Shoreview Drive stated he and his wife were in favor of the project if the current infrastructure project into DeLagoon Park is completed first. That project was to be completed within two weeks but has been ongoing for three months. The additional work at the same time would be problematic for the neighborhood. The City Engineer confirmed the infrastructure project would be complete prior to beginning the bituminous project.

Duane Cookman, 543 W Stanton asked if Stanton Avenue would receive its final overlay prior to the Shoreview project. The sanitary sewer line was televised 30 days after receiving its first surface layer and they found a ruptured pipe that required repair. The final layer will be installed next summer. The public hearing was closed at 5:44 pm. Fish offered **Resolution #186-2024** adopting the final cost assessment roles for PI 5373, the Shoreview Drive bituminous improvement project, contingent upon

awarding the construction contract to Mark Lee Asphalt & Paving, which was seconded by Rufer and was adopted.

PI 5373 Bid Award

Hicks offered **Resolution #187-2024** awarding the construction services contract for PI 5373, the Shoreview Drive street improvement project to Mark Lee Asphalt & Paving in the amount of \$194,493, which was seconded by Rachels and was adopted.

Consent Agenda

The following items were approved under **Resolution #188-2024** by Kvamme: A motion approving the following licenses: Excavator (2024) Dirt Dynamics; Paving/Sidewalk (2024) Pettow Construction Inc.; Building Waste Hauler (2025) Big Red Boxes; 3.2% Malt Liquor (2025) Holiday Stationstores, Little Chief Outpost; Tobacco (2025) Holiday Stationstores, AJ Specialty Store (dba Smoke N Vape), King Tobacco, Little Chief Outpost; Minnesota Lawful Gambling Permit Fergus Area College Foundation for a raffle on December 16, 2024 at M-State, Fergus Area College Foundation for a raffle on February 1, 2025 at M-State, Ducks Unlimited Spring Migration, MN Chapter 162 for BINGO on December 15, 2024 at the Fraternal Order of Eagles; Full Liquor License (2025) VFW Post 612, FOE (Eagles) Aerie 2339. **Resolution #189-2024** waiving the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04. **Resolution #190-2024** declaring items as surplus and authorizing their disposal. The resolution was seconded by Kremeier and was adopted.

Amendment to October 7 Minutes

Kremeier asked for the following amendments to the October 7 council minutes: “Kremeier recommended Kvamme step down from his council seat due to his habitual unethical conduct” and “Job said the code of conduct states private encounters should be included in the standards for conduct (page 5). A motion and second were made by Kremeier and Rachels to approve the amended October 7, 2024, council minutes and the motion carried.

Grant Request for West Central Initiative

Staff are seeking authorization to submit a \$20,000 grant request to West Central Initiative for a child care project manager. Hicks asked if this is duplication of other organization’s childcare efforts. Klara Beck explained that both West Central Initiative and Otter Tail County have staff dedicated to childcare issues, but each entity is down staff members and have limited time and capability to work on this project. The grant funds would be used to hire a staff member to focus on advancing childcare solutions in Fergus Falls. Pam Ballard was opposed to the city requesting or receiving any funds from West Central Initiative due to the organization has a globist agenda and her opinion the organization is bad for the area. Hicks offered **Resolution #191-2024** authorizing the city to submit a grant request in the amount of \$20,000 for a childcare project manager to West Central Initiative, which was seconded by Rufer and was adopted.

Charter Commission Membership

Charter Commission Chair Sarah Duffy reported they had their annual meeting on September 10. 7 of their members have terms to expire on December 31, 2024, and all 7 members have agreed to serve another four-year term. Eric Shelstad, whose term was to expire on December 31, 2026, has resigned and Larry Enderle has applied to serve on the Charter Commission to complete that term. Kremeier asked if the Charter Commission members should be appointed by the ward to provide equal

representation. Duffy explained the Charter's by-laws state the members must live within the city limits to be eligible to serve, but the members do not need to be appointed by ward. There were questions about the Charter Commission's attendance, and it was confirmed excused and unexcused absences are recorded for each meeting. The Chief Judge of the Seventh District takes the information supplied by the Charter Commission along with the City Council's recommendations when they make the appointments, and the judge has the ultimate decision on who to affirm. Fish offered **Resolution #192-2024** to approve the petition of membership to the Charter Commission, which was seconded by Rufer and was adopted with Kremeier voting in opposition.

TIF District 4-14 Amendment

TIF District 4-14 was established in 2021 for the Campus View Estates housing development. The district and development agreement included parcels for 36 owner-occupied units and 10 rental townhomes. The developer has requested four parcels be removed from the district as they will be included in a trust, which is ineligible within this housing TIF district. The removal of the parcels from the TIF District will not impact the city as the trust will now pay special assessments for each of these parcels making the city whole. Hicks offered **Resolution #193-2024** approving an amendment to TIF District 4-14 and Development Agreement, which was seconded by Rachels and was adopted.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$2,033,365.97, which was seconded by Rufer and was adopted.

Update: 801 W Stanton Ave

Brian Yavarow reported the seller of the property located at 801 W Stanton has achieved substantial completion of the project with the three buildings removed. Work yet to be completed includes removing the concrete and cleaning the remaining debris. The city is waiting for the soil sampling report. Six payments have been made to the seller thus far and the remaining \$55,000 will not be paid until the work is complete to the city's satisfaction. The access off Stanton will remain for future redevelopment.

Westridge Mall Purchase Agreement

City Administrator Andrew Bremseth explained the Westridge Mall was built in 1978 and has fallen into disrepair. The original parcel has been subdivided and re-platted multiple times since 2019 to allow for the sale of space to Westridge Theater (CEC Theaters), Dunham's and a real estate holding company representing Harbor Freight and the Dollar Tree. Each entity holds an agreement with Westridge Mall Limited Partnership concerning the use and upkeep of the common areas which are in poor condition. The mall's owner, Marty Graff, has not been taking care of the buildings or paying his bills. There was an imminent shut-off of water and electrical services due to the owner's high unpaid balances. Shutting off these services would disable the fire suppression system from the four remaining businesses, putting them in jeopardy of closing and possibly leaving the community. The city is proposing purchasing the Westridge Mall from Marty Graff to provide an opportunity to control a property that has been neglected for decades and keep several retail establishments from shuttering their businesses and leaving the community. The \$419,000 purchase price is the amount of the current mortgage, and the closing would be scheduled for December 31, 2024.

Bremseth explained the purchase agreement was written by the City Attorney to ensure the agreement is favorable to the city and it contains multiple opportunities for the city to get out of the purchase

agreement without risk to the taxpayers. Contingencies include assignment to the buyer and the buyer assumption of easements and agreements between the mall's ownership and the existing businesses and the assignment to the buyer and buyer assumption of property expenses incurred against the Westridge Mall Limited Partnership. The city would negotiate deals with the local entities to write off debts or have the debts repaid if future redevelopment is successful.

The city has been working with Otter Tail County on this complex issue and they have expressed their willingness to assist by being designated as the leading agency on a Community Energy Transition Grant from DEED. This grant application is only available to communities that have lost their local electric generating plant. The grant application would request \$1 million (the maximum allowed) for the acquisition, demolition of the mall and stabilization of the remaining businesses. The likelihood of the grant being given to the county is higher than a city application as the city recently received a similar grant for the former Checkers property. These grants are reviewed on a rolling basis and if it is unsuccessful, the city can walk away with no risk. If the grant is successful, the city would transfer the property to Otter Tail County and they would use their economic development expertise to help redevelop the property, which may include demolition of unused portions. The matter of allowing Otter Tail County to operate their Community Development Agency within the City of Fergus Falls would be made by a resolution once the outcome of the state funds has been determined.

Mayor Schierer reiterated the driving force for this action is the threatened loss of four local retail businesses and the city's goal to save these businesses using non-local funding to accomplish that. Trying to gain local control of the mall's ownership has been ongoing for over 20 years. The property has gone to auction twice within the past 18 months unsuccessfully. The goal is not long-term control of the mall by a governmental unit, but to see private redevelopment of the property. Schierer agreed, he would rather not provide funding to the mall owner, but it is not a perfect world and without the city stepping in, the city would have to wait until 2027 for the property to go into the foreclosure process. In the meantime, the community would see multiple retail businesses leave. This purchase signals the city's commitment to the long-term success of our business community.

Hicks addressed multiple sections of the Purchase Agreement to ensure the city has options out of the contract if the project is not viable. He suggested limiting what the city would take on of Graff's debts, inquired about the cost of demolition and his concern about setting a precedence for taking on a business's debt. City Attorney Rolf Nycklemoe spoke about the complexity of the project, the protections offered to the city through the Purchase Agreement and the agreements that would need to be secured with the creditors. Job asked what would happen if the city were to allow the county's CDA to operate within the city and she felt she was missing information as she had not heard about possible demolition. Schierer said the goal is to stabilize the existing businesses and if the grant is successful, \$419,000 would be used for the purchase price and the remainder for demolition and stabilization so the existing businesses each have their own fire suppression system. The transfer of the purchase to the county is a separate conversation for a future meeting. Tonight's intention is to move forward with the purchase agreement and to allow the submission of the grant application. The other parts of the transaction will come back to the council for future consideration. Bremseth said once the property is transferred to the county, it will be their decision on which, if any, buildings will be demolished.

Kremeier spoke about the council's conversation at the September 16th closed meeting and asked when this conversation was initiated. Bremseth said after the unsuccessful mall auctions, Otter Tail Power

approached the city as they were carrying significant debt from the mall (\$192,107) and were considering turning off the power, which would not allow the fire suppression system to operate. Without this system, or the city's water, the four businesses would be adversely affected and could close. When the businesses were given notice of the possible shut-off and they contacted owner Marty Graff urging him to pay his outstanding bills, which he has not done. The city stepped in to try to save these retail businesses by offering a temporary solution for taking over local control of the mall. Ron Spangler of Otter Tail Power said they have been concerned with the large debt the mall has been incurring and they have been talking to Graff for months, trying to find a resolution for the debt. With community as one of their company's core values, they understand turning off services over the winter could further damage the mall if it was left unheated over the winter and adversely impact the businesses.

Kremeier said last week he met with the mall's maintenance employee who told him a council member approached him in August, asked about his salary and told him the sale of the mall was "pretty much a done deal", making that employee feel his job was in jeopardy. Kremeier questioned how this council member knew so much when the council didn't hold a closed meeting about this subject until September 16 and why the other council members weren't given the same information. Bremseth reminded him the council held two closed meetings regarding the possible sale of the mall, on August 5 and September 16. Additionally, the council received multiple confidential email updates from him. Council members Rachels and Job serve on the Tax Levy Committee where this was discussed and Rachels is the city's Greater Fergus Falls representative and that organization is involved in this economic development transaction. Bremseth asked Kremeier to stop clouding the city's focus of saving multiple retail businesses in the community. Kremeier asked why the county doesn't purchase the property outright and questioned if the county's involvement creates a detriment to the city taxpayers. Bremseth said the city already has a relationship with the businesses and mall owners and would pass the project onto the county if the contingencies are met and the grant is successful. Nick Leonard of Otter Tail County said it is their goal to work with the city in an additive and supportive manner and the county cannot conduct their Community Development Activity in a community until they are invited to participate by the city adopting a resolution allowing them to do so. That action would come at a future meeting. Tonight, there will be a request for the city and county to submit a joint grant application to DEED.

Rachels talked to the mall's maintenance person but never threatened his job. He asked for his wage because Graff asked the city to assume this employee's employment which is a deal breaker for the city. He spoke of the importance of getting this project done, working with the county and keeping these businesses in the community. Kremeier feels the city already has too many properties such as the Bigwood Event Center, former Checkers and dairy properties and RTC and they are costly to the taxpayer. Schierer said the city was able to take the former dairy, a dilapidated and contaminated property and get it ready for redevelopment next to nothing using state funds. The same is being done for the former Checkers property. He encouraged the council to stop spreading fear as there is no risk to the taxpayers. The council should be showing the business community the city's support.

Tony Thielman, owner of Westridge Theater expressed his appreciation to the city for trying to take local control of the mall. If nothing is done, the facility will continue to deteriorate, and they will close. They, along with the other businesses are paying their bills and have come to a temporary solution to cover Graff's bills but cannot and will not accept long-term responsibility for payment as it puts their businesses at risk. He spoke about the tough times affecting businesses like his, how malls

across the country are failing and the new solutions that are necessary to allow businesses to continue to operate. He applauded the city for their proactive approach to keeping businesses and felt the county taking the lead on the grant is a smart decision as no developer has access to those funds. Duane Cookman suggested the city consider more creative solutions such as moving these businesses into vacant buildings in the community or using the grant dollars that could be used to build a new theater. He reminded the council that state grants are still taxpayer funds. Thielman confirmed building a new theater would cost much more than \$1 million.

Mark Leighton felt the council is moving too fast on this decision, spending too much and making bad choices. He suggested this decision should wait until the new council is seated or until the foreclosure process happens in 2027. He said the economy is bad as referenced by the decline in sales tax revenue of \$30 per person. Bill Sonmor said the sales tax collection is not calculated on a per person basis as it fluctuates, and it is impossible to know how many people are paying the sales tax each month. There was one month of an anomaly, but the collection is going as expected. Bremseth countered Leighton's comments noting the city has been completely transparent with these transactions and his allegations are simply untrue and an attempt to gaslight the community. The council has been having these conversations since August and the entire purchase agreement was included in the public council packet. Lisa Workman, representing the Chamber of Commerce thanked the city for using creative solutions to save four retail businesses and the council's actions show they care about the business community. Although this may not be an easy decision, she encouraged the council to move forward especially considering the safeguards in place for the taxpayers.

Jeff Ackerson spoke as a business owner stating if the council truly believes business is important for the community, they need to move forward. State funding is a unique opportunity and good use of tax dollars. If the deal falls apart, the city can walk away without risk. He felt complaining about the past was neither useful nor helpful. He reminded the council that businesses are looking for the city's lead and without their support, businesses that can leave may do so. Cecelie Cookman asked if the purchase price includes the back taxes and utilities, which was confirmed are beyond the purchase price in Exhibit C of the council agenda packet. The purchase agreement states the city will negotiate with each entity regarding the funding Graff owes them, but they may be able to later collect some of the funds if redevelopment occurs. The entities have acknowledged they may need to write off the debt as uncollectible. The negotiations need to be made to the council's satisfaction and if a party says no, the city can walk away.

Marc Sikkink talked about his business, SCR Solutions, their growth and the lack of suitable space for business in the community. He said the current mall ownership has let the building fall into this condition and without trusted entities such as the city and county taking over, it will continue to deteriorate, and the community will continue to be short of space for businesses to grow. He encouraged the council to take over local ownership to spur on redevelopment as this is the best opportunity to move forward without risk to the city.

Lee Rogness spoke as a County Commissioner about the multiple initiatives since 2002 to get local ownership of the facility as Graff has made many promises he has not fulfilled. Today presents an opportunity to get the local control using state grant funds that this community earned when they lost the Hoot Lake Power Plant. This is the first agreement they have been able to have Graff sign and now it is the council's turn to sign the document as well. The county can help in this process using

their economic development expertise and there is nothing he would like to see more than the county seat flourishing. Job and Hicks stated they would vote in favor of the resolution as the purchase agreement has multiple outs for the city but need to hear more before agreeing to future action. Rufer offered **Resolution #194-2024** authorizing entering into a purchase agreement for the Westridge Mall, which was seconded by Fish and was adopted with Kremeier voting in opposition.

Grant to Energy Transition Fund

Rachels offered **Resolution #195-2024** authorizing the city to submit a joint application with Otter Tail County to the Energy Transition Fund, which was seconded by Fish and was adopted.

The meeting adjourned at 7:30 pm to open and closed Port Authority meetings.

Lynne Olson

DRAFT

Committee of the Whole Meeting
October 30, 2024

The Fergus Falls City Council held a regular meeting on October 30, 2024 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order, and the following members were in attendance: Fish, Job, Kvamme, Rufer, Kremeier, Rachels and Hicks. Rufer was absent.

CP 5964, Cleveland Avenue Improvement Project

Cleveland Avenue from Franklin and Fir is a potential reconstruction project for 2025 as the street surface and underlying utilities are beyond their useful life. If the project moves forward, a portion of the reconstruction would be funded through 429 special assessments and appraisal services would be needed. Funding options will be determined after completing the preliminary engineering report and preliminary design. Staff will bring back an updated Capital Improvement Plan and possible street improvement bond plan. A motion and second were made by Hicks and Kremeier to recommend the council initiate Public Improvements 5375, 7223 & 8240, to combine them into City Project 5964 and accept Patchin Messner's professional services proposal for the special benefit analysis in the amount of \$9,000 and the motion carried.

2025 Street & Utility Reconstruction Project

The street and utility reconstruction of Sheridan and Arlington from Channing to Alcott and Bancroft from Sheridan to Arlington is proposed for a 2025 or 2026 project. A portion of this project would be funded by 429 special assessments. A motion and second were made by Job and Fish to recommend the council initiate public improvements 5379, 7226 & 8241, to combine them into City Project 5963, to accept Patchin Messner's professional services proposal for the special benefit analysis in an amount not to exceed \$9,500 and to order the Preliminary Engineering Report and the motion carried.

Bio-Solid Land Lease

The city hauls 1.75 million gallons (300 semi-loads) of bio-solids each year onto farm sites for fertilizer. Each site is regulated by the MPCA and in the spring there are limited sites due to road restrictions. Staff are proposing entering into a lease agreement for 10-12 years to utilize a 65-acre parcel of land approximately 3 miles from the wastewater treatment plant. It is on a 10-ton road that would not be affected by spring road restrictions. The lease amount would be \$50.00 per acre or \$3,250 annually. A motion and second were made by Rachels and Hicks to recommend the council authorize entering into a lease agreement with Marlys C. Schmidt Trust (Neil Schmidt) to utilize a 65-acre parcel of land for bio-solids and to authorize staff to discuss a future purchase of this property and the motion carried.

Sculpture Walk Project Manager

Public Arts Commission Chair Kim Embretson announced the Veden Trust has agreed to fully fund the first three years of the sculpture walk (\$65,100). Six outdoor sculptures that have been approved by the council would be installed along Lincoln Avenue from Union to Cascade from May to April and rotate annually. The sculptures would hopefully draw visitors of the new riverfront improvements to the shopping options along Lincoln Avenue. The Veden Trust's funding would include an annual \$4,000 stipend and \$500 annual expense budget for a project manager. The project manager would be charged with the recruitment, securing, installing and promoting of the artists and their sculptures, maintain a database of potential artists, a record keeping system for reporting, and coordinating with staff to establish the sculpture walk. A motion and second were made by Kvamme and Fish to

recommend the council authorize staff to issue a Request for Qualifications to hire a project manager for the Fergus Falls Sculpture Walk and the motion carried.

New Business

The Friends of the FFM Airport wish to increase general and commercial aviation at the airport and would like to explore establishing a regional airport authority. The St. Cloud Airport Manager spoke to the friends board about their transition from a city-owned, levy supported entity into a regional airport in 2021 and the functions of their volunteer board. Hicks spoke about the advantages of regional status including spreading out the tax base, creating more opportunities for federal and state funding and being able to extend runways to accommodate bigger aircraft. The Friends of the FFM Airport are requesting authorization to engage local and regional governing boards to discuss the feasibility and benefits from the creation of a regional airport authority. No official action would be taken unless approved by the City Council. A motion and second were made by Hicks and Rachels to recommend the council authorize the Friends of the FFM Airport to engage local and regional governing boards to explore the feasibility of a regional airport authority and the motion carried.

Rachels requested a tax levy update. Bill Sonmor reminded the council that the preliminary budget of 9.75% was approved in September. The Tax Levy Committee has been meeting prior to presenting the final budget on December 2. As of today, they have lowered the levy to 5-6% which is due to the city receiving 20 years of electrical generation transition aid, not filling a vacant position and other various reductions. The Tax Levy Committee will continue working on the final budget and Mayor Schierer thanked the committee for their work noting they started the process with 9.1% of fixed costs.

The meeting adjourned at 7:25 am

Lynne Olson

FOR COUNCIL MEETING NOVEMBER 4, 2024

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

Tobacco (2025)

Walmart

3.2% Malt Liquor (2025)

Walmart

Sign Hanger (2025)

Newman Signs, Inc

Paving/Sidewalk (2024)

Dirt Dynamics

Mechanical (2024)

Aquarius Home Services

Metal Recycler (2025)

Northern Metal Recycling



Council Action Recommendation

Page 1 of 1

Meeting Date:

October 16, 2024 – Committee of the Whole
October 21, 2024 – City Council

Subject:

Cleveland Avenue Street & Utility Reconstruction Project from Franklin Avenue to Fir Avenue

Recommendation:

- Resolution initiating PI No.'s 5375, 7223, 8240
- Combined PI No.'s 5375, 7223, 8240 into CP 5964
- Resolution accepting Patchin Messner professional services proposal for the special benefit analysis in the amount of \$9,000.00

Background/Key Points:

Staff is evaluating potential improvement projects for next season. Cleveland Avenue from Franklin Avenue to Fir Avenue is recommended currently as a reconstruction candidate. The existing street and underlying utilities are beyond their useful life and preventative maintenance. This project is included in the City's "Capital Improvement Program" (2025-2029 CIP) for 2025.

Like past street & utility reconstruction projects, a portion of street reconstruction will be funded thru 429 special assessments. Therefore, I am also requesting Patchin Messner's professional services proposal for appraisal services in the amount of \$9,000.00.

Budgetary Impact:

The estimated cost for this project is not determined at this time. Potential funding sources might be special assessment, Municipal State Aid (MSA) /PIR bonds for the street portions and utility enterprise funds. Funding options will be reviewed after the completion of the PER and preliminary design.

Originating Department:

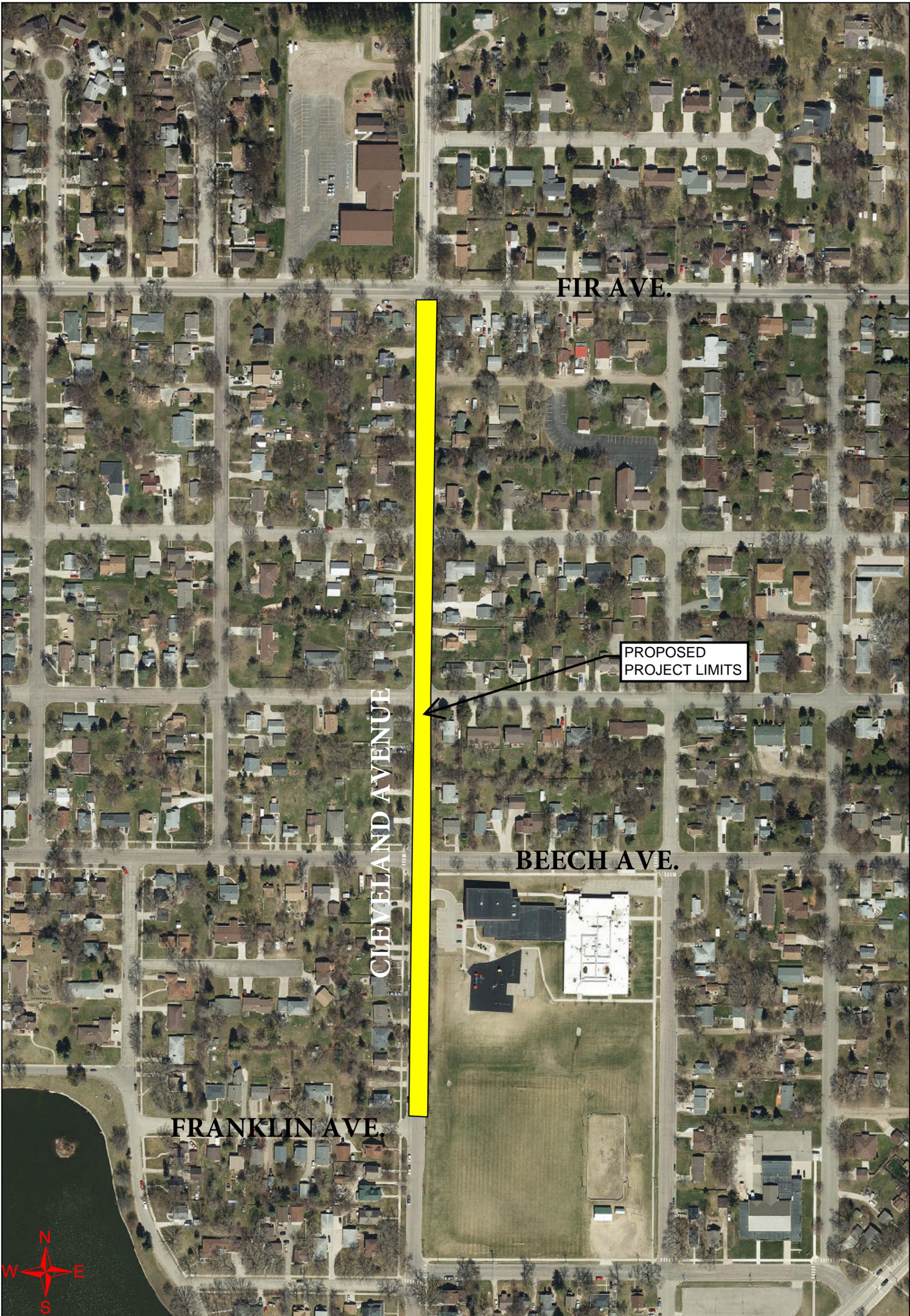
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. - City Engineer

Attachments:

Project Location Map



FIR AVE.

**PROPOSED
PROJECT LIMITS**

CLEVELAND AVENUE

BEECH AVE.

FRANKLIN AVE.



**PI No. 5375
2025 Street & Utility
Reconstruction Project**

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 30, 2024 – Committee of the Whole
November 4, 2024 – City Council

Subject:

2025 Street & Utility Reconstruction Project, No.2

Recommendation:

- Resolution initiating PI No.'s 5379, 7226, 8241
- Combined PI No.'s 5379, 7226, 8241 into CP 5963
- Resolution accepting Patchin Messner professional services proposal for the special benefit analysis hourly, not to exceed amount of \$9,500.00
- Resolution ordering the Preliminary Engineering Report

Background/Key Points:

Staff is recommending the street and utility reconstruction of Sheridan Street & Arlington Street from Channing Avenue to Alcott Avenue along with Bancroft Avenue bounded between Sheridan Street & Arlington Street. The existing street and underlying utilities are beyond their useful life and further preventative maintenance. This project is included in the City's "Capital Improvement Program" (2025-2029 CIP) for 2025.

Like past street & utility reconstruction projects, a portion of street reconstruction will be funded thru 429 special assessments. Therefore, I am also requesting to accept Patchin Messner's professional services proposal for appraisal services in the amount of \$9,500.00.

Budgetary Impact:

The estimated cost for this project is not determined at this time. Potential funding sources might be special assessments of PIR bonds for the street portions and utility enterprise funds. Funding options will be reviewed after the completion of the PER and preliminary design.

Originating Department:

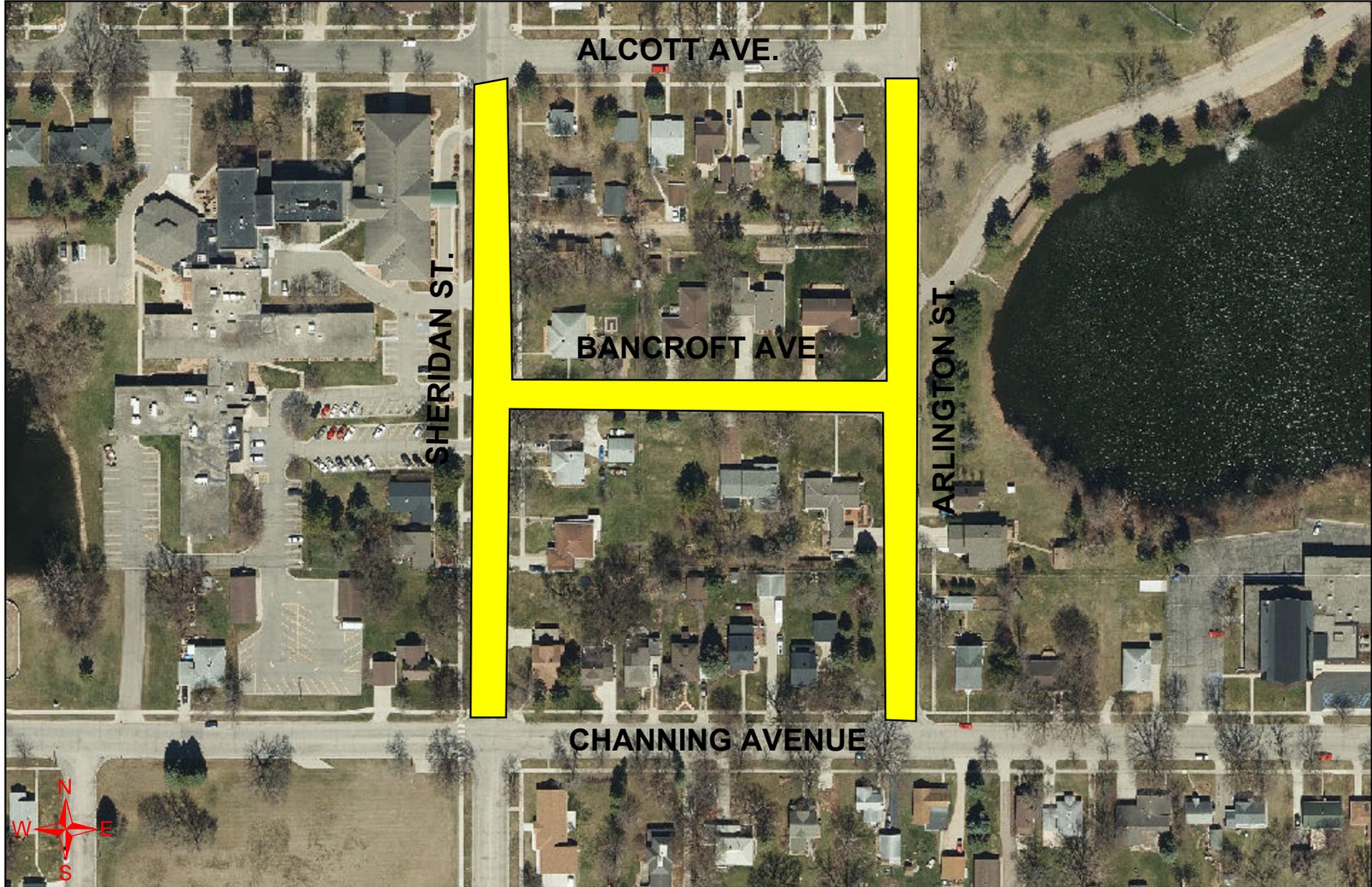
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. - City Engineer

Attachments:

Project Location Map



**CITY P.I. No. 5963
PROJECT LOCATION MAP**

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 30, 2024

Subject: Land lease for bio-solids application

Recommendation:

Enter into a lease agreement with the Marlys C. Schmidt Trust (Neal Schmidt) for a duration of 10-12 years to utilize a 65-acre parcel for land application of bio solids and authorize staff to discuss a future purchase of the property with the property owner.

Background/Key Points:

- The land has already been approved by the MPCA to be an application site
- Site proximity to the Wastewater plant (3 miles)
- Haul route is all on 10 ton roads (Spring load restrictions won't affect hauling)

Budgetary Impact:

The lease amount is \$50.00/acre-\$3,250.00 annually.

There are adequate funds available in the Sewer Treatment budget but, going forward a line would need to be added to the "Sludge removal" budget (which is a sub budget of the overall "Sewage Treatment budget") and the annual rent amount would be budgeted for and come from that.

Originating Department: Public Works-Wastewater Treatment

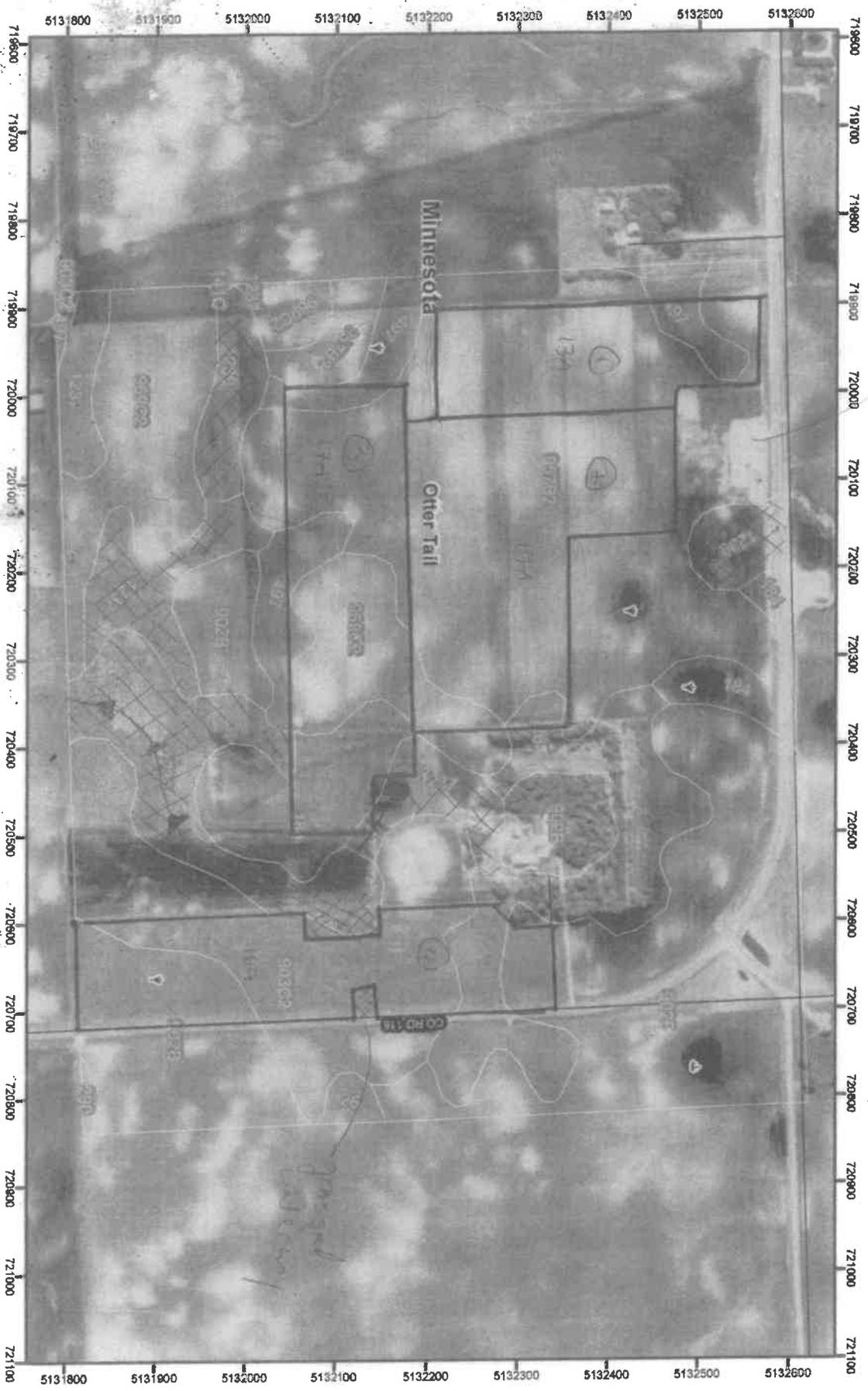
Respectfully Submitted: Len Taylor, Matt Lemke

Attachments: Aerial photos

SOIL SURVEY OF OTTER TAIL COUNTY, MINNESOTA

Pumping Station

Schmidt Land



USDA Natural Resources Conservation Service

Web Soil Survey 1.1
National Cooperative Soil Survey

● = DRAIN INLET
○ = DRAIN PIPE



Not a legal document. For Reference Use Only. Accuracy is not guaranteed.



Council Action Recommendation

Page 1 of 1

Meeting Date:

October 30, 2024

Subject:

Sculpture Walk Manager

Recommendation:

Authorize city staff to issue a Request for Qualifications (RFQ) to hire a project manager for the newly funded Fergus Falls Sculpture Walk.

Background/Key Points:

In August, the City Council agreed to serve as the fiscal host for the Sculpture Walk on behalf of the Public Arts Commission (PAC). The Sculpture Walk will feature six outdoor sculptures, loaned by artists through stipends and installed along Lincoln Avenue between Union and Cascade Avenues. These sculptures will be displayed from May to April, rotating annually. They will be available for sale, with proceeds benefiting both the artists and the Sculpture Walk Committee.

The PAC is pleased to report that the Frank Veden Charitable Trust has committed \$65,100 to fully fund the first three years of the project. This amount includes a \$4,000 annual stipend and a \$500 annual expense budget for a project manager. City staff requests approval to issue an RFQ on behalf of the PAC to hire an independent contractor who will implement and maintain the following:

- A schedule of year-round activities needed to recruit, select, secure, install, and promote the artists and their sculptures on Lincoln Ave.
- A database of potential artists interested in applying to exhibit their work.
- Promotional materials.
- A record-keeping system for reporting to the PAC and Grantors.
- Coordination with appropriate city staff and officials to establish the sculpture walk.
- Any other tasks that may arise to ensure the success of the sculpture walk.

Budgetary Impact:

The Veden Trust will make three payments to the City of Fergus Falls: \$25,100 in February 2025, \$20,000 in February 2026, and \$20,000 in February 2027. Of these amounts, a \$4,000 annual stipend and a \$500 annual expense budget are set aside for a project manager.

Respectfully Submitted:

Klara Beck
Community Development Director



Council Action Recommendation

Page 1 of 2

Meeting Date:

October 30, 2024 – Committee of the Whole

November 4, 2024 – City Council

Subject:

FFM Airport- Regional Airport Authority

Recommendation:

- 1) Authorize the Friends of the FFM Airport to engage local/regional governing boards to explore the feasibility of a Regional Airport Authority

Background/Key Points:

The Friends of the FFM Airport have been brainstorming ideas to increase general and commercial aviation circulation and growth opportunities at the FFM Airport. Of the opportunities, establishing a Regional Airport Authority at the FFM Airport has been discussed frequently.

The airport manager from St. Cloud Regional Airport was contacted and willing to discuss their process to become a Regional Airport Authority which occurred 2021 after many years of effort. Essentially, the St. Cloud Regional Airport transitioned from city-owned, levied supported entity, to an airport authority supported between three counties: Benton, Sherburne and Stearns. The authority is governed by the volunteer board established by the St. Cloud City Council, along with the Benton, Sherburne, and Stearns County Board of Commissioners. The board acts in review, advisory, and decision-making capacity regarding airport operation, construction, and to:

- promote the public welfare and service the public interest, convenience and necessity
- promote national, state and local air navigation and transportation
- develop the full potential of aviation in the St. Cloud Regional Airport as an aviation center
- and provide for the most economical and effective use of aeronautic facilities and services located at the St. Cloud Regional Airport

In addition to the advantages noted above, the establishment of a Regional Airport Authority's jurisdiction could benefit local City taxpayers. Currently, the City levy supports all FFM Airport operations and capital improvements in addition to State and Federal funding received. By establishing a regional authority jurisdiction, the local taxpayer base could be expanded beyond the City limits to a region thereby reducing the local tax contribution and replenishing tax supported operation with a broader base within the Authority's jurisdiction. This could also increase the potential of receiving additional State and Federal funds as well.

Although potential shareholders have not been identified, the Friends of the FFM Airport is requesting authorization to engage local/regional governing boards to discuss the feasibility and benefits by the creation of a regional airport authority at the FFM Airport.

This authorization does not allow the Friends of the FFM Airport to enter into any agreements or expend any funds without the City Council's approval.

Budgetary Impact:

No funds required.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date: November 4, 2024

Subject: Claire Ann Shover Grant Application

Recommendation: The recommendation is that the City of Fergus Falls approve the Fergus Falls Public Library applying for a Claire Ann Shover Legacy Fund grant in the amount of \$1,000. The grant would allow the Fergus Falls Public Library to update its collection of educational toys used during storytimes and in the children's area of the library. The grant would also allow the library to purchase children's puzzles that can be checked out.

Background/Key Points:

The Early Childhood Education and Amenities – Claire Ann Shover Legacy Fund is a new grant opportunity in our area. The educational toys we have available for people using the library and attending storytime programming are well used and in need of replacement. This grant opportunity would allow us to update this heavily used, popular, and important collection.

Budgetary Impact:

There is no cost to the library. The grant would provide \$1,000 in funding to the library in order to carry out the proposed project plan. Children's Librarian, Kristi Kugler, will administer this grant project.

Respectfully Submitted:

Gail Hedstrom, Library Director

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date: 11/04/2024

Subject: Fire Department Surplus Equipment

Recommendation: Declare items surplus and authorize their disposal.

- (1) 2011 GMC Sierra 1500 (unit 3006)
- (1) Skid unit with 65-gallon water tank with (1) Honda GX160 pump motor and (1) Honda WX10 pump motor
- (1) 24- gallon water tank and electric pump
- (3) Code 3 Excalibur light bars
Federal Signal Corporation/Code 3 Siren and light controller
- (1) Floating Pump with 12HP Briggs & Stratton motor
- (1) Metal toolbox for full-size pickup
- (1) 4 inlet master stream ground monitor
- (2) 6"x10' hard suction hose
- (1) Ryobi 31cc weed trimmer
- (1) Honda GX160 gas powered positive pressure ventilation fan

Background/Key Points: The above equipment is no longer in use by the Fire Department.

Budgetary Impact: If items in working condition are successfully sold, funds would return to the General Fund.

Respectfully Submitted: Ryan Muchow, Fire Chief

Attachments:

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	OCTOBER BASE MAINTENANCE	129.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-BRESSL	100.00
VESTIS	OCTOBER LINEN SUPPLY	37.91
AMERITAS	OCT DENTAL INSURANCE	4,119.50
ARENA WAREHOUSE LLC	OCT FFHA ADDITIONAL NETS	2,583.86
TYLER ARMSTRONG	SEPT STRAW FOR LIVE FIRE BURN	250.00
ATLAS OUTDOOR SERVICES LLC	CONTRACT MOWING 636 W LINCOLN	105.00
CSG JANITORIAL	CLEANING 10/13-10/20	500.00
BIG AXX LLC	OCTOBER BLADES SHARPENED	132.00
BIG AXX LLC	OCTOBER FREIGHT	132.19
BMO FINANCIAL GROUP	AUG BOAT REPAIR/HARD STARTING	223.81
BMO FINANCIAL GROUP	AUGUST SOLID GRAY PATIO BLOCKS	56.70
BMO FINANCIAL GROUP	CLEANING SUPPLIES	61.94
BMO FINANCIAL GROUP	CLEANING SUPPLIES CREDIT	47.40-
BMO FINANCIAL GROUP	DEPOSIT TICKETS	62.68
BMO FINANCIAL GROUP	DRONE CASE	126.73
BMO FINANCIAL GROUP	DRONE TRAINING FEE ESTEP	175.00
BMO FINANCIAL GROUP	EVENSON UNIFORM PURCHASE	105.67
BMO FINANCIAL GROUP	INVESTIGATION SUPPLIES	23.56
BMO FINANCIAL GROUP	K9 TRAINING AID	29.07
BMO FINANCIAL GROUP	MN ASSN OF GOV'T COMMUNICATORS	85.00
BMO FINANCIAL GROUP	MNCPA AUDITS FOR LOCAL GOV'T	325.00
BMO FINANCIAL GROUP	MOULTRIE MOBILE MONTHLY	9.99
BMO FINANCIAL GROUP	OFFICE SUPPLIES	56.67
BMO FINANCIAL GROUP	ONSTAD DRONE TRAINING FEE	175.00
BMO FINANCIAL GROUP	PAPER	136.44
BMO FINANCIAL GROUP	PBT MOUTH PIECES	110.00
BMO FINANCIAL GROUP	POSTAGE INK	91.29
BMO FINANCIAL GROUP	RECORDS TONER CARTRIDGE	131.50
BMO FINANCIAL GROUP	RIGGLE UNIFORM PURCHASE	156.83
BMO FINANCIAL GROUP	SEPT BOOTH/COLLEGE&CAREER EXPO	75.00

General

BMO FINANCIAL GROUP	SEPT LADDER TRUCK SITE VISITS	98.58
BMO FINANCIAL GROUP	SEPT LARGE CAPACITY CHALK REEL	35.88
BMO FINANCIAL GROUP	SEPT LYFT-AIRPORT/HOTEL&BACK	117.76
BMO FINANCIAL GROUP	SEPT MEDICAL RESPONSE SUPPLIES	129.88
BMO FINANCIAL GROUP	SEPT RETURN TONER CARTRIDGES	388.95-
BMO FINANCIAL GROUP	SEPT TO GEAR STORAGE BAGS	139.80
BMO FINANCIAL GROUP	SEPT WATER RESISTANT SENSOR	90.77
BMO FINANCIAL GROUP	SEPTEMBER BEE SPRAY	6.97
BMO FINANCIAL GROUP	SEPTEMBER BOLT SNAP	6.98
BMO FINANCIAL GROUP	SEPTEMBER HOMECOMING PARADE	83.41
BMO FINANCIAL GROUP	SEPTEMBER IPHONE CASE	16.98
BMO FINANCIAL GROUP	SEPTEMBER LIGHT BULBS	69.98
BMO FINANCIAL GROUP	SEPTEMBER LODGING	1,162.80
BMO FINANCIAL GROUP	SEPTEMBER LOGOS FOR DOORS	135.00
BMO FINANCIAL GROUP	SEPTEMBER MEETING-LODGING	409.65
BMO FINANCIAL GROUP	SEPTEMBER MEETING-MEALS	111.74
BMO FINANCIAL GROUP	SEPTEMBER OFFICE SUPPLIES	111.55
BMO FINANCIAL GROUP	SEPTEMBER PAINT	69.23
BMO FINANCIAL GROUP	SEPTEMBER PARKING AT AIRPORT	60.00
BMO FINANCIAL GROUP	SEPTEMBER POSTAGE	5.16
BMO FINANCIAL GROUP	SEPTEMBER SERVICE AWARDS	13.50
BMO FINANCIAL GROUP	SEPTEMBER TURBOSCRIBE	20.00
BMO FINANCIAL GROUP	SEPTEMBER 12' TAPE MEASURE	3.47
BMO FINANCIAL GROUP	SEPTEMBER 5-GALLON XYLENE 5-SW	265.11
BMO FINANCIAL GROUP	SONSTEBO UNIFORM PURCHASE	35.96
BMO FINANCIAL GROUP	SQUAD SUPPLIES	60.39
BMO FINANCIAL GROUP	TASER BATTERIES	348.80
BMO FINANCIAL GROUP	THUMB DRIVES	71.99
BMO FINANCIAL GROUP	TRUNK OR TREAT SUPPLIES	84.44
BMO FINANCIAL GROUP	TRUNK OR TREAT/JOB FAIR SUPPLI	167.49
BMO FINANCIAL GROUP	08/13-09/12/24 CONSTANT CONTAC	45.00
BMO FINANCIAL GROUP	09/06-10/05/24 PHOTO PLAN	10.78
BMO FINANCIAL GROUP	09/16/24-09/16/25 FLOWSAVVY	60.00
BMO FINANCIAL GROUP	2024 MN GFOA CONFERENCE	275.00
BMO FINANCIAL GROUP	2024 TREE INSPECTOR WORKSHOP	100.00
BMO FINANCIAL GROUP	3/4" NPT VACUUM BREAKER	101.99
JEAN O. BOWMAN	OCTOBER MEETING-MILEAGE	234.50
CARLSON & STEWART REFRIDGERATI	OCT REPAIRED CONTROL MODULE	1,513.50
CHARTER COMMUNICATIONS	CABLE 10/18-11/17	32.97
MARK CHRISTOPHERSON	PAY ESTIMATE NO. 7	20,000.00
COLE PAPERS INC	CLEANING SUPPLIES	569.33
COOPERS TECHNOLOGY GROUP	OCTOBER DESK CALENDAR	4.54
COOPERS TECHNOLOGY GROUP	OCTOBER PAGE MAGNIFIER	20.64

General

COOPERS TECHNOLOGY GROUP	OCTOBER SHEET PROTECTORS	5.54
COOPERS TECHNOLOGY GROUP	OCTOBER TAPE, DRY ERASE MARKERS	40.77
COSSETTE ELECTRIC LLC	JULY REPLACE CORD-VACUUM	120.78
COSSETTE ELECTRIC LLC	MAY INSTALL NEW SERVICES/RTC	11,600.00
COSSETTE ELECTRIC LLC	OCT REPLACE LIGHT FIXTURE CORN	482.49
COSSETTE ELECTRIC LLC	OCT REPLACE LIGHT-MAIN ENTRANC	408.18
CREATIVE FORMS & CONCEPTS INC	2024 W2 FORMS	268.09
DACOTAH PAPER CO	OCT TOILET PAPER, WET MOP ANTIM	201.26
DACOTAH PAPER CO	OCTOBER BLACK NITRILE GLOVES	69.53
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	2,793.49
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	104,521.05
EXCEPTIONAL OUTDOOR SERVICES	COMM. WINTERIZATION-DELAGOON	1,000.00
FASTENAL COMPANY	OCT PARK SAFETY VENDING	95.65
FASTENAL COMPANY	OCT STREET SAFETY VENDING	95.64
FERGUS FALLS CONVENTION &	AUG 2024 LODGING TAX	22,858.39
FERGUS FALLS CONVENTION &	AUG 2024 LODGING TAX ADMIN	685.75-
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	2,362.32
GENERAL FUND	SURCHARGE PERMIT 7273 AQUATIC	55.00-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	12,155.00
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	1,475.22
HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREMIUM	1,008.00
HIGH POINT NETWORKS LLC	HPN MONTHLY M365/GSUITE BACKUP	345.00
HIGH POINT NETWORKS LLC	OFFICE 365 G3 GCC	2,576.00
HIGH POINT NETWORKS LLC	PROJECT PLAN 3 FOR GCC	30.00
HIGH POINT NETWORKS LLC	VISIO PLAN 2 FOR GCC	45.00
HOME DEPOT CREDIT SERVICES	OCT GORILLA GLUE, DRILL SCREW	16.05
HOME DEPOT CREDIT SERVICES	OCT TOOL FOR CLEANING GLASS	374.09
HOME DEPOT CREDIT SERVICES	OCT TRAFFIC SIGNAL HARDWARE	14.87
HOME DEPOT CREDIT SERVICES	OCT VORTEX HARD RING BRUSH	17.97
HOME DEPOT CREDIT SERVICES	OCTOBER BLACK NIPPLE & ELBOW	9.54
HOME DEPOT CREDIT SERVICES	OCTOBER BUSHING & ELBOW	5.46
HUMANA INSURANCE CO	NOV VISION INSURANCE	23.22
KPH INC	OCTOBER KOMPTECH SCREENER RENT	2,800.00
LAKE REGION HEALTHCARE CORP	SEPT MEDICAL RESPONSE SUPPLIES	25.87
LAKE REGION HEALTHCARE CORP	SEPT PRE-EMPLOY DRUG SCREEN	37.50
LAKES COUNTRY SERVICE COOP	JUNE RANDOM DRUG TESTING	70.00
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG TESTING	105.00
LEAGUE OF MN CITIES INS TRUST	AUGUST WC DEDUCTIBLE-508006	2,595.39
LEAGUE OF MN CITIES INS TRUST	AUGUST WC DEDUCTIBLE-508757	36.00
LEAGUE OF MN CITIES INS TRUST	JULY WC DEDUCTIBLE-507788	117.07
LEAGUE OF MN CITIES INS TRUST	JULY WC DEDUCTIBLE-507964	36.00
LEAGUE OF MN CITIES INS TRUST	JUNE WC DEDUCTIBLE-506226	1,381.73
LOCATORS & SUPPLIES INC	OCT AERVOE GRAFFITI REMOVER	89.95

General

LOCKBOX SERVICES 931054	07/01-09/30/24 INVESTMENT FEES	11,560.30
METRO SALES INC	09/18-10/27/23 COPIER RENT	152.98
METRO SALES INC	09/18-10/27/23 COPIER USAGE	22.68
MN FIRE SVC CERTIFICATION	OCT CERTIFY/APPARATUS OPERATOR	158.50
MISSION MECHANICAL INC	OCT REPAIR COOLING FAN TOWER	511.00
MISSION MECHANICAL INC	OCTOBER RESET DRAIN PAN SENSOR	795.00
MOBOTREX INC	OCT 3/5 SECTION BACKPLATES	631.00
NYCKLEMOE & ELLIG PA	NOV RETAINER FEE/OFFICE ALLOW	7,450.00
OTTER TAIL COUNTY HIGHWAY DEPT	AUG DECORATIVE LIGHTS ROUNDAB	11.43
OTTER TAIL COUNTY HIGHWAY DEPT	JULY DECORATIVE LIGHTS ROUNDAB	10.68
OTTER TAIL COUNTY HIGHWAY DEPT	JUNE DECORATIVE LIGHTS ROUNDAB	11.22
OTTER TAIL COUNTY HIGHWAY DEPT	MAY REFUND LIGHTS ROUNDABOUT	16.14-
OTTER TAIL TELCOM	METRO-E FIBER RENTAL	231.40
OTTER TAIL TELCOM	OCTOBER ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	PHONE SYSTEM CONTRACT COST IT	1,150.94
OTTER TAIL TELCOM	SEPTEMBER LONG DISTANCE	20.72
POLICE DEPT CONTINGENCY FUND	BERGREN UNIFORM PURCHASE	263.37
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	5,841.04
PUBLIC UTILITIES DEPARTMENT	OCTOBER/UTILITY-522 E HAMPDEN	40.34
JASON SCHUETZLE	REIMBURSEMENT/BATTERIES	36.41
SHERWIN WILLIAMS CO	OCTOBER PAINT	39.48
SHI INTERNATIONAL CORP	ADOBE ACROBAT PRO	3,011.70
SHI INTERNATIONAL CORP	ADOBE SIGN SOLUTIONS FOR ENTR.	583.74
SPEE DEE DELIVERY SERVICE INC	OCTOBER FREIGHT	56.47
STEIN'S INC	OCT KAIVAC #CSS12 #15 CLAMP	10.43
STENERSON BROTHERS LUMBER CO	OCT ROOF FLASH IN TUBE SENIOR	6.35
SUMMIT COMPANIES	ANNUAL FIRE ALARM INSPECTION	365.00
SUMMIT COMPANIES	ANNUAL SPRINKLER SYSTEM INSPEC	290.00
SUMMIT COMPANIES	SEMI-ANNUAL SVC/FIRST CYLINDER	226.10
SWANSTON EQUIPMENT CO	OCT STIHL PARTS ORDER JACOB	87.34
USABLE LIFE	OCT LIFE INSURANCE	81.40
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	909.65
WEX	SEP FLEX/HSA PART FEE	158.29
	F U N D T O T A L	243,063.69

P.A. General

EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	8.11
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	1,167.98

P.A. General

FERGUS HOME & HARDWARE	FRIDGE DOOR BIN REPLACEMENT	39.99
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	33.27-
NATURES GARDEN WORLD	SPRINKLER SYSTEM WINTERIZATION	195.00
UGSTAD PLUMBING INC	BOILER/GEN CK 10/11/24	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 10/17/24	90.00
UGSTAD PLUMBING INC	NOVEMBER RETAINER FEE	125.00
WEX	SEP FLEX/HSA PART FEE	3.30
	F U N D T O T A L	1,686.11

Regional Treatment Center-City Operated

BMO FINANCIAL GROUP	RTC CUUDEBACK DIGITAL	16.18
HOME DEPOT CREDIT SERVICES	OCT TAPCON 3/16 ANCHORS RTC	40.87
	F U N D T O T A L	57.05

Public Library

BAKER & TAYLOR INC	BOOKS	2,919.08
BAKER & TAYLOR INC	FREIGHT SURCHARGE	57.30
BAKER & TAYLOR INC	LOWE BOOKS	16.06
BAKER & TAYLOR INC	PROCESSING	232.83
BIBLIOTHECA LLC	2025 SELF-CHECKOUT SERVICE	2,160.90
BMO FINANCIAL GROUP	AUGUST BOOKS	141.52
BMO FINANCIAL GROUP	AUGUST WALL MOUNT SIGN HOLDER	28.39
BMO FINANCIAL GROUP	SEPTEMBER BOOKS	303.57
BMO FINANCIAL GROUP	SEPTEMBER DIGITAL MATERIALS	335.49
BMO FINANCIAL GROUP	SEPTEMBER DVD'S	298.17
DACOTAH PAPER CO	OCTOBER TOILET PAPER,CAN LINER	267.24
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	54.42
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	6,454.38
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	565.62-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	2,358.00-
HOME DEPOT CREDIT SERVICES	OCT WALLPLATE,GREAT STUFF GAPS	9.69
LAKE COUNTRY GRAPHICS INC	NEIGHBORS TOGETHER BAGS GRANT	1,470.00
LEAGUE OF MN CITIES INS TRUST	OCTOBER LIBRARY FENCE	247.00

Public Library

MAGAZINE SUBSCRIPTION SERVICE	MAGAZINES	2,735.81
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	326.41
VALUE LINE PUBLISHING LLC	DIGTIAL DC REIMBURSE HALF	4,550.00
WEX	SEP FLEX/HSA PART FEE	13.75
	F U N D T O T A L	19,698.39

Bigwood Event Center

VESTIS	OCTOBER LINEN SUPPLY	478.44
BJORN'S HEATING & AIR COND INC	OCTOBER CLEANED FLAME SENSOR	69.00
BMO FINANCIAL GROUP	AUGUST PARTS/CARPET CLEANER	51.54
BMO FINANCIAL GROUP	AUGUST TURBO CARPET CLEANER	133.77
BMO FINANCIAL GROUP	SEPT WOOD PUTTY-DANCE FLOOR	9.69
DS BEVERAGES INC	OCTOBER BEVERAGES/BEER,MIX	304.20
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	7.44
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	862.44
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	99.82-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	1,296.00-
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	102.41
JOHNSON BROTHERS LIQUOR CO	OCTOBER BEVERAGES/WINE	62.81
PHILLIPS WINE & SPIRITS CO	OCTOBER BEVERAGES/WINE	705.85
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	556.61
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	45.52
WEX	SEP FLEX/HSA PART FEE	3.02
	F U N D T O T A L	1,996.92

CDBG/HUD Revolving Loan

ANYTIME PLUMBING LLC	PLUMBING/220 W LINCOLN-#511	4,200.00
	F U N D T O T A L	4,200.00

Capital Improvement

Capital Improvement

BERGANKDV LTD	2023 AUDIT EXPENSE	5,000.00
BOLTON & MENK INC	ART SCULPTURE ANALYSIS	380.00
BOLTON & MENK INC	PROF SERV 8/31/24-9/27/24	4,369.00
JOEL CARLSON INC.	NOVEMBER LEGISLATIVE FEES	2,285.00
COMSTOCK CONSTRUCTION INC	PAY APP NO. 3	450,503.64
GENERAL FUND	AQUATIC/PERMIT 7273 SURCHARGE	55.00
INTERSTATE ENGINEERING INC.	PROF SERV 9/8/24 TO 10/5/24	1,285.62
MOORE ENGINEERING INC	STANTON AVE RECONST. SERVICES	4,485.00
	F U N D T O T A L	468,363.26

Liquor Store

THE AMERICAN BOTTLING COMPANY	OCTOBER/MIX	247.37
ARTISAN BEER COMPANY	OCTOBER/BEER	1,719.05
ARTISAN BEER COMPANY	OCTOBER/MIX	73.80
ARTISAN BEER COMPANY	OCTOBER/THC BEVERAGES	1,063.10
BELLBOY CORPORATION	OCTOBER/FREIGHT	52.70
BELLBOY CORPORATION	OCTOBER/LIQUOR	3,028.08
BELLBOY CORPORATION	OCTOBER/MIX	102.25
BELLBOY CORPORATION	OCTOBER/THC BEVERAGES	768.00
BEVERAGE WHOLESALERS INC	OCTOBER/BEER	53,601.11
BEVERAGE WHOLESALERS INC	OCTOBER/LIQUOR	405.00
BEVERAGE WHOLESALERS INC	OCTOBER/MIX	291.80
BEVERAGE WHOLESALERS INC	OCTOBER/WINE	100.00
BMO FINANCIAL GROUP	SEPTEMBER MOOD PANDORA	62.44
BRAUN VENDING INC	OCTOBER SUPPLIES-WATER	35.00
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/FREIGHT	359.50
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/LIQUOR	19,224.10
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/MIX	247.10
BREAKTHRU BEVERAGE MINNESOTA	OCTOBER/WINE	4,657.75
CAYAN	OCT 2024 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	OCTOBER/MIX	286.60
DS BEVERAGES INC	OCTOBER/BEER	36,005.63
DS BEVERAGES INC	OCTOBER/LIQUOR	373.00
DS BEVERAGES INC	OCTOBER/MIX	717.66
DS BEVERAGES INC	OCTOBER/THC BEVERAGES	3,376.63
DACOTAH PAPER CO	OCTOBER SUPPLIES-BAGS	279.19
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	22.13
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	7,520.84

Liquor Store

GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	399.26-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	3,012.00-
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	25.47
THE HOME CITY ICE COMPANY	OCTOBER/FREIGHT #7648240886	15.00
THE HOME CITY ICE COMPANY	OCTOBER/ICE #7648240886	73.71
JOHNSON BROTHERS LIQUOR CO	OCTOBER/FREIGHT	352.89
JOHNSON BROTHERS LIQUOR CO	OCTOBER/LIQUOR	14,755.53
JOHNSON BROTHERS LIQUOR CO	OCTOBER/MIX	77.40
JOHNSON BROTHERS LIQUOR CO	OCTOBER/THC BEVERAGES	478.75
JOHNSON BROTHERS LIQUOR CO	OCTOBER/WINE	6,605.27
LEIGHTON BROADCASTING	SEPTEMBER 2024 RADIO ADVERTISE	2,307.00
PEPSI BEVERAGE COMPANY	OCTOBER/MIX	389.65
PHILLIPS WINE & SPIRITS CO	OCTOBER/FREIGHT	478.03
PHILLIPS WINE & SPIRITS CO	OCTOBER/LIQUOR	24,866.11
PHILLIPS WINE & SPIRITS CO	OCTOBER/MIX	218.15
PHILLIPS WINE & SPIRITS CO	OCTOBER/THC BEVERAGES	639.20
PHILLIPS WINE & SPIRITS CO	OCTOBER/WINE	6,089.84
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	605.11
SOUTHERN GLAZER'S OF MN	OCTOBER/FREIGHT	361.98
SOUTHERN GLAZER'S OF MN	OCTOBER/LIQUOR	15,295.58
SOUTHERN GLAZER'S OF MN	OCTOBER/MIX	141.00
SOUTHERN GLAZER'S OF MN	OCTOBER/WINE	4,870.60
SPEE DEE DELIVERY SERVICE INC	OCTOBER/FREIGHT	48.42
TALKING WATERS BREWING CO LLC	OCTOBER/BEER	135.00
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	78.65
WEX	SEP FLEX/HSA PART FEE	18.98
	F U N D T O T A L	210,296.63

Refuse Disposal

BMO FINANCIAL GROUP	SEPTEMBER COMPACTOR TARPS	78.20
WASTE MANAGEMENT	10/01-10/15/24 PRO SERVICES	5,415.67
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	57.46
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	11,335.48
FASTENAL COMPANY	OCT REFUSE SAFETY VENDING	59.00
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	133.09-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	1,350.00-
HOME DEPOT CREDIT SERVICES	OCT DUCT TAPE, SCREWS, HOOK, PINS	26.12
JR OIL CO	OCT PICK UP USED OIL FILTERS	120.00

Refuse Disposal

KPH INC	OCTOBER KOMPTECH SCREENER RENT	1,400.00
LAKE REGION HEALTHCARE CORP	SEPT PRE-EMPLOY DRUG SCREEN	37.50
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG TESTING	35.00
LEAGUE OF MN CITIES INS TRUST	JUNE WC DEDUCTIBLE-506005	1,250.97
METRO SALES INC	09/18-10/27/23 COPIER RENT	16.56
METRO SALES INC	09/18-10/27/23 COPIER USAGE	22.23
U.S. POSTMASTER	OCTOBER POSTAGE	1,000.00
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	1,578.34
U S BANK	OCT 2024 RETURNED CK/O LEIS	46.50
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	23.19
WEX	SEP FLEX/HSA PART FEE	22.44
	F U N D T O T A L	21,041.57

Sewage Treatment

AQUAFIX INC	OCT QWIK-ZYME L 55 GAL DRUMS	3,967.62
BERGANKDV LTD	2023 AUDIT EXPENSE	225.00
BMO FINANCIAL GROUP	AUGUST TRAVEL-LODGING	228.81
BMO FINANCIAL GROUP	SEPT MIP ADAPTER BRASS	4.87
BMO FINANCIAL GROUP	SEPT POSTAGE/CAMERA REPAIR	9.50
BMO FINANCIAL GROUP	SEPT REFRIG COIL,COMP NUT BRAS	42.47
BMO FINANCIAL GROUP	SEPT 1/4 MALE STEEL COUPLERS	11.07
BMO FINANCIAL GROUP	SEPTEMBER MALE&FEMALE COUPLERS	11.36
BMO FINANCIAL GROUP	SEPTEMBER POSTAGE	56.85
CAPITALONE TRADE CREDIT	OCT #6.5 15(DEGREE) 1/4"	22.98
CAPITALONE TRADE CREDIT	OCTOBER RETURN PARTS	9.99-
COSSETTE ELECTRIC LLC	OCT REPLACED LIGHTS & SWITCHES	842.72
COSSETTE ELECTRIC LLC	OCT SHOREVIEW LIFT STATION WOR	138.00
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	37.18
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	8,052.76
FASTENAL COMPANY	OCT SEWER SAFETY VENDING	59.00
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	532.35-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	1,668.00-
GOODIN COMPANY	OCT BLACK PIPE,T.B.E.,NIPPLE	242.67
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	287.28
HOME DEPOT CREDIT SERVICES	OCT 1500W ELEC HEATER (SEWER)	139.00
JET-WAY MULTIPLE SERVICES INC	OCT WATERBLAST STEEL PIPE	4,367.50
KPH INC	OCTOBER KOMPTECH SCREENER RENT	1,400.00
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG TESTING	35.00

Sewage Treatment

METRO SALES INC	09/18-10/27/23 COPIER RENT	16.56
METRO SALES INC	09/18-10/27/23 COPIER USAGE	22.23
MN VALLEY TESTING LABS INC	OCT TCLP METALS & EXTRACTION	335.00
MUNICIPAL SERVICE CO INC	OCT REPLACE 8" PNEUMATIC VALVE	2,800.00
U.S. POSTMASTER	OCTOBER POSTAGE	1,000.00
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	5,428.81
RMB ENVIRONMENTAL LABORATORIES	OCTOBER ANALYSIS	1,340.11
SIGELMAN STEEL & SALVAGE CO	OCT 3/16 FLAT BAR SEWER PLANT	10.80
SPEE DEE DELIVERY SERVICE INC	OCTOBER FREIGHT	105.89
USA BLUEBOOK	OCT BUFFER, INDICATOR, SOLUTION	217.60
USA BLUEBOOK	OCT GLOW IN THE DARK EXIT SIGN	16.95
USA BLUEBOOK	OCT 15' SAMPLER 3 SECTIONS	289.90
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	61.39
WEX	SEP FLEX/HSA PART FEE	10.07
	F U N D T O T A L	29,626.61

Water

BMO FINANCIAL GROUP	SEPT SWING BACK TRAILER JACK	47.98
BMO FINANCIAL GROUP	SEPTEMBER HP TRANSFER PUMP	64.99
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	70.98
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	9,435.73
FASTENAL COMPANY	OCT WATER SAFETY VENDING	59.01
CITY OF FERGUS FALLS	WATER METER AUDIT REFUND	1,480.09
FERGUSON WATERWORKS #1657	OCT METER FLANGE KITS (STOCK)	291.70
FERGUSON WATERWORKS #1657	OCT 2" MACH 10 R900I METER	1,183.23
FERGUSON WATERWORKS #1657	OCT 2" MACH10&5/8X3/4 T10 METE	3,216.46
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	232.91-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	1,117.00-
GRAYMONT (WI) LLC	OCT HIGH CALCIUM QUICKLIME	9,045.72
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	564.00
HAWKINS INC	OCT CHLORINE/AMMONIA CYLINDERS	20.00
HAWKINS INC	OCT FERRIC SULFATE, AMMONIA ANH	5,079.82
HAWKINS INC	OCTOBER 120V ADJ OUTPUT MOTOR	311.77
HAWKINS INC	OCTOBER 2000 LB CHLORINE	2,279.85
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG TESTING	70.00
METRO SALES INC	09/18-10/27/23 COPIER RENT	16.55
METRO SALES INC	09/18-10/27/23 COPIER USAGE	22.23
NORTH CENTRAL LABORATORIES	OCTOBER POTASSIUM IODIDE, ACS	751.19

Water

OTTER TAIL TELCOM	OCTOBER TELEPHONE LINES	596.26
OTTER TAIL TELCOM	OCTOBER TELEPHONE LINES - FAX	22.99
POLLARDWATER	OCT KROIL PENETRATING OIL	182.53
U.S. POSTMASTER	OCTOBER POSTAGE	1,000.00
U.S. POSTMASTER	2025 1ST CLASS PRESORT #292	350.00
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	151.95
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	488.36
WEX	SEP FLEX/HSA PART FEE	23.81
	F U N D T O T A L	35,477.29

Storm Water

BMO FINANCIAL GROUP	SEPT IND STORMWATER TRAINING	50.00
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	2.70
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	327.15
KPH INC	OCTOBER KOMPTECH SCREENER RENT	1,400.00
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	40.01
WEX	SEP FLEX/HSA PART FEE	1.65
	F U N D T O T A L	1,821.51

Equipment

ADMINISTRATOR'S CONTINGENCY FD	OCTOBER MEETING-LODGING	121.10
AUTO VALUE - FERGUS FALLS	OCT BEARINGS UNIT 501	179.96
AUTO VALUE - FERGUS FALLS	OCT DOT 4 BRAKE FLUID	13.99
AUTO VALUE - FERGUS FALLS	OCT DOT3 BRAKE FLUID	26.99
AUTO VALUE - FERGUS FALLS	OCT FEMALE JIC HYD FITTING	44.98
AUTO VALUE - FERGUS FALLS	OCT FUEL PUMP UNIT 95	465.98
AUTO VALUE - FERGUS FALLS	OCT FUEL/AIR FILTER U-244	90.70
AUTO VALUE - FERGUS FALLS	OCT HOSE CLAMPS (SHOP)	50.60
AUTO VALUE - FERGUS FALLS	OCT HYD/CAB AIR FILTER U-283	75.20
AUTO VALUE - FERGUS FALLS	OCT MALE O-RING BOSS HYD FITT	25.58
AUTO VALUE - FERGUS FALLS	OCT METAL VALVE STEMS	59.90
AUTO VALUE - FERGUS FALLS	OCT METRIC 11X1.25 TAP (SHOP)	8.99
AUTO VALUE - FERGUS FALLS	OCT PERMATEx ANTI-SEIZE	18.99

Equipment

AUTO VALUE - FERGUS FALLS	OCT PERMATEX BEARING MOUNT	42.99
AUTO VALUE - FERGUS FALLS	OCT RAIN X GLASS CLEANER	23.97
AUTO VALUE - FERGUS FALLS	OCT RAIN-X GLASS CLEANER	7.99
AUTO VALUE - FERGUS FALLS	OCT REFUSE TRUCK WASH	23.99
AUTO VALUE - FERGUS FALLS	OCT SHOCKS UNIT 40	87.98
AUTO VALUE - FERGUS FALLS	OCT STEERING RACK&PINION U-44	1,194.46
AUTO VALUE - FERGUS FALLS	OCT STOCK PARTS ORDER	310.54
AUTO VALUE - FERGUS FALLS	OCT T-STYLE AIR OUPLEERS	5.99
AUTO VALUE - FERGUS FALLS	OCT TIRE PATCH/PLUG	38.99
BMO FINANCIAL GROUP	AUGUST JACK STAND	1,105.37
BMO FINANCIAL GROUP	AUGUST 42" DECK REBUILD KIT	95.36
BMO FINANCIAL GROUP	SEPT AIR LINE BALL VALVE	14.29
BMO FINANCIAL GROUP	SEPT FIXTURING KIT/RHINO CART	1,445.00
BMO FINANCIAL GROUP	SEPT HOSE FITTING,CAMLOCKS	32.23
BMO FINANCIAL GROUP	SEPT 2" PIPE CLAMP FOR CONDUIT	55.88
BMO FINANCIAL GROUP	SEPTEMBER MOTOR FUEL	15.50
BMO FINANCIAL GROUP	SEPTEMBER NON SLIP STAIR TREAD	18.99
BMO FINANCIAL GROUP	SEPTEMBER TIRE LUBE,VALVE	17.37
DEPT. OF MOTOR VEHICLE	2024 FREIGHTLINER M2106 LICENS	9,364.25
EMPLOYEES INSURANCE TRUST FUND	NOV LIFE INSURANCE	27.55
EMPLOYEES INSURANCE TRUST FUND	OCT HEALTH INSURANCE	5,339.61
ENVIRONMENTAL EQUIP & SERVICES	OCT GUTTER BROOM COIL U-238	147.46
ENVIRONMENTAL EQUIP & SERVICES	OCT HEAVY DUTY SUCTION HOSE	697.56
ENVIRONMENTAL EQUIP & SERVICES	OCT LEAF PRESS BLEED CABLE/PIN	182.50
FARGO FREIGHTLINER	OCT AXLE LIFT SWITCH U-230	36.39
FASTENAL COMPANY	OCT SHOP SUPPLY VENDING	133.84
FASTENAL COMPANY	OCT SNOW PUSHER HARDWARE STK	205.59
GENERAL FUND	NEW PHONE SYSTEM CHARGEBACKS	366.00-
GENERAL FUND	2024 NEW PHONE SYSTEM ADJUSTME	1,354.00-
GRAINGER INC	OCT REEVING CABLE CLAMPS (STK)	62.85
GRAINGER INC	OCT 2"X1" REDUCING BUSHING	11.74
HOME DEPOT CREDIT SERVICES	OCT BRINE SHED PLUMBING PARTS	292.93
INTERSTATE BATTERY SYSTEM	OCT CORE CREDITS	180.00-
INTERSTATE BATTERY SYSTEM	OCT 31-MHD BATTERIES	279.90
KNUTSON ELECTRIC REBUILDING	SEP REPAIR WINCH FROM UNIT 50	257.25
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG TESTING	35.00
LOCATORS & SUPPLIES INC	OCT YELLOW CAUTION TAPE	18.95
MACQUEEN EQUIPMENT INC	OCT REEVING CABLE REAR LOADS	584.99
MCMASTER-CARR SUPPLY CO	OCT SWIVEL LEVELING MOUNTS	138.32
NELSON AUTO CENTER	OCT SHIFT LEVER AND CABLE U-79	54.25
NELSON COLLISION CENTER	2092 REPAIRS	442.25
OLSON OIL COMPANY INC	OCT PREM DIESEL #1 RED (SHOP)	6,274.40
OLSON OIL COMPANY INC	OCT PREM DIESEL #2 RED (SHOP)	13,111.16

Equipment

OLYMPIC SALES INC	OCT EJECT CYL UNIT 227	4,595.55
POMP'S TIRE SERVICE INC	OCT 11R22.5 MAXTREAD BDM CC	1,222.53
PRODUCTIVITY PLUS ACCOUNT	OCT 85W140 GEAR LUBE (CODY)	571.20
PUBLIC UTILITIES DEPARTMENT	OCTOBER PUBLIC UTILITIES	1,098.80
SIGELMAN STEEL & SALVAGE CO	OCT 1/2" AND 1" FLAT STEEL ADA	438.00
SIGELMAN STEEL & SALVAGE CO	OCT 3X4.1 CHANNEL U-255	141.44
SMOKEY'S MACHINE SHOP	OCT CHECK/RESURFACE HEAD U-453	100.00
SWANSTON EQUIPMENT CO	OCT CAT HYDRAULIC FLUID	295.07
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	82.78
WALLWORK TRUCK CENTER F.F.	OCT DELVAC 15W40 OIL UNIT 244	124.45
WALLWORK TRUCK CENTER F.F.	OCT FILTER UNIT 262	119.43
WALLWORK TRUCK CENTER F.F.	OCT FUEL FILTER UNIT 244	88.65
WEX	SEP FLEX/HSA PART FEE	11.44
ZIEGLER INC.	OCT LED SEMI ROUND LIGHTS U262	260.80
ZIEGLER INC.	OCT THERMOSTAT/GASKET U-459	32.65
	F U N D T O T A L	50,701.38

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT FOR NOV INSURANCE	3,081.46-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT OCT HEALHT INSURANCE	50,496.37-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT OCT HEALTH INSURANCE	104,521.05-
LAKES COUNTRY SVC COOP	NOVEMBER HEALTH INSURANCE	174,954.32
SUN LIFE FINANCIAL	NOV LIFE INSURANCE	3,081.46
	F U N D T O T A L	19,936.90

Flexible Benefit Agency

WEX	2024 FLEX PLAIN REIMB	79.65
WEX	2024 FLEX PLAN REIMB	1,328.60
	F U N D T O T A L	1,408.25

PEG Access

PEG Access

BERGANKDV LTD	2023 AUDIT EXPENSE	1,925.00
MINNESOTA UC FUND	3RD QTR UMEPLOY TAX PEG	20.00
	F U N D T O T A L	1,945.00

Fergus Falls Convention and Visitor's Bureau, Inc.

BERGANKDV LTD	2023 AUDIT EXPENSE	1,925.00
BCBS OF MINNESOTA	NOVEMBER HEALTH INSURANCE	1,108.81
BCBS OF MINNESOTA	OCTOBER HEALTH INSURANCE	1,108.81
BMO FINANCIAL GROUP	AUGUST EVOLVE CREATIVE	300.00
BMO FINANCIAL GROUP	SEPTEMBER EVOLVE CREATIVE	304.50
BMO FINANCIAL GROUP	SEPTEMBER GOOGLE ADVERTISING	726.19
BMO FINANCIAL GROUP	SEPTEMBER HOSPITALITY LODGING	489.64
BMO FINANCIAL GROUP	SEPTEMBER INTERNET ON TABLET	35.54
BMO FINANCIAL GROUP	SEPTEMBER IONOS	10.00
BMO FINANCIAL GROUP	08/29-09/28/24 INTERNET	46.99
BMO FINANCIAL GROUP	2024 HOSPITALITY CONFERENCE	300.00
FERGUS FALLS CONVENTION &	AUG 2024 LODGING TAX	22,858.39-
FERGUS FALLS CONVENTION &	AUG 2024 LODGING TAX ADMIN	685.75
MINNESOTA UC FUND	3RD QTR UNEMPLOY TAX CVB	26.00
	F U N D T O T A L	15,791.16-
	T O T A L A L L F U N D S	1,095,529.40

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 04 DAY OF NOVEMBER 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

11/04/2024

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

DEPT. OF MOTOR VEHICLE	9,364.25
CITY OF FERGUS FALLS	1,480.09
MINNESOTA UC FUND	46.00
OTTER TAIL COUNTY HIGHWAY DEPT	17.19
ARC DOCUMENT SOLUTIONS LLC	129.00
ADMINISTRATOR'S CONTINGENCY FD	221.10
THE AMERICAN BOTTLING COMPANY	247.37
VESTIS	516.35
AMERITAS	4,119.50
ANYTIME PLUMBING LLC	4,200.00
AQUAFIX INC	3,967.62
ARENA WAREHOUSE LLC	2,583.86
TYLER ARMSTRONG	250.00
ARTISAN BEER COMPANY	2,855.95
ATLAS OUTDOOR SERVICES LLC	105.00
AUTO VALUE - FERGUS FALLS	2,798.76
BAKER & TAYLOR INC	3,225.27
BELLBOY CORPORATION	3,951.03
BERGANKDV LTD	9,075.00
CSG JANITORIAL	500.00
BEVERAGE WHOLESALERS INC	54,397.91
BIBLIOTHECA LLC	2,160.90
BIG AXX LLC	264.19
BJORN'S HEATING & AIR COND INC	69.00
BCBS OF MINNESOTA	2,217.62
BMO FINANCIAL GROUP	13,307.28
BOLTON & MENK INC	4,749.00
JEAN O. BOWMAN	234.50
BRAUN VENDING INC	35.00
BREAKTHRU BEVERAGE MINNESOTA	24,488.45
CAPITALONE TRADE CREDIT	12.99
JOEL CARLSON INC.	2,285.00
CARLSON & STEWART REFRIDGERATI	1,513.50
CAYAN	160.74
CHARTER COMMUNICATIONS	32.97
MARK CHRISTOPHERSON	20,000.00
VIKING COCA-COLA BOTTLING CO	286.60
COLE PAPERS INC	569.33
COMSTOCK CONSTRUCTION INC	450,503.64
COOPERS TECHNOLOGY GROUP	71.49
COSSETTE ELECTRIC LLC	13,592.17
CREATIVE FORMS & CONCEPTS INC	268.09
DS BEVERAGES INC	40,777.12
DACOTAH PAPER CO	817.22
WASTE MANAGEMENT	5,415.67
ENVIRONMENTAL EQUIP & SERVICES	1,027.52
EXCEPTIONAL OUTDOOR SERVICES	1,000.00

11/04/2024

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

FARGO FREIGHTLINER	36.39
FASTENAL COMPANY	707.73
FERGUS HOME & HARDWARE	39.99
FERGUSON WATERWORKS #1657	4,691.39
GOODIN COMPANY	242.67
GRAINGER INC	74.59
GRAYMONT (WI) LLC	9,045.72
GREAT PLAINS NATURAL GAS CO	2,454.38
HAWKINS INC	7,691.44
HIGH POINT NETWORKS LLC	4,004.00
THE HOME CITY ICE COMPANY	88.71
HOME DEPOT CREDIT SERVICES	946.59
HUMANA INSURANCE CO	23.22
INTERSTATE BATTERY SYSTEM	99.90
INTERSTATE ENGINEERING INC.	1,285.62
JR OIL CO	120.00
JET-WAY MULTIPLE SERVICES INC	4,367.50
JOHNSON BROTHERS LIQUOR CO	22,332.65
KPH INC	7,000.00
KNUTSON ELECTRIC REBUILDING	257.25
LAKE COUNTRY GRAPHICS INC	1,470.00
LAKE REGION HEALTHCARE CORP	100.87
LAKES COUNTRY SERVICE COOP	350.00
LAKES COUNTRY SVC COOP	174,954.32
LEAGUE OF MN CITIES INS TRUST	5,664.16
LEIGHTON BROADCASTING	2,307.00
LOCATORS & SUPPLIES INC	108.90
LOCKBOX SERVICES 931054	11,560.30
MACQUEEN EQUIPMENT INC	584.99
MAGAZINE SUBSCRIPTION SERVICE	2,735.81
MCMASTER-CARR SUPPLY CO	138.32
METRO SALES INC	292.02
MN FIRE SVC CERTIFICATION	158.50
MN VALLEY TESTING LABS INC	335.00
MISSION MECHANICAL INC	1,306.00
MOBOTREX INC	631.00
MOORE ENGINEERING INC	4,485.00
MUNICIPAL SERVICE CO INC	2,800.00
NATURES GARDEN WORLD	195.00
NELSON AUTO CENTER	54.25
NELSON COLLISION CENTER	442.25
NORTH CENTRAL LABORATORIES	751.19
NYCKLEMOE & ELLIG PA	7,450.00
OLSON OIL COMPANY INC	19,385.56
OLYMPIC SALES INC	4,595.55
OTTER TAIL TELCOM	2,032.31
PEPSI BEVERAGE COMPANY	389.65

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

PHILLIPS WINE & SPIRITS CO	32,997.18
POLICE DEPT CONTINGENCY FUND	263.37
POLLARDWATER	182.53
POMP'S TIRE SERVICE INC	1,222.53
U.S. POSTMASTER	3,350.00
PRODUCTIVITY PLUS ACCOUNT	571.20
PUBLIC UTILITIES DEPARTMENT	15,627.41
RMB ENVIRONMENTAL LABORATORIES	1,340.11
JASON SCHUETZLE	36.41
SHERWIN WILLIAMS CO	39.48
SIGELMAN STEEL & SALVAGE CO	590.24
SMOKEY'S MACHINE SHOP	100.00
SHI INTERNATIONAL CORP	3,595.44
SOUTHERN GLAZER'S OF MN	20,669.16
SPEE DEE DELIVERY SERVICE INC	210.78
STEIN'S INC	10.43
STENERSON BROTHERS LUMBER CO	6.35
SUMMIT COMPANIES	881.10
SUN LIFE FINANCIAL	3,081.46
SWANSTON EQUIPMENT CO	382.41
TALKING WATERS BREWING CO LLC	135.00
UGSTAD PLUMBING INC	305.00
USABLE LIFE	81.40
USA BLUEBOOK	524.45
U S BANK	46.50
VALUE LINE PUBLISHING LLC	4,550.00
VERIZON WIRELESS	1,729.55
WALLWORK TRUCK CENTER F.F.	332.53
WEX	1,675.00
TOTAL OTHER GOVERNMENT	10,907.53
TOTAL OTHER VENDORS	1,084,621.87
TOTAL ALL VENDORS	1,095,529.40



Council Action Recommendation

Page 1 of 2

Meeting Date:

11/4/2024

Subject:

Project Updates

Recommendation:

N/A

Background/Key Points:

At the October 21, 2024 City Council meeting, a resident requested updates on the following during the Open Forum:

Golf Course Purchase Agreement

Dairy Property

Ethics Discussion

Golf Course Purchase Agreement

The City Attorney has drafted a proposed purchase agreement that has been reviewed by staff and is currently in the hands of Pebble Lake Golf Club for review. Representatives of the City and Golf Club plan to meet on Friday November 1st to discuss proposed changes/comments related to the agreement. It is our intent to have an agreement finalized for the Council's consideration at the December 2nd meeting. It would need to be introduced at one meeting and then acted upon at a subsequent meeting. If ready to go, it may be on the November 27th Committee of the Whole agenda for discussion. The intent is to close on this property before January 1, 2025, if the Council wishes to proceed with the sale.

Dairy Property

The city received \$4 million in State bonding for the site to go towards the city acquisition of the river buffer parcel (from the Port), river buffer trail construction and two rail crossing improvements. Just this week we signed the grant agreement with DEED to be able to start spending this money. The grant agreement process is complex, which took significant time. The city has started working with the railroad consultant on the crossings and preliminary review has been complete. Once the buffer parcel is finalized, the acquisition can take place, and we anticipate trail construction in 2025.

The Port (owner of the whole parcel today) has had conversations with housing developers, but none have advanced beyond initial discussions. One housing developer is exploring single & twin homes. Another that has shown preliminary interest was looking at multi-family housing projects.

The biggest hurdle to development is the cost of infrastructure, cost of construction and site access (which we are working through with the RR).

Ethics

The City Attorney has answered the question that was posed to him by the Council. Any further action related to the Code of Conduct would need to come from the Council and should follow the procedure adopted by the Council within that code. This Code was created and adopted by the Council and is to be self-policed and enforced by the Council.

Budgetary Impact:

N/A

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments: